



## COMMON COUNCIL MEETING AGENDA

TUESDAY, MARCH 19, 2024 AT 7:00 PM

**MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094**

*For the public: Members of the media and the public may attend **by calling:** (571) 317-3122*

***Access Code:** 153-925-469 or <https://www.gotomeet.me/EMcFarland>*

*All public participants' phones will be muted during the meeting except during the public comment period. This meeting will be streamed live on YouTube at: <https://www.youtube.com/c/WatertownTV>*

### 1. CALL TO ORDER

### 2. ROLL CALL

### 3. PLEDGE OF ALLEGIANCE

### 4. MINUTES OF COUNCIL MEETING HELD

A. Council minutes from March 5, 2024

### 5. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

*Members of the public who wish to address the Council must register their request in writing before the meeting begins. Each individual who requests to address the Council will be permitted up to three minutes for their comments.*

### 6. PUBLIC HEARING

A. Amend Sections § 550-25F(1)(a)[2], § 550-25F(2)(b), § 550-25F(2)(c), § 550-32C(2), § 550-33C(2), § 550-15, and § 550-126A through removal and addition of language

### 7. REPORTS

A. Licensing Board minutes from February 14, 2024

B. Parks, Recreation, and Forestry minutes from February 19, 2024

C. Senior Center Advisory Board minutes from February 20, 2024

D. Plan Commission minutes from February 26, 2024

E. Finance Committee meeting of February 26, 2024

F. Town Square Programming Commission Minutes from March 6, 2024

G. Public Safety and Welfare Committee Minutes from March 6, 2024

H. Parks, Recreation, and Forestry minutes from March 11, 2024

I. Finance Committee minutes from March 11, 2024

J. Public Works minutes from March 12, 2024

K. Tourism minutes from March 14, 2024

### 8. COMMUNICATION & RECOMMENDATIONS

A. Employee Recognitions

B. Review and take action: Committee Appointments

C. April 2, 2024 Council Meeting will be moved to April 1, 2024 due to the Spring Election

D. Town of Emmet Annexation Update

### 9. ACCOUNTS PAYABLE

A. Accounts Payable- February 2024

## 10. MISCELLANEOUS BUSINESS

- A. Payroll Summary - February, 21 2024 through March 5, 2024
- B. Cash and Investments - February 29, 2024

## 11. LICENSES

- A. Licensing Memo to Council
- B. Review and take action: application for Temporary Class "B" license from Fiesta Cultural Org at Bentzin Family Town Square for the Dueling Pianos event on Saturday June 29, 2024 from 5pm - 9pm
- C. Review and take action: application for operator's license from Jessica L Raatz

## 12. ORDINANCES

- A. Ord. 24-10 - Ordinance to Amend Chapter 428 Public Events, Article II Special Events License, Sections 428-8C.(1), 428-8C.(1)(e)[1], 428-8D and 428-8E., Outdoor Open Container Entertainment Event Permit (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, First Reading)
- B. Ord. 24-11 - Amend Chapter 228, Article I, Section 228-1 & 228-2 of the City of Watertown General Ordinances (Sponsor: Mayor McFarland From: Finance Committee, 1st reading)

## 13. RESOLUTIONS

- A. Exh. 9590 - Resolution to approve Fund 05 Budget Modification (Sponsor: Mayor McFarland From: Finance Committee)
- B. Exh. 9591 - Resolution to approve Fund 24 Budget Modification (Sponsor: Mayor McFarland From: Finance Committee)
- C. Exh. 9592 - Resolution to approve transit lease - addition of two vehicles (Sponsor: Ald. Schmid From: Transit Commission)
- D. Exh. 9593 – Resolution to authorize submittal of 2023 Annual Stormwater Report (Sponsor: Ald. Wetzel From: Public Works Commission)
- E. Exh. 9594 - Resolution to Authorize Write off of Uncollected Debts (Sponsor: Mayor McFarland From: Finance Committee)
- F. Exh. 9595 - Resolution to Authorize Write-Off of Uncollectible Delinquent Personal Property Taxes (Sponsor: Mayor McFarland From: Finance Committee)
- G. Exh. 9596 - Resolution to Update City of Watertown Animal License Fee Schedule (Sponsor: Mayor McFarland From: Finance Committee)
- H. Exh. 9597 - Introductory resolutions to preliminary approve the nomination of the Masonic Temple (2 East Main Street) as a locally designated landmark (Sponsor: Mayor McFarland From: Historic Preservations & Downtown Design Commission)

## 14. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

*Each individual who requests to address the Council will be permitted up to three minutes for their comments and must fill out the sign in sheet provided.*

## 15. ADJOURNMENT

*Persons requiring other reasonable accommodations of the above meeting may contact the office of the City Clerk by email [mdunneisen@watertownwi.gov](mailto:mdunneisen@watertownwi.gov), or by phone 920-262-4006.*

*“Any invocation that may be offered before the official start of the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.”*

**Common Council Minutes  
Tuesday March 5, 2024**

Section 4, Item A.

Mayor McFarland called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, March 5, 2024. This meeting was open for attendance in the Council Chambers as well as virtually.

**ROLL CALL**

Roll call indicated the following Alderpersons present: Ald. Davis, Lampe, Board, Bartz, Smith, Schmid, Wetzel and Moldenhauer. City staff present were City Attorney Steven Chesebro, Public Works Director Andrew Beyer (remote), Deputy Fire Chief Anthony Rauterberg, Police Chief David Brower, Finance Director Mark Stevens, Recreation Director Kristine Butteris (remote), and Deputy Treasurer/Clerk Sheri Rohr.

**PLEDGE OF ALLEGIANCE**

The Council recited the Pledge of Allegiance to the American Flag.

**MINUTES OF PRECEDING MEETING**

Mayor McFarland inquired if there were additions or corrections to minutes of the Common Council meeting held Tuesday, February 20, 2024. There being none, minutes were accepted as presented.

**COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT**

No comments were received.

**REPORTS**

*(Complete minutes are open for public inspection in the Finance Department.)*

The following reports were received and filed: BFTS meeting minutes from January 3, 2024; BFTS meeting minutes from February 7, 2024; Tourism meeting minutes from February 8, 2024; Finance Committee meeting minutes from February 12, 2024; Plan Commission meeting minutes from February 12, 2024; Public Works meeting minutes from February 27, 2024.

**COMMUNICATIONS & RECOMMENDATIONS**

April 2, 2024 Council Meeting will be moved to April 1, 2024 due to the Spring Election

Main Street (Cole Memorial) Bridge Update – Mayor McFarland advised the bid closure date is March 12, 2024. Upon acceptance of a favorable bid, construction is aimed to start in April 2024. Once construction begins, the bridge will remain closed until after state has completed their work, which is estimated to be completed in late fall 2024.

Update on Riverside Park Bathrooms – Mayor McFarland advised the City received two bids for this project. The total cost for the project is estimated at \$692,000. Construction is aimed to start in early April 2024 with anticipated completed in late summer 2024.

Main Street Program Report – Melissa Lampe: presented 2023 downtown highlights and provided pamphlets to Council members.

Watertown Library Information presented in Council packet.

**NEW BUSINESS**

Ald. Board moved to appoint Melissa Lampe – serving first three-year term ending March 2027 to the Historic Preservation and Downtown Design Committee, seconded by Ald. Bartz and carried by voice vote: Yes-7; No-0; Abstain-1.

**MISCELLANEOUS BUSINESS**

Payroll Summary - February 7, 2024 through February 20, 2024 was presented

**RESOLUTIONS**

*Resolutions below are listed in order of the agenda but may not be the order by which they were taken up at the Council meeting.*

Exh. 9589 - Resolution Petitioning the Secretary of Transportation for Airport Improvement Aid (Sponsor: Ald. Wetzel From: Airport Commission). Ald. Wetzel moved to adopt resolution 9589, seconded by Ald. Smith and carried by unanimous voice vote.

Exh. 9587 - Resolution authorizing the issuance and sale of \$3,120,000 General Obligation Promissory Note (Sponsor: Mayor McFarland From: Finance Committee). Ald. Board moved to adopt resolution 9587, seconded by Ald. Lampe and carried by roll call vote: Yes-8; No-0; Abstain-0.

Brad Viegut from Baird was present and provided details on this promissory note. He explained the interest rate for this note is lower than what was initially presented last month, moving from 4.42% to 3.29%. Brad further explained this interest rate is driven by Moody's bond rating for the City, which is Aa3 for this type of note.

Exh. 9588 - Resolution Authorizing the issuance of \$14,695,000 General Obligation Promissory Notes and Sale of \$14,695,000 Note Anticipation Notes in Anticipation Thereof (Sponsor: Mayor McFarland From: Finance Committee). Ald. Lampe moved to adopt resolution 9588, seconded by Ald. Davis and carried by roll call vote: Yes-6; No-2; Abstain-0.

Brad Viegut provided details on this short term note for the fire station. He explained the interest rate for this loan is lower than what was initially presented last month, moving from 4.59% to 3.95%, which is well below projection. Because of the lower interest rate, the total loan amount was able to be reduced to \$14,630,000.

Ald. Smith advised the Council of his disfavor for the fire station project and this resolution, as it has been presented to Council.

**COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

No comments were received.

**ADJOURNMENT**

There being no further business to come before the Council at this time, Ald. Moldenhauer moved to adjourn, seconded by Ald. Schmid, and carried by voice vote at 7:24 p.m.

Respectfully Submitted,  
Sheri Rohr, Deputy Treasurer/Clerk

*DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved. Complete minutes are open for public inspection in the Clerk's Office. Video recording available at Watertown TV's YouTube page: <https://www.youtube.com/c/WatertownTV>*



## NOTICE OF PUBLIC HEARING

In compliance with Wis. Admin. § NR 116.05(4) & Wis. Admin. § NR 116.21(6), notice is hereby given by the Common Council of the City of Watertown, Wisconsin, that a public hearing will be held on the 19<sup>th</sup> day of March 2024 in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin at 7:00 P.M., or shortly thereafter, for the amending of Chapter 550, Zoning Code. The proposed amendments are as follows:

Section §550-25F(1)(a)[2] will set the Maximum Gross Density (MGD) for Twin Homes to 8.00 du/acre.

Section § 550-25F(2)(b) will set the minimum lot width for Twin Homes to 42.5 feet.

Section §550-25F(2)(c) will set the minimum street frontage for Twin Homes to 42.5 feet.

Section §550-32C(2) will add language to include Outdoor Commercial Entertainment Incidental to Indoor Commercial Entertainment as an accessory land use permitted by right in the Planned Business (PB) Zoning District.

Section §550-33C(2) will add language to include Outdoor Commercial Entertainment Incidental to Indoor Commercial Entertainment as an accessory land use permitted by right in the General Business (GB) Zoning District.

Section §550-15 will add language to define "Yard, Street Side".

Section §550-126A will add language to clarify where firewood shall not be stored.

A copy of the proposed amendments is on file at the City Clerk's Office for review 8:00 a.m. to 4:30 p.m., Monday through Friday.

All persons wishing to be heard are invited to be present. Written comments may be submitted to City Clerk Megan Dunneisen, 106 Jones Street, Watertown, WI 53094.

CITY OF WATERTOWN  
Brian Zirbes  
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH:

March 5, 2024  
and  
March 12, 2024

(BLOCK AD)

**Amendment #1: Amend Section §550-25F(1)(a)[2] to read:**

[2] Maximum gross density (MGD): 6.00 du/acre. Except Twin Homes: Maximum gross density (MGD): 8.00 du/acre.

**Amendment #2: Amend Section § 550-25F(2)(b) to read:**

(b) Minimum lot width: 85 feet ~~unless Principal Land Use is a Twin Home. Twin Home Minimum Lot width: 50 feet.~~ Except Twin Homes - Minimum lot width: 42.5ft.

**Amendment #3: Amend Section § 550-25F(2)(c) to read:**

(c) Minimum street frontage: 50 feet. Except Twin Homes - Minimum Street frontage: 42.5ft.

**Amendment #4: Amend Section § 550-32C(2) to read:**

(f) Outdoor commercial entertainment incidental to indoor commercial entertainment.

**Amendment #5: Amend Section § 550-33C(2) to read:**

(f) Outdoor commercial entertainment incidental to indoor commercial entertainment.

**Amendment #6: Amend Section § 550-15 to read:**

**YARD, STREET SIDE**

A yard extending along the full width of the street side lot line between the front yard and the rear lot line having a width as specified in the yard regulations for the district in which such lot is located.

**Amendment #7: Amend Section § 550-126A to read:**

A. No person shall store firewood in the front yard or street side yard on residentially zoned property, except that firewood may be temporarily stored in the front yard or street side yard for a period of 30 days from the date of its delivery.



## LICENSING BOARD MEETING MINUTES

WEDNESDAY, FEBRUARY 14, 2024 AT 4:30 PM

**WATERTOWN MUNICIPAL - 106 JONES STREET, WATERTOWN, WI 53094 ROOM 0041**

The Licensing Board met on the above date and time in person at the Municipal Building 106 Jones St. in Room 0041 and via GoToMeeting. The following members were present: Mayor McFarland, Ald. Blanke, and Cheri Martin. Absent was Ald. Smith and Erin Schroeder. Staff present were: Police Chief David Brower, City Attorney Steven Chesebro, and City Clerk Megan Dunneisen.

1. **CALL TO ORDER** Mayor McFarland called the meeting to order at 4:30pm
2. **REVIEW AND APPROVE MINUTES**
  - A. Ald. Blanke made a motion to approve the Licensing Board minutes from December 13, 2023, seconded by Martin and carried by unanimous voice vote.
3. **BUSINESS**
  - A. Martin made a motion to approve application for Temporary Class "B" and Temporary "Class B" license from Luther Prep School Booster Club at 1300 Western Ave (school gym) for the Lives Prepared Auction Gala on April 20, 2024, seconded by Ald. Blanke and carried by unanimous voice vote.
  - B. Martin made a motion to approve the applications for Temporary "Class B" Licenses for the Whiskey and Wine Walk event hosted by Watertown Chamber of Commerce on April 27, 2024, during the hours of 1 p.m. and 4:30 p.m. Locations include Ava's Posh Boutique, 209 E. Main St., Bradow Jewelers, 217 E. Main St., Brown's Shoe Fit Co., 212 E. Main St., Central Block, 416 E. Main St., Draeger's Floral, 616 E. Main St., Literatus & Co, 401 E. Main St., White Oak Builders, 14 E. Main St., and Studio 9, 9 E. Main St., seconded by Ald. Blanke and carried by unanimous voice vote
  - C. City Attorney Steven Chesebro gave a presentation on the updates to Wisconsin's alcohol laws which included but not limited to updates to beverage operator permits issued through the state, public places, and reserve license transfers.
4. **REPORTS**
  - A. The Special Events List was presented.
  - B. Monthly Operator's List was presented.
  - C. Monthly Police Report was presented.
5. **ADJOURNMENT** Martin made a motion to adjourn at 5:00pm, seconded by Ald. Blanke and carried by unanimous voice vote.

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

## PARKS, RECREATION & FORESTRY COMMISSION

### MINUTES

Monday, February 19, 2024

#### 1. Call to order

The Watertown Parks, Recreation & Forestry Commission met in person on February 19, 2024. The meeting was called to order by Brian Konz. Members present were: Julie Chapman, Ald. Jonathan Lampe, Brian Konz, Brad Clark, Kyle Krueger and Jennifer Clayton. Not present was: Emily Lessner. Also present were: Kristine Butteris, Jeff Doyle, Andrea Draeger, Ian Pilak, and Stephanie Juhl.

#### 2. Review and approval of minutes:

Jennifer Clayton motioned to approve the January 15, 2024 Parks Recreation and Forestry minutes as written. Kyle Krueger seconded. Motion carried.

Kyle Krueger motioned to approve the December 19, 2023 Senior Center Advisory Board minutes as written. Jennifer Clayton seconded. Motion carried.

#### 3. Review and approval of financial reports

Jennifer Clayton motioned to approve the preliminary 2023 year end financial reports. Kyle Krueger seconded. Motion carried.

#### 4. Citizens to be heard

There were none.

#### 5. Business

##### A. Review and approve: Ord to Amend Section 410-569A) Smoking in Prohibited Places 11-14-23 Edits from BOH.

The Board of Health crafted this ordinance and asked the Park, Recreation, and Forestry Department to determine locations and approve. Discussion occurred regarding issues with enforcement and feasibility. Discussion also occurred regarding which body should approve, with the Board of Health being more favorable. Brian Konz proposed confirming the correct locations with the health department and determining how the signs for such would be financed. More information should be presented at the next meeting. Julie Chapman motioned to table until March. Kyle Krueger seconded. Motion carried.

##### B. Review and approve: updated resolution for World Migratory Bird Day.

An updated resolution from 2018 is required to maintain Bird City status. Jennifer Clayton motioned approve the updated resolution. Kyle Krueger seconded. Motion carried.

##### C. Review and approve: Riverfest tent and driving permits

Riverfest would like to set up 12 large tents. There is not currently a written policy for tents and the current driving/parkin permit does not accommodate for large events and multiple vehicles in a park. It was asked that department staff create a policy for a tent permit and update the driving/parking permit. Kyle Krueger motioned to approve the creation of these permits. Jennifer Clayton seconded. Motion carried.

## 6. Director's Report:

### A. Project updates:

#### i. **Parks Updates – Riverside Restrooms**

The bids have been submitted.

#### i. **Senior & Community Center Updates**

The terrace wall is out for bid. Offices will need to be shifted outside of the current office area to accommodate more staff, thus shifting around programming space and current room rentals and associated agreements.

### B. Update on programming:

#### i. **Recreation programming**

This item was skipped.

#### ii. **Town Square Programming**

Common Council tabled the resolution regarding city employees as bartenders indefinitely, which has put the square in a difficult position for generating revenue. The St. Patrick's Day event will occur on the 17<sup>th</sup> in partnership with the library.

#### iii. **Senior and enrichment programming**

The soup sale raised \$450. Educational seminars are coming up as well as new social groups: Wellness Wednesdays and Breakfast Bunch. We are working on updating our policies and rules of conduct as well as creating a new member welcome folder. We are working with the media manager to update our materials and newsletter.

Spring Break is coming up with various school-aged recreation activities. Snowball shenanigans was well received.

#### iv. **Aquatics programming**

New aquatic staffing values were presented. Winter swim lessons are ending this month.

## 7. Adjournment – Next meeting date March 18, 2024

Jennifer Clayton motioned to adjourn the meeting. Kyle Krueger seconded. Motion carried.

**Watertown Senior Center  
Advisory Board Minutes  
February 20, 2024**

**1. Call to Order**

The Senior Center Advisory Board met in person on February 20, 2024, at 9:00 am. The meeting was called to order by director Andrea Draeger. Present: Justin Munzel, Beth Beckett, Betty Jimenez, Kerry Kneser, and Cathie Wallen. Not present was Kimberly Henze, Kathleen Gillingham. Also present was Andrea Draeger.

**2. Review and Approve the December Minutes**

Kerry Kneser motioned to approve the minutes from December 19, 2023. Betty Jimenez seconded. Motion carried.

**3. Review and Approve the Monthly Financial Report**

Beth Beckett motioned to approve the preliminary 2023 year end financial reports. Cathie Wallen seconded. Motion carried.

**4. Citizens to be Heard**

None.

**5. Business**

**a. Review and discuss: Senior Center Advisory Board By-Laws**

Potential changes to section 10 and 13D were discussed. The board would like to be able to select the section they wish to chair after elections each year.

Additional revisions are due to the director by March 15, 2024 to discuss at the April board meeting.

**6. Chairperson's Committee Report**

**a. Update Fundraising Committee on Current Efforts**

A raffle license is still being explored as well as upcoming grants. The soup fundraiser occurred on January 18, 2024 and raised \$450. Bake sales will likely occur at the April, August, and November elections. It was suggested to make sure thank you letters are sent to bingo and other sponsors and to acknowledge them at the annual meeting in May, invite to senior citizen day, add to newsletter, etc.

**b. Update Membership Committee on Current Memberships and Renewals**

A new member packet is being developed and will be available soon. Renewals and new memberships are growing.

**c. Update Community Services Committee on Projects/Efforts**

AARP tax appointments have started. Andrea followed up on barrel donations for assisted living locations with lists of potential items. A volunteer is needed to go through books.

**d. Update Program Committee on Program Attendance & New Programs**

Breakfast Bunch as seen new folks turning into new members. Wellness Wednesdays are going well.

**7. Director's Report**

**a. Updates**

The Senior Care Fair is set for May 1 and will need assistance with managing vendors and donors. The volunteer awards event is set for May 21 with ideas needed for entertainment and catering options. The hall furniture has arrived and been put together. The next board election is coming up in April, please let us know your intentions for running.

**8. Adjournment**

Next meeting is scheduled for Tuesday, April 16, 2024 at 9:00 am. Kerry Kneser motioned to adjourn. Beth Beckett seconded. Motion carried.

**PLAN COMMISSION  
MINUTES  
February 26, 2024**

**The Plan Commission met on the above date in the Council Chambers.**

**The following members were present:** Mayor McFarland, Alderman Blanke, Beyer, Konz, Krueger, Lampe, Talaga (virtual), Zirbes

**Also in attendance:** Mason Becker, Brad Hayes, Margaret Hayes, Candy Grams

**1. Call to order**

**2. Approval of Minutes**

**A. Site Plan Review minutes February 12, 2024**

**B. Plan Commission minutes February 12, 2024**

Motion to approve Site Plan minutes and Plan Commission minutes was made by Lampe and seconded by Konz, passed on unanimous voice vote.

**3. Business**

**A. Conduct public hearing:** 1722 S. Church Street – Conditional Use Permit (CUP) request for an addition under Indoor Commercial Entertainment Section 550-33B(2)(g)

No comments from the public.

**B. Review and take action:** 1722 S. Church Street – Conditional Use Permit (CUP) request for an addition under Indoor Commercial Entertainment Section 550-33B(2)(g)

Brian Zirbes presented the request to bring the existing Culver's into compliance with the zoning code and for the construction of an addition to the building.

Motion was made to approve with the condition that the a final landscape plan that meets the zoning requirements is submitted to the city was made by Beyer and seconded by Lampe, passed on a unanimous voice vote.

**C. Conduct public hearing:** 717 W. Main Street – Conditional Use Permit (CUP) request for a Group Development under Section 550-68A(1)

No comments from the public.

**D. Review and take action:** 717 W. Main Street – Conditional Use Permit (CUP) request for a Group Development under Section 550-68A(1)

Brian Zirbes presented the request for a CUP for 717 W. Main St. Three standards need to be waived for this CUP:

Parking lot design shall employ interior landscaped islands with a minimum of 400 square feet at all parking islands, and in addition shall provide a minimum of one landscaped island of a minimum of 400 square feet in each parking aisle for every 20 cars in that aisle. Aisle-end islands shall count toward meeting this requirement. Landscaped medians shall be used to break large parking areas into distinct pods, with a maximum of 100 spaces in any one pod.



On-site landscaping shall be provided per the landscaping requirements of this chapter, except that building foundation landscaping and paved area landscaping shall be provided at 1.5 times the required landscape points for development in the zoning district.

A conceptual plan for exterior signage shall be provided at time of detailed site plan or GDP that provides for coordinated and complementary exterior sign location, configurations and colors throughout the planned development. All freestanding signage within the development shall complement the on-building signage. Freestanding sign materials and design shall complement the building exterior and may not exceed the maximum height requirement of this chapter and the Building Code.

The developer would also need to obtain approval for a condominium plat for the development. Brad Hayes spoke to the commission about the plan to redevelop this site.

Motion was made by Lampe and seconded by Krueger to approve the request for a CUP with the waivers stated above and the pending approval of the condominium plat by the Plan Commission, passed on a unanimous voice vote.

**E. Initial review and set public hearing date for Zoning Text Amendments:** Amend Chapter 550 Zoning

Brian Zirbes presented 5 proposed amendments to the zoning code. A summary of each is as follows:

**Amendment #1:** Current zoning code requires a minimum of 50 feet for both lot width and street frontage when developing Twin Homes. This text amendment reduces the minimum lot width and street frontage for Twin Homes to 42.5 ft. This text amendment also changes the Maximum Gross Density (MGD) to 8 dwelling units per acre for Twin Homes. This change will allow an existing duplex on an 85 ft wide lot (minimum lot width is 85 ft) to be divided into Twin Homes on separate lots and for new Twin Home developments to be developed with these standards. This change applies only to Twin Home development.

**Amendment #2:** Current zoning code does not allow for 'Outdoor Commercial Entertainment Incidental to Indoor Commercial Entertainment' as an accessory use in the General Business (GB) Zoning District or the Planned Business (PB) Zoning District. 'Outdoor Commercial Entertainment Incidental to Indoor Commercial Entertainment' includes uses such as outdoor dining spaces. This text amendment allows 'Outdoor Commercial Entertainment Incidental to Indoor Commercial Entertainment' in both the General Business (GB) Zoning District and the Planned Business (PB) Zoning District. This change would only allow 'Outdoor Commercial Entertainment' as an accessory use in locations where 'Indoor Commercial Entertainment' is a principle use.

**Amendment #3:** Current zoning code does not define a 'Street Side Yard'. A 'Street Side Yard' applies to corner lots with two sides having frontage on a street. On a corner lot a 'Street Side Yard' is the yard with street frontage not designated as the front yard. This designation has importance for maintaining proper vision clearance at intersections. Current zoning code language is often confusing for property owners regarding the storage of items such as firewood in these areas. This text amendment adds a definition for 'Street Side Yard' and adds a reference to 'Street Side Yard' within the firewood storage standards to clarify that firewood storage is not permitted in these areas.

**Amendment #4:** Current zoning code allows ‘Commercial Apartments’ above the ground floor of a commercial building but not below the ground floor. This text change would allow the potential to establish ‘Commercial Apartments’ in lower levels (basement) of commercial buildings where appropriate.

**Amendment #5:** Current zoning code sets requirements for exterior storage in nonresidential districts. The existing language in this section is inconsistent with permitted uses that allow for outdoor storage in the Industrial Zoning Districts. This text amendment corrects this inconsistency and rewords the language of this section to add clarity.

After lengthy discussion the Commission chose to bring back Amendment 5 at a later date with more information on current city code for dealing with construction sites and abandoned buildings.

Motion was made by Lampe and seconded by Krueger to approve amendments 1-4 for a public hearing on March 19<sup>th</sup>, passed on a unanimous voice vote.

All materials discussed at this meeting can be found at:

<https://cms4files.revize.com/watertownwi/February%2026,%202024%20Plan%20Commission%20Meeting%20Packet.pdf>

#### **4. Adjournment**

Motion to adjourn was made by Blanke and seconded by Lampe and passed on a unanimous voice vote. (5:10pm)

Respectfully Submitted,

Alderman Brad Blanke



## FINANCE COMMITTEE MEETING MINUTES

TUESDAY, FEBRUARY 26, 2024, AT 5:30 PM

**MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094**

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Moldenhauer

Others present: Finance Director Stevens, Police Chief Brower, Public Works Director Beyer, Zoning Administrator Zirbes, Water Systems Manager Hartz, Parks Director Butteris, Ald Board, Ritch Piltz

1. Call to order. Mayor McFarland called the meeting to order at 5:30 p.m.
2. Ald. Bartz, seconded by Ald. Davis, motioned to approve the **minutes from the February 12 meeting**. Unanimously approved.
3. Chief Brower presented a request to **promote Jeremy Lingle to Sergeant** due to a recent vacancy because of a promotion. The G/S is MSerg/6 [\$39.07]. Motion made by Ald. Lampe, seconded by Ald. Bartz. Unanimously approved.
4. Water Systems Manager Hartz requested a **step adjustment** to G/S I8 [\$30.96] for the successful completion of a certification for **Scott Blasing**. Motion made by Ald. Lampe, seconded by Ald. Davis. Unanimously approved.
5. Zoning Administrator Zirbes indicated a long-term **building inspector** has announced his retirement taking place at the end of the year. He is requesting an ability to interact with Carlson Dettmann to evaluate the **job description**. The mayor suggested that a market value review or both may be in line. Ald. Davis, seconded by Ald. Bartz, motioned an approval to confer with the consultant as to the appropriate review and complete it. Unanimously approved.
6. Chief Brower requested the **purchase of two 2024 squad cars** that have become available, funded through the Capital Improvements budget. Ald. Lampe, supported by Ald. Bartz, motioned to approve the purchase from Sutton Ford (Mattson, IL) totaling \$88,422 for two 2024 Ford Explorer utility squads. Unanimously approved.
7. A police car was recently totaled due to an accident. Our insurance claims adjuster has indicated insurance proceeds will be provided for a new Ford Explorer Interceptor (along with transfer of after-market equipment and new graphics). The window to order 2025 models is currently open. The police staff have secured bids and are asking for approval to order a **2025 Ford Explorer utility squad** from Grinwald Ford for \$50,570. Ald. Davis made a motion, seconded by Ald. Moldenhauer, to approve this purchase. Unanimously approved.
8. Public Works Director guided the process of securing bids for the **Riverside Park restroom project**. Two eligible bids were received. The low base bid for the restroom structure was provided by Ray Stadler Construction Co at \$619,400 with an Alternate bid 1 (roof element) of \$72,600, totaling \$692,000. Mr. Stevens shared that budget allocations from 2022 and 2024 total \$895,000 for this project. This bid, along with past and anticipated other costs, will be under a total budget by approximately \$59,000. A motion was made by Ald. Lampe, seconded by Ald. Bartz, to accept the bid totaling \$692,000 from Ray Stadler Construction Co. The motion carried, 3-2.
9. Ald. Bartz, seconded by Ald. Lampe, motioned to convene into **closed session** per Wis. Stat. Sec. 19.85(1)(e) to review and discuss deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or

bargaining reasons require a close session (**submitted proposal for 111 S. Water St.**).

Unanimously approved via roll call vote.

10. The meeting reconvened to open session.

11. Ald. Lampe, supported by Ald. Moldenhauer, moved to enter into discussions with **Greywolf Partners, Inc. for development services** of 111 S. Water St. The company proposes a single building constructed of a 4-story structure above two levels of underground parking. The approximate 80-90 residential units would be a mix of studios, 1-bedroom, and 2-bedroom units. The committee recommended incorporating a bit of commercial space along with public-accessible restroom facilities. Unanimously approved.

12. Ald. Bartz, seconded by Ald. Lampe, motioned to convene into **closed session** per Wis. Stat. Sec. 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (**Achievement Recognition Award**). Moved by Ald. Davis, seconded by Ald. Lampe. Unanimously approved via roll call vote.

13. The meeting reconvened to open session.

14. Adjournment. Ald. Bartz moved to adjourn at 6:21 p.m., seconded by Ald. Lampe, and carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.



## TOWN SQUARE PROGRAMMING COMMISSION AGENDA MINUTES

WEDNESDAY, MARCH 06, 2024 AT 4:15 PM

**WATERTOWN CHAMBER OF COMMERCE - 519 E. MAIN STREET WATERTOWN, WI 53094**

Virtual Meeting Info: <https://meet.goto.com/WatertownParkRec>

### 1. Call to order at 4:19pm

Who was in attendance – Konz, Zimmerman, Bartz, Kauffmann, Hertel, Lampe, Juhl, Butteris)

### 2. Review and approval of minutes

A. Town Square minutes from February 7, 2024: approved by Lampe, seconded by Bartz

### 3. Review and approval of financial reports: Tabled until April Meeting

### 4. Citizens to be heard

*Each individual who requests to address the Council will be permitted up to three minutes for their comments.*

No one present

### 5. Business

#### A. Review and Discuss: Ordinance Updates: 398-20; 428-8(g)

398-20: went over the recently City Council approved verbiage to change from % to fee based. 428-8(g) will be going to PSW meeting in April. Will have an update at the May BFTS Commission Meeting

#### B. Review and Discuss: new procedure for Events and Permits

Discussion held on the new procedure, the 6 items that define a special event. Town Square completes a list of events for the upcoming year (10/31 list) per ordinance. Anything not on that list that is defined a Special Event will then go to PSW to be approved. All other events (non-special event) will be handled by the PR&F department. Butteris to put fee schedule for PR&F online.

#### C. Review and Discuss: details of Birthday Bash and help needed

Went over the schedule for the event on May 18<sup>th</sup>. Juhl will be sending out a list of times we will need assistance. Discussed alcohol sales will begin at 11am and run through the concert end at 7-7:30pm. Event details are updated on the Town Square Calendar of events on the website.

#### D. Discuss: Alternate Options for Revenue other than Sponsors

Discussed the need for revenue generating at the square. We have very limited options. We had been counting on the alcohol sales to help cover some of the entertainment costs and now need to find alternate options. Juhl will be trying to reach out to more businesses to try for some smaller sponsorships, since the larger ones are harder to come by. WE Energies was also mentioned for a potential sponsor.

#### E. Review and Discuss: Additions and upgrades to Shelters at Square

Juhl & Butteris met with White Oak Builders and Northland Rec in regards to building a similar shelter over the Fisher Barton Stage, a TRUE cover for the Upper shelter and some shade for the park in general. These have been big asks from the public. Neither company will work on the upper shelter due to the fact someone else engineered and they are unsure of the weight it can hold, etc.

#### F. Review and Discuss: bollards options & quotes

Juhl has been researching bollard options for Water Street as a safety alternative for closing the street during events. We are waiting for a couple more details to firm up quotes to take to

PSW in April. The current info received is the 77lb bollard will stop a 5k lb vehicle moving at 20MPH. We will need approximately 15ct and will need a way to take them in and out and a place to store them. They do offer additional sleeves for the ground for storage options. Butteris thought we could place these where the bike racks currently are when not in use. Due to the weight assistance will be required putting them in place and removing them.

- G. Discuss and approve: lights on trees in square year round  
It was decided that once the leaves are off the trees (holiday time) lights will be on all trees in BFTS and stay on until late winter (not just holiday time) Snowflakes will be removed asap!
- H. Discuss: New Time and Location Options for Commission Meeting  
We will meet in April on the 3<sup>rd</sup> at the Chamber office at 4pm and will discuss at that meeting a new time and moving the location back to the SCC. We are waiting for the new members for that to be decided.

## 6. Event Coordinator's report

- A. Coordinators Report  
Main item discussed was the offer to reduce the rates for the Thursday Night Market for TRUE farmers. We are in need of produce for these markets and the farmers have very little profit margins. This will be taken to the PR&F meeting in April.

## 7. Adjournment

Kaufmann motioned to adjourn and Hertel seconded.

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@watertownwi.gov](mailto:mdunneisen@watertownwi.gov), phone 920-262-4006*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*

**PUBLIC SAFETY & WELFARE COMMITTEE**

March 6, 2024

5:00 p.m.

**1. CALL TO ORDER**

Members Present	Also in Attendance	Citizens Present
<ul style="list-style-type: none"> <li>Dana Davis, Chair</li> <li>Brad Blanke</li> <li>Steve Board</li> <li>Eric Schmid</li> </ul>	<ul style="list-style-type: none"> <li>Chief Brower</li> <li>City Engineer Andrew Beyer</li> <li>Stacy Winkelman</li> <li>Megan Dunneison (virtual)</li> </ul>	Glenn Rollins Jason Widiker (virtual)

**1. CALL TO ORDER****2. RECIEVE COMMENTS FROM THE PUBLIC**

There were no comments from the public at this time.

**3. APPROVAL OF MINUTES****A. Public Safety Minutes from February 7, 2024**

- [Public Safety Meeting Notes 2.7.24.pdf](#)
- Motion to approve by Board. Seconded by Blanke. Motion passed unanimously.

**4. BUSINESS****A. Review and take possible action: restrict parking at intersection of N. Church Street and W. Cady Street**

- [2024.0229 Church and Cady Parking Final.pdf](#)
- When a vehicle parks on the NE corner of N. Church Street and W. Cady Street, it is sometimes difficult for cars turning left from Cady St. onto Church St. to see oncoming vehicles.
- MOTION: Blanke made a motion to direct staff to 1) check to make sure that the curb is painted the correct distance from the fire hydrant and 2) ask the attorney what the next step would be to do an extended no parking sign in that location while the Main St. Bridge is under construction and traffic is heavier on Cady St. Motion was seconded by Schmid and passed unanimously.

**B. Review and take possible action: Traffic concerns in Riverside Middle School area**

- [2024.0229 Church and Cady Parking Final.pdf](#)
- Mr. Rollins shared his concern about the traffic during dismissal time at RMS. During that period of time 1) parents wait in their cars for their children and block driveways and fire hydrants and 2) Mr. Rollins is concerned that a student could be potentially injured crossing the streets and walking down streets without sidewalks.
- Principal Widiker explained that a change in the bus traffic flow in September has improved traffic around the campus, but is causing parents to wait for students off campus on side streets.
- Andrew Beyer explained that a crossing walk in that area would not meet guidelines and would not be safe.
- MOTION: Board made a motion to request that staff check to make sure all approved School Crossing signs around RMS have been installed and to install any signs that are missing. Motion was seconded by Schmid and passed unanimously.

C. Review and take possible action: Amend Ordinance Section 428-8 to update references to Section 428-7 in Outdoor Open Container Entertainment Event Permit

- [Amendments to Section 428-8 Outdoor open container entertainment event permit draft 02 27 24.pdf](#)
- MOTION: Board made a motion to approve the amended ordinance. Motion was seconded by Blanke and passed unanimously.

D. Review and take action: Special Event application and guide

- [2024 SPECIAL EVENT APPLICATION.pdf](#)
- [APPLICANT CHECKLIST AND FORMS 3.pdf](#)
- [SPECIAL EVENT GUIDE.pdf](#)
- MOTION: Board made a motion to commend the staff on the new Special Event Application and guide and to make the Applicant Checklist the first and most visible item on the Special Event webpage. Motion was seconded by Schmid and passed unanimously.

## 5.ADJOURN

**ADJOURNMENT:** There being no additional business to come before the Committee, a motion was made by Board to adjourn and seconded by Davis. The motion carried unanimously.

Respectfully Submitted - Dana Davis, Chairperson



**PARKS, RECREATION & FORESTRY COMMISSION****MINUTES**

Monday, March 11, 2024

**1. Call to order**

The Watertown Parks, Recreation & Forestry Commission met in person and online on March 11, 2024. The meeting was called to order by Brian Konz. Members present were: Kyle Krueger, Brian Konz, Julie Chapman, Brad Clark. Not present was: Ald. Jonathan Lampe, Emily Lessner and Jennifer Clayton. Also present were: Kristine Butteris, Andrea Draeger, and Jeff Doyle.

**2. Business****A. Review and take possible action: bid for aquatic center filtration system.**

Two bids were presented for Badger and Carrico Aquatics and the department would like to accept the Carrico Aquatics bid due to it being under budget and we have a current working relationship with the company. The filtration system will change to a sand system with is more user friendly and healthier. Kyle Krueger motioned to approve the Carrico Aquatic filtration system bid. Brad Clark seconded. Motion carried.

**3. Adjournment – Next meeting date March 18, 2024**

Kyle Krueger motioned to adjourn the meeting. Brad Clark seconded. Motion carried.



## FINANCE COMMITTEE MEETING MINUTES

TUESDAY, MARCH 11, 2024, AT 5:30 PM

**MUNICIPAL BUILDING COUNCIL CHAMBERS – 106 JONES STREET, WATERTOWN, WI 53094**

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Moldenhauer

Others present: Finance Director Stevens, Police Chief Brower, Public Works Director Beyer, Parks Director Butteris, Streets/Solid Waste Manager Winkelmann, Media Director Famularo, Fire Deputy Chief Anthony Rauterberg, Ben Olsen, Chad Butler, Greg Wellach

1. Call to order. Mayor McFarland called the meeting to order at 5:30 p.m.
2. Ald. Bartz, seconded by Ald. Lampe, motioned to approve the **minutes from the February 26 meeting**. Unanimously approved.
3. Parks Director Butteris presented the summary of quotes received for the **aquatic center pool filtration system**. The low bidder, Carrico Aquatic Resources, is a current supplier of repair parts and chemicals and has a good reputation in the area. Ald. Lampe moved, supported by Ald. Bartz, to approve the purchase of the filtration system from Carrico Aquatic Resources for \$202,000, less than the \$217,980 budget. Unanimously approved.
4. Police Department administration presented a request to appoint **Mindy Fry an interim assignment as dispatcher**. As of today, the department is down two dispatchers due to recent departures, making it difficult to cover all shifts with current staff. The department calculated the costs to cover the staffing shortage just with overtime, and it would be a more expensive option and lead to potential burnout of staff. Mindy has approximately six years of dispatch experience here and in Jefferson. Ald. Lampe moved, seconded by Ald. Moldenhauer, to approve a change in pay rate, effective March 13, for Mindy Fry to be G/S H6 [\$27.22/hr] for sixty days, and extended beyond that time if deemed necessary by Chief Brower. Unanimously approved.
5. The Police & Fire Commission has offered the **position of fire chief to Tanya Reynen**. The Mayor is recommending a pay rate of T4 [\$51.72/hr]. Ald. Lampe moved, supported by Ald. Bartz, to approve this recommendation. Unanimously approved.
6. Public Works Director Beyer relayed that **no applicants** meeting the requirements for **Assistant City Engineer** have been received over the six weeks the job has been posted. He proposed that we expand recruitment efforts by advertising for a position of Civil Staff Engineer along with the current posting. One of the key differences is that this position would not require a Professional Engineer (PE) license. Only one of the positions would be filled. Ald. Davis made the motion, seconded by Ald. Lampe, to allow a job description to be reviewed by Carlson Dettmann with a pay grade assignment. Motion carried 4-1.
7. Historically, the City has submitted a US DOT grant to acquire a **transit vehicle for the ride-share** transit program. None has been procured since 2020. The grant money is still available; in fact, the DOT has adjusted the outstanding grant amount due to the rising cost of vehicles. ADA-Chrysler Voyager vans have become available at the purchase price of \$72,262, and the DOT authorized two from the prior grant years to be delivered to Watertown. The total purchase price is \$144,524 with an 80%/20% cost sharing between the federal government (\$115,619) and the City (\$28,905).

In 2022, one of our transit vehicles was involved in an accident that totaled the vehicle. Insurance proceeds were sent to the City; \$18,257 will be subtracted from what the DOT issues to Watertown. Ald. Moldenhauer moved, seconded by Ald. Bartz, to recommend modification to Cab Capital Grant Income [05-49-00-10] by \$97,363 and Cab Capital Grant Expense [05-5-11-70] by \$144,524. Unanimously approved.

8. A requisition for the **purchase of ADA minivan** for the ride-share transit program was presented for the hopeful acquisition of a third van later in 2024. This purchase is within the existing budget but is presented due to the amount greater than \$50,000. Ald. Bartz, supported by Ald. Moldenhauer, moved to approve pursuit of this purchase. Unanimously approved.
9. A request to allocate the **remainder of the ARPA fund** (required to be entirely obligated by end of 2024) was presented. After short review of the items, the following two motions to recommend budget modifications were made and approved unanimously:

- a. Category B (Covid-19 Response / Public Safety)

1<sup>st</sup>- Ald. Lampe, 2<sup>nd</sup>- Ald. Bartz

i. Dispatch: Mindshare workstations

\$4,529

ii. Police: digital evidence system

\$15,000

iii. Fire: radio communications

\$1,500
- b. Category C (Government Services)

1<sup>st</sup>- Ald. Davis, 2<sup>nd</sup> Ald. Bartz

i. Municipal Bldg: 2044 renovation

\$10,000

ii. Media: livestream equipment

\$10,975

iii. IT: CCTV enterprise integration

\$6,300

iv. Zoning: code review

\$6,000

v. Streets: LED light fixtures

\$2,150

vi. Parks: radios (6)

\$13,000

vii. Parks: snowmobile

\$15,000

viii. Parks/Streets: hydroseeder

\$5,500

10. Finance Department staff presented a review of the **dog licensing fees** of local municipalities as well as five cities of comparable size to Watertown. Out of 21 comparable locations, 11 assess \$10 for altered dogs and 10 assess \$15 for unaltered dogs. Watertown charges \$5 and \$10 respectively. Mr. Stevens recommended an increase of \$5 for each license type.

The Department is also seeking direction on the appropriate practice for waiving a fee for dogs used as service or Emotional Support Animals (ESA). The State statute has an allowance for some disabilities, but seems outdated with no mention of other acceptable medical needs (diabetic alert, allergy detection, seizure response).

Ald. Moldenhauer made the motion, seconded by Ald. Bartz, to increase the dog license rates to \$10 altered and \$15 unaltered with a fee waiver for service dogs (excluding ESA) for an owner with any medical needs that provides annual certification of the dog's special training. Unanimously approved.

11. Adjournment. Ald. Bartz moved to adjourn at 6:38 p.m., seconded by Ald. Davis, and carried by unanimous voice vote.

Respectfully submitted,  
Mark Stevens, Finance Director

Note: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

PUBLIC WORKS COMMISSION MEETING AGENDA  
TUESDAY, MARCH 12, 2024

Commission members present: Alders Bartz, Board, Smith, Wetzel  
City Employees present Public Works Director Andrew Beyer  
Stormwater Utility Manager Maureen McBroom  
Engineering Intern Tanner Tremaine

1. CALL TO ORDER at 5:30 PM

2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT - NONE

3. REVIEW AND APPROVE MINUTES from February 27, 2024

Motion to approve Ald Board

2ns Ald Bartz

Carried by unanimous vote

4. BUSINESS

A. Review and take possible action: 2023 Municipal Separate Storm Sewer System (MS4) Annual Report Submittal to Wisconsin Department of Natural Resources (WDNR)

This is an annual report that must be submitted.

Maureen McBroom presented a detailed PowerPoint to the commission

Board asked how long the city has participated in the MS4 permitting program. McBroom stated that since 2006 Watertown has participated. 2006 was the first year the program expanded beyond Madison and Milwaukee.

Great commendation to McBroom for her thoroughness in both preparation and presentation.

Ald Board motion to approve 2023 Municipal Separate Storm Sewer System (MS4) Permit Annual Report Submittal to Wisconsin Department of Natural Resources

2nd Ald Smith

Carried by unanimous voice vote

5. ADJOURNMENT

Motion to adjourn Ald Bartz

2nd Ald Smith

Carried by unanimous vote

Meeting adjourned at 6:00 PM

Respectfully submitted,

Bob Wetzel

Public Works Commission Chair

Note: These minutes are uncorrected and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

The following Tourism Commission members were present via Zoom Meeting or in person at Watertown City Hall: Aaron David, Kristine Butteris, Conrad Talaga, and Peter Wright

Also, present; Chamber of Commerce Executive Director Bonnie Hertel, Tourism Director Robin Kaufmann, Programming Event Coordinator Stephanie Juhl, John Luetzow representing the Midwest Masters Disc Golf tournament, and Linden Peacy, Julie Janowak, and Anna Jensen with Leadership Watertown

1. The meeting was called to order by Aaron David at 8:01 am.
2. Review & Approve January minutes. Motion to approve the minutes was made by Kristine Butteris and seconded by Conrad Talaga. The commission moved to approve the minutes.
3. Old Business:
  - a. Approve Financial Report: Motion to approve the February financials was made by Kristine Butteris and seconded by Peter Wright. The Commission moved to approve the financials.
  - b. Marketing Plan – review and act on marketing plan.
    1. Visitor Guides – Over 1,500 guides have been distributed in the Jefferson County area, Columbus, and various stops in SE Wisconsin. The guide is getting a positive response.
    2. Ad opportunities – Nothing new to present
    3. Video production – Nothing new to present. Will take this off the agenda for next month.
  - c. Review and act on Mural Restoration projects: Nothing new to present. Will keep this on the agenda.
  - d. Discuss and act on Watertown Riverfest objectives – Entertainment will be announced the first week of April. Watertown should get excited to host an event with many nationally recognized acts this year.
  - e. Discuss Hotel stay updates – Cheryl was not in attendance. No report was shared.
4. New Business
  - a. Discuss and act on Midwest Masters Grant Request – Midwest Masters Disc Golf has requested \$2,000 for its upcoming tournament to be held over Memorial Day weekend. The tournament will be hosted in Watertown for the 7<sup>th</sup> year. Grants help cover fees to run the event. There will be three sanctioned tournaments. Historically, they have drawn participants from CA, FL, CO, AL, MS, and more. The event was a B-Tier in prior years, but has been changed to a C-Tier to welcome participation from non-PDGA members. Players have already been signing up. They typically arrive Friday evening or Saturday morning, and leave on Sunday after tournament play. A motion to approve a \$1000 grant was made by Peter Wright and seconded by Kristine Butteris. The commission moved to approve.
  - b. Discuss and take possible action on Leadership Watertown’s Grant Request – Leadership Watertown is working on two projects during their 2023-24 class year. They will be providing a self-serve kayak rental station at Riverside Park, and will be providing landscaping services at the Octagon House Museum. They presented a “Leadership Watertown” day to be held at the Octagon House this fall to showcase their landscaping work and promote the museum. Watertown Tourism was asked to provide \$1,000 so all those attending the event could tour the Octagon House for free. It was suggested by the Museum’s president that the free day be held on Smithsonian Day, where many museums offer free tours. A motion to approve \$1,000 to cover Octagon House tours was made by Peter Wright and seconded by Conrad Talaga. Aaron David abstained. The commission moved to approve.

- c. Discuss and take possible action on Seminole Sports Grant Request – Seminole Sport, based out of Illinois, organizes baseball and softball tournaments, and will be hosting several tournaments in Watertown over the summer. They are requesting \$1,000 to bring the Milwaukee Brewer Racing Sausages to their event. They are expecting a need for 120 rooms for traveling teams. A motion was made to approve a \$1,000 grant by Kristine Butteris and seconded by Conrad Talaga. The commission moved to approve.
- d. Discuss and take possible action on geofencing/analytic services – Robin had a consultation with placer.ai and chose to discuss Watertown Riverfest attendance as a case study. She was impressed with the details the data provided, and felt it could be an incredible asset for Watertown Tourism and for the city of Watertown. The study was based on cellphone tracking data, and specified how many people attended Watertown Riverfest, where they went before and after the event, what route they took to arrive, and more. The consultant also shared that Watertown saw 93,000 visitors in 2023, with an economic impact of 45.5 million dollars. The consultant stated that their municipal clients are typically economic developers. The expense was quoted at \$19,000 a year, and Robin would like to see a partnership in obtaining a location analytics company so future decisions and planning can be based on factual data. Kristine offered to bring up the topic at the April City Leadership meeting.
- e. Review manager's report of previous months' activities – commission was asked to review the report.
- f. Commission member's report on upcoming and past events – Stephanie Juhl noted that the Bentzin Family Town Square is getting ready for a busy season. They will host Food Truck Mondays, a Thursday market, pop-up food days, and a summer music series. They are in need of produce vendors for the Thursday market, and the Park & Rec Department is in need of seasonal help. Park & Rec is also hiring an arborist and a Recreation Programmer, which is a new position to the department.

Adjournment – Motion to adjourn the meeting at 9:05 am was made by Peter Wright and seconded by Conrad Talaga.

#### Agenda items:

A reminder from Robin to have all requests for additions to the next meeting's agenda to her by Tuesday, the week before the meeting.

The next meeting will be at 8:00 am April 11, 2024, via Zoom or you may attend in person at Watertown City Hall

NOTE: These minutes are uncorrected, and any corrections made thereto will be noted in the proceedings at which these minutes are approved.

Submitted by,  
Robin Kaufmann, Tourism director

Social Media Report

**Facebook: 50 new followers (Post reach 90,892)**

**Visitwatertownwi.com: 2081 Users - 8142 views**

**Instagram: 1103 followers**

- Regularly posted to social media (Watertown, Jefferson County)
- Met with Placer.ai to discuss geofencing possibilities
- Began WTTN Visitor Guide distribution
- Attended Main Street Promotions Committee meeting
- Awarded Tourism Impact Award at Chamber Annual Dinner
- Represented Tourism at Wake up Watertown
- Continued Chamber's new website project
- Prepared Chamber/Tourism/Main Street page of the City Connection
- Updated event dates on visitwatertownwi.com
- Attended Bentzin Family Town Square Committee meeting
- Attended Digital Marketing Series w/focus on Canva
- Continued planning Watertown Riverfest 2024
- Visited businesses/events to take photos for future promos:
  - Interurban Trail

2024  
YEARS OF SERVICE  
RECOGNITION

MARCH

DOUG ZWIEG  
PUBLIC WORKS DEPARTMENT  
BUILDING SAFETY & ZONING DIVISION  
25

MARK HADY  
PUBLIC WORKS DEPARTMENT  
BUILDING SAFETY & ZONING DIVISION  
10

CHARLES SCHROEDER  
RECREATION, PARK, & FORESTRY DEPARTMENT  
5



DAKOTA LENSKE  
POLICE DEPARTMENT  
5

JULIE JACOBSON  
LIBRARY  
5

TO: MEMBERS OF THE COMMON COUNCIL

I would appreciate your consideration of the following appointments:

**Town Square Programming Commission**

Erica Schneekloth – serving partial three-year term ending May 2026  
(Replacing Katie Keepman)

Thank you for your consideration.

Sincerely,



Emily McFarland  
Mayor

**Fw: Boundary Agreement**

Nikki Zimmerman <NZimmerman@watertownwi.gov>

Fri 3/15/2024 2:07 PM

To: Nikki Zimmerman <NZimmerman@watertownwi.gov>

**From:** Emmet Township <[tclerk@emmettownship.com](mailto:tclerk@emmettownship.com)>

**Sent:** Friday, March 15, 2024 1:04 PM

**To:** Brian Zirbes <[BZirbes@watertownwi.gov](mailto:BZirbes@watertownwi.gov)>; Emily McFarland <[emcfarland@watertownwi.gov](mailto:emcfarland@watertownwi.gov)>; Steven Chesebro <[SChesebro@watertownwi.gov](mailto:SChesebro@watertownwi.gov)>; Andrew Beyer <[ABeyer@watertownwi.gov](mailto:ABeyer@watertownwi.gov)>

**Cc:** Steve Faltersack <[sfaltersack@gmail.com](mailto:sfaltersack@gmail.com)>

**Subject:** Re: Boundary Agreement

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Brian,

The Emmet Town Board met to consider the Watertown Plan Commissions final recommendations to the amendments to the Boundary Agreement. After careful consideration, the Emmet Town Board determined that it is not in the Town's best interest to accept the proposed modifications to the existing agreement.

The City and Town have worked within the bounds of the agreement without issue since its inception. The Town believes that continuing to the end of the current agreement term, and then allowing the future leaders in both jurisdictions to determine the best course of action at that time, is the best course of action.

Though our negotiations may not result in an amended agreement, the Town of Emmet will continue to work in good faith with the City to transition the residents scheduled to be annexed later this year. We will also give careful consideration to future annexation requests that the City may present for approval.

Please feel free to contact us if you have comments or questions.

Thank you,

Thank you,  
Deb Carlson, On Behalf of the Emmet Town Board

Town of Emmet  
W6777 Second St Rd  
Watertown, WI 53098

Cell: 920-285-3459

Email: [clerk@emmettownship.com](mailto:clerk@emmettownship.com)

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**From:** Brian Zirbes <[BZirbes@watertownwi.gov](mailto:BZirbes@watertownwi.gov)>

**Sent:** Tuesday, March 12, 2024 8:38 AM

**To:** Emmet Township <[tclerk@emmettownship.com](mailto:tclerk@emmettownship.com)>; Emily McFarland <[emcfarland@watertownwi.gov](mailto:emcfarland@watertownwi.gov)>; Steven Chesebro <[SChesebro@watertownwi.gov](mailto:SChesebro@watertownwi.gov)>; Andrew Beyer <[ABeyer@watertownwi.gov](mailto:ABeyer@watertownwi.gov)>

**Cc:** Steve Faltersack <[sfaltersack@gmail.com](mailto:sfaltersack@gmail.com)>

**Subject:** RE: Boundary Agreement

Hi Deb,

The City of Watertown Plan Commission met last night and discussed the Towns requested changes. Below (in red) are the Plan Commission's final recommendations and replies to posted questions. Please take this information to the Town Board for consideration and let us know their reply.

Thank you.

## Brian Zirbes

Zoning & Floodplain Administrator  
City of Watertown  
106 Jones Street  
Watertown, WI 53094-0477  
(920) 262-4041



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**From:** Emmet Township <[deb@emmettownship.com](mailto:deb@emmettownship.com)>

**Sent:** Friday, March 1, 2024 1:59 AM

**To:** Emily McFarland <[emcfarland@watertownwi.gov](mailto:emcfarland@watertownwi.gov)>; Brian Zirbes <[BZirbes@watertownwi.gov](mailto:BZirbes@watertownwi.gov)>; Steven Chesebro <[SChesebro@watertownwi.gov](mailto:SChesebro@watertownwi.gov)>; Andrew Beyer <[ABeyer@watertownwi.gov](mailto:ABeyer@watertownwi.gov)>

**Cc:** Steve Faltersack <[sfaltersack@gmail.com](mailto:sfaltersack@gmail.com)>

**Subject:** Re: Boundary Agreement

The Emmet Town Board met to discuss the proposed amendments to the Boundary Agreement. Following are the changes the Board is requesting be considered:

Section 3 - Amendment to Sect 6.02 (d) - The Emmet Town Board is requesting that the language in the current agreement remain, requiring the Town's written consent prior to the City annexing any land in the Town Growth Area.

- Text per current agreement:

*The City shall not annex any land from the Town Growth Area without the Town's prior written consent. A written request for consent shall be submitted to the Town upon receipt of an annexation petition. The Town shall review and respond to the City within ninety (90) days of the City's written notice of the City's intent to annex land from the Town Growth Area. The Town's failure to respond in writing within ninety (90) days shall constitute the Town's denial of the annexation.*

- The City proposed to allow City annexations within the 'Town Growth Area' subject to current annexation statutes.
- The Town requests that annexations be allowed within the 'Town Growth Area' as per the current agreement.

- **Plan Commission final recommendation:** City annexations within the 'Town Growth Area' should be allowed as proposed within the amended agreement because this is a trade-off for significantly reducing the 'City Growth Area' size. Section 8, Item D.

Section 5 - Amendment to Sect V - The Emmet Town Board requests that the end date per the current agreement, December 31, 2032, remain in effect.

- The City proposed for the agreement to expire December 31, 2029.
- The Town requests the end date, December 31, 2032 per the current agreement, to remain in effect.
- **Plan Commission final recommendation:** The agreement should expire December 31, 2029 in parallel to the adjusted revenue sharing agreement (see next item).

Section 6 - Amendment to Sect 12.02 - The Town Board requests the revenue sharing be paid over a 5-year term at 100% per year.

- Revenue sharing timeline per current agreement:

Year 1	100%
Year 2	90%
Year 3	80%
Year 4	70%
Year 5	60%
Year 6	50%
Year 7	40%
Year 8	30%
Year 9	20%
Year 10	10%

- The City proposed the following amended revenue sharing timeline:

Year 1	50%
Year 2	40%
Year 3	30%
Year 4	20%
Year 5	10%

- The Town requests the revenue sharing be paid over a 5-year term at 100% per year.
  - **Plan Commission final recommendation:** The following compromise revenue sharing timeline should be used.
- |        |      |
|--------|------|
| Year 1 | 100% |
| Year 2 | 80%  |
| Year 3 | 60%  |
| Year 4 | 40%  |
| Year 5 | 20%  |

The Town accepts the change to the City Growth area as proposed in the amendment document.

OK

The Town Board is requesting clarification of Section 1 - Amendment of Sect 3.02(d) and Section 4- Amendment of Section 8.05(g). Both amendments define timelines for connection to City Water and Sewer. If a property owner scheduled to be attached, or after attachment, cures a violation to their well or septic within 60 days, are they allowed to defer connection indefinitely?

- **Plan Commission Reply:** No, an annexed property is not allowed to defer connection indefinitely.

Or are they required to connect to City water and sewer within 12 months of installation of services adjacent to their property?

- **Plan Commission Reply:** Connect is required within 12 months of utility lines being available.

The concern is that a property owner may incur a significant cost to correct a violation and then find that they are still required to connect to city services within 12 months or some other time frame that does now allow the property owner to recover the cost of reinvesting in their well or septic.

- **Plan Commission Reply:** This concern exists presently and is part of the reason for these discussions.

In earlier discussions regarding the extension of sewer and water to the properties being attached later in 2024, there was a concern regarding the cost of the infrastructure related to extending City services. Is the Board correct to assume that property owners will still bear the cost of engineering, installation, impact and other fees? And if not required to connect because they have maintained their well and septic to code, will a property owner still be responsible for these costs at the time that service is extended adjacent to the property?

- **Plan Commission Reply:** Yes, the property owner will bear the costs. Second question is not applicable because connection is required within 12 months of utility lines being available.

We anticipate that property owners in the area being attached later in 2024 will have similar questions and request clarification of the language in these two sections.

The Town Board did discuss the timeline for the amendment process and is aware that a public hearing would have to be scheduled soon. At this time, the Board is open to moving forward, but would like response to the requested changes and concerns before confirming their decision.

Please let me know if you have questions or need additional information. Thanks,  
Deb

**Deb Carlson**, Clerk  
Town of Emmet  
W6777 Second St Rd

Watertown, WI 53098

Cell: 920-285-3459

Email: [clerk@emmettownship.com](mailto:clerk@emmettownship.com)

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**From:** Emily McFarland <[emcfarland@watertownwi.gov](mailto:emcfarland@watertownwi.gov)>

**Sent:** Thursday, February 22, 2024 1:00 PM

**To:** Emmet Township <[deb@emmettownship.com](mailto:deb@emmettownship.com)>; Brian Zirbes <[BZirbes@watertownwi.gov](mailto:BZirbes@watertownwi.gov)>; Steven Chesebro <[SChesebro@watertownwi.gov](mailto:SChesebro@watertownwi.gov)>; Andrew Beyer <[ABeyer@watertownwi.gov](mailto:ABeyer@watertownwi.gov)>

**Subject:** RE: Boundary Agreement

Sounds good, if need anything from us, please let us know!

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**From:** Emmet Township <[deb@emmettownship.com](mailto:deb@emmettownship.com)>

**Sent:** Thursday, February 22, 2024 11:12 AM

**To:** Brian Zirbes <[BZirbes@watertownwi.gov](mailto:BZirbes@watertownwi.gov)>; Steven Chesebro <[SChesebro@watertownwi.gov](mailto:SChesebro@watertownwi.gov)>; Emily McFarland <[emcfarland@watertownwi.gov](mailto:emcfarland@watertownwi.gov)>; Andrew Beyer <[ABeyer@watertownwi.gov](mailto:ABeyer@watertownwi.gov)>

**Subject:** Boundary Agreement

The Emmet Town Board will be meeting on February 29<sup>th</sup> to consider the points of concern discussed during the amendment overview meeting held on February 20<sup>th</sup>. Following the meeting on the 29<sup>th</sup>, I will provide an update of the Town Boards decision and we can determine next steps.

Please let me know if you have questions or comments. Thanks,  
Deb

**Deb Carlson**, Clerk

Town of Emmet

W6777 Second St Rd

Watertown, WI 53098

Cell: 920-285-3459

Email: [clerk@emmettownship.com](mailto:clerk@emmettownship.com)

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>ABLELIGHT</b>						
<b>555225</b>						
2303090003-2024	REFUND OVERPAYMENT OF UTILITIES - 555 MILFORD ST	99001105	02/08/2024	71.49	458622	02/20/2024
2303100006-2024	REFUND OVERPAYMENT OF UTILITIES - 553 MILFORD ST	99001105	02/08/2024	63.24	458622	02/20/2024
Total ABLELIGHT:				134.73		
<b>ABT MAILCOM</b>						
<b>1001</b>						
47652	CASS CERT ANNUAL PMT - WTR	03903018	01/26/2024	300.00	458482	02/06/2024
Total ABT MAILCOM:				300.00		
<b>ADRIAN'S TOOL CRIB</b>						
<b>555068</b>						
3748	SHOP TERMINAL TOOL KIT AND WIRE STRIP	01541121	01/30/2024	359.71	458623	02/20/2024
3941	SELF ADJ WIRE STRIPPERS	01541121	02/06/2024	164.97	458623	02/20/2024
4160	RATCHETING BIT 32PC SET	01541121	02/13/2024	49.99	458623	02/20/2024
Total ADRIAN'S TOOL CRIB:				574.67		
<b>ALSCO INC</b>						
<b>1512</b>						
IMIL1985307	MATT SERVICE AT CITY HALL	01517118	01/26/2024	93.02	458483	02/06/2024
IMIL1985307	COVERALLS/TOWEL SERVICE	17581759	01/26/2024	76.73	458483	02/06/2024
IMIL1985307	COVERALLS/TOWEL SERVICE`	01543159	01/26/2024	70.22	458483	02/06/2024
IMIL1985307	COVERALLS/TOWEL SERVICE`	16581641	01/26/2024	61.54	458483	02/06/2024
IMIL1987280	MATT SERVICE AT CITY HALL	01517118	02/02/2024	93.02	458548	02/13/2024
IMIL1987280	SHIRTS AND COVERALLS MECH STREET DEPT	01543159	02/02/2024	88.80	458548	02/13/2024
IMIL1987280	COVERALLS STORM WATER TEAM	16581641	02/02/2024	71.45	458548	02/13/2024
IMIL1987280	COVERALL SERVICE FOR SOLID WASTE EMPLOYEE	17581759	02/02/2024	98.56	458548	02/13/2024
IMIL1989306	MATT SERVICE AT CITY HALL	01517118	02/09/2024	93.02	458624	02/20/2024
IMIL1989306	SHIRTS AND COVERALLS MECH STREET DEPT	01543159	02/09/2024	83.94	458624	02/20/2024
IMIL1989306	COVERALLS STORM WATER TEAM	16581641	02/09/2024	75.26	458624	02/20/2024
IMIL1989306	COVERALL SERVICE FOR SOLID WASTE EMPLOYEE	17581759	02/09/2024	90.44	458624	02/20/2024
IMIL1991271	MATT SERVICE AT CITY HALL	01517118	02/16/2024	93.02	458712	02/27/2024
IMIL1991271	SHIRTS AND COVERALLS MECH STREET DEPT	01543159	02/16/2024	82.25	458712	02/27/2024
IMIL1991271	COVERALLS STORM WATER TEAM	16581641	02/16/2024	69.23	458712	02/27/2024
IMIL1991271	COVERALL SERVICE FOR SOLID WASTE EMPLOYEE	17581759	02/16/2024	80.06	458712	02/27/2024
Total ALSCO INC:				1,320.56		
<b>AMERICAN INDUSTRIAL MEDICAL</b>						
<b>1526</b>						
24059W	ANNUAL HEARING TEST-SOLID WASTE TEAM	17581759	02/07/2024	224.00	458713	02/27/2024
24059W	ANNUAL HEARING TEST-STREET TEAM	01543159	02/07/2024	520.00	458713	02/27/2024
24059W	ANNUAL HEARING TEST-STORM WATER TEAM	16581641	02/07/2024	192.00	458713	02/27/2024
24059W	ANNUAL HEARING TEST-PARKS TEAM	01554159	02/07/2024	384.00	458713	02/27/2024
Total AMERICAN INDUSTRIAL MEDICAL:				1,320.00		
<b>AMERICAN WATER WORKS ASSOC</b>						
<b>1547</b>						
7002181227	ANNUAL MEMBERSHIP-SCHULTZ - WTR	03992118	12/20/2023	90.00	458714	02/27/2024
Total AMERICAN WATER WORKS ASSOC:				90.00		



Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>AMTEC LESS LETHAL SYSTEMS INC</b>						
<b>555213</b>						
Q14242	RIFLE EQUIPMENT	01521126	02/15/2024	1,392.45	458625	02/20/2024
Total AMTEC LESS LETHAL SYSTEMS INC:				1,392.45		
<b>ANDREW AIELLO</b>						
<b>555202</b>						
1429109153443034-2023	REFUND OVERPAYMENT OF TAXES	01271920	01/31/2024	214.25	458484	02/06/2024
Total ANDREW AIELLO:				214.25		
<b>ANIMAL HEALTH CENTER</b>						
<b>1571</b>						
100243	K-9 CARE	24581112	02/05/2024	50.30	458626	02/20/2024
Total ANIMAL HEALTH CENTER:				50.30		
<b>ANWAR H AHMED</b>						
<b>555226</b>						
436301	OVERPAYMENT OF PARKING TICKET 436301	01444020	02/13/2024	25.00	458627	02/20/2024
Total ANWAR H AHMED:				25.00		
<b>APG OF SOUTHERN WISCONSIN</b>						
<b>1003</b>						
21406-1123	PUBLISHED NOTICES - NOV	01511120	11/30/2023	1,066.24	458549	02/13/2024
21406-1123	PUBLISHED NOTICES - NOV	01514118	11/30/2023	284.00	458549	02/13/2024
21406-1223	PUBLISHED NOTICE - DEC	01511120	12/31/2023	685.86	458549	02/13/2024
42185-0124	MAIN ST BRIDGE PROJECT AFFIDAVIT - WTR	03999999	01/31/2024	161.44	458550	02/13/2024
Total APG OF SOUTHERN WISCONSIN:				2,197.54		
<b>APPLIED TECHNOLOGIES INC</b>						
<b>1589</b>						
36863	PROJECT 6449-WQT PLAN - WW	02850020	02/12/2024	1,332.00	458715	02/27/2024
36873	PROJECT 6573-WWTP FACILITIES PLAN - WW	02973011	02/12/2024	1,378.00	458715	02/27/2024
Total APPLIED TECHNOLOGIES INC:				2,710.00		
<b>ARCHIVESOCIAL</b>						
<b>1635</b>						
285678	SOCIAL MEDIA ARCHIVE SERVICES	01518644	01/01/2024	9,588.00	458551	02/13/2024
Total ARCHIVESOCIAL:				9,588.00		
<b>AT&amp;T-5080</b>						
<b>1013</b>						
920262402702-2024	TELEPHONE SERVICE - CITY HALL	01517132	02/07/2024	72.64	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - POLICE	01521132	02/07/2024	36.32	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - FIRE	01523132	02/07/2024	36.32	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - HEALTH	01531232	02/07/2024	18.16	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - STREET	01542132	02/07/2024	54.48	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - TRAFFIC CONTROL	01542430	02/07/2024	18.16	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - SENIOR CENTER	01552032	02/07/2024	36.32	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - AQUATIC CENTER CONCE	01552232	02/07/2024	54.48	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - PARK SHOP	01554132	02/07/2024	18.16	458628	02/20/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
920262402702-2024	TELEPHONE SERVICE - WASTEWATER	02820032	02/07/2024	18.16	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - WATER	03992118	02/07/2024	54.48	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - SOLID WASTE	17581732	02/07/2024	36.32	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - LIBRARY	11581232	02/07/2024	108.96	458628	02/20/2024
920262402702-2024	TELEPHONE SERVICE - BILL ROUNDING	01517132	02/07/2024	.01-	458628	02/20/2024
Total AT&T-5080:				562.95		
<b>ATLAS OUTFITTERS</b>						
<b>554708</b>						
14989	ICE RESCUE SCREW FIRE	01523118	02/07/2024	66.25	458629	02/20/2024
Total ATLAS OUTFITTERS:				66.25		
<b>AUSTIN HANUS</b>						
<b>554617</b>						
2829108150912032-2023	REFUND OVERPAYMENT OF TAXES	01271920	01/31/2024	18.68	458485	02/06/2024
Total AUSTIN HANUS:				18.68		
<b>AXLEY BRYNELSON LLP</b>						
<b>1985</b>						
963686	CITY ATTORNEY COVERAGE 2021	01516116	01/29/2024	2,009.50	458552	02/13/2024
963686	QUINT DEATH BENEFIT CLAIM	01516116	01/29/2024	368.50	458552	02/13/2024
Total AXLEY BRYNELSON LLP:				2,378.00		
<b>AXON ENTERPRISE INC</b>						
<b>1986</b>						
INUS211703	BODY CAMERAS & ACCESSORIES-PD	01521120	12/15/2023	42,037.80	458553	02/13/2024
Total AXON ENTERPRISE INC:				42,037.80		
<b>BADGER WELDING SUPPLIES INC</b>						
<b>2043</b>						
3811857	OXYGEN FIRE	01523154	02/14/2024	99.70	458716	02/27/2024
Total BADGER WELDING SUPPLIES INC:				99.70		
<b>BAYCOM INC</b>						
<b>552736</b>						
SRVCE000000048262	1 YEAR SERVICE AGREEMENT	01521120	01/29/2024	6,470.85	458486	02/06/2024
Total BAYCOM INC:				6,470.85		
<b>BRANDON SCHULZ</b>						
<b>555227</b>						
436608	OVERPAYMENT OF PARKING TICKET 436608	01444020	02/13/2024	25.00	Multiple	02/20/2024
Total BRANDON SCHULZ:				25.00		
<b>BROOKS TRACTOR INC</b>						
<b>2775</b>						
S43193	CUTTING EDGE VEH #139	01541120	01/18/2024	469.86	458487	02/06/2024
S43487	CUTTING EDGE VEH #139	01541120	01/25/2024	419.46	458487	02/06/2024
S43488	PRESSURE SWITCH #135	01541120	01/25/2024	154.44	458487	02/06/2024
S43566	PRESSURE SEITCH #135	01541120	01/26/2024	338.03	458487	02/06/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
S43676	FILTERS FOR LOADERS	01541120	01/30/2024	875.64	458487	02/06/2024
Total BROOKS TRACTOR INC:				2,257.43		
<b>BUMPER TO BUMPER</b>						
<b>2935</b>						
660-599662	PARKS-COIL RETURN	01554142	02/01/2024	164.57-	458631	02/20/2024
660-599664	PARKS UNDERCOAT, TUNE UP, GLASS CLEANER	01554142	02/01/2024	115.29	458631	02/20/2024
660-599732	PARKS AIR FILTER, OIL FILTER	01554142	02/02/2024	169.17	458631	02/20/2024
660-599764	PARKS BATTEERY QUICK, CABLES	01554142	02/02/2024	63.54	458631	02/20/2024
660-600032	PARKS CUTTING WHEEL, ABRASIVE WHEEL	01554142	02/07/2024	27.25	458631	02/20/2024
660-600092	PARK REFUND BATTERY CABLES, QUICK	01554142	02/08/2024	63.54-	458631	02/20/2024
660-600147	PARKS FILTER KIT, GASKET COVER	01554142	02/09/2024	103.28	458631	02/20/2024
660-600217	PARKS MICRO CLAMP	01554142	02/09/2024	15.80	458631	02/20/2024
Total BUMPER TO BUMPER:				266.22		
<b>BURKE TRUCK AND EQUIPMENT</b>						
<b>2947</b>						
32629	PLOW PARTS - STOCK	01541120	01/30/2024	1,262.54	458488	02/06/2024
32685	270-026 VIBRATOR ONLY	01541120	02/07/2024	1,341.02	458632	02/20/2024
Total BURKE TRUCK AND EQUIPMENT:				2,603.56		
<b>CARRICO AQUATIC RESOURCES INC</b>						
<b>3129</b>						
20240202	WAC PULSAR FEEDER	01552220	01/01/2024	4,500.00	458717	02/27/2024
Total CARRICO AQUATIC RESOURCES INC:				4,500.00		
<b>CENTURYLINK</b>						
<b>3301</b>						
676239187	PHONE SERVICE - LONG DISTANCE	01517132	02/01/2024	5.94	458633	02/20/2024
Total CENTURYLINK:				5.94		
<b>CHAD KOSMAL</b>						
<b>555209</b>						
1174	SAFETY SHOE REIMBURSEMENT - WTR	02820020	01/09/2024	100.00	458554	02/13/2024
Total CHAD KOSMAL:				100.00		
<b>CHARTER COMMUNICATIONS</b>						
<b>3417</b>						
170728301020124	SENIOR CABLE	24581107	02/01/2024	135.22	458634	02/20/2024
170728301020124	SENIOR CABLE	01552017	02/01/2024	40.00	458634	02/20/2024
Total CHARTER COMMUNICATIONS:				175.22		
<b>CHLOE C DURAND</b>						
<b>555228</b>						
436254	OVERPAYMENT OF PARKING TICKET 436254	01444020	02/13/2024	5.00	458635	02/20/2024
Total CHLOE C DURAND:				5.00		
<b>CHRIS LACOMBE</b>						

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>553628</b>						
LACOMBE 02052024	LICENSE REIMBURSEMENT	17581759	02/05/2024	40.00	458555	02/13/2024
Total CHRIS LACOMBE:				40.00		
<b>CIVICPLUS LLC</b>						
<b>554119</b>						
292735	MUNICODE ANNUAL PREMIUM	01511119	04/01/2024	6,000.00	458718	02/27/2024
Total CIVICPLUS LLC:				6,000.00		
<b>COMMERCIAL LIGHTING CO</b>						
<b>555088</b>						
4240212	12 - T8 4' LED BULBS	01545318	01/10/2024	609.67	458556	02/13/2024
Total COMMERCIAL LIGHTING CO:				609.67		
<b>COMPASS MINERALS AMERICA INC</b>						
<b>554651</b>						
1293176	ROAD SALT PER CONTRACT	01543518	01/29/2023	18,948.86	458489	02/06/2024
1294186	ROAD SALT PER CONTRACT	01543518	01/30/2024	3,983.62	458489	02/06/2024
1295194	ROAD SALT PER CONTRACT	01543518	01/31/2024	4,012.29	458489	02/06/2024
1295995	ROAD SALT PER CONTRACT	01543518	02/01/2024	1,862.37	458557	02/13/2024
1296020	ROAD SALT PER CONTRACT	01543518	02/01/2024	25,538.36	458557	02/13/2024
1296700	ROAD SALT PER CONTRACT	01543518	02/02/2024	14,941.94	458557	02/13/2024
1297456	ROAD SALT PER CONTRACT	01543518	02/05/2024	39,273.66	458557	02/13/2024
1298133	ROAD SALT PER CONTRACT	01543518	02/06/2024	26,967.16	458557	02/13/2024
1298622	ROAD SALT PER CONTRACT	01543518	02/07/2024	1,983.30	458636	02/20/2024
1299448	ROAD SALT PER CONTRACT	01543518	02/08/2024	44,317.02	458636	02/20/2024
1300112	ROAD SALT PER CONTRACT	01543518	02/12/2024	1,884.76	458636	02/20/2024
1301803	ROAD SALT PER CONTRACT	01543518	02/14/2024	14,700.97	458636	02/20/2024
1302443	ROAD SALT PER CONTRACT	01543518	02/15/2024	10,470.11	458636	02/20/2024
1305014	ROAD SALT PER CONTRACT	01543518	02/21/2024	3,853.73	458719	02/27/2024
Total COMPASS MINERALS AMERICA INC:				208,771.55		
<b>COMPLEX SECURITY SOLUTIONS INC</b>						
<b>554123</b>						
945088	TECHNOLOGY: ETHERNET PORTS FOR CAMERAS	11581246	01/31/2024	1,649.98	458536	02/08/2024
Total COMPLEX SECURITY SOLUTIONS INC:				1,649.98		
<b>CONSOLIDATED DOORS INC</b>						
<b>3752</b>						
284680	PARK REMOTE CONTROL	01554120	01/26/2024	245.00	458637	02/20/2024
Total CONSOLIDATED DOORS INC:				245.00		
<b>CONVERGENT SOLUTIONS INC</b>						
<b>3762</b>						
56378	PHONE SYSTEM SUPPORT	01518611	01/10/2024	159.00	458558	02/13/2024
56378	PHONE SYSTEM SUPPORT	01518611	01/10/2024	34.75	458558	02/13/2024
56378	PHONE SYSTEM BACKUP	01518611	01/10/2024	9.95	458558	02/13/2024
56406	PHONE SYSTEM SUPPORT	01518611	01/26/2024	208.50	458558	02/13/2024
56406	PHONE SYSTEM BACKUP	01518611	01/26/2024	9.95	458558	02/13/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total CONVERGENT SOLUTIONS INC:				422.15		
<b>CORE &amp; MAIN LP</b>						
<b>3784</b>						
U284687	CHAINWHEEL-CENTRATE - WW	02831040	01/26/2024	145.31	458559	02/13/2024
U352649	SADDLE EPOXY-PRMRY GRIT PUMP - WW	02831042	02/09/2024	110.33	458720	02/27/2024
Total CORE & MAIN LP:				255.64		
<b>CORNERSTONE ENVIRONMENTAL GROUP LLC</b>						
<b>3785</b>						
52196574	BOOMER ST LANDFILL MONITORING	17581726	01/26/2024	1,840.89	458560	02/13/2024
Total CORNERSTONE ENVIRONMENTAL GROUP LLC:				1,840.89		
<b>CORPORATE BUSINESS SYSTEMS</b>						
<b>3793</b>						
35749144	HEALTH - COPIER LEASE & COPIES	01531226	01/19/2024	110.93	458638	02/20/2024
35749144	ENVIRO - COPIER LEASE & COPIES	14531318	01/19/2024	110.93	458638	02/20/2024
35749144	EMER PREP - COPIER LEASE & COPIES	15531418	01/19/2024	110.94	458638	02/20/2024
35789559	COPIER LEASE FEE MAYOR	01513118	01/25/2024	14.40	458490	02/06/2024
35789559	COPIER LEASE FEE IT	01518618	01/25/2024	14.40	458490	02/06/2024
35789559	COPIER LEASE FEE SIDC	60510518	01/25/2024	14.40	458490	02/06/2024
35789559	COPIER LEASE FEE HR	01516018	01/25/2024	100.80	458490	02/06/2024
35827171	COPIER LEASE FEE CA	01516118	01/30/2024	146.43	458490	02/06/2024
35862131	COPIER LEASE FEE	17581718	02/05/2024	69.50	458561	02/13/2024
35862131	COPIER LEASE FEE	01542118	02/05/2024	69.50	458561	02/13/2024
35919248	COPIER USAGE FIRE	01523144	02/12/2024	19.52	458638	02/20/2024
35962854	COPIER LEASE FEE	01531226	02/19/2024	125.30	458721	02/27/2024
35962854	COPIER LEASE FEE	14531318	02/19/2024	125.30	458721	02/27/2024
35962854	COPIER LEASE FEE	15531418	02/19/2024	125.31	458721	02/27/2024
<b>3794</b>						
354415	COPIER MAINT FEE-	01542118	01/25/2024	29.29	458491	02/06/2024
354415	COPIER MAINT FEE-	17581718	01/25/2024	29.30	458491	02/06/2024
354592	COPIER MAINT FEE-	01531218	01/30/2024	52.34	458562	02/13/2024
354950	COPIER USAGE HR	01516018	02/07/2024	31.16	458722	02/27/2024
354950	COPIER USAGE MAYOR	01513118	02/07/2024	1.54	458722	02/27/2024
354950	COPIER USAGE ADMIN	01513118	02/07/2024	31.93	458722	02/27/2024
354950	COPIER USAGE IT	01518618	02/07/2024	.28	458722	02/27/2024
354950	COPIER USAGE SIDC	60510518	02/07/2024	1.33	458722	02/27/2024
Total CORPORATE BUSINESS SYSTEMS:				1,334.83		
<b>DCELEA</b>						
<b>4007</b>						
2023 BANQUET	2023 AWARD BANQUET	01521117	02/15/2024	315.00	458639	02/20/2024
Total DCELEA:				315.00		
<b>DELTA DENTAL PLAN OF WI</b>						
<b>4264</b>						
2099043d	EMPLOYER SHARE-MAR	01213168	02/19/2024	12,580.48	219241	02/19/2024
2099043d	EMPLOYEE SHARE-MAR	01213168	02/19/2024	1,384.36	219241	02/19/2024
2099043d	COBRA HOOF MAR	01213192	02/19/2024	33.20	219241	02/19/2024
2099043d	COBRA ROE S MAR	01213192	02/19/2024	33.20	219241	02/19/2024
2099043d	COBRA ROE R MAR	01213192	02/19/2024	33.20	219241	02/19/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
2099043d	COBRA FUNK T MAR	01213192	02/19/2024	33.20	219241	02/19/2024
2099043d	COBRA ANTONOPOLOUS MAR	01213192	02/19/2024	102.22	219241	02/19/2024
2099043d	COBRA RUPNOW MAR	01213192	02/19/2024	102.22	219241	02/19/2024
2099043d	COBRA HOLLOWAY MAR	01213192	02/19/2024	102.22	219241	02/19/2024
2099043d	COBRA WOLLIN MAR	01213192	02/19/2024	33.20	219241	02/19/2024
2099043d	REFUND DEWITT-DEC	01213168	02/19/2024	102.22-	219241	02/19/2024
2099043d	REFUND DEWITT-JAN	01213168	02/19/2024	102.22-	219241	02/19/2024
2099043d	REFUND DEWITT-FEB	01213168	02/19/2024	102.22-	219241	02/19/2024
2099043d	REFUND BUSLER-FEB	01213168	02/19/2024	102.22-	219241	02/19/2024
2099043v	EMPLOYEE VISION INSURANCE-EE COBRA MAR HOLLO	01213192	02/19/2024	12.77	219241	02/19/2024
2099043v	EMPLOYEE VISION INSURANCE-EE MAR	01213169	02/19/2024	728.55	219241	02/19/2024
2099043v	EMPLOYEE VISION INSURANCE-EE KOSMAL FEB	01213169	02/19/2024	12.77	219241	02/19/2024

Total DELTA DENTAL PLAN OF WI:

14,782.71

**DEPT OF EMPLOYEE TRUST FUNDS****4280**

1025000 MAR 2024	EMPLOYEE HEALTH INSURANCE-ER MAR	01213163	02/19/2024	231,985.16	221241	02/21/2024
1025000 MAR 2024	EMPLOYEE HEALTH INSURANCE-EE MAR	01213163	02/19/2024	48,836.80	221241	02/21/2024
1025000 MAR 2024	EMPLOYEE HEALTH INSURANCE-EE FEB KOSMAL	01213163	02/19/2024	535.06	221241	02/21/2024
1025000 MAR 2024	EMPLOYEE HEALTH INSURANCE-ER FEB KOSMAL	01213163	02/19/2024	1,786.16	221241	02/21/2024
1025000 MAR 2024	RETIREE EMPLOYER PORTION-POLICE	01213190	02/19/2024	404.38	221241	02/21/2024
1025000 MAR 2024	RETIREE EMPLOYER PORTION-PARKS-RB	01213190	02/19/2024	992.31	221241	02/21/2024
1025000 MAR 2024	SICK LEAVE CONVERSION-HEALTH SW	01519644	02/19/2024	471.70	221241	02/21/2024
1025000 MAR 2024	SICK LEAVE CONVERSION-ENG JH	01519644	02/19/2024	751.25	221241	02/21/2024
1025000 MAR 2024	RETIREE EMPLOYER PORTION-ENG JH	01213190	02/19/2024	751.25	221241	02/21/2024
1025000 MAR 2024	RETIREE EMPLOYER PORTION-HEALTH SW	01213190	02/19/2024	471.70	221241	02/21/2024
1025000 MAR 2024	RETIREE EMPLOYER PORTION-HEALTH SW REFUND FE	01213190	02/19/2024	688.91-	221241	02/21/2024
1025000 MAR 2024	SICK LEAVE CONVERSION-HEALTH SW REFUND FEB	01519644	02/19/2024	688.91-	221241	02/21/2024
1025000 MAR 2024	SICK LEAVE CONVERSION-PARKS RB	01519644	02/19/2024	992.31	221241	02/21/2024
1025000 MAR 2024	SICK LEAVE CONVERSION-POLICE-SR	01519644	02/19/2024	404.38	221241	02/21/2024

Total DEPT OF EMPLOYEE TRUST FUNDS:

287,004.64

**DIAMOND BUSINESS GRAPHICS****4340**

209907	PD - LEAVE SLIPS	01521118	02/01/2024	208.96	458492	02/06/2024
209920	PD - EVIDENCE ENVELOPE	01521119	02/02/2024	627.35	458563	02/13/2024
209982	PD - EVIDENCE TAGS	01521119	02/13/2024	192.16	458640	02/20/2024

Total DIAMOND BUSINESS GRAPHICS:

1,028.47

**DIGICORP INC****4468**

348514	SENTINELONE LICENSE - COMPLETE	01518644	11/15/2023	840.00	458564	02/13/2024
348514	APPRIVER OFFICE 365 BACKUP	01518644	11/15/2023	546.00	458564	02/13/2024
348514	MICROSOFT OFFICE 365 LICENSE - G3	01518644	11/15/2023	3,956.00	458564	02/13/2024
348514	MICROSOFT OFFICE 365 LICENSE - G1	01518644	11/15/2023	737.20	458564	02/13/2024
348884	SENTINELONE LICENSE - COMPLETE	01518644	12/15/2023	835.00	458564	02/13/2024
348884	APPRIVER OFFICE 365 BACKUP	01518644	12/15/2023	548.00	458564	02/13/2024
348884	MICROSOFT OFFICE 365 LICENSE - G3	01518644	12/15/2023	3,956.00	458564	02/13/2024
348884	MICROSOFT OFFICE 365 LICENSE - G1	01518644	12/15/2023	737.20	458564	02/13/2024
349246	SENTINELONE LICENSE - COMPLETE	01518644	01/15/2024	845.00	458564	02/13/2024
349246	APPRIVER OFFICE 365 BACKUP	01518644	01/15/2024	550.00	458564	02/13/2024
349246	MICROSOFT OFFICE 365 LICENSE - G3	01518644	01/15/2024	3,956.00	458564	02/13/2024
349246	MICROSOFT OFFICE 365 LICENSE - G1	01518644	01/15/2024	737.20	458564	02/13/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total DIGICORP INC:				18,243.60		
<b>DODGE CO CLERK OF COURTS</b>						
<b>4541</b>						
LUND 24-1486	BOND-LUND, NEAL A 11261972	01271990	02/09/2024	500.00	458565	02/13/2024
LUND 24-1489	BOND-LUND, NEAL A 11261972	01271990	02/09/2024	500.00	458565	02/13/2024
Total DODGE CO CLERK OF COURTS:				1,000.00		
<b>DODGE COUNTY TREASURER</b>						
<b>4565</b>						
DOG LICENSE: DEC 23 -	DOG LICENSE: DEC 23 - JAN 24	01431132	02/01/2024	715.00	458494	02/06/2024
FEB2024TAXSETTLE	FEB 2024 TAX SETTLE	50216110	02/05/2024	593,634.14	458493	02/06/2024
JANUARY COURT FINES	COUNTY COURT FINES - JANUARY 24	01436100	01/31/2024	271.00	458566	02/13/2024
Total DODGE COUNTY TREASURER:				594,620.14		
<b>EC PLUMBING LLC</b>						
<b>554247</b>						
3124	608 S 12TH LEAK RPR - WTR	03992318	02/01/2024	582.26	458567	02/13/2024
Total EC PLUMBING LLC:				582.26		
<b>EMILY MCFARLAND</b>						
<b>13218</b>						
020824 MCFARLAND	MILEAGE REIMBURSEMENT-MAYOR	01513124	02/08/2024	54.94	458641	02/20/2024
Total EMILY MCFARLAND:				54.94		
<b>EMPLOYEE BENEFITS CORPORATION</b>						
<b>5284</b>						
4353262	EBC FLEX ADMINISTRATION FEES	01519545	02/15/2024	309.75	229241	02/29/2024
Total EMPLOYEE BENEFITS CORPORATION:				309.75		
<b>ENTRANCE SYSTEMS</b>						
<b>5625</b>						
47798	REPAIR ELECTRIC GATE-KEYBOARD	01541220	02/06/2024	615.00	458568	02/13/2024
Total ENTRANCE SYSTEMS:				615.00		
<b>ERNESTO MARIN</b>						
<b>555191</b>						
21224	REFUND SECURITY DEPOSIT	01271970	02/12/2024	100.00	458642	02/20/2024
Total ERNESTO MARIN:				100.00		
<b>FIRE SERVICE INC</b>						
<b>6371</b>						
W1-1840	MED 54 OIL, AIR FILTER AND CHANGE, BRAKE INSPECTI	01523142	02/13/2024	832.18	458723	02/27/2024
WI-11596	4171 HYDRAULIC PUMP, DISCHARGE GAUGES, AND VAL	01523142	01/30/2024	3,737.03	458569	02/13/2024
WI-11658	4171 REAR SUSPENSION AND AXEL REPAIR FIRE	01523142	01/31/2024	28,090.52	458569	02/13/2024
WI-11659	4171 LADDER REPAIR, WATERWAY VALVE, REPLACE FR	01523142	01/31/2024	8,992.83	458569	02/13/2024
WI-11660	4171 OIL, COOLANT, BRAKE, TRANS FLUID, INSPECTION,	01523142	01/31/2024	2,900.42	458569	02/13/2024
WI-11710	4171 COOLING SYSTEM PRESSURE CHECKS FIRE	01523142	02/05/2024	978.19	458643	02/20/2024
WI-11716	4171 ANNUAL PUMP TEST FIRE	01523142	02/05/2024	250.00	458569	02/13/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
WI-11746	TK 71 REPAIR AERIAL JACK VALVE AND SENSOR FIRE	01523142	02/07/2024	1,568.83	458643	02/20/2024
Total FIRE SERVICE INC:				47,350.00		
<b>FRAWLEY OIL COMPANY INC</b>						
6728						
7756921	PARK OIL	01554142	01/24/2024	1,226.70	458644	02/20/2024
Total FRAWLEY OIL COMPANY INC:				1,226.70		
<b>FREDERICK BACHMANN</b>						
555206						
F480L5NC72	RESTITUTION	01436100	08/12/2020	3,553.13	458645	02/20/2024
Total FREDERICK BACHMANN:				3,553.13		
<b>GE DIGITAL LLC</b>						
552800						
17001100062403	GRAY MATTER-SCADA - WW	02850061	01/26/2024	11,247.60	458570	02/13/2024
Total GE DIGITAL LLC:				11,247.60		
<b>GENERAL COMMUNICATIONS INC</b>						
7210						
328649	FCC FEES	01521122	01/29/2024	175.00	458495	02/06/2024
Total GENERAL COMMUNICATIONS INC:				175.00		
<b>GLEN GERARD MAGIC PRODUCTIONS</b>						
7250						
12624	DOWN PAYMNT MAGIC PERFORMANCE AT TOWN SQUA	26554341	01/26/2024	375.00	458496	02/06/2024
Total GLEN GERARD MAGIC PRODUCTIONS:				375.00		
<b>GRAEF</b>						
554795						
0129517	CIVIC CENTER RETAINING WALL - SENIOR CENTER PRO	05552470	11/02/2023	9,213.23	458646	02/20/2024
0129522	2026 STREET & UTILITY PROFESSIONAL SERVICES	05581169	11/02/2023	428.05	458646	02/20/2024
0129522	2026 STREET & UTILITY PROFESSIONAL SERVICES	16581660	11/02/2023	428.05	458646	02/20/2024
0129522	2026 STREET & UTILITY PROFESSIONAL SERVICES	03999998	11/02/2023	428.05	458646	02/20/2024
0129522	2026 STREET & UTILITY PROFESSIONAL SERVICES	02973011	11/02/2023	428.05	458646	02/20/2024
0129589	2025 STREET & UTILITY PROFESSIONAL SERVICES	05581169	11/06/2023	854.04	458646	02/20/2024
0129589	2025 STREET & UTILITY PROFESSIONAL SERVICES	16581660	11/06/2023	854.04	458646	02/20/2024
0129589	2025 STREET & UTILITY PROFESSIONAL SERVICES	03999998	11/06/2023	854.04	458646	02/20/2024
0129589	2025 STREET & UTILITY PROFESSIONAL SERVICES	02973011	11/06/2023	854.04	458646	02/20/2024
0129985	2025 STREET & UTILITY PROFESSIONAL SERVICES	02973011	12/01/2023	1,899.71	458646	02/20/2024
0129985	2025 STREET & UTILITY PROFESSIONAL SERVICES	03999998	12/01/2023	1,899.70	458646	02/20/2024
0129985	2025 STREET & UTILITY PROFESSIONAL SERVICES	16581660	12/01/2023	1,899.70	458646	02/20/2024
0129985	2025 STREET & UTILITY PROFESSIONAL SERVICES	05581169	12/01/2023	1,899.70	458646	02/20/2024
0131060	2024 STREET & UTILITY PROFESSIONAL SERVICES	02973011	02/05/2024	1,585.97	458646	02/20/2024
0131060	2024 STREET & UTILITY PROFESSIONAL SERVICES	03999998	02/05/2024	1,585.97	458646	02/20/2024
0131060	2024 STREET & UTILITY PROFESSIONAL SERVICES	16581660	02/05/2024	1,585.98	458646	02/20/2024
0131060	2024 STREET & UTILITY PROFESSIONAL SERVICES	05581169	02/05/2024	1,585.98	458646	02/20/2024
0131062	2025 STREET & UTILITY PROFESSIONAL SERVICES	02973011	02/05/2024	5,382.90	458646	02/20/2024
0131062	2025 STREET & UTILITY PROFESSIONAL SERVICES	03999998	02/05/2024	5,382.90	458646	02/20/2024
0131062	2025 STREET & UTILITY PROFESSIONAL SERVICES	16581660	02/05/2024	5,382.90	458646	02/20/2024
0131062	2025 STREET & UTILITY PROFESSIONAL SERVICES	05581169	02/05/2024	5,382.90	458646	02/20/2024



Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
0131063	2026 STREET & UTILITY PROFESSIONAL SERVICES	05581169	02/05/2024	1,450.29	458646	02/20/2024
0131063	2026 STREET & UTILITY PROFESSIONAL SERVICES	16581660	02/05/2024	1,450.29	458646	02/20/2024
0131063	2026 STREET & UTILITY PROFESSIONAL SERVICES	03999998	02/05/2024	1,450.30	458646	02/20/2024
0131063	2026 STREET & UTILITY PROFESSIONAL SERVICES	02973011	02/05/2024	1,450.30	458646	02/20/2024
Total GRAEF:				55,617.08		
<b>GRINWALD FORD INC</b>						
<b>7675</b>						
86211	ENVIRO - RUSTPROOF 2024 ESCAPE	14531318	01/17/2024	995.00	458724	02/27/2024
Total GRINWALD FORD INC:				995.00		
<b>H&amp;H FIRE PROTECTION LLC</b>						
<b>8009</b>						
19827	FIRE DEPT - FIRE EXTINGUISHER REPAIR	01517118	01/31/2024	83.50	458647	02/20/2024
Total H&H FIRE PROTECTION LLC:				83.50		
<b>HASTINGS AIR-ENERGY CONTROL INC</b>						
<b>555216</b>						
PS-10005581	E62 TAILPIPE ADAPTER FIRE	01523142	01/31/2024	324.92	458648	02/20/2024
Total HASTINGS AIR-ENERGY CONTROL INC:				324.92		
<b>HEAT AND POWER PRODUCTS INC</b>						
<b>8310</b>						
46566	MUNI BLDG - GAS	01517118	01/30/2024	457.32	458571	Multiple
46566	MUNI BLDG - GAS	01517118	01/30/2024	457.32-		
Total HEAT AND POWER PRODUCTS INC:				.00		
<b>HIGHWAY LIGHT &amp; LANDSCAPE INC</b>						
<b>8478</b>						
4463	LIGHT FIXTURES (20) REPLACEMENT	01544220	02/01/2024	8,514.43	458572	02/13/2024
4464	ELECTRIC CONTROL CABINET	01542420	02/01/2024	994.79	458572	02/13/2024
Total HIGHWAY LIGHT & LANDSCAPE INC:				9,509.22		
<b>HYDRAULIC COMPONENT SERVICES INC</b>						
<b>553246</b>						
28871	REBUILD CYLINDER	01541120	01/25/2024	3,381.74	458573	02/13/2024
29000	RECONDITIONED CYLINDER	17581720	02/05/2023	857.27	458573	02/13/2024
29001	RECONDITION CYLINDER	17581720	02/05/2024	857.27	458649	02/20/2024
29159	NEW REPLACEMENT PUMP	17581720	02/15/2024	2,541.46	458725	02/27/2024
Total HYDRAULIC COMPONENT SERVICES INC:				7,637.74		
<b>HYDROCORP</b>						
<b>8994</b>						
0076337-IN	CROSS CONNECTION PROGRAM - WTR	03992318	01/31/2024	1,278.00	458497	02/06/2024
Total HYDROCORP:				1,278.00		
<b>INTERSTATE BILLING SERVICE INC</b>						
<b>9490</b>						
X101084819:01	BATTERIES AND CORE	01541120	01/25/2024	395.85	458498	02/06/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
X101084819:01	BATTERIES AND CORE	17581720	01/25/2024	395.85	458498	02/06/2024
X101084891:01	EXHAUST PIPE CLAMP-STOCK	01541120	01/26/2024	89.92	458782	03/05/2024
X101085015:01	BATTERY CORE CREDIT	01541120	01/29/2024	245.70-	458782	03/05/2024
Total INTERSTATE BILLING SERVICE INC:				635.92		
<b>I-STATE TRUCK CENTER</b>						
<b>9027</b>						
C272027356:01	CARRIER ASSB VEH #9 AND PARTS	01541120	01/30/2024	81.98	458499	02/06/2024
Total I-STATE TRUCK CENTER:				81.98		
<b>J&amp;L TIRE INC</b>						
<b>10009</b>						
113667	SQUAD REPAIRS-POLICE	01521144	01/12/2024	44.95	458575	02/13/2024
113800	SQUAD REPAIRS-POLICE	01521144	01/19/2024	139.69	458575	02/13/2024
113926	SQUAD REPAIRS-POLICE	01521144	01/26/2024	581.80	458575	02/13/2024
370360	4171 NEW TIRES FIRE	01523141	02/05/2024	831.04	458726	02/27/2024
370379	TIRES FOR #202	01541142	02/05/2024	2,528.00	458574	02/13/2024
370399	VALVE STEMS - STOCK	01541142	02/06/2024	328.35	458574	02/13/2024
370465	RETREAD TIRES (8)	01541142	02/08/2024	3,151.36	458650	02/20/2024
370465	TIRE DISPOSAL	17581742	02/08/2024	26.00	458650	02/20/2024
370613	TIRE DISPOSAL	17581742	02/13/2024	72.80	458726	02/27/2024
Total J&L TIRE INC:				7,703.99		
<b>JAKE W RENNHACK</b>						
<b>555230</b>						
436001	OVERPAYMENT OF PARKING TICKET 436001	01444020	02/13/2024	25.00	458651	02/20/2024
Total JAKE W RENNHACK:				25.00		
<b>JANI-KING OF MILWAUKEE</b>						
<b>10100</b>						
MIL02240158	CLEANING SERVICE AT AIRPORT	01545318	02/01/2024	642.75	458576	02/13/2024
Total JANI-KING OF MILWAUKEE:				642.75		
<b>JAY PIRKEL</b>						
<b>555062</b>						
6499	WINTER WORK WEAR REIMBURSEMENT - WW	02820020	01/17/2024	84.39	458500	02/06/2024
Total JAY PIRKEL:				84.39		
<b>JEFFERSON CO CLERK OF COURTS</b>						
<b>10226</b>						
DAHL 24-2067	BOND-DAHL, HEATHER M 8/3/88	01271990	02/19/2024	650.00	458652	02/20/2024
KRUEGER 24-1437	BOND-KRUEGER, ANDREW H 07231978	01271990	02/09/2024	150.00	458577	02/13/2024
Total JEFFERSON CO CLERK OF COURTS:				800.00		
<b>JEFFERSON COUNTY TREASURER</b>						
<b>10295</b>						
DOG LICENSE: DEC 23 -	DOG LICENSE: DEC 23 - JAN 24	01431132	02/01/2024	1,353.00	458502	02/06/2024
FEB2024TAXSETTLE	FEB 2024 TAX SETTLE	50216110	02/05/2024	1,019,700.55	458501	02/06/2024
JANUARY COURT FINES	COUNTY COURT FINES - JAN 24	01436100	01/31/2024	3,190.90	458578	02/13/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total JEFFERSON COUNTY TREASURER:				1,024,244.45		
<b>JEFFERSON FIRE AND SAFETY INC</b>						
<b>10300</b>						
IN311097	BRENNAN, KREILKAMP, PATTERSON COAT AND PANTS T	24581105	01/29/2024	9,305.00	458579	02/13/2024
IN311176	MED 54 CHARGER WITH REMOTE FIRE	01523142	01/30/2024	1,683.18	458579	02/13/2024
PB001677	2023 FORD F450 NEW AMBULANCE FIRE	05523170	01/02/2024	67,229.00	458653	02/20/2024
Total JEFFERSON FIRE AND SAFETY INC:				78,217.18		
<b>JEFFERY LAWSON</b>						
<b>555201</b>						
1429109153312045-2023	REFUND OVERPAYMENT OF TAXES	01271920	01/31/2024	422.04	458503	02/06/2024
Total JEFFERY LAWSON:				422.04		
<b>JEFFREY SCHOESCHERT</b>						
<b>555204</b>						
2-011200-08-2023	REFUND OVERPAYMENT OF UTILITIES	99001105	01/26/2024	177.90	458504	02/06/2024
Total JEFFREY SCHOESCHERT:				177.90		
<b>JERRY HEPP EXCAVATING INC</b>						
<b>8356</b>						
31435	EXCAVATION-WTRMN BRK(2) - WTR	03667318	02/01/2024	5,431.75	458505	02/06/2024
31448	EXCAVATION-WTRMN BERNARD ST - WTR	03667318	02/09/2024	3,587.70	458727	02/27/2024
Total JERRY HEPP EXCAVATING INC:				9,019.45		
<b>JESUS ARTZ &amp; PRODUCTIONS LLC</b>						
<b>552517</b>						
2940	PD - SQUAD DECAL REMOVAL	01521144	02/09/2024	665.00	458654	02/20/2024
Total JESUS ARTZ & PRODUCTIONS LLC:				665.00		
<b>JFTCO INC</b>						
<b>6020</b>						
PIMS0321143	REPAIR PARTS-STREET	01541120	01/29/2024	182.76	458507	02/06/2024
PIMS0321491	REPAIR PARTS-STREET	01541120	01/30/2024	14.95	458507	02/06/2024
PIMS0321841	REPAIR PARTS- #140	01541120	01/31/2024	98.50	458580	02/13/2024
SIMS0057898	PARKS CASE 60 REPAIR	01554142	08/21/2023	541.45	458656	02/20/2024
Total JFTCO INC:				837.66		
<b>JIM FRERES</b>						
<b>6812</b>						
8836536149	REIMBURSEMENT FOR ROLE OF THE PLAN COMMISSIO	01524124	02/02/2024	20.00	458655	02/20/2024
8836536149	REIMBURSEMENT FOR ROLE OF THE ZONING BOARD O	01524124	02/02/2024	20.00	458655	02/20/2024
Total JIM FRERES:				40.00		
<b>JOHN BUTSCHKE</b>						
<b>2968</b>						
BUTSCHKE 013024	SAFETY BOOT REIMBURSEMENT	01543159	01/30/2024	100.00	458506	02/06/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total JOHN BUTSCHKE:				100.00		
<b>JOHNS RECYCLING INC</b>						
<b>10496</b>						
25159	SINGLE STREAM MIX RECYCLING	17581741	01/31/2024	6,714.34	458657	02/20/2024
Total JOHNS RECYCLING INC:				6,714.34		
<b>JOHNSON CONTROLS</b>						
<b>10500</b>						
1-132245045177	SERVICE AGREEMENT - WW	02850020	02/22/2024	1,375.00	458728	02/27/2024
Total JOHNSON CONTROLS:				1,375.00		
<b>JOSE J AVINA</b>						
<b>555231</b>						
436500	OVERPAYMENT OF PARKING TICKET 436500	01444020	02/13/2024	25.00	458658	02/20/2024
Total JOSE J AVINA:				25.00		
<b>JUNIORS GARAGE LLC</b>						
<b>555219</b>						
5276	FUEL INJECTORS AND VALVE GASKETS	01541120	02/15/2024	2,956.18	458659	02/20/2024
Total JUNIORS GARAGE LLC:				2,956.18		
<b>KATHERINE GATLIN</b>						
<b>7141</b>						
21924	REC CONTRACT DANCE INSTRUCTION	01552117	02/19/2024	4,144.80	458729	02/27/2024
Total KATHERINE GATLIN:				4,144.80		
<b>KEVIN SCHOEFFEL</b>						
<b>27708</b>						
KS 020224 LIB	JANUARY MILEAGE	11581224	02/02/2024	15.61	458537	02/08/2024
Total KEVIN SCHOEFFEL:				15.61		
<b>KIMBALL MIDWEST</b>						
<b>11383</b>						
101873609	MISC SHOP SUPPLIES	01541120	02/01/2024	1,124.99	458660	02/20/2024
101890758	MISC SHOP SUPPLIES	01541120	02/07/2024	752.54	458660	02/20/2024
101921881	STOCK PARTS FOR STREET VEHICLES	01541120	02/15/2024	932.92	458730	02/27/2024
Total KIMBALL MIDWEST:				2,810.45		
<b>KWIK TRIP EXTENDED NETWORK</b>						
<b>11971</b>						
NP65899960	PD - CAR WASH/FUEL	01521140	02/05/2024	158.43	458581	02/13/2024
NP65899985	ENIVRO - FUEL FOR VEHICLES	14531342	02/05/2024	69.37	458581	02/13/2024
Total KWIK TRIP EXTENDED NETWORK:				227.80		
<b>KYLE OPPERMAN</b>						
<b>555203</b>						
17-017100-02-2023	REFUND OVERPAYMENT OF UTILITIES	99001105	01/26/2024	116.55	458509	02/06/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total KYLE OPPERMAN:				116.55		
<b>LAFORCE</b>						
<b>12028</b>						
1241886	DOOR FRAME SR CTR	01552260	02/07/2024	975.00	458661	02/20/2024
Total LAFORCE:				975.00		
<b>LAKESIDE INTERNATIONAL TRUCKS</b>						
<b>12048</b>						
5182054P	FILTER KIT VEH #24	01541120	01/08/2024	84.08	458731	02/27/2024
5182459P	STOCK PARTS	01541120	01/17/2024	82.01	458510	02/06/2024
5182480PX5	FILTERS- HYDRAULIC AND AIR	01541120	02/05/2024	104.98	458582	02/13/2024
5182674PX1	HOSES FOR #29	01541120	01/23/2024	201.84	458510	02/06/2024
5182922P	FUEL FILTER AND MODULE FOR VEH #33	01541120	01/29/2024	190.39	458510	02/06/2024
5183105P	STOCK FILTER/FILTER KITS	01541120	02/01/2024	293.76	458582	02/13/2024
5183138P	SEAT BELT VEH #51	01541120	02/02/2024	241.85	458582	02/13/2024
5183329P	FILTER AND GASKET VEH #33	01541120	02/07/2024	345.42	458582	02/13/2024
5183356P	SEAT BELT LATCH VEH#51	01541120	02/08/2024	155.14	458662	02/20/2024
5183399P	ELECTRONIC SWITCH VEH #10	01541120	02/10/2024	36.54	458662	02/20/2024
5183426P	FILTERS FOR STOCK	01541120	02/09/2024	192.92	458662	02/20/2024
5183426PX1	HYDRAULIC FILTERS (4) - STOCK	01541120	02/19/2024	239.92	458731	02/27/2024
5183508P	WARNING BUZER VWH #50	01541120	02/14/2024	191.36	458662	02/20/2024
5183509P	SWITCH FOR VEH #10	01541120	02/14/2024	41.86	458662	02/20/2024
CM5181795P	CORE RETURN	17581720	02/02/2024	637.97	458582	02/13/2024
Total LAKESIDE INTERNATIONAL TRUCKS:				1,764.10		
<b>LANGUAGE LINE SERVICES</b>						
<b>12115</b>						
11217293	OVER THE PHONE INTERPRETATION	01521117	01/31/2024	176.04	458583	02/13/2024
Total LANGUAGE LINE SERVICES:				176.04		
<b>LARISSA VILLARREAL</b>						
<b>555232</b>						
435839 & 436614	OVERPAYMENT OF PARKING TICKETS 435839-436614	01444020	02/13/2024	50.00	458663	02/20/2024
Total LARISSA VILLARREAL:				50.00		
<b>LEGAL FILES SOFTWARE INC</b>						
<b>554044</b>						
15197	SOFTWARE SUBSCRIPTION RENEWAL 03/21/24 THRU 03/	01516118	02/05/2024	4,143.00	458664	02/20/2024
Total LEGAL FILES SOFTWARE INC:				4,143.00		
<b>LEXIPOL LLC</b>						
<b>555198</b>						
INVLEX1232377	LEXIPOL SUBSCRIPTIONS FIRE	01523122	02/01/2024	10,241.10	458584	02/13/2024
INVLEX1232378	LEXIPOL IMPLEMENTATION FIRE	01523148	01/31/2024	15,648.40	458584	02/13/2024
Total LEXIPOL LLC:				25,889.50		
<b>LRS</b>						
<b>554437</b>						
0004592936	AIRPORT TRASH DISPOSAL - FEB	01545318	01/31/2024	77.16	458585	02/13/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total LRS:				77.16		
<b>MADISON COLLEGE</b>						
<b>13040</b>						
FEB2024TAXSETTLE - DO	FEB 2024 TAX SETTLE-DODGE	50217120	02/05/2024	109,903.83	458511	02/06/2024
FEB2024TAXSETTLE - JE	FEB 2024 TAX SETTLE-JEFFERSON	50217120	02/05/2024	220,373.16	458511	02/06/2024
Total MADISON COLLEGE:				330,276.99		
<b>MADISON EKSTROM</b>						
<b>554989</b>						
FLSA NOVEMBER 23	NOVEMBER FLSA 2023	01523115	12/02/2023	110.11	458512	02/06/2024
Total MADISON EKSTROM:				110.11		
<b>MADISON WORTZ</b>						
<b>555233</b>						
436357	OVERPAYMENT OF PARKING TICKET 436357	01444020	02/13/2024	5.00	458665	02/20/2024
Total MADISON WORTZ:				5.00		
<b>MARGARET CHECKAI</b>						
<b>27105</b>						
MC 020424 LIB	DONATION PURCHASE (FRIENDS)	11581250	02/04/2024	200.00	458666	02/20/2024
Total MARGARET CHECKAI:				200.00		
<b>MARGARET CHECKAI - PETTY CASH</b>						
<b>27109</b>						
011524 LIB	JANITORIAL SUPPLY	11581220	01/15/2024	2.50	458538	02/08/2024
011724 LIB	REPAIRS & EXPENSE	11581220	01/17/2024	3.17	458538	02/08/2024
012324 LIB	CHILDREN PROGRAMS	11581218	01/24/2024	15.17	458538	02/08/2024
012524 LIB	JANITORIAL SUPPLIES	11581220	01/25/2024	6.00	458538	02/08/2024
013124 LIB	REPAIRS & EXPENSE	11581220	01/31/2024	51.96	458538	02/08/2024
020524 LIB	REPAIRS AND EXPENSE	11581220	02/05/2024	1.30	458538	02/08/2024
Total MARGARET CHECKAI - PETTY CASH:				80.10		
<b>MARSHFIELD CLINIC HEALTH SYSTEM INC</b>						
<b>554669</b>						
3764-19269	CONSORTIUM FEE PARK AND REC	01552022	01/30/2024	100.00	458668	02/20/2024
3764-19506	ANNUAL CONSORTIUM FEE STREET	16581641	01/30/2024	37.50	458668	02/20/2024
3764-19506	ANNUAL CONSORTIUM FEE STREET	17581759	01/30/2024	37.50	458668	02/20/2024
3764-19506	ANNUAL CONSORTIUM FEE STREET	01543159	01/30/2024	75.00	458668	02/20/2024
3764-19675	CONSORTIUM FEE WASTEWATER	02850020	01/30/2024	75.00	458668	02/20/2024
Total MARSHFIELD CLINIC HEALTH SYSTEM INC:				325.00		
<b>MARTELLE WATER TREATMENT</b>						
<b>13099</b>						
26517	CHEMICALS-CL2 & HFSA - WTR	03644140	01/29/2024	4,660.51	458513	02/06/2024
Total MARTELLE WATER TREATMENT:				4,660.51		
<b>MARTIN LARSON</b>						

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>12126</b>						
4048559701	SAFETY SHOE REIMBURSEMENT - WW	02820020	01/11/2024	100.00	458586	02/13/2024
Total MARTIN LARSON:				100.00		
<b>MASTERGRAPHICS INCORPORATED</b>						
<b>13151</b>						
INV235918	LG FORMAT COPIER INK/PAPER SUPPLIES	16581618	01/31/2024	100.28	458514	02/06/2024
INV235918	LG FORMAT COPIER INK/PAPER SUPPLIES	01541018	01/31/2024	100.27	458514	02/06/2024
Total MASTERGRAPHICS INCORPORATED:				200.55		
<b>MATTOX PLUMBING LLC</b>						
<b>554280</b>						
61264	ANNUAL BACKFLOW INSPECTION-BQ BASEBALL	01554120	02/06/2024	500.00	458667	02/20/2024
Total MATTOX PLUMBING LLC:				500.00		
<b>MEAD AND HUNT INC</b>						
<b>554744</b>						
361959	PROJ R4666751-231040.01 MS4 2023 UPDATES	16581620	02/12/2024	700.00	458669	02/20/2024
Total MEAD AND HUNT INC:				700.00		
<b>MELVIN G YANEZ RUIZ</b>						
<b>555234</b>						
436627	OVERPAYMENT OF PARKING TICKET 436627	01444020	02/13/2024	5.00	458670	02/20/2024
Total MELVIN G YANEZ RUIZ:				5.00		
<b>MENARDS INC</b>						
<b>13384</b>						
48110	REPAIRS AND EXPENSE	11581220	01/14/2024	129.55	458539	02/08/2024
48404CM	REPAIRS AND EXPENSE - CREDIT	11581220	01/20/2024	9.34	458539	02/08/2024
65081	PAPER JOINT TAPE, FINISH TAPE,	01552018	01/22/2024	23.00	458671	02/20/2024
65194	SENIOR CENTER SHELVING	01552020	01/29/2024	215.19	458515	02/06/2024
66492	TOOLS & TOILET BOWL CLNR - WW	02831040	02/19/2024	296.42	458732	02/27/2024
66674	NEW WASHER & DRYER - WW	02820018	02/22/2024	1,437.95	458732	02/27/2024
Total MENARDS INC:				2,092.77		
<b>MIDDLETON FARMERS COOPERATIVE COMPANY</b>						
<b>554035</b>						
781	ROADMASTER FUEL	01541140	02/19/2024	27,188.05	458733	02/27/2024
Total MIDDLETON FARMERS COOPERATIVE COMPANY:				27,188.05		
<b>MID-STATE EQUIPMENT</b>						
<b>13424</b>						
D65798	BOLT KITS	01545318	01/26/2024	151.65	458587	02/13/2024
U01184	PARKS BC84" MOTOR, PARTS	01554142	01/30/2024	2,998.62	458672	02/20/2024
Total MID-STATE EQUIPMENT:				3,150.27		
<b>MIDWEST TAPE</b>						
<b>27469</b>						
504995007	DATABASE - HOOPLA	11581246	01/31/2024	1,569.09	458540	02/08/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total MIDWEST TAPE:				1,569.09		
<b>MINNESOTA MUTUAL LIFE INS CO</b>						
<b>13558</b>						
002832L MAR 2024	EMPLOYEE LIFE INSURANCE ER MAR	01213167	02/01/2024	2,152.85	221242	02/21/2024
002832L MAR 2024	EMPLOYEE LIFE INSURANCE EE MAR	01213167	02/01/2024	3,753.78	221242	02/21/2024
002832L MAR 2024	EMPLOYEE LIFE INSURANCE EE SCHLIEVE FEB ER	01213167	02/01/2024	2.94-	221242	02/21/2024
002832L MAR 2024	EMPLOYEE LIFE INSURANCE EE SCHLIEVE MAR ER	01213167	02/01/2024	2.94-	221242	02/21/2024
Total MINNESOTA MUTUAL LIFE INS CO:				5,900.75		
<b>MINUTEMAN PRESS</b>						
<b>27474</b>						
8171	BUSINESS CARDS - UPDATED	01541018	02/02/2024	140.00	458673	02/20/2024
8171	BUSINESS CARDS - UPDATED	16581618	02/02/2024	140.00	458673	02/20/2024
Total MINUTEMAN PRESS:				280.00		
<b>MIRON CONSTRUCTION CO INC</b>						
<b>552663</b>						
200500-0025	FINAL PAYMENT APPLICATION	20581260	12/31/2023	77,609.26	458674	02/20/2024
Total MIRON CONSTRUCTION CO INC:				77,609.26		
<b>MUNICIPAL ENVIRONMENTAL GROUP</b>						
<b>13952</b>						
013124MEGWTR	MEMBERSHIP CHRGS - WTR	03992318	01/31/2024	2,000.00	458588	02/13/2024
021524MEGWW	MEMBERSHIP DUES - WW	02850022	02/15/2024	2,250.00	458734	02/27/2024
Total MUNICIPAL ENVIRONMENTAL GROUP:				4,250.00		
<b>NAPA AUTO PARTS-WATERTOWN</b>						
<b>14085</b>						
301406	PREMIUM BATTERY 2014 FORD ESCAPE	14531342	01/15/2024	215.99	458675	02/20/2024
301407	PREMIUM BATTERY 2016 FORD ESCAPE	14531342	02/27/2024	215.99	458735	02/27/2024
301498	BATTERY CORE CREDIT	14531342	01/16/2024	28.00-	458675	02/20/2024
301614	GAUGE FOR SOLID WASTE VEH	17581720	01/17/2024	66.08	458675	02/20/2024
301616	SWITCHES FOR STOCK	01541120	01/17/2024	95.36	458675	02/20/2024
302224	OLI FILTER	01541120	01/29/2024	35.21	458675	02/20/2024
Total NAPA AUTO PARTS-WATERTOWN:				600.63		
<b>NICOLE HESPE</b>						
<b>8378</b>						
SAS22224	SAS - HYGIENIST 4 HRS DOUGLAS 12/22/23	18531817	02/22/2024	168.00	458736	02/27/2024
SAS22224	SAS - HYGIENIST 4 HRS DOUGLAS 1/3/24	18531817	02/22/2024	168.00	458736	02/27/2024
SAS22224	SAS - HYGIENIST 4.25 DOUGLAS 1/10/24	18531817	02/22/2024	178.50	458736	02/27/2024
SAS22224	SAS - HYGIENIST 4 HRS DOUGLAS 1/17/24	18531817	02/22/2024	168.00	458736	02/27/2024
SAS22224	SAS - HYGIENIST 4 HRS RMS 1/24/24	18531817	02/22/2024	168.00	458736	02/27/2024
SAS22224	SAS - HYGIENIST 4 HRS RMS 1/31/24	18531817	02/22/2024	168.00	458736	02/27/2024
SAS22224	SAS - HYGIENIST 5.75 HRS RMS 2/14/24	18531817	02/22/2024	241.50	458736	02/27/2024
SAS22224	SAS - HYGIENIST 6 HRS RMS 2/21/24	18531817	02/22/2024	252.00	458736	02/27/2024
Total NICOLE HESPE:				1,512.00		



Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
NOTARY BOND RENEWAL SERVICE						
14802						
NOTARY - HANUS	NOTARY BOND RENEWAL	01521117	02/02/2024	30.00	458516	02/06/2024
NOTARY RENEWAL - CH	NOTARY BOND RENEWAL	01521117	02/02/2024	30.00	458516	02/06/2024
NOTARY RENEWAL - FRY	NOTARY BOND RENEWAL	01521117	02/02/2024	10.00	458516	02/06/2024
Total NOTARY BOND RENEWAL SERVICE:				70.00		
NUANCE COMMUNICATIONS INC						
554525						
304897754	PD - DRAGON	01521120	02/08/2024	13,920.00	458737	02/27/2024
Total NUANCE COMMUNICATIONS INC:				13,920.00		
OAK HILL CEMETERY ASSC						
15150						
2024 SUBSIDY	2024 SUBSIDY	01571144	02/12/2024	50,000.00	458589	02/13/2024
Total OAK HILL CEMETERY ASSC:				50,000.00		
ORGANIZATION DEVELOPMENT CONSULTANTS INC						
15684						
14002	NEW HIRE ASSESSMENT TORKILSEN FIRE	01523119	02/01/2024	1,675.00	458738	02/27/2024
Total ORGANIZATION DEVELOPMENT CONSULTANTS INC:				1,675.00		
PASSENGER TRANSIT INC						
16165						
1571	TAXI RIDES-SR CTR	24581107	01/09/2024	39.00	458517	02/06/2024
1603	CAB SERVICE-REVENUE	13427375	02/12/2024	31,344.00-	458676	02/20/2024
1603	CAB SERVICE-EXPENSE	13571146	02/12/2024	72,722.65	458676	02/20/2024
Total PASSENGER TRANSIT INC:				41,417.65		
PAUL CONWAY SHIELDS						
3765						
517612	OFFICER DEVELOPMENT CLASS FIRE	01523148	01/29/2024	1,700.00	458590	02/13/2024
Total PAUL CONWAY SHIELDS:				1,700.00		
PERSONNEL EVALUATION INC						
16281						
50451	NEW EMPLOYEE EVALS-POLICE	01521117	01/31/2024	50.00	458591	02/13/2024
Total PERSONNEL EVALUATION INC:				50.00		
PLAYAWAY PRODUCTS LLC						
554731						
451125	CHILDREN AUDIO	11581246	01/22/2024	149.98	458541	02/08/2024
Total PLAYAWAY PRODUCTS LLC:				149.98		
POCKETALK INC						
555215						
003842	TRANSLATION DEVICE	01521117	02/14/2024	2,465.00	458677	02/20/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total POCKETALK INC:				2,465.00		
<b>POLYDYNE INC</b>						
<b>16565</b>						
1806038	CLARIFLOC C-3283 - WW	02820050	01/31/2024	24,750.00	458518	02/06/2024
Total POLYDYNE INC:				24,750.00		
<b>PROHEALTH MEDICAL GROUP INC</b>						
<b>16681</b>						
321312	NEW HIRE TESTING TORKILSEN FIRE	01523119	02/01/2024	665.00	458592	02/13/2024
Total PROHEALTH MEDICAL GROUP INC:				665.00		
<b>R&amp;R INSURANCE SERVICES INC</b>						
<b>18005</b>						
2970094	LIABILITY PACKAGE - LWMMI - MAR	01519440	03/01/2024	18,780.50	458678	02/20/2024
2970095	WORK COMP INSURANCE - MAR	01519446	03/01/2024	24,202.00	458678	02/20/2024
Total R&R INSURANCE SERVICES INC:				42,982.50		
<b>RANDALL &amp; SANDRA EFFINGER</b>						
<b>552955</b>						
21224	REFUND SECURITY DEPOSIT	01271970	02/12/2024	100.00	458679	02/20/2024
Total RANDALL & SANDRA EFFINGER:				100.00		
<b>RANDY DOUGLAS</b>						
<b>555205</b>						
166.54	REFUND OVERPAYMENT ON UTILITIES	99001105	01/29/2024	166.54	458519	02/06/2024
Total RANDY DOUGLAS:				166.54		
<b>REBECCA WEGNER</b>						
<b>555055</b>						
013124	MILEAGE - PICKUP MAIL - DEC 23 - JAN 24	01514024	01/31/2024	25.46	458593	02/13/2024
Total REBECCA WEGNER:				25.46		
<b>REDFORD DATA SERVICES LLC</b>						
<b>18371</b>						
420	NEW ALARM SFTWR SETUP - WW	02831026	02/05/2024	6,932.00	458594	02/13/2024
420	NEW ALARM SFTWR SETUP - WTR	03992318	02/05/2024	2,037.50	458594	02/13/2024
421	NEW ALARM SFTWR SETUP - WTR	03992318	02/05/2024	2,447.26	458594	02/13/2024
421	NEW ALARM SFTWR SETUP - WW	02831026	02/05/2024	235.31	458594	02/13/2024
Total REDFORD DATA SERVICES LLC:				11,652.07		
<b>REGISTRATION FEE TRUST</b>						
<b>18383</b>						
2013 FORD 84035	PLATE REPLACEMENT: FD 2013 FORD SUV	01523142	02/07/2024	8.00	458595	02/13/2024
Total REGISTRATION FEE TRUST:				8.00		
<b>RHYME BUSINESS PRODUCTS</b>						

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>4092</b>						
35620065	COPIER MAINT FEE-ENG	01541026	01/01/2024	75.70	458520	02/06/2024
35620065	COPIER MAINT FEE-ST WATER UTILITY	16581618	01/01/2024	75.70	458520	02/06/2024
35817880	PHOTOCOPIER LEASE	11581218	01/29/2024	397.28	458542	02/08/2024
35827170	COPIER MAINT FEE-	01521120	01/30/2024	517.37	458596	02/13/2024
QT2418917	FINAL COPIER LEASE PAYMENT	11581218	02/07/2024	397.28	458542	02/08/2024
Total RHYME BUSINESS PRODUCTS:				1,463.33		
<b>RICHTER HEATING &amp; AC INC</b>						
<b>18503</b>						
25151	EXHAUST FAN SR CTR	01552026	01/30/2024	268.24	458680	02/20/2024
25192	MOTOR(2)/SWITCH(2)-HVAC SOLIDS BLDG - WW	02831040	02/01/2024	1,487.66	458597	02/13/2024
25213	FRESH AIR INTAKE-WTP - WTR	03601418	02/04/2024	1,614.00	458597	02/13/2024
Total RICHTER HEATING & AC INC:				3,369.90		
<b>RICOH USA INC</b>						
<b>18509</b>						
5068805372	COPIER CONTRACT-	01552017	01/21/2024	319.10	458521	02/06/2024
Total RICOH USA INC:				319.10		
<b>RIVER VALLEY REMODELING LLC</b>						
<b>553924</b>						
2829108150412117-2023	REFUND OVERPAYMENT OF TAXES	01271920	01/31/2024	12.62	458522	02/06/2024
Total RIVER VALLEY REMODELING LLC:				12.62		
<b>RNOW INC</b>						
<b>552807</b>						
2024-68977	CART TIPPER FOR 22 AND STOCK	17581720	01/26/2024	438.06	458523	02/06/2024
Total RNOW INC:				438.06		
<b>ROBERT E LEE &amp; ASSOCIATES</b>						
<b>12297</b>						
85722	PROJECT ID 3997-00-30 WELSH ROAD HSIP ENG SERV	05581169	01/29/2024	2,993.75	458524	02/06/2024
85723	PROJECT ID 3997-01-09 DEWEY AVE (MAIN - DIVISION)	16581660	01/29/2024	6,282.87	458524	02/06/2024
85723	PROJECT ID 3997-01-09 DEWEY AVE (MAIN - DIVISION)	05581169	01/29/2024	18,848.63	458524	02/06/2024
85724	PROJECT 15364086 MAIN ST UTLTY EXT - WTR	03999999	01/29/2024	4,293.32	458524	02/06/2024
85725	15364089 MAIN ST-WTR ST TO 1ST ST - WTR	03999999	01/29/2024	410.50	458524	02/06/2024
85726	15364090 WTR RELOC-W MAIN/STH 16 - WTR	03999999	01/29/2024	876.00	458524	02/06/2024
Total ROBERT E LEE & ASSOCIATES:				33,705.07		
<b>ROCK RIVER COALITION INC</b>						
<b>18690</b>						
2024RRC	AFFILIATES MEMBERSHIP FEE - WW	02850022	02/01/2024	50.00	458598	02/13/2024
Total ROCK RIVER COALITION INC:				50.00		
<b>ROCK RIVER STORMWATER GROUP</b>						
<b>18695</b>						
2024 DUES	2024 STORMWATER MEMBERSHIP DUES	16581645	02/09/2024	5,000.00	458681	02/20/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total ROCK RIVER STORMWATER GROUP:				5,000.00		
<b>RODS DOORS</b>						
<b>18698</b>						
12706	NEW OVRHD DOOR OPENER(2) - WW	02831040	01/18/2024	4,185.00	458739	02/27/2024
Total RODS DOORS:				4,185.00		
<b>RYAN J NOWATKA</b>						
<b>555229</b>						
436501	OVERPAYMENT OF PARKING TICKET 436501	01444020	02/13/2024	30.00	458682	02/20/2024
Total RYAN J NOWATKA:				30.00		
<b>SCHAEFER SOFT WATER INC</b>						
<b>19255</b>						
0006361	MUNI BLDG - WATER SOFTENER	01517118	01/31/2024	494.90	458599	02/13/2024
Total SCHAEFER SOFT WATER INC:				494.90		
<b>SCOTT BLASING</b>						
<b>52377</b>						
113-0772030-4409053	SAFETY SHOE REIMBURSEMENT - WW	02820020	02/01/2024	100.00	458600	02/13/2024
SB022024PPHOSCERT	REIMBURSE MILEAGE - WW	02820024	02/20/2024	50.99	458740	02/27/2024
SB022024PPHOSCERT	REIMBURSE REG&EXAM FEES - WW	02850023	02/20/2024	105.00	458740	02/27/2024
Total SCOTT BLASING:				255.99		
<b>SENSOURCE INC</b>						
<b>553806</b>						
58550	MAINTENANCE CONTRACTS - DATA HOSTING	11581219	01/01/2024	396.00	458543	02/08/2024
Total SENSOURCE INC:				396.00		
<b>SEWER EQUIPMENT CO OF AMERICA</b>						
<b>555218</b>						
0000217272	NEW ROD-RODDER MACHINE - WW	02831045	02/12/2024	2,972.36	458683	02/20/2024
Total SEWER EQUIPMENT CO OF AMERICA:				2,972.36		
<b>SHORT ELLIOTT HENDRICKSON INC</b>						
<b>19563</b>						
461393	WATERTOWN FIRE STATION PROJECT FIRE	05523170	02/12/2024	49,067.04	458684	02/20/2024
Total SHORT ELLIOTT HENDRICKSON INC:				49,067.04		
<b>STATE OF WI - COURT FINES &amp;</b>						
<b>19788</b>						
JANUARY COURT FINES	COURT FINES DUE STATE	01436100	02/12/2024	8,704.04	458601	02/13/2024
Total STATE OF WI - COURT FINES &:				8,704.04		
<b>STEPHANIE JUHL</b>						
<b>554820</b>						
2524	REIMBURSE MILEAGE WPRA WORKSHOP	01552042	02/05/2024	241.20	458685	02/20/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total STEPHANIE JUHL:				241.20		
<b>STEVEN CHESEBRO</b>						
<b>554202</b>						
02 07 2024	MILEAGE REIMBURSEMENT DODGE CTY CIRCUIT CT-CA	01516124	02/07/2024	22.51	458741	02/27/2024
Total STEVEN CHESEBRO:				22.51		
<b>STRAND ASSOCIATES INC</b>						
<b>19850</b>						
0207375	1550.010-LIFT STATION STUDY - WW	02973012	02/13/2024	4,557.00	458742	02/27/2024
Total STRAND ASSOCIATES INC:				4,557.00		
<b>SUJEIRY VILLARREAL</b>						
<b>555235</b>						
435840 & 436376	OVERPAYMENT OF PARKING TICKET 435840 & 436376	01444020	02/13/2024	50.00	458686	02/20/2024
Total SUJEIRY VILLARREAL:				50.00		
<b>SUPERIOR CHEMICAL LLC</b>						
<b>554927</b>						
383630	AQUA SUPREME CLEANER	01541120	02/05/2024	290.96	458687	02/20/2024
Total SUPERIOR CHEMICAL LLC:				290.96		
<b>TARA MORRIS</b>						
<b>555200</b>						
2829108150442028-2023	REFUND OVERPAYMENT OF TAXES	01271920	01/30/2024	214.25	458525	02/06/2024
Total TARA MORRIS:				214.25		
<b>TERRELLE BOYD</b>						
<b>555192</b>						
F4804SFB11	WITNESS FEES	01516142	01/10/2024	6.00	458526	02/06/2024
Total TERRELLE BOYD:				6.00		
<b>THE EXPEDITERS INC</b>						
<b>554090</b>						
3794	MANHOLE MAINT - WW	02831044	02/09/2024	8,250.00	458688	02/20/2024
3796	CLEAN SWR TRBLSPT-FISHER BARTON - WW	02850020	02/12/2024	2,343.75	458743	02/27/2024
Total THE EXPEDITERS INC:				10,593.75		
<b>THE OBRION AGENCY LLC</b>						
<b>15175</b>						
91056	PAPER HR	01516018	02/05/2024	25.00	458602	02/13/2024
91056	PAPER MAYOR	01513118	02/05/2024	13.25	458602	02/13/2024
91156	COPY PAPER	17581718	02/13/2024	38.25	458689	02/20/2024
91156	COPY PAPER	01542118	02/13/2024	38.25	458689	02/20/2024
Total THE OBRION AGENCY LLC:				114.75		
<b>THE PENWORTHY CO</b>						

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>27610</b>						
0596732-IN	CHILDREN BOOKS	11581246	01/29/2024	1,929.36	458544	02/08/2024
0596733-IN	DONATION PURCHASE: GWCHF23	11581250	01/29/2024	1,122.72	458544	02/08/2024
Total THE PENWORTHY CO:				3,052.08		
<b>THERESE RENNER</b>						
<b>554387</b>						
803540004-2024	REFUND OVERPAYMENT OF UTILITIES	99001105	02/08/2024	6.41	458690	02/20/2024
Total THERESE RENNER:				6.41		
<b>THOMAS JOHNSON</b>						
<b>552861</b>						
8860065579	REIMBURSEMENT FOR ROLE OF THE PLAN COMMISSIO	01524124	02/05/2024	20.00	458691	02/20/2024
8860065579	REIMBURSEMENT FOR ROLE OF THE ZONING BOARD O	01524124	02/05/2024	20.00	458691	02/20/2024
Total THOMAS JOHNSON:				40.00		
<b>TIM HAYDEN</b>						
<b>554470</b>						
0206-07EXPO2024	REIMBURSE TRAINING MEAL/MILEAGE - WW	02820024	02/08/2024	99.15	458692	02/20/2024
Total TIM HAYDEN:				99.15		
<b>TIM THEDER LANDSCAPE CONTRACTOR INC</b>						
<b>555160</b>						
23-3587	TOWN SQUARE SNOW REMOVAL	26554320	01/30/2024	1,000.00	458693	02/20/2024
Total TIM THEDER LANDSCAPE CONTRACTOR INC:				1,000.00		
<b>TIMOTHY PICKENS</b>						
<b>56653</b>						
2829108150422132-2023	REFUND OVERPAYMENT ON TAXES	01271920	02/05/2024	11.05	458603	02/13/2024
Total TIMOTHY PICKENS:				11.05		
<b>TIRE-RIFIK INC</b>						
<b>20560</b>						
10007874	4101 OIL CHANGE, BATTERY, EXHAUST AND REAR SUSP	01523142	01/25/2024	425.25	458604	02/13/2024
10007979	4102 CAR CONTROL ARM FRONT SUSPENSION AND ALI	01523142	01/29/2024	3,234.88	458527	02/06/2024
10008039	4181 OIL CHANGE FIRE	01523142	01/31/2024	111.85	458604	02/13/2024
Total TIRE-RIFIK INC:				3,771.98		
<b>TKK ELECTRONICS</b>						
<b>20014</b>						
141588	DOCKING STATION FOR TOUGHBOOK IN APP FIRE	01523128	01/22/2024	971.00	458528	02/06/2024
141594	MOUNTING BRACKET FOR CRADLEPOINT IN APP FIRE	01523118	01/26/2024	113.17	458528	02/06/2024
Total TKK ELECTRONICS:				1,084.17		
<b>TRITECH SOFTWARE SYSTEMS</b>						
<b>20825</b>						
402430	SOFTWARE SUBSCRIPTION-FIRE	01523128	02/01/2024	460.00	458694	02/20/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total TRITECH SOFTWARE SYSTEMS:				460.00		
<b>TRUCK COUNTRY - MADISON</b>						
<b>20846</b>						
X201849709:02	ADJUSTING SCREW VEH #33	01541120	02/15/2024	1.42	458744	02/27/2024
X201850848:01	PRESSURE SENSOR	01541120	01/29/2024	260.96	458606	02/13/2024
X201853114:01	HOOD LATCH VEH #9	01541120	01/30/2024	148.94	458529	02/06/2024
X201853624:01	MULTIPLEXOR AND CONNECTORS	01541120	02/02/2024	759.40	458605	02/13/2024
X201854853:01	MULTIPLEXOR CREDIT	01541120	02/08/2024	90.00-	458744	02/27/2024
X201855940:01	PRESSURE SWITCH & GAUGE VEH #9	01541120	02/15/2024	104.40	458744	02/27/2024
Total TRUCK COUNTRY - MADISON:				1,185.12		
<b>TURNER HALL</b>						
<b>20920</b>						
060624	COLLECTION SEM HALL RENT - WW	02850022	01/29/2024	300.00	458530	02/06/2024
Total TURNER HALL:				300.00		
<b>U.S. BANK</b>						
<b>552451</b>						
0173 022624	WPRA CONFERENCE LUNCH	01552024	02/26/2024	71.13	Multiple	02/29/2024
0173 022624	WPRA CONFERENCE PARKING	01552024	02/26/2024	8.00	Multiple	02/29/2024
0173 022624	WPRA CONFERENCE LUNCH	01552024	02/26/2024	103.27	Multiple	02/29/2024
0312 022624	CANDLELIGHT HIKE FB POST	01552118	02/26/2024	5.99	Multiple	02/29/2024
0312 022624	PARK F250 LIFTGATE	01554160	02/26/2024	594.99	Multiple	02/29/2024
0312 022624	PARK F150 IGNITION COIL, GREASE, WIPER BLADES, CO	01554142	02/26/2024	1,024.88	Multiple	02/29/2024
0312 022624	REC ADMIN BLDG PRINTER TONER	01552118	02/26/2024	49.71	Multiple	02/29/2024
0312 022624	PARK POWER OUTLET, ADAPTER	01554142	02/26/2024	19.97	Multiple	02/29/2024
0312 022624	SR CTR NETFLIX	24581107	02/26/2024	16.34	Multiple	02/29/2024
0312 022624	SR CTR COFFEE	24581107	02/26/2024	51.86	Multiple	02/29/2024
0312 022624	CANDLELIGHT HIKE CONCESSIONS	01552118	02/26/2024	32.04	Multiple	02/29/2024
0312 022624	REC ADMIN BLDG WATER SOFTENER	01552017	02/26/2024	19.50	Multiple	02/29/2024
0312 022624	OUTDOOR POOL FOLDERS	01552218	02/26/2024	47.35-	Multiple	02/29/2024
0312 022624	INDOOR POOL FOLDERS	01552318	02/26/2024	47.35-	Multiple	02/29/2024
0312 022624	REC ENRICHMENT ACTIVITY SUPPLIES	01552118	02/26/2024	52.58	Multiple	02/29/2024
0312 022624	REC LIP BALM BRANDED	24581107	02/26/2024	120.53	Multiple	02/29/2024
0312 022624	REC LIP BALM BRANDED	01552118	02/26/2024	120.53	Multiple	02/29/2024
0312 022624	REC LIP BALM BRANDED	01552318	02/26/2024	120.52	Multiple	02/29/2024
1217 022624	2024 ANNUAL MEMBERSHIP - MEGAN	01514022	02/26/2024	225.00	Multiple	02/29/2024
1217 022624	LUNCH AND LEARN 01/31/24 - MEGAN	01514024	02/26/2024	10.00	Multiple	02/29/2024
1217 022624	PHONE - CITY HALL	01517132	02/26/2024	129.58	Multiple	02/29/2024
1217 022624	PHONE - POLICE	01521132	02/26/2024	191.09	Multiple	02/29/2024
1217 022624	PHONE - FIRE	01523132	02/26/2024	61.38	Multiple	02/29/2024
1217 022624	PHONE - HEALTH	01531232	02/26/2024	44.33	Multiple	02/29/2024
1217 022624	PHONE - STREET	01542132	02/26/2024	47.74	Multiple	02/29/2024
1217 022624	PHONE - LIBRARY	11581232	02/26/2024	57.97	Multiple	02/29/2024
1217 022624	PHONE - SENIOR CENTER	01552032	02/26/2024	44.33	Multiple	02/29/2024
1217 022624	PHONE - WASTEWATER	02820032	02/26/2024	54.56	Multiple	02/29/2024
1217 022624	PHONE - WATER	03992118	02/26/2024	51.15	Multiple	02/29/2024
1217 022624	PHONE - ENVIRO HEALTH	14531332	02/26/2024	13.64	Multiple	02/29/2024
1217 022624	COPIER MAINTENANCE - FINANCE	01514026	02/26/2024	158.00	Multiple	02/29/2024
1217 022624	DESK ORGANIZER, RULERS - FINANCE	01514018	02/26/2024	25.39	Multiple	02/29/2024
1217 022624	CALCULATOR BLACK/RED TAPE - FINANCE	01514018	02/26/2024	9.99	Multiple	02/29/2024
1217 022624	BLACK TONER CARTRIDGE (CANON) - FINANCE	01514018	02/26/2024	88.79	Multiple	02/29/2024
1217 022624	PROMOTION APPLIED TO ORDER 114-1560023-2117803	01514018	02/26/2024	36.58-	Multiple	02/29/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
1217 022624	PHONE - BSZ	01524132	02/26/2024	204.99	Multiple	02/29/2024
1217 022624	PHONE - ENGINEER	01541032	02/26/2024	275.91	Multiple	02/29/2024
1217 022624	PHONE - STREET	01544118	02/26/2024	81.59	Multiple	02/29/2024
1217 022624	PHONE - STREET ADMIN	01542132	02/26/2024	20.65	Multiple	02/29/2024
1217 022624	PHONE - SOLID WASTE ADMIN	17581718	02/26/2024	20.65	Multiple	02/29/2024
1217 022624	PHONE - PARK	01554132	02/26/2024	68.93	Multiple	02/29/2024
1217 022624	PHONE - FORESTRY	01561118	02/26/2024	53.90	Multiple	02/29/2024
1217 022624	PHONE - MEDIA	01518418	02/26/2024	45.32	Multiple	02/29/2024
1217 022624	PHONE - SIDC	60510518	02/26/2024	41.30	Multiple	02/29/2024
1217 022624	PHONE - WATER	03992118	02/26/2024	487.38	Multiple	02/29/2024
1217 022624	PHONE - WASTEWATER	02820032	02/26/2024	459.98	Multiple	02/29/2024
1217 022624	PHONE - STORM WATER	16581618	02/26/2024	76.30	Multiple	02/29/2024
1217 022624	PHONE - STORM WATER IPADS	16581631	02/26/2024	79.98	Multiple	02/29/2024
1217 022624	PHONE - ATTORNEY	01516118	02/26/2024	41.30	Multiple	02/29/2024
1217 022624	PHONE - PARK & REC	01552032	02/26/2024	214.54	Multiple	02/29/2024
1217 022624	CUSTOM ENGRAVED NAME BADGES - ELECTION	01514118	02/26/2024	33.00	Multiple	02/29/2024
1797 022624	WPRA CONFERENCE AIRBNB	01552024	02/26/2024	477.84	Multiple	02/29/2024
1797 022624	AQUATIC MANAGER FILING CABINET	01552318	02/26/2024	139.98	Multiple	02/29/2024
2084 022624	00010 AT&T WT LEASE - WTR	03992318	02/26/2024	303.00	Multiple	02/29/2024
2084 022624	00013 VERIZON WT AGREEMENT - WTR	03992318	02/26/2024	1,159.00	Multiple	02/29/2024
2084 022624	CONTRACT 14804-01 ADMIN BLDG - WTR	03992118	02/26/2024	38.07	Multiple	02/29/2024
2084 022624	CONTRACT 14804-01 ADMIN BLDG - WW	02850044	02/26/2024	38.07	Multiple	02/29/2024
2084 022624	MISC SUPPLIES-HEAT EXCHANGER RPLMNT - WW	02831042	02/26/2024	903.13	Multiple	02/29/2024
2084 022624	RTN WRONG DO CABLE TO YSI - WW	02850044	02/26/2024	14.52	Multiple	02/29/2024
2084 022624	CERT MAIL-TO RAIL & TRANSIT - WW	02850044	02/26/2024	8.97	Multiple	02/29/2024
2084 022624	ICLOUD 50GB STORAGE-DEPT HEAD TABLET - WW	02850044	02/26/2024	.99	Multiple	02/29/2024
2084 022624	OFFICE SUPPLIES - WW	02850044	02/26/2024	39.43	Multiple	02/29/2024
2084 022624	SHIPPING WATER SAMPLES - WTR	03644218	02/26/2024	55.31	Multiple	02/29/2024
2084 022624	WET TESTING SAMPLE SHIPPING - WW	02820049	02/26/2024	1,155.00	Multiple	02/29/2024
2084 022624	WELD TABLE TOOLS-WELDSALE CO SHIPPING - WW	02820018	02/26/2024	127.57	Multiple	02/29/2024
2084 022624	DEF TANK 50L - STREET DEPT	01541120	02/26/2024	2,095.01	Multiple	02/29/2024
2084 022624	FLUID FILTER-JD GATOR - WW	02820018	02/26/2024	11.28	Multiple	02/29/2024
2084 022624	FLUID & FUEL FILTERS-JETTER TRK - WW	02831045	02/26/2024	330.75	Multiple	02/29/2024
2084 022624	FLUID FILTERS-JD TRACTOR - WW	02831040	02/26/2024	46.26	Multiple	02/29/2024
2084 022624	FLUID & FUEL FILTERS-JETTER TRK - WW	02831045	02/26/2024	330.75	Multiple	02/29/2024
2084 022624	MINI LMP & DIELECTRIC GRSE-PLOW TRK - WTR	03994018	02/26/2024	26.08	Multiple	02/29/2024
2084 022624	TAILLIGHT LENS-AIR COMPRESSOR - WTR	03994018	02/26/2024	3.63	Multiple	02/29/2024
2084 022624	PEAK 30 ALL-IN-ONE - WTR	03994018	02/26/2024	13.47	Multiple	02/29/2024
2084 022624	SPRME GEAR LUBE 75W-90 40#(1) - WW	02831045	02/26/2024	271.47	Multiple	02/29/2024
2084 022624	PORTABLE TOILET RENTAL FEE - WTR	03992318	02/26/2024	130.00	Multiple	02/29/2024
2084 022624	HI-VIZ WORK APPAREL - WTR	03992118	02/26/2024	133.76	Multiple	02/29/2024
2084 022624	HI-VIZ WORK APPAREL - WTR	02820020	02/26/2024	133.76	Multiple	02/29/2024
2084 022624	FLUORIDE TESTING (1) - WTR	03644218	02/26/2024	29.00	Multiple	02/29/2024
2084 022624	COGGED V-BELT FOR RAS PUMP - WW	02831042	02/26/2024	126.78	Multiple	02/29/2024
2084 022624	TUBING FOR SAMPLERS - WW	02820018	02/26/2024	352.96	Multiple	02/29/2024
2084 022624	OFFICE SUPPLIES - WW	02850044	02/26/2024	36.22	Multiple	02/29/2024
2084 022624	ICLOUD 200GB STORAGE-COLL SYSTM TABLET - WW	02850044	02/26/2024	2.99	Multiple	02/29/2024
2084 022624	FERRIC CHLORIDE SOLUTION - WW	02820060	02/26/2024	10,778.70	Multiple	02/29/2024
2084 022624	OUTSIDE LAB TESTING - WW	02820049	02/26/2024	1,433.69	Multiple	02/29/2024
2084 022624	SHIPPING WATER SAMPLES - WTR	03644218	02/26/2024	55.43	Multiple	02/29/2024
2084 022624	2024 GOVT AFFAIRS SEMINAR-PH - WW	03992118	02/26/2024	100.00	Multiple	02/29/2024
2084 022624	DAILY TIMES E-SUBSCRIPTION RENEWAL - WW	02850022	02/26/2024	16.90	Multiple	02/29/2024
2084 022624	SHIPPING WATER SAMPLES - WTR	03644218	02/26/2024	55.55	Multiple	02/29/2024
2084 022624	DUMPSTER SERVICE - WW	02820018	02/26/2024	901.83	Multiple	02/29/2024
2484 022624	BADGES FOR UNIFORMS FIRE	01523150	02/26/2024	366.95	Multiple	02/29/2024
2484 022624	EMS SUPPLIES FIRE	01523154	02/26/2024	899.59	Multiple	02/29/2024
2484 022624	IGELS AND SUCTIONS FIRE	01523154	02/26/2024	288.91	Multiple	02/29/2024



Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
2484 022624	CATHETER FIRE	01523154	02/26/2024	71.50	Multiple	02/29/2024
2484 022624	SUCTION CUP FIRE	01523154	02/26/2024	163.78	Multiple	02/29/2024
2484 022624	EMS SUPPLIES FIRE	01523154	02/26/2024	810.96	Multiple	02/29/2024
2484 022624	UNIFORMS FIRE	01523150	02/26/2024	158.99	Multiple	02/29/2024
2484 022624	EMS SUPPLIES FIRE	01523154	02/26/2024	767.81	Multiple	02/29/2024
2484 022624	SUCTION CUP FIRE	01523154	02/26/2024	163.78	Multiple	02/29/2024
2484 022624	UNIFORMS FIRE	01523150	02/26/2024	281.50	Multiple	02/29/2024
2484 022624	PATCH ON UNIFORM FIRE	01523150	02/26/2024	87.00	Multiple	02/29/2024
2569 022624	CONFERENCE - FOX -WOLF WATERSHED	16581645	02/26/2024	239.20	Multiple	02/29/2024
2693 022624	CONFERENCE SIDC	60510524	02/26/2024	173.08	Multiple	02/29/2024
2701 022624	PRICE ALTERATION FOR PURCHASE OF 2 CHAIRS	01524118	02/26/2024	60.00-	Multiple	02/29/2024
2701 022624	2 OFFICE CHAIRS FOR BS&Z	01524118	02/26/2024	199.98	Multiple	02/29/2024
2701 022624	LEGAL DESCRIPTIONS FOR NOTICES	01524118	02/26/2024	11.34	Multiple	02/29/2024
2701 022624	CARPETING AND METAL BAR FOR BS&Z	01524118	02/26/2024	97.61	Multiple	02/29/2024
2701 022624	REORDERED OFFICE CHAIR FOR BS&Z FOR BACKORDE	01524118	02/26/2024	99.00	Multiple	02/29/2024
2701 022624	SWWBIA MEMBERSHIP FOR DENNIS QUEST	01524122	02/26/2024	40.00	Multiple	02/29/2024
2701 022624	LEGAL DESCRIPTIONS FOR NOTICES	01524118	02/26/2024	9.23	Multiple	02/29/2024
2701 022624	CREDIT FOR BACKORDERED OFFICE CHAIR FOR BS&Z	01524118	02/26/2024	99.00-	Multiple	02/29/2024
2701 022624	CLIPBOARDS, CORD CLIPS, AND CORD COVER	01524118	02/26/2024	36.60	Multiple	02/29/2024
2701 022624	MEETING OVER DINNER WITH POTENTIAL INSPECTOR T	01524118	02/26/2024	59.49	Multiple	02/29/2024
3547 022624	REC ADMIN BLDG DEODORIZERS/WIPES	01552026	02/26/2024	94.44	Multiple	02/29/2024
3547 022624	REC ADMIN BLDG SHOP VAC BAGS	01552026	02/26/2024	64.97	Multiple	02/29/2024
3547 022624	CANDLELIGHT HIKE HOT COCOA	01552118	02/26/2024	75.16	Multiple	02/29/2024
3547 022624	CANDLELIGHT HIKE TORCH FUEL	01552118	02/26/2024	143.96	Multiple	02/29/2024
3547 022624	REC ADMIN BLDG IMPACT SET	01552026	02/26/2024	28.81	Multiple	02/29/2024
3547 022624	REC BATTERIES	01552118	02/26/2024	56.04	Multiple	02/29/2024
3547 022624	CANDLELIGHT HIKE SMORES STICKS	01552118	02/26/2024	26.95	Multiple	02/29/2024
3547 022624	SR CTR CANDY, BALLOONS	24581107	02/26/2024	104.85	Multiple	02/29/2024
3547 022624	REC ADMIN BLDG FLOOR FINISH	01552026	02/26/2024	168.30	Multiple	02/29/2024
3547 022624	REC ADMIN BLDG FLOOR CONDITIONER	01552026	02/26/2024	68.00	Multiple	02/29/2024
3547 022624	CANDLELIGHT HIKE TREATS	01552118	02/26/2024	79.43	Multiple	02/29/2024
3547 022624	REC ADMIN BLDG FLOOR CLEANER, TRASH BAGS	01552026	02/26/2024	111.06	Multiple	02/29/2024
3547 022624	REC ADMIN BLDG TOILET PAPER	01552026	02/26/2024	33.64	Multiple	02/29/2024
3547 022624	REC ADMIN BLDG PAPER TOWEL, TRASH BAGS	01552026	02/26/2024	131.77	Multiple	02/29/2024
3547 022624	TS COORDINATOR BOOKSHELF	01552018	02/26/2024	84.56	Multiple	02/29/2024
3607 022624	RECENT CHANGES TO WI ALCOHOL BEVERAGE REGUL	01516118	02/26/2024	119.00	Multiple	02/29/2024
3698 022624	MEAL	15531423	02/26/2024	10.54	Multiple	02/29/2024
3698 022624	MEAL	15531423	02/26/2024	13.18	Multiple	02/29/2024
3698 022624	PIPET	14531344	02/26/2024	445.44	Multiple	02/29/2024
3698 022624	PARENTING - WORKFORCE	01531219	02/26/2024	300.00	Multiple	02/29/2024
3698 022624	STAMPS	01531218	02/26/2024	29.99	Multiple	02/29/2024
3698 022624	LICE TREATMENT	01531218	02/26/2024	44.29	Multiple	02/29/2024
3698 022624	EMBROIDERY SHIRTS - WORKFORCE	01531219	02/26/2024	128.00	Multiple	02/29/2024
3698 022624	OIL CHANGE	01531243	02/26/2024	73.70	Multiple	02/29/2024
3698 022624	OIL CHANGE	14531326	02/26/2024	73.70	Multiple	02/29/2024
3698 022624	SAS SUPPLIES	18531818	02/26/2024	391.31	Multiple	02/29/2024
3698 022624	BRAKES ROTORS & PADS	14531326	02/26/2024	498.23	Multiple	02/29/2024
3698 022624	NOTEPADS STAPLER BATTERIES	01531218	02/26/2024	94.27	Multiple	02/29/2024
3698 022624	RADON	14531318	02/26/2024	9.47	Multiple	02/29/2024
3698 022624	PHONE	14531332	02/26/2024	245.11	Multiple	02/29/2024
3698 022624	PHONE	01531232	02/26/2024	179.07	Multiple	02/29/2024
3698 022624	LABELS	14531318	02/26/2024	148.00	Multiple	02/29/2024
3736 022624	2024 MEMBERSHIP	01521122	02/26/2024	100.00	Multiple	02/29/2024
3736 022624	SQUAD DOCKING CRADLE	01521126	02/26/2024	532.97	Multiple	02/29/2024
3736 022624	DIGITAL SUBSCRIPTION	01521122	02/26/2024	21.09	Multiple	02/29/2024
3736 022624	POSTAGE	01521118	02/26/2024	28.72	Multiple	02/29/2024
3736 022624	DIGITAL SUBSCRIPTION	01521122	02/26/2024	12.99	Multiple	02/29/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
3736 022624	TRAINING - FRY	01521156	02/26/2024	195.00	Multiple	02/29/2024
3736 022624	FUEL	01521140	02/26/2024	10.00	Multiple	02/29/2024
3736 022624	FINGERPRINTING SUPPLIES	01521119	02/26/2024	101.06	Multiple	02/29/2024
3769 022624	PRINTER TRAY CITY ATTN OFFICE	01516118	02/26/2024	166.74	Multiple	02/29/2024
3769 022624	PHONE IT	01518632	02/26/2024	43.63	Multiple	02/29/2024
3769 022624	PHONE MAYOR	01513132	02/26/2024	43.63	Multiple	02/29/2024
3769 022624	ADOBE WATER	02850061	02/26/2024	178.58	Multiple	02/29/2024
3769 022624	ADOBE FINANCE	01514018	02/26/2024	89.29	Multiple	02/29/2024
3769 022624	ADOBE POLICE	01521118	02/26/2024	89.29	Multiple	02/29/2024
3769 022624	LAPTOP FOR NEW PT HR	01516020	02/26/2024	598.77	Multiple	02/29/2024
3769 022624	LAPTOP FOR WATER	03992118	02/26/2024	852.38	Multiple	02/29/2024
3769 022624	DESKTOP WATER	02973012	02/26/2024	2,797.72	Multiple	02/29/2024
3769 022624	IT SUPPLIES	01518618	02/26/2024	65.42	Multiple	02/29/2024
3901 022624	SHOP TOWELS FOR STREET DIVISION BUILDINGS	01541218	02/26/2024	152.85	Multiple	02/29/2024
3901 022624	PLATE COMPACTOR FOR HOT BOX PATCHING	01543118	02/26/2024	999.98	Multiple	02/29/2024
3901 022624	PLATE COMPACTOR FOR HOT BOX PATCHING	01543159	02/26/2024	999.97	Multiple	02/29/2024
3901 022624	HOSES/SPRAYERS FOR STREET/SOLID WASTE SHOP	01541218	02/26/2024	37.98	Multiple	02/29/2024
3901 022624	WOOD FOR TRAILER REPAIRS	01541120	02/26/2024	413.06	Multiple	02/29/2024
3901 022624	PENCIL VIBRATOR FOR CONCRETE POURS	16581619	02/26/2024	579.00	Multiple	02/29/2024
3901 022624	SHOVELS FOR STREET CREWS	01543154	02/26/2024	399.80	Multiple	02/29/2024
3901 022624	VARIOUS ITEMS - RETURNED; ACCIDENTAL PERSONAL	01542118	02/26/2024	48.90	Multiple	02/29/2024
3921 022624	TB VACCINE	01531242	02/26/2024	186.67	Multiple	02/29/2024
3921 022624	PARENTING - WORKFORCE	01531219	02/26/2024	700.00	Multiple	02/29/2024
3921 022624	PARENTING - WORKFORCE	01531219	02/26/2024	196.00	Multiple	02/29/2024
3921 022624	PARENTING - WORKFORCE	01531219	02/26/2024	196.00	Multiple	02/29/2024
3921 022624	SHARPS RECYCLING	01531226	02/26/2024	499.75	Multiple	02/29/2024
3921 022624	PARENTING - WORKFORCE	01531219	02/26/2024	75.00	Multiple	02/29/2024
4062 022624	CONFERENCE - EDUCATION	01541022	02/26/2024	20.00	Multiple	02/29/2024
4062 022624	CONFERENCE - EDUCATION	01541022	02/26/2024	179.90	Multiple	02/29/2024
4062 022624	APWA ANNUAL MEMBERSHIP	01541022	02/26/2024	412.00	Multiple	02/29/2024
4062 022624	APWA ANNUAL MEMBERSHIP	16581618	02/26/2024	206.00	Multiple	02/29/2024
4062 022624	APWA ANNUAL MEMBERSHIP	01542118	02/26/2024	206.00	Multiple	02/29/2024
4062 022624	OFFICE SUPPLIES - CHAIR MATS	01541018	02/26/2024	21.16	Multiple	02/29/2024
4062 022624	OFFICE SUPPLIES - CHAIR MATS	16581618	02/26/2024	42.31	Multiple	02/29/2024
4068 022624	GARMENT HOOK FOR BSZ	01524118	02/26/2024	4.12	Multiple	02/29/2024
4068 022624	ANNUAL SWWBIA MEMBERSHIP - DOUG ZWIEG	01524122	02/26/2024	40.00	Multiple	02/29/2024
4068 022624	ANNUAL SWWBIA MEMBERSHIP DINNER - DOUG ZWIEG	01524122	02/26/2024	10.00	Multiple	02/29/2024
4068 022624	CAR WASH FOR BSZ VEHICLE	01524118	02/26/2024	9.00	Multiple	02/29/2024
4249 022624	TRAINING - SIMON	01521156	02/26/2024	250.00	Multiple	02/29/2024
4249 022624	TRAINING - SIMON	01521156	02/26/2024	550.00	Multiple	02/29/2024
4249 022624	MED BAG SUPPLIES	01521144	02/26/2024	143.74	Multiple	02/29/2024
4249 022624	FLASH LIGHT	01521126	02/26/2024	131.72	Multiple	02/29/2024
4249 022624	MED BAG SUPPLIES	01521144	02/26/2024	154.93	Multiple	02/29/2024
4481 022624	SEARCH FEE RE CITY OF WATERTOWN-CA	01516118	02/26/2024	9.23	Multiple	02/29/2024
4481 022624	SUBSCRIPTION CHARGE-JAN 2024-CA	01516118	02/26/2024	284.00	Multiple	02/29/2024
4789 022624	BUMPER GUIDE KITS FOR PLOW TRUCS	01541120	02/26/2024	97.96	Multiple	02/29/2024
4789 022624	WASTE OIL PADS FOR MAINTENANCE SHOP	01541120	02/26/2024	34.99	Multiple	02/29/2024
4789 022624	TIMECARDS FOR EMPLOYEES	01542118	02/26/2024	31.98	Multiple	02/29/2024
4789 022624	PARTS FOR STREET SWEEPER #132	16581622	02/26/2024	58.71	Multiple	02/29/2024
4789 022624	PARTS FOR STREET EQUIPMENT	01541120	02/26/2024	73.49	Multiple	02/29/2024
4789 022624	RUBBER OVER BOOTS	01543159	02/26/2024	237.45	Multiple	02/29/2024
4789 022624	HAMMERS	01543154	02/26/2024	21.97	Multiple	02/29/2024
4789 022624	PARTS FOR STREET EQUIPMENT	01541120	02/26/2024	24.64	Multiple	02/29/2024
4789 022624	PARTS FOR STREET VEHICLE #130	01541120	02/26/2024	1,552.40	Multiple	02/29/2024
4789 022624	HYD FLUID FOR STREET EQUIPMENT	01541140	02/26/2024	1,335.00	Multiple	02/29/2024
4789 022624	LAMINATING POUCHES FOR SIGN ATTACHMENTS	01544118	02/26/2024	44.97	Multiple	02/29/2024
4789 022624	TAMPER FOR STREET PATCHING	01543118	02/26/2024	69.99	Multiple	02/29/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
4789 022624	OFFICE SUPPLIES - STREETS	01542118	02/26/2024	21.83	Multiple	02/29/2024
4789 022624	LAMINATING POUCHES FOR SIGN ATTACHMENTS	01544118	02/26/2024	25.06	Multiple	02/29/2024
4789 022624	ADHESIVE FOR COUNTERTOP REPAIRS IN STREET OFFI	01541220	02/26/2024	17.76	Multiple	02/29/2024
4789 022624	LP FOR TOOLS FOR MAINTENANCE SHOP	01541120	02/26/2024	22.99	Multiple	02/29/2024
4789 022624	PARTS FOR STREET MAINTENANCE SHOP	01541120	02/26/2024	17.64	Multiple	02/29/2024
4789 022624	PARTS FOR STREET EQUIPMENT	01541120	02/26/2024	59.83	Multiple	02/29/2024
4789 022624	BUMPER GUIDE KITS FOR PLOW TRUCS	01541120	02/26/2024	141.45	Multiple	02/29/2024
4789 022624	PARTS FOR STREET EQUIPMENT	01541120	02/26/2024	98.15	Multiple	02/29/2024
4789 022624	SMALL BLADES FOR MASON TOOLS	16581619	02/26/2024	50.28	Multiple	02/29/2024
4789 022624	TRAY LINERS FOR PAINTING SIGNS	01544118	02/26/2024	7.77	Multiple	02/29/2024
4789 022624	PARTS FOR STREET EQUIPMENT	01541120	02/26/2024	70.61	Multiple	02/29/2024
4789 022624	STROBE LIGHTS FOR STREET EQUIPMENT	01541120	02/26/2024	289.99	Multiple	02/29/2024
4789 022624	PARTS FOR STREET EQUIPMENT	01541120	02/26/2024	1,040.55	Multiple	02/29/2024
4789 022624	CABLE SERVICE AT STREET DIVISION	01542118	02/26/2024	73.48	Multiple	02/29/2024
4789 022624	CONSTRUCTION DEBRIS DUMPSTER	17581741	02/26/2024	731.52	Multiple	02/29/2024
4789 022624	JANUARY LANDFILLING	17581742	02/26/2024	22,828.73	Multiple	02/29/2024
4789 022624	FEE FOR FUEL TANK PERMIT	01541140	02/26/2024	10.13	Multiple	02/29/2024
4789 022624	PERMIT FOR FUEL TANKS	01541140	02/26/2024	405.00	Multiple	02/29/2024
4789 022624	PARTS FOR SIGN WORK	01544118	02/26/2024	4.18	Multiple	02/29/2024
4789 022624	PARTS FOR STREET EQUIPMENT	01541120	02/26/2024	3.97	Multiple	02/29/2024
4789 022624	PARTS FOR STREET EQUIPMENT	01541120	02/26/2024	35.97	Multiple	02/29/2024
4789 022624	PENCIL VIBRATOR FOR CONCRETE POURS	01543154	02/26/2024	399.00	Multiple	02/29/2024
4789 022624	PARTS FOR SOLID WASTE EQUIPMENT	17581720	02/26/2024	11.90	Multiple	02/29/2024
4789 022624	POSTAGE TO RETURN DRIVER'S COAT FROM DELIVERIN	01542118	02/26/2024	15.25	Multiple	02/29/2024
4789 022624	BOX TO RETURN DRIVER'S COAT FROM DELIVERING TA	01542118	02/26/2024	5.49	Multiple	02/29/2024
4789 022624	PARTS FOR SIGN WORK	01544118	02/26/2024	25.25	Multiple	02/29/2024
4789 022624	TOOLS FOR STREET CREWS	01543154	02/26/2024	86.97	Multiple	02/29/2024
4789 022624	HOSE PARTS FOR STREET BUILDING	01541218	02/26/2024	21.86	Multiple	02/29/2024
4945 022624	GO TO MAYOR	01513118	02/26/2024	17.76	Multiple	02/29/2024
4945 022624	GO TO MAYOR	01513118	02/26/2024	17.76-	Multiple	02/29/2024
4945 022624	GO TO HEALTH	01531219	02/26/2024	17.00	Multiple	02/29/2024
4945 022624	GO TO HEALTH	01531219	02/26/2024	17.00-	Multiple	02/29/2024
4945 022624	GO TO ENGINEERING	01541018	02/26/2024	8.50	Multiple	02/29/2024
4945 022624	GO TO ENGINEERING	01541018	02/26/2024	8.50-	Multiple	02/29/2024
4945 022624	GO TO STORM WATER	16581618	02/26/2024	8.50	Multiple	02/29/2024
4945 022624	GO TO STORM WATER	16581618	02/26/2024	8.50-	Multiple	02/29/2024
4945 022624	GO TO BSZ	01524118	02/26/2024	17.00	Multiple	02/29/2024
4945 022624	GO TO BSZ	01524118	02/26/2024	17.00-	Multiple	02/29/2024
4945 022624	GO TO FIRE	01523118	02/26/2024	17.00	Multiple	02/29/2024
4945 022624	GO TO FIRE	01523118	02/26/2024	17.00-	Multiple	02/29/2024
4945 022624	GO TO PD	01521122	02/26/2024	17.00	Multiple	02/29/2024
4945 022624	GO TO PD	01521122	02/26/2024	17.00-	Multiple	02/29/2024
4945 022624	GO TO SIDC	60510518	02/26/2024	17.00	Multiple	02/29/2024
4945 022624	GO TO SIDC	60510518	02/26/2024	17.00-	Multiple	02/29/2024
4945 022624	GO TO FINANCE	01514018	02/26/2024	17.00	Multiple	02/29/2024
4945 022624	GO TO FINANCE	01514018	02/26/2024	17.00-	Multiple	02/29/2024
4945 022624	GO TO MEDIA	01518422	02/26/2024	17.00	Multiple	02/29/2024
4945 022624	GO TO MEDIA	01518422	02/26/2024	17.00-	Multiple	02/29/2024
4945 022624	GO TO PRF	01552118	02/26/2024	17.00	Multiple	02/29/2024
4945 022624	GO TO PRF	01552118	02/26/2024	17.00-	Multiple	02/29/2024
4945 022624	PHONE STORAGE	01513118	02/26/2024	.99	Multiple	02/29/2024
4945 022624	PARKING MAYOR	01513124	02/26/2024	6.60	Multiple	02/29/2024
5083 022624	MAGNETIC WELDNG GRND CLAMP - WW	02820018	02/26/2024	26.99	Multiple	02/29/2024
5083 022624	SPLY LINE 20"&CONNECTORS(2)-TOILET INSTL - WW	02831040	02/26/2024	32.79	Multiple	02/29/2024
5083 022624	CELL PH CASE - WW	02850044	02/26/2024	16.99	Multiple	02/29/2024
5083 022624	SHIMS&CAULK(3)-TOILET INSTL - WW	02831040	02/26/2024	23.99	Multiple	02/29/2024
5083 022624	FORKLIFT 2" HITCH RCVR(1) - WW	02820018	02/26/2024	209.97	Multiple	02/29/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
5083 022624	GALAXY S23 PH CASE-JP - WW	02850044	02/26/2024	18.68	Multiple	02/29/2024
5083 022624	WELDING TABLE TOOLS-DRIFT PIN/GSNK HLD DWN DOG	02820018	02/26/2024	432.00	Multiple	02/29/2024
5083 022624	PEDISTAL ROLLER STAND - WW	02820018	02/26/2024	147.97	Multiple	02/29/2024
5083 022624	33" EXTNDBL INDX PRY BAR(2) - WW	02820018	02/26/2024	137.98	Multiple	02/29/2024
5083 022624	REFUND-HOSE BARB FITTING(4) NOT SHIPPED - WW	02831042	02/26/2024	159.96-	Multiple	02/29/2024
5083 022624	ROLLER & BRACKET SET - WW	02831042	02/26/2024	28.90	Multiple	02/29/2024
5083 022624	1/2"X22MM DEEP IMPACT SOCKET - WTR	03667318	02/26/2024	42.98	Multiple	02/29/2024
5083 022624	GALV UNION(1) & NIPPLE(3)-NETP FLTR TNKS - WTR	03645218	02/26/2024	19.22	Multiple	02/29/2024
5083 022624	LOOSE SCRW/NTS/BLTS(6) - WW	02831040	02/26/2024	14.34	Multiple	02/29/2024
5083 022624	SANDBLAST CABINET LENS PROTECTOR & 25FT OD EXT	02820018	02/26/2024	68.97	Multiple	02/29/2024
5083 022624	SPLICING WIRE CONN ASST PK - WW	02831040	02/26/2024	37.89	Multiple	02/29/2024
5083 022624	OUTDOOR 50 'EXT CORD - WW	02820018	02/26/2024	41.99	Multiple	02/29/2024
5083 022624	SOLENOID VLV REBLD KIT(2)-TRTMNT PLNTS - WTR	03645218	02/26/2024	719.98	Multiple	02/29/2024
5083 022624	MOBIL POLYREX EM 13.7OZ TUBES 10PK(1) -WW	02831042	02/26/2024	102.73	Multiple	02/29/2024
5083 022624	PEDISTAL ROLLER STAND - WW	02820018	02/26/2024	126.83	Multiple	02/29/2024
5083 022624	PORTABLE JUMP STARTER(1) - WW	02831010	02/26/2024	205.68	Multiple	02/29/2024
5083 022624	PILOT EXTRA FINE PERMANENT MARKERS 12PK(1) - WT	03644318	02/26/2024	15.42	Multiple	02/29/2024
5083 022624	WATTS 1/4" 2PC FULL PORT BALL VLV(2) - WTR	03645218	02/26/2024	31.78	Multiple	02/29/2024
5083 022624	CLEAR PVC SUCTION/DISCHRG HOSE(2) - WW	02820018	02/26/2024	220.68	Multiple	02/29/2024
5083 022624	REFUND-MOBIL POLYREX TUBES NOT RECEIVED - WW	02831042	02/26/2024	102.73-	Multiple	02/29/2024
5083 022624	ACCOMODATIONS-WWOA EXPO - WTR	02820024	02/26/2024	117.00	Multiple	02/29/2024
5083 022624	THREAD TAPE - WTR	03666518	02/26/2024	18.49	Multiple	02/29/2024
5083 022624	INSECT SPRAY FOR BLDGS - WW	02820018	02/26/2024	22.99	Multiple	02/29/2024
5083 022624	MAGNETIC RETRACTABLE WALL BARRIER - WW	02820018	02/26/2024	119.98	Multiple	02/29/2024
5083 022624	DRILL BIT(4),AERATOR(2),LSE SCRW/NTS/BLTS(8) - WW	02831040	02/26/2024	61.36	Multiple	02/29/2024
5083 022624	MOBIL POLYREX EM 13.7OZ TUBES 10PK(1) -WW	02831042	02/26/2024	89.90	Multiple	02/29/2024
5083 022624	THREAD REDUCER BUSHING - WW	02820018	02/26/2024	11.99	Multiple	02/29/2024
5083 022624	ANG DIE GRND(1),SOAPSTN(2),RTRY FILE(2),CARB(2) -	02831040	02/26/2024	141.97	Multiple	02/29/2024
5083 022624	GLOVES & COMPACT TAPE - WTR	03666518	02/26/2024	29.40	Multiple	02/29/2024
5083 022624	CO2 ALRM(1) & THEARD SEAL TAPE - WW	02831040	02/26/2024	39.25	Multiple	02/29/2024
5083 022624	RTND WRONG CABLE FOR DO METER - WW	02831042	02/26/2024	1,867.50-	Multiple	02/29/2024
5083 022624	PLAZMO LAMP-POLYMER FEED PANEL - WW	02820018	02/26/2024	20.22	Multiple	02/29/2024
5083 022624	RPLMNT FANS FOR MCC PANELS - WW	02831040	02/26/2024	80.62	Multiple	02/29/2024
5083 022624	TAPE MEASR(3),SILICONE GRSE(3),AA&AAA BATTERIES -	03993018	02/26/2024	214.87	Multiple	02/29/2024
5083 022624	DRIVE COOLING FAN(2) - WW	02831040	02/26/2024	280.00	Multiple	02/29/2024
5083 022624	PRESSURE WASHER 11" ATTACHMENT - WW	02820018	02/26/2024	27.98	Multiple	02/29/2024
5083 022624	NIRTILE BLK GLOVES-RJ - WW	02820020	02/26/2024	89.99	Multiple	02/29/2024
5083 022624	RATCHET COMBO WRENCH & BALL VLV - WW	02831040	02/26/2024	76.47	Multiple	02/29/2024
5083 022624	BRASS BALL VLV 2PC LVR HNDL(4) - WW	02831040	02/26/2024	377.20	Multiple	02/29/2024
5083 022624	NITRILE COATED WORK GLV 6PR(2) - WW	02831010	02/26/2024	41.61	Multiple	02/29/2024
5083 022624	BALL VLV - WW	02831042	02/26/2024	35.48	Multiple	02/29/2024
5083 022624	NITRILE COATED WORK GLV 6PR(2) - WW	02820020	02/26/2024	43.80	Multiple	02/29/2024
5083 022624	OPERATOR CERT RENEWAL-TH - WW	03992118	02/26/2024	22.95	Multiple	02/29/2024
5083 022624	OPERATOR CERT RENEWAL-TH - WTR	02850023	02/26/2024	22.95	Multiple	02/29/2024
5083 022624	CROSS CONN TEST/REG(1) LIBRARY - WTR	03622618	02/26/2024	20.45	Multiple	02/29/2024
5083 022624	CROSS CONN TEST/REG(9) WW - WTR	03622618	02/26/2024	184.05	Multiple	02/29/2024
5083 022624	CROSS CONN TEST/REG(5) WTR - WTR	03622618	02/26/2024	102.25	Multiple	02/29/2024
5083 022624	BSHNGS/NPPL/D BTTRY-SLDS BLDG HEAT EXCHR#1 - W	02831042	02/26/2024	33.30	Multiple	02/29/2024
5083 022624	SS CLAMP FOR WTP - WTR	03993218	02/26/2024	8.20	Multiple	02/29/2024
5083 022624	PULL-A-PART KY RNG(3)&#2032 3V BTTRY - WTR	03992118	02/26/2024	17.30	Multiple	02/29/2024
5083 022624	SCADA ALARM NOTIFICATION SYSTEM - WTR	03993331	02/26/2024	538.20	Multiple	02/29/2024
5083 022624	SCADA ALARM NOTIFICATION SYSTEM - WW	02850061	02/26/2024	538.20	Multiple	02/29/2024
5369 022624	BLADES/EQUIPMENT FIRE	01523120	02/26/2024	128.82	Multiple	02/29/2024
5369 022624	CORD REEL FOR STATION FIRE	01523118	02/26/2024	60.99	Multiple	02/29/2024
6201 022624	WAC LIGHT REPLACEMENT	01552220	02/26/2024	67.68	Multiple	02/29/2024
6201 022624	PARKING GARAGE FOR WPRA CONFERENCE	01552024	02/26/2024	8.00	Multiple	02/29/2024
6201 022624	FUNDRAISING - COFFEE MAKERS FOR EVENTS	24581107	02/26/2024	113.53	Multiple	02/29/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
6201 022624	WAC WALKIE TALKIES	01552218	02/26/2024	313.48	Multiple	02/29/2024
6201 022624	IP MONEY POUCHES FOR DEPOSITS	01552318	02/26/2024	16.69	Multiple	02/29/2024
6201 022624	WAC LIGHT REPLACEMENT	01552220	02/26/2024	42.28	Multiple	02/29/2024
6201 022624	NEW CPR MANNEQUINS W/ CARRY CASE	01552318	02/26/2024	1,897.22	Multiple	02/29/2024
6201 022624	REPLACEMENT LOCK FOR IP DESK	01552318	02/26/2024	10.52	Multiple	02/29/2024
6201 022624	TAX --> TO BE REMOVED	01552318	02/26/2024	29.84	Multiple	02/29/2024
6201 022624	SUITS FOR D. SCHLEICHER	01552244	02/26/2024	106.50	Multiple	02/29/2024
6201 022624	LESSONS EQUIPMENT REPLACEMENTS	01552318	02/26/2024	435.99	Multiple	02/29/2024
6201 022624	REPLACEMENT BACKBOARD FOR IP	01552318	02/26/2024	510.00	Multiple	02/29/2024
6201 022624	NEW HIP PACKS FOR TRAINING	01552318	02/26/2024	336.12	Multiple	02/29/2024
6201 022624	LIFEGUARDING CLASS MATERIALS	01552318	02/26/2024	520.23	Multiple	02/29/2024
6201 022624	CPRO CLASS MATERIALS	01552318	02/26/2024	189.07	Multiple	02/29/2024
6201 022624	LIFEGUARD INSTRUCTOR MANUAL	01552318	02/26/2024	57.94	Multiple	02/29/2024
6201 022624	NEW GUEST CHAIR FOR MANAGER	01552318	02/26/2024	73.62	Multiple	02/29/2024
6201 022624	NEW MANAGER DESK	01552318	02/26/2024	229.87	Multiple	02/29/2024
6323 022624	PAINT SUPPLIES	01517118	02/26/2024	173.70	Multiple	02/29/2024
6323 022624	GAS REGULATOR	01517120	02/26/2024	457.32	Multiple	02/29/2024
6323 022624	PAINT SUPPLIES	01517118	02/26/2024	81.88	Multiple	02/29/2024
6323 022624	BOARDS / SUPPLIES	01517118	02/26/2024	74.93	Multiple	02/29/2024
6323 022624	WHEEL CASTERS	01517118	02/26/2024	118.80	Multiple	02/29/2024
6323 022624	PUMP SWITCH	01517120	02/26/2024	117.58	Multiple	02/29/2024
6550 022624	TRAINING - ACHILLI	01521156	02/26/2024	139.54	Multiple	02/29/2024
6550 022624	EVIDENCE TAPE	01521119	02/26/2024	71.98	Multiple	02/29/2024
6550 022624	TRAINING - GALLEGOS	01521156	02/26/2024	50.00	Multiple	02/29/2024
6550 022624	TRAINING - PETERS	01521156	02/26/2024	350.00	Multiple	02/29/2024
6550 022624	HOTEL DEPOSIT - REITZ	01521156	02/26/2024	129.00	Multiple	02/29/2024
6650 022624	DATE STAMP	01521318	02/26/2024	16.90	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	ADDRESS LABELS	01521118	02/26/2024	12.90	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	MAINT SUPPLIES	01517118	02/26/2024	12.46	Multiple	02/29/2024
6650 022624	UNDER CABINET LIGHT	01521118	02/26/2024	11.98	Multiple	02/29/2024
6650 022624	CREDIT/RETURN RADIO BATTERY	01521126	02/26/2024	281.95-	Multiple	02/29/2024
6650 022624	MAINT SUPPLIES	01517118	02/26/2024	23.32	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	NAME TAGS - LINGLE	01521117	02/26/2024	17.00	Multiple	02/29/2024
6650 022624	BACKGROUND CHECKS	01514018	02/26/2024	63.00	Multiple	02/29/2024
6650 022624	WILEAGE CHECK FEE	24581115	02/26/2024	25.72	Multiple	02/29/2024
6650 022624	PAYPAL-2024 WIPEG MEMBERSHIP	01521122	02/26/2024	110.00	Multiple	02/29/2024
6650 022624	GLOVES	01521118	02/26/2024	91.90	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	ID BADGE BLANKS	01521118	02/26/2024	12.99	Multiple	02/29/2024
6650 022624	MAINT SUPPLIES	01517118	02/26/2024	58.00	Multiple	02/29/2024
6650 022624	CAREER FAIR - WHS	01521117	02/26/2024	50.00	Multiple	02/29/2024
6650 022624	SQUAD SUPPLIES	01521144	02/26/2024	5.61	Multiple	02/29/2024
6650 022624	MAINT SUPPLIES	01517118	02/26/2024	8.26	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	UNDER CABINET LIGHT	01521118	02/26/2024	11.99	Multiple	02/29/2024
6650 022624	SQUAD SUPPLIES	01521118	02/26/2024	7.96	Multiple	02/29/2024
6650 022624	PENS	01521118	02/26/2024	4.97	Multiple	02/29/2024
6650 022624	OWI POSTAGE	01521118	02/26/2024	4.28	Multiple	02/29/2024
6650 022624	MED BAG SUPPLIES	01521144	02/26/2024	165.54	Multiple	02/29/2024
6650 022624	BATTERY PACKS	01521318	02/26/2024	111.80	Multiple	02/29/2024
6650 022624	MAINT SUPPLIES	01517118	02/26/2024	58.33	Multiple	02/29/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
6650 022624	MAINT SUPPLIES	01517118	02/26/2024	20.48	Multiple	02/29/2024
6650 022624	MED BAG SUPPLIES	01521144	02/26/2024	9.89	Multiple	02/29/2024
6650 022624	MODEMS	01521132	02/26/2024	193.46	Multiple	02/29/2024
6650 022624	BIKE RODEO	24581113	02/26/2024	142.14	Multiple	02/29/2024
6650 022624	BIKE RODEO	24581113	02/26/2024	3.48	Multiple	02/29/2024
6822 022624	KM MEMBERSHIP	14531318	02/26/2024	45.00	Multiple	02/29/2024
6822 022624	CONFERENCE MEAL	01531223	02/26/2024	31.08	Multiple	02/29/2024
6822 022624	LAMOTTE SPIN DISK	14531344	02/26/2024	299.99	Multiple	02/29/2024
6822 022624	MEAL	01531223	02/26/2024	17.07	Multiple	02/29/2024
6822 022624	AK MAY CONFERENCE - WORKFORCE	01531219	02/26/2024	196.00	Multiple	02/29/2024
6822 022624	LC MAY CONFERENCE - WORKFORCE	01531219	02/26/2024	196.00	Multiple	02/29/2024
6822 022624	PH TEST PAPER	14531344	02/26/2024	68.18	Multiple	02/29/2024
6822 022624	CYLINDER SET	14531344	02/26/2024	34.99	Multiple	02/29/2024
6822 022624	BLEACH	14531344	02/26/2024	20.94	Multiple	02/29/2024
6822 022624	CLEANER	01531218	02/26/2024	38.77	Multiple	02/29/2024
6822 022624	DR1900 HACH	14531344	02/26/2024	6,105.29	Multiple	02/29/2024
6822 022624	TEST TUBE WASHER	14531344	02/26/2024	49.17	Multiple	02/29/2024
6822 022624	GIVEAWAY BAGS	18531818	02/26/2024	34.02	Multiple	02/29/2024
6822 022624	HALF AMAZON SHIPPING CHARGE	15531418	02/26/2024	3.49	Multiple	02/29/2024
6822 022624	HALF AMAZON SHIPPING CHARGE	01531218	02/26/2024	3.50	Multiple	02/29/2024
6822 022624	6 PACK WALL HOOKS	01531218	02/26/2024	12.99	Multiple	02/29/2024
6822 022624	THERMAL LAMINATING POUCHES	01531218	02/26/2024	27.88	Multiple	02/29/2024
6822 022624	TV WALL MOUNT	01531218	02/26/2024	109.99	Multiple	02/29/2024
6822 022624	TEST PAPER DEIONIZED WATER	14531344	02/26/2024	52.13	Multiple	02/29/2024
6822 022624	EYE WASH STATION	14531344	02/26/2024	61.04	Multiple	02/29/2024
6822 022624	SODIUM HYDROX SOLUTION	14531344	02/26/2024	56.20	Multiple	02/29/2024
6822 022624	ME 104E 120G X 0.1MG	14531344	02/26/2024	2,206.17	Multiple	02/29/2024
6822 022624	WHIRL PAK	14531344	02/26/2024	61.36	Multiple	02/29/2024
6822 022624	PIPET	14531344	02/26/2024	149.21	Multiple	02/29/2024
6822 022624	STAINLESS TABLE	14531344	02/26/2024	215.99	Multiple	02/29/2024
6822 022624	DOOR SIGNS	01531218	02/26/2024	25.93	Multiple	02/29/2024
7235 022624	FIRE INSPECTOR PHONE FIRE	24581105	02/26/2024	50.09	Multiple	02/29/2024
7235 022624	PHONES/IPADS FIRE	01523132	02/26/2024	690.62	Multiple	02/29/2024
7235 022624	EM GAUGES FIRE	01525118	02/26/2024	27.60	Multiple	02/29/2024
7235 022624	HEADLAMP/ WATERPROOF CASE FIRE	01523120	02/26/2024	73.92	Multiple	02/29/2024
7235 022624	CHAINSAW CASE RETURN FIRE	01523120	02/26/2024	40.99-	Multiple	02/29/2024
7235 022624	TRAVEL MEAL FIRE	01523148	02/26/2024	27.77	Multiple	02/29/2024
7235 022624	HOTEL FOR TRAINING FIRE	24581119	02/26/2024	407.49	Multiple	02/29/2024
7235 022624	TAX REFUND FIRE	24581119	02/26/2024	54.69-	Multiple	02/29/2024
7235 022624	CYLINDER/FLARE FIRE	01523118	02/26/2024	68.49	Multiple	02/29/2024
7235 022624	MAGNETIC HOOKS FIRE	24581105	02/26/2024	34.95	Multiple	02/29/2024
7235 022624	HOTEL TRAINIG FIRE	24581119	02/26/2024	298.00	Multiple	02/29/2024
7235 022624	BUSINESS CARDS FIRE INSPECTOR FIRE	24581105	02/26/2024	107.50	Multiple	02/29/2024
7235 022624	BUSINESS CARDS FIRE	01523144	02/26/2024	19.04	Multiple	02/29/2024
7235 022624	BUSINESS CARDS FIRE	24581105	02/26/2024	125.46	Multiple	02/29/2024
7235 022624	BUSINESS CARDS FIRE	01523144	02/26/2024	111.76	Multiple	02/29/2024
7235 022624	SPARK PLUG FIRE	01523142	02/26/2024	7.32	Multiple	02/29/2024
7235 022624	WATER FIRE	01523118	02/26/2024	75.00	Multiple	02/29/2024
7235 022624	HUMIDIFIER FIRE	01523118	02/26/2024	157.98	Multiple	02/29/2024
7235 022624	BLS CARDS FIRE	01523122	02/26/2024	15.00	Multiple	02/29/2024
7235 022624	CAREER FAIR BOOTH FIRE	01523119	02/26/2024	100.00	Multiple	02/29/2024
7235 022624	BOX FAN FIRE	01523118	02/26/2024	27.40	Multiple	02/29/2024
7235 022624	AIRCARE CONSOLE WICK FIRE	01523118	02/26/2024	74.99	Multiple	02/29/2024
7235 022624	AIR FILTER COVER FIRE	01523120	02/26/2024	13.98	Multiple	02/29/2024
7235 022624	TV/INTERNET FIRE	01523118	02/26/2024	199.66	Multiple	02/29/2024
7235 022624	ADOBE CLOUD FIRE	01523128	02/26/2024	22.14	Multiple	02/29/2024
7235 022624	CAR BRUSH AND HANDLE FIRE	01523118	02/26/2024	70.62	Multiple	02/29/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
7235 022624	BATTERIES FIRE	01523118	02/26/2024	24.94	Multiple	02/29/2024
7235 022624	LABEL, CLIPBOARD, MAGNETS FIRE	01523154	02/26/2024	21.78	Multiple	02/29/2024
7235 022624	WD40 AND BRAKE CLEANER FIRE	01523118	02/26/2024	50.08	Multiple	02/29/2024
7235 022624	ROPE CLIP AND CLAMP FIRE	01523118	02/26/2024	12.45	Multiple	02/29/2024
7235 022624	MANUAL FIRE	01523118	02/26/2024	15.00	Multiple	02/29/2024
7235 022624	SPRING CLAMPS FIRE	01523120	02/26/2024	136.52	Multiple	02/29/2024
7235 022624	NATIONAL EMERGENCY TRAINING FIRE	01523148	02/26/2024	358.23	Multiple	02/29/2024
7235 022624	KITCHEN SUPPLIES FIRE	01523118	02/26/2024	129.08	Multiple	02/29/2024
7235 022624	TAX REFUND FIRE	24581119	02/26/2024	40.00-	Multiple	02/29/2024
7235 022624	EQUIPMENT FIRE	01523120	02/26/2024	91.27	Multiple	02/29/2024
7535 022624	PARK BOBCAT SNOWBLOWER REPAIR	01554142	02/26/2024	164.56	Multiple	02/29/2024
7535 022624	GENERATOR - PARK SHARE	01554118	02/26/2024	454.97	Multiple	02/29/2024
7535 022624	GENERATOR - ADMIN SHARE	01552118	02/26/2024	430.00	Multiple	02/29/2024
7535 022624	GENERATOR - TS SHARE	26554318	02/26/2024	430.00	Multiple	02/29/2024
7535 022624	PARK LOOSE NUTS	01554120	02/26/2024	2.30	Multiple	02/29/2024
7535 022624	PARK GROOMER BOLTS	01554142	02/26/2024	106.66	Multiple	02/29/2024
7535 022624	WPRA CONFERENCE HOTEL	01552024	02/26/2024	310.50	Multiple	02/29/2024
7535 022624	PARK GROOMER SPRING	01554142	02/26/2024	464.67	Multiple	02/29/2024
7535 022624	WPRA HOTEL TAX REFUND	01552024	02/26/2024	40.50-	Multiple	02/29/2024
7535 022624	CANDLELIGHT HIKE PORTO TOILET	01554118	02/26/2024	185.00	Multiple	02/29/2024
7535 022624	PARK STEEL POWER TOOLS	01554118	02/26/2024	202.48	Multiple	02/29/2024
7535 022624	PARK PLATE BLADE, PIVOT	01554142	02/26/2024	314.05	Multiple	02/29/2024
7535 022624	PARK PLATE BLADE, PIVOT	01554142	02/26/2024	23.94	Multiple	02/29/2024
7535 022624	CANDLELIGHT HIKE PROPANE	01554118	02/26/2024	37.64	Multiple	02/29/2024
7535 022624	PARK EVENT BUNGEE CORDS	01554118	02/26/2024	28.11	Multiple	02/29/2024
7535 022624	HOCKEY PUCKS FOR MOTOR MOVERS	01554142	02/26/2024	24.98	Multiple	02/29/2024
7535 022624	PARK TAPE MEASURE	01554118	02/26/2024	55.85	Multiple	02/29/2024
7535 022624	REC TAPE MEASURE	01552118	02/26/2024	30.72	Multiple	02/29/2024
7535 022624	PARK BIT HOLDER, RAFTER ANGLE	01554118	02/26/2024	36.32	Multiple	02/29/2024
7535 022624	PARK CLAMPING SAWHORSES	01554118	02/26/2024	53.97	Multiple	02/29/2024
7535 022624	RIV PARK FLAG POLE ROPE	01554118	02/26/2024	39.50	Multiple	02/29/2024
8249 022624	SERVICE FEE FOR PERMIT FOR RIVER BANK WORK AT S	05581141	02/26/2024	8.83	Multiple	02/29/2024
8249 022624	PERMIT FEE FOR RIVER BANK WORK AT SR CENTER	05581141	02/26/2024	353.00	Multiple	02/29/2024
8428 022624	SHIPPING FIRE	01523118	02/26/2024	21.98	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (CR: GWCHF)	11581250	02/26/2024	64.26	Multiple	02/29/2024
8745 022624	MARKETING	11581218	02/26/2024	30.58	Multiple	02/29/2024
8745 022624	TEEN PROGRAMS	11581218	02/26/2024	154.31	Multiple	02/29/2024
8745 022624	ADULT PROGRAMS	11581218	02/26/2024	3.79	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	118.35	Multiple	02/29/2024
8745 022624	CHILDREN BOOKS	11581246	02/26/2024	68.50	Multiple	02/29/2024
8745 022624	OFFICE & LIBRARY SUPPLIES	11581218	02/26/2024	2.99	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	23.98	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	19.96	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (CR: GWCHF)	11581250	02/26/2024	80.47	Multiple	02/29/2024
8745 022624	CHILDREN BOOKS	11581246	02/26/2024	49.99	Multiple	02/29/2024
8745 022624	TEEN PROGRAMS	11581218	02/26/2024	19.99	Multiple	02/29/2024
8745 022624	ADULT PROGRAMS	11581218	02/26/2024	12.97	Multiple	02/29/2024
8745 022624	OFFICE & LIBRARY SUPPLIES	11581218	02/26/2024	29.94	Multiple	02/29/2024
8745 022624	OFFICE & LIBRARY SUPPLIES	11581218	02/26/2024	73.57	Multiple	02/29/2024
8745 022624	ADULT PROGRAMS	11581218	02/26/2024	28.99	Multiple	02/29/2024
8745 022624	PERIODICALS (USA TODAY)	11581246	02/26/2024	390.16	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (CR: GWCHF)	11581250	02/26/2024	109.99	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS: COFFEE)	11581250	02/26/2024	300.00	Multiple	02/29/2024
8745 022624	TEEN PROGRAMS	11581218	02/26/2024	23.99	Multiple	02/29/2024
8745 022624	OFFICE & LIBRARY SUPPLIES	11581218	02/26/2024	73.14	Multiple	02/29/2024
8745 022624	OFFICE & LIBRARY SUPPLIES	11581218	02/26/2024	17.51	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (YA: MH, QUIRK)	11581250	02/26/2024	74.99	Multiple	02/29/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
8745 022624	OFFICE & LIBRARY SUPPLIES	11581218	02/26/2024	73.57-	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	21.10	Multiple	02/29/2024
8745 022624	CHILDREN BOOKS	11581246	02/26/2024	15.18	Multiple	02/29/2024
8745 022624	SOFTWARE & SUBSCRIPTIONS	11581219	02/26/2024	101.15	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS: MISC)	11581250	02/26/2024	135.78	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (YA: QUIRK)	11581250	02/26/2024	20.00	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	39.92	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (YA: QUIRK)	11581250	02/26/2024	71.18	Multiple	02/29/2024
8745 022624	ADULT FICTION	11581246	02/26/2024	38.38	Multiple	02/29/2024
8745 022624	ADULT FICTION	11581246	02/26/2024	39.15	Multiple	02/29/2024
8745 022624	TEEN PROGRAMS	11581218	02/26/2024	27.39	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	11.19	Multiple	02/29/2024
8745 022624	ADULT NONFICTION	11581246	02/26/2024	19.99	Multiple	02/29/2024
8745 022624	ADULT NONFICTION	11581246	02/26/2024	5.94	Multiple	02/29/2024
8745 022624	LARGE PRINT	11581246	02/26/2024	518.22	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS: WHS PASSES)	11581250	02/26/2024	1,000.00	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	9.92-	Multiple	02/29/2024
8745 022624	JANITORIAL SUPPLIES	11581220	02/26/2024	283.80	Multiple	02/29/2024
8745 022624	MATERIALS, NON-BOOKS	11581246	02/26/2024	36.98	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (YA: QUIRK)	11581250	02/26/2024	19.93-	Multiple	02/29/2024
8745 022624	REFERENCE: SUBSCRIPTIONS (KDI)	11581246	02/26/2024	89.00	Multiple	02/29/2024
8745 022624	REFERENCE: SUBSCRIPTIONS (KDI)	11581246	02/26/2024	197.00	Multiple	02/29/2024
8745 022624	ADULT PROGRAMS	11581218	02/26/2024	44.97	Multiple	02/29/2024
8745 022624	ADULT PROGRAMS	11581218	02/26/2024	39.99	Multiple	02/29/2024
8745 022624	TEEN PROGRAMS	11581218	02/26/2024	42.45	Multiple	02/29/2024
8745 022624	ADULT PROGRAMS	11581218	02/26/2024	14.95	Multiple	02/29/2024
8745 022624	LARGE PRINT	11581246	02/26/2024	75.20	Multiple	02/29/2024
8745 022624	CHILDREN BOOKS	11581246	02/26/2024	26.77	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	147.54	Multiple	02/29/2024
8745 022624	ADULT TALKING BOOKS	11581246	02/26/2024	38.60	Multiple	02/29/2024
8745 022624	TEEN PROGRAMS	11581218	02/26/2024	7.28	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS, 1000 BOOKS)	11581250	02/26/2024	172.99	Multiple	02/29/2024
8745 022624	PERIODICALS (WD TIMES)	11581246	02/26/2024	223.60	Multiple	02/29/2024
8745 022624	ADULT FICTION	11581246	02/26/2024	944.19	Multiple	02/29/2024
8745 022624	ADULT NONFICTION	11581246	02/26/2024	670.29	Multiple	02/29/2024
8745 022624	YOUNG ADULT BOOKS	11581246	02/26/2024	105.41	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	12.95	Multiple	02/29/2024
8745 022624	DVD	11581246	02/26/2024	14.98	Multiple	02/29/2024
8745 022624	ADULT FICTION	11581246	02/26/2024	53.52	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS: 500 BOOKS)	11581250	02/26/2024	29.99	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS: 500 BOOKS)	11581250	02/26/2024	342.28	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS: 500 BOOKS)	11581250	02/26/2024	78.75	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (CR: GWCHF)	11581250	02/26/2024	49.94	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS: MISC)	11581250	02/26/2024	33.97	Multiple	02/29/2024
8745 022624	MARKETING	11581218	02/26/2024	80.96	Multiple	02/29/2024
8745 022624	DONATION PURCHASE (FRIENDS: 500 BOOKS)	11581250	02/26/2024	55.72	Multiple	02/29/2024
8745 022624	CHILDREN PROGRAMS	11581218	02/26/2024	40.03	Multiple	02/29/2024
8745 022624	CHILDREN PROGRAMS	11581218	02/26/2024	80.03	Multiple	02/29/2024
8869 022624	TRAINING - BROWER	01521156	02/26/2024	17.71	Multiple	02/29/2024
8869 022624	CLOUD STORAGE	01521119	02/26/2024	775.27-	Multiple	02/29/2024
8869 022624	RIFLE/ACCESSORIES	01521126	02/26/2024	918.46	Multiple	02/29/2024
8869 022624	AMMUNITION	01521156	02/26/2024	283.90	Multiple	02/29/2024
8869 022624	SGT CAKE	01521118	02/26/2024	26.44	Multiple	02/29/2024
8869 022624	WIRE CADDY	01521118	02/26/2024	15.34	Multiple	02/29/2024
8869 022624	AMMUNITION BLANKS	01521156	02/26/2024	48.54	Multiple	02/29/2024
8877 022624	BEST OF MIDWEST MEDIA FEST ENTRIES	01518422	02/26/2024	84.00	Multiple	02/29/2024
8877 022624	CLOUD STORAGE	01518422	02/26/2024	9.99	Multiple	02/29/2024



Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
8877 022624	OIL CHANGE, WHEEL BALANCE, WIPERS FOR VIBE	01518420	02/26/2024	319.12	Multiple	02/29/2024
8877 022624	EXCEL TEMPLATE FOR PROJECT TRACKING	01518418	02/26/2024	40.95	Multiple	02/29/2024
8877 022624	CABLE TV	01518422	02/26/2024	78.97	Multiple	02/29/2024
9084 022624	BUSINESS CARDS - BUTTERIS	01552018	02/26/2024	26.59	Multiple	02/29/2024
9084 022624	BUSINESS CARDS - JUHL	26554318	02/26/2024	26.59	Multiple	02/29/2024
9190 022624	PD LUNCH	01519552	02/26/2024	299.92	Multiple	02/29/2024
9190 022624	KEYBOARD AND MOUSE HR	01516018	02/26/2024	20.44	Multiple	02/29/2024
9190 022624	OFFICE SUPPLIES MAYOR	01513118	02/26/2024	32.88	Multiple	02/29/2024
Total U.S. BANK:				119,276.39		
<b>ULINE</b>						
<b>21200</b>						
173710055	CLEANER/DEGREASER, CLOTHS, SANITIZER FIRE	01523118	01/29/2024	434.06	458695	02/20/2024
Total ULINE:				434.06		
<b>UNEMPLOYMENT INSURANCE</b>						
<b>21482</b>						
000012990770	UNEMPLOYMENT INSURANCE	01518150	02/13/2024	1,366.00	458607	02/13/2024
Total UNEMPLOYMENT INSURANCE:				1,366.00		
<b>UNITED ELECTRIC INC</b>						
<b>21526</b>						
83958	AIRPORT: RPR REILS; HANGER & DOOR & RUNWAY LIGH	01545320	01/18/2024	5,748.47	458608	02/13/2024
84174	FIRE - REPAIR SWITCH	01517120	02/01/2024	150.00	458696	02/20/2024
84176	SOLIDS PUMP 1 WAGO RPLMNT - WW	02831042	02/01/2024	1,522.50	458608	02/13/2024
84189	TOWN SQUARE DE-ICER PROJECT, CONDUIT, AERATOR,	26554320	02/01/2024	2,723.03	458696	02/20/2024
84322	SOLIDS PUMP 1 SCADA HMI TRBLSHT - WW	02850020	02/14/2024	1,102.50	458745	02/27/2024
Total UNITED ELECTRIC INC:				11,246.50		
<b>UNITED INDUSTRIAL AUTOMATION</b>						
<b>21496</b>						
2230	RLD CENTRIFUGE PLC/RPL BATTERY(2) - WW	02850020	02/12/2024	352.74	458697	02/20/2024
2245	WELL 7 VFD INSTALL - WW	03999998	02/19/2024	11,450.00	458746	02/27/2024
Total UNITED INDUSTRIAL AUTOMATION:				11,802.74		
<b>UNIVERSAL RECYCLING TECHNOLOGIES LLC</b>						
<b>21538</b>						
ARINV211321	TELEVISION AND APPLIANCERECYCLING	17581741	02/16/2024	1,007.70	458747	02/27/2024
Total UNIVERSAL RECYCLING TECHNOLOGIES LLC:				1,007.70		
<b>US POSTAL SERVICE</b>						
<b>21521</b>						
JB02212024	REFILL POSTAGE MACHINE - WTR	03992118	02/21/2024	2,000.00	458748	02/27/2024
Total US POSTAL SERVICE:				2,000.00		
<b>US POSTAL SERVICE-WATERTOWN</b>						
<b>21522</b>						
SF020124	PERMIT #93 PRE-PMT - WTR	03903018	02/02/2024	2,500.00	458609	02/13/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total US POSTAL SERVICE-WATERTOWN:				2,500.00		
<b>USIC LOCATING SERVICES LLC</b>						
<b>553098</b>						
638932	DIGGERS HOTLINE TICKET LOCATING - STREET	01543118	01/31/2024	46.11	458610	02/13/2024
638932	DIGGERS HOTLINE TICKET LOCATING - STORM	16581632	01/31/2024	579.04	458610	02/13/2024
638932	DIGGERS HOTLINE TICKET LOCATING - WTR	03992318	01/31/2024	579.04	458610	02/13/2024
638932	DIGGERS HOTLINE TICKET LOCATING - WW	02850020	01/31/2024	579.03	458610	02/13/2024
Total USIC LOCATING SERVICES LLC:				1,783.22		
<b>VANDEWALLE &amp; ASSOCIATES</b>						
<b>22160</b>						
202401039	PLANNING SERVICES TIME AND MATERIALS SIDC	60510526	01/19/2024	3,512.50	458531	02/06/2024
Total VANDEWALLE & ASSOCIATES:				3,512.50		
<b>VERMEER-WISCONSIN INC</b>						
<b>22325</b>						
30106822	PARKS DOOR LATCH	01554142	02/05/2024	500.24	458698	02/20/2024
Total VERMEER-WISCONSIN INC:				500.24		
<b>VET PEST CONTROL LLC</b>						
<b>554266</b>						
0689	MONTHLY PEST CONTROL	01541218	01/26/2024	45.00	458532	02/06/2024
0689	MONTHLY PEST CONTROL	17581718	01/26/2024	45.00	458532	02/06/2024
0709	PARK PEST CONTROL	01554118	01/31/2024	65.00	458699	02/20/2024
0710	PARK PEST CONTROL	01554118	01/31/2024	80.00	458699	02/20/2024
Total VET PEST CONTROL LLC:				235.00		
<b>WATERTOWN AREA CHAMBER OF COMMERCE</b>						
<b>23160</b>						
130	CAREER FAIR BOOTH DEPOSIT HR	01516018	02/06/2024	50.00	458611	02/13/2024
Total WATERTOWN AREA CHAMBER OF COMMERCE:				50.00		
<b>WATERTOWN DESIGN</b>						
<b>553113</b>						
021924-WP	ANNUAL HOSTING OF WEBSITE	24581109	02/19/2024	95.00	458749	02/27/2024
021924-WP	ANNUAL HOSTING OF WEBSITE	24581110	02/19/2024	95.00	458749	02/27/2024
Total WATERTOWN DESIGN:				190.00		
<b>WATERTOWN FAMILY CONNECTIONS</b>						
<b>23195</b>						
2024 SUBSIDY	2024 SUBSIDY	01571158	01/04/2024	5,000.00	458612	02/13/2024
Total WATERTOWN FAMILY CONNECTIONS:				5,000.00		
<b>WATERTOWN REGIONAL MEDICAL CENTER LLC</b>						
<b>23400</b>						
013024 WANTZ	NEW HIRE DRUG SCREEN WANTZ FIRE	01523119	01/30/2024	40.00	458705	02/20/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total WATERTOWN REGIONAL MEDICAL CENTER LLC:				40.00		
<b>WATERTOWN TOURISM COMMISSION</b>						
<b>23461</b>						
ROOM TAX PAID - DEC 23	ROOM TAX PAID - DECEMBER 2023	22551205	02/05/2024	5,724.75	458613	02/13/2024
Total WATERTOWN TOURISM COMMISSION:				5,724.75		
<b>WATERTOWN UNIFIED SCHOOL DISTRICT</b>						
<b>23485</b>						
FEB2024TAXSETTLE - DO	FEB 2024 TAX SETTLE-DODGE	50217110	02/05/2024	1,062,149.77	458533	02/06/2024
FEB2024TAXSETTLE - JE	FEB 2024 TAX SETTLE-JEFFERSON	50217110	02/05/2024	2,129,764.64	458533	02/06/2024
Total WATERTOWN UNIFIED SCHOOL DISTRICT:				3,191,914.41		
<b>WATERTOWN WATER DEPT</b>						
<b>23487</b>						
013124 MAIN	WATER - CITY HALL	01517131	01/31/2024	617.73	458614	02/13/2024
013124 MAIN	WATER - MISC BLDGS	01517231	01/31/2024	530.13	458614	02/13/2024
013124 MAIN	WATER - HEALTH BLDG	01531231	01/31/2024	72.97	458614	02/13/2024
013124 MAIN	WATER - STREETS	01541231	01/31/2024	1,107.80	458614	02/13/2024
013124 MAIN	WATER - AIRPORT	01545331	01/31/2024	4,144.24	458614	02/13/2024
013124 MAIN	WATER - SOLID WASTE	17581731	01/31/2024	35.13	458614	02/13/2024
013124 MAIN	WATER - PARKS	01552231	01/31/2024	541.26	458614	02/13/2024
013124 MAIN	WATER - REC ADMIN	01552031	01/31/2024	158.28	458614	02/13/2024
013124 MAIN	WATER - PARK	01554131	01/31/2024	1,262.99	458614	02/13/2024
013124 MAIN	WATER - WASTEWATER	02820031	01/31/2024	26.88	458614	02/13/2024
013124 MAIN	WATER - WASTEWATER	02840000	01/31/2024	20,000.00	458614	02/13/2024
013124 MAIN	WATER - WATER	03993218	01/31/2024	748.11	458614	02/13/2024
021524 LIB	WATER	11581231	02/20/2024	325.02	458750	02/27/2024
030524	WATER - SOLID WASTE	17581731	01/16/2024	247.64	458750	02/27/2024
030524	WATER-OTHER MISC BLDGS	01517231	01/16/2024	14.51	458750	02/27/2024
030524	WATER - PARK	01554131	01/16/2024	2,684.53	458750	02/27/2024
030524	WATER - PARKS	01554131	01/16/2024	178.87	458750	02/27/2024
030524	WATER - WASTEWATER	02820031	01/16/2024	4,423.59	458750	02/27/2024
030524	WATER - WATER	03993218	01/16/2024	619.94	458750	02/27/2024
030524	WATER - WATER	26554331	01/16/2024	373.44	458750	02/27/2024
Total WATERTOWN WATER DEPT:				38,113.06		
<b>WE ENERGIES</b>						
<b>23530</b>						
2912443719	GAS - MUNI BLDG	01517128	02/08/2024	1,577.72	228241	02/28/2024
2912443719	GAS - HEALTH	01531228	02/08/2024	569.00	228241	02/28/2024
2912443719	GAS - STREET GARAGES	01541228	02/08/2024	2,238.66	228241	02/28/2024
2912443719	ELECTRIC - STREET	01544230	02/08/2024	77.95	228241	02/28/2024
2912443719	GAS - AIRPORT	01545328	02/08/2024	532.87	228241	02/28/2024
2912443719	GAS - SOLID WASTE	17581728	02/08/2024	1,165.13	228241	02/28/2024
2912443719	GAS - LIBRARY	11581228	02/08/2024	1,754.18	228241	02/28/2024
2912443719	GAS - AQ CENTER	01552228	02/08/2024	32.19	228241	02/28/2024
2912443719	GAS - REC ADMIN	01552028	02/08/2024	937.29	228241	02/28/2024
2912443719	GAS - PARK	01554128	02/08/2024	510.22	228241	02/28/2024
2912443719	GAS - WW	02820028	02/08/2024	5,989.13	228241	02/28/2024
2912443719	GAS - WW LIFT STATION	02820029	02/08/2024	11.64	228241	02/28/2024
4910859284	ELECTRIC - PARKS	01554130	02/07/2024	36.84	228242	02/28/2024
4910859284	ELECTRIC - FIRE	01523130	02/07/2024	14.98	228242	02/28/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
4912444800	ELECTRIC & GAS	03622330	02/08/2024	24,044.14	228243	02/28/2024
4914375162	ELECTRIC - MUNI BLDG	01517130	02/09/2024	6,811.42	228244	02/28/2024
4914375162	ELECTRIC - HEALTH	01531230	02/09/2024	427.98	228244	02/28/2024
4914375162	ELECTRIC - STREET GARAGES	01541230	02/09/2024	2,767.03	228244	02/28/2024
4914375162	ELECTRIC - TRAFFIC CONTROL	01542430	02/09/2024	1,439.40	228244	02/28/2024
4914375162	ELECTRIC - STREET LIGHTING	01544230	02/09/2024	43,764.05	228244	02/28/2024
4914375162	ELECTRIC - AIRPORT	01545330	02/09/2024	2,154.57	228244	02/28/2024
4914375162	BUILDING ELECTRIC - SOLID WASTE	17581730	02/09/2024	788.61	228244	02/28/2024
4914375162	ELECTRIC - LIBRARY	11581230	02/09/2024	2,650.05	228244	02/28/2024
4914375162	ELECTRIC - AQUATIC CENTER	01552230	02/09/2024	683.66	228244	02/28/2024
4914375162	ELECTRIC - REC ADMIN	01552030	02/09/2024	1,500.07	228244	02/28/2024
4914375162	ELECTRIC - PARK	01554130	02/09/2024	2,318.98	228244	02/28/2024
4914375162	WASHINGTON PARK LIGHTS - PARK	01554144	02/09/2024	60.15	228244	02/28/2024
4914375162	POWER FOR PUMPING/LIFT STATION - WW	02820029	02/09/2024	2,571.83	228244	02/28/2024
4914375162	ELECTRIC-PLANT-WW	02820030	02/09/2024	20,721.61	228244	02/28/2024
4914375162	FUEL FOR POWER - WATER	03622330	02/09/2024	5,630.14	228244	02/28/2024
4914375162	ELECTRICITY - FUTURE FUND (TS)	26554330	02/09/2024	479.60	228244	02/28/2024
Total WE ENERGIES:				134,261.09		
<b>WEPCO PRINTING INC</b>						
<b>23585</b>						
41758	MARKETING	11581218	01/22/2024	80.18	458545	02/08/2024
41882	WINDOW ENVELOPES	01521118	02/14/2024	279.69	458700	02/20/2024
Total WEPCO PRINTING INC:				359.87		
<b>WI DEPT OF FINANCIAL INSTITUTIONS</b>						
<b>23717</b>						
NOTARY - HANUS	NOTARY RENEWAL	01521117	02/08/2024	20.00	458615	02/13/2024
NOTARY RENEW-BUSSH	NOTARY RENEWAL	01521117	02/08/2024	20.00	458615	02/13/2024
NOTARY RENEW-CHRIST	NOTARY RENEWAL	01521117	02/08/2024	20.00	458615	02/13/2024
NOTARY RENEW-FENDT	NOTARY RENEWAL	01521117	02/08/2024	20.00	458615	02/13/2024
NOTARY RENEW-PAULO	NOTARY RENEWAL	01521117	02/08/2024	20.00	458615	02/13/2024
Total WI DEPT OF FINANCIAL INSTITUTIONS:				100.00		
<b>WI DEPT OF TRANSPORTATION</b>						
<b>23795</b>						
395-0000339672	PROJ ID 39530500108 MAIN ST DOWNTOWN	16581660	02/01/2024	784.56	458701	02/20/2024
395-0000339672	PROJ ID 39530500108 MAIN ST DOWNTOWN	05581169	02/01/2024	2,353.70	458701	02/20/2024
395-0000339793	PROJ ID 39539970078 N. FOURTH STREET	05581169	02/01/2024	1,081.39	458701	02/20/2024
395-0000339794 CM	CADY ST BRIDGE PROJ 39539970104	05581140	02/01/2024	3,118.18	458701	02/20/2024
395-0000339795	PROJ ID 39539970174 CADY STREET	05581140	02/01/2024	2,695.00	458701	02/20/2024
Total WI DEPT OF TRANSPORTATION:				3,796.47		
<b>WI MUNICIPAL JUDGES ASSOCIATION</b>						
<b>23668</b>						
928020	MUNICIPAL JUDGE DUES	01512122	01/26/2024	100.00	458534	02/06/2024
Total WI MUNICIPAL JUDGES ASSOCIATION:				100.00		
<b>WiLS</b>						
<b>27869</b>						
500210	OVERDRIVE ADVANTAGE	11581246	01/31/2024	4,732.00	458546	02/08/2024

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
Total WILS:				4,732.00		
<b>WISCONSIN AVIATION INC</b>						
<b>23646</b>						
RYV24-199934	EXT CORD, TRASH BAGS, CLEANING SUPPLIES	01545318	01/31/2024	132.24	458616	02/13/2024
RYV24-199934	LABOR/PARTS TO REPLACE/INSTALL ANTENNA	01545318	01/31/2024	318.75	458616	02/13/2024
RYV24-199934	PAYLOADER FUEL	01545328	01/31/2024	247.61	458616	02/13/2024
RYV24-199934	WAMA MEMBERSHIP	01545337	01/31/2024	150.00	458616	02/13/2024
RYV24-199934	AIRPORT ELECTRIC GATE, AWOS & PEDESTAL	01545330	01/31/2024	97.03	458616	02/13/2024
RYV24-200104	AIRPORT MANAGER FEES - FEBRUARY 2024	01545310	01/31/2024	4,672.00	458616	02/13/2024
RYV24-200277	HELP UNITED RPRS, CHANGE BULBS/FILTERS	01545318	01/31/2024	546.00	458616	02/13/2024
RYV24-200277	AIRPORT NAV AIDS LIGHT, REPAIR RUNWAY LIGHTS	01545338	01/31/2024	420.00	458616	02/13/2024
RYV24-200277	AIRPORT SNOW REMOVAL	01545339	01/31/2024	1,470.00	458616	02/13/2024
Total WISCONSIN AVIATION INC:				8,053.63		
<b>WISCONSIN LOTTERY</b>						
<b>23659</b>						
2524	PULL TABS SR CTR FUNDRAISING	24581107	02/05/2024	111.00	458702	02/20/2024
Total WISCONSIN LOTTERY:				111.00		
<b>WISCONSIN MUNICIPAL COURT CLERKS ASSOC</b>						
<b>553023</b>						
928020	COURT CLERK ASSOCIATION	01512122	02/06/2024	45.00	458703	02/20/2024
Total WISCONSIN MUNICIPAL COURT CLERKS ASSOC:				45.00		
<b>WOLF PAVING COMPANY INC</b>						
<b>23910</b>						
46059	14.38 TONS OF COLD MIX	01543118	02/02/2024	2,157.00	458704	02/20/2024
46066	14.36 TONS COLD PATCH	01543118	02/19/2024	2,154.00	458751	02/27/2024
Total WOLF PAVING COMPANY INC:				4,311.00		
<b>XYLEM WATER SOLUTIONS USA INC</b>						
<b>24125</b>						
3556D09734	NEW PUMP-FOX CREEK LS - WW	02980000	01/31/2024	11,762.85	458617	02/13/2024
Total XYLEM WATER SOLUTIONS USA INC:				11,762.85		
<b>Y'S WAY FLOORING</b>						
<b>25002</b>						
CG405389	FLOORING PARTS	01517120	01/23/2024	94.31	458618	Multiple
CG405389	FLOORING PARTS	01517120	01/23/2024	94.31-		
Total Y'S WAY FLOORING:				.00		
<b>ZARNOTH BRUSH WORKS INC</b>						
<b>26150</b>						
0196933-IN	SWEEPER BRUSHES VEH 133	16581622	02/08/2024	2,093.50	458752	02/27/2024
Total ZARNOTH BRUSH WORKS INC:				2,093.50		
<b>ZBM INC</b>						

Invoice Number	Description	GL Account	Invoice Date	Invoice Amount	Check Number	Check Issue Date
<b>26005</b>						
29587	PAPER PRODUCTS & CLEANING SUPPLIES - AIRPORT	01545318	01/31/2024	248.23	458619	02/13/2024
Total ZBM INC:				248.23		
<b>ZUERN BUILDING PRODUCTS INC</b>						
<b>26900</b>						
530806	BENCH BOARDS	01554120	01/29/2024	61.90	458706	02/20/2024
531048	SENIOR CENTER SHELVES	01552018	01/30/2024	30.15	458706	02/20/2024
531097	TREATED LUMBER SIGNS	01544118	01/30/2024	786.00	458535	02/06/2024
Total ZUERN BUILDING PRODUCTS INC:				878.05		
Grand Totals:				6,894,073.78		

# PAYROLL SUMMARIES

For the Period of: 2/21/2024 3/5/2024

Section 10, Item A.

Department	Employees FT PT		Regular Hours	Overtime Hours	Overtime Costs this Pay Period	Y-T-D Overtime Costs	Overtime Budget	Total Payroll
Police	51	2	4,070.50	215.25	10,202.67	40,902.68	114,000.00	150,808.06
Fire	28	2	3,117.50	102.00	3,786.47	21,105.57	150,000.00	81,379.66
Municipal Court	1	1	100.00	-	-	-	-	3,707.63
Mayor	1	-	80.00	-	-	-	-	3,425.85
Bldg. Inspection	3	3	277.00	-	-	-	1,000.00	9,399.32
Attorney	2	1	220.00	-	-	-	-	8,267.35
Finance	6	-	480.00	-	-	392.92	1,500.00	15,542.74
Watertown TV	2	1	174.50	-	-	-	-	4,495.65
Administration	3	2	316.00	-	-	-	-	10,238.72
Engineering	4	1	398.00	-	-	-	-	9,835.62
Health	8	2	795.00	-	-	-	10,500.00	26,946.19
Library	8	16	1,116.50	-	-	8.72	-	25,471.04
Municipal Building	1	-	80.00	6.25	217.88	461.91	1,000.00	2,077.08
Solid Waste	7	-	560.00	-	-	423.16	3,000.00	13,522.41
Street	23	1	1,841.02	15.00	-	9,291.13	39,200.00	59,601.73
Park	8	-	640.00	6.25	264.20	1,300.96	18,000.00	17,358.94
Forestry	1	-	80.00	0.75	-	-	-	3,061.94
Park/Rec Admin	6	1	506.00	-	-	-	400.00	14,929.63
Recreation and Pools	-	27	213.00	-	-	-	500.00	3,238.49
Wastewater	11	-	880.00	6.00	298.22	3,293.93	18,000.00	28,010.74
Water Dept.	11	-	880.00	18.00	754.90	2,276.45	23,500.00	28,395.71
Crossing Guards	-	10	140.00	-	-	-	-	1,575.00
Police Auxiliary	-	3	13.75	-	-	-	-	200.38
Alderspersons (2nd PR)	-	-	-	-	-	-	-	-
<b>TOTALS</b>	<b>185 FT</b>	<b>73 PT</b>	<b>16,978.77</b>	<b>369.50</b>	<b>15,524.34</b>	<b>79,457.43</b>	<b>380,600.00</b>	<b>521,489.88</b>

CITY OF WATERTOWN

Cash & Investment Summary  
2/29/2024

Available Cash on Hand		
2/1/2024	\$	2,970,143.61
February Receipts		<u>4,791,427.94</u>
Total Cash	\$	7,761,571.55
Disbursements		
Total Disbursements		<u>(6,941,634.65)</u>
TOTAL AVAILABLE CASH	\$	819,936.90

Cash on Hand (in bank)	02/29/2024	\$	937,047.56
Less Outstanding Checks			<u>(117,110.66)</u>
TOTAL AVAILABLE CASH		\$	819,936.90

<b>Total Invested Funds:</b>			
Local Government Investment Pool		\$	38,950,023.62
Ehlers Investment Partners			<u>11,853,368.02</u>
TOTAL INVESTED FUNDS		\$	50,803,391.64

<b>Breakdown:</b>			
General		\$	16,402,560.81
Capital Projects			3,325,304.97
Library			54,431.12
TID #4			4,501,887.26
TID #5			1,499,229.13
ARPA			839,116.74
Developer Park Fees			154,941.46
Riverfest			0.02
Envrionmental Health			556,325.89
Wastewater Utility			11,556,528.30
Water Utility			7,616,808.02
Storm Water Utility			3,417,662.47
Solid Waste			<u>878,595.45</u>
TOTAL INVESTED FUNDS		\$	50,803,391.64

<b>Interest YTD (net of fees)</b>			
Local Government Investment Pool		\$	362,784.99
Ehler's (does not include market depreciation/appreciation)			<u>74,003.77</u>
TOTAL INTEREST YTD (all funds)		\$	436,788.76





Office of the  
Clerk

106 Jones Street  
PO Box 477  
Watertown, WI 53094-0477  
(920) 262-4006

March 15, 2024

TO: Members of the Common Council

**The following applications have been recommended for approval by the Licensing Board:**

Application for Temporary Class "B" license from Fiesta Cultural Org at Bentzin Family Town Square for the Dueling Pianos event on Saturday June 29, 2024, from 5pm - 9pm

**The following applications have been recommended for Denial by the Licensing Board:**

Application for operator's license from Jessica L Raatz due to Cat. I of the licensing guidelines.

Respectfully Submitted,

Megan Dunneisen, City Clerk

# Application for Temporary Class "B" / "Class B" Retailer's License

Section 11, Item B.

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$10.00

Application Date: 3/8/2024

☐ Town ☐ Village ☒ City of Watertown

County of Jefferson

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 5:00 PM and ending 9:00 PM and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

## 1. Organization (check appropriate box) →

☒ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Samuel J. Galaviz Fiesta Cultural Org.

(b) Address N 1028 CTH M Watertown, WI 53098

(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 6/29/24 3/12/2012

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☐

(f) Names and addresses of all officers:

President Samuel J. Galaviz N 1028 CTH M Watertown

Vice President Colleen Galaviz

Secretary Sandra Olaguez 301 Dakota St. Watertown, WI 53098

Treasurer Colleen Galaviz N 1028 CTH M Watertown, WI 53098

(g) Name and address of manager or person in charge of affair:

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Bentzin Family Town Square

(b) Lot Block

(c) Do premises occupy all or part of building? Yes (Restrooms)

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

## 3. Name of Event

(a) List name of the event Fiesta at the Park Concert

(b) Dates of event 6/29/24 and 7/1/24 Same Location

## DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer Samuel J. Galaviz

(Signature / Date)

Fiesta Cultural. com

(Name of Organization)

Date Filed with Clerk 3/8/24

Date Reported to Council or Board 3/13/24

Date Granted by Council

License No.

# Outdoor Open Container Entertainment Event

## Permit Application

The following items **MUST** accompany this application:

- Event map including fencing plans and street closures
- Specific plan indicating where patrons will be permitted to carry alcoholic beverages
- Detailed description of all public entertainment associated with the event
- Detailed security plan for the event
- Proof of insurance must be provided no later than 10 days prior to the event

### Section 1 – Applicant Information

Corporation/ Organization Name:

*Fiesta @ the Park*

Responsible Party:

*Samuel J. Galaviz*

Driver's License # (list State if not WI):

*G412 7904 9183 09 5/23/49*

Date of Birth:

Address:

*N 1028 CTH M*

City:

*Watertown*

State:

*WI*

Zip Code:

*53098*

Telephone Number:

*(920) 285-1949*

E-mail Address:

*galavizsp@gmail.com*

### Section 2 – Event Information

Name of Event:

*Fiesta @ the Park (Fiesta Cultural. com)*

Purpose of Event:

*We celebrate Cultures & our vision is to unite cultures*

Locations/Address of Event (must include event map including fencing plans, barricades, street closures, etc.):

Event Dates (limit 4 consecutive days):

*8/31/2024*

Event Hours (must be between 6 a.m. & 11 p.m.):

*10:00AM - 8:00PM*

Maximum Daily Attendance:

*500*

Have you applied for a temporary Class "B" malt or temporary "Class B" wine license for the event? ☒ Yes ☐ No

If no, contact Clerk's Office to obtain proper licenses/permits. No hard liquor may be sold/served/given away at events.

Have you applied for a special event permit for the event? ☒ Yes ☐ No

If no, contact Clerk's Office to obtain proper licenses/permits.

Permit # (office use only)

Date Application Received:

Approved ☐

Denied ☐

**ORDINANCE TO  
AMEND CHAPTER 428 PUBLIC EVENTS, ARTICLE II SPECIAL  
EVENTS LICENSE, SECTIONS 428-8C.(1), 428-8C. (1)(e)[1], 428-8D. AND  
428-8E., OUTDOOR OPEN CONTAINER ENTERTAINMENT EVENT  
PERMIT OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALD. DANA DAVIS  
FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 428-8C.(1) is hereby amended to read and include as follows:

- C. Application.
- (1) Application for the outdoor open container entertainment event shall comply with the requirements of § 428-7F, and in addition the application shall contain and disclose:

SECTION 2. Section 428-8C.(1)(e)[1] is hereby amended to read and include as follows:

- (e) Public entertainment. A detailed description of all public entertainment associated with the event.
- [1] Shall comply with Chapter 398, Article 1, Park Regulations, § 398-7C.

SECTION 3. Section 428-8D. is hereby amended to read and include as follows:

- D. Certificate of Insurance. See § 428-7H of this chapter.

SECTION 4. Section 428-8E. is hereby amended to read and include as follows:

- E. Indemnity. See § 428-7G of this chapter.

SECTION 5. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 6. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	March 19,2024		April 1,2024	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
BOARD				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED April 1, 2024

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CITY CLERK

APPROVED April 1, 2024

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MAYOR

**ORDINANCE TO  
AMEND CHAPTER 228, ARTICLE I, SECTION 228-1 & 228-2  
OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE**

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

**SECTION 1.**

Section 228-1 "License required" is hereby amended to read as follows:

§ 228-1(A). Every owner of a dog more than five months of age on January 1 of any year or five months of age within the license year shall annually, or within 30 days from the date of such dog becoming five months of age, pay a dog license tax as set by the Common Council and provided under the separate fee schedule for each neutered male dog and spayed female dog and for each male dog and female dog that has not been neutered or spayed., ~~or 1/2 of those amounts if the dog becomes five months of age after July of the license year. A kennel license shall be available at an annual cost as set by the common Council and provided under separate fee schedule.~~

Section 228-2 "Delinquent payments" is hereby amended to read as follows:

§ 228-2. The City Clerk shall assess and collect an additional charge as set by the Common Council and provided under separate fee schedule from every owner of a dog more than five months of age, where such owner fails to obtain a license prior to April 1, ~~or within 30 days of requiring ownership of a licensable dog, or where such owner fails to obtain a license within 30 days after the dog has reached licensable age.,~~ **or where such owner fails to obtain a license within 30 days after city residency has been established.**

**SECTION 2.** All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

**SECTION 3.** This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	March 19, 2024		April 1, 2024	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
BOARD				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED: April 1, 2024

APPROVED: April 1, 2024

CITY CLERK

MAYOR

RESOLUTION TO  
AMEND 2024 FUND 05 BUDGET

SPONSOR: MAYOR EMILY MCFARLAND  
FROM: FINANCE COMMITTEE

WHEREAS, replacement vehicles for the shared-ride program have not been available since 2020, and

WHEREAS, two ADA-Chrysler Voyager vans have become available, and

WHEREAS, the federal grants (80% share) for 2022 and 2023 have remained available and have been adjusted upward due to increased costs, and

WHEREAS, the Finance Committee has reviewed and recommends a budget adjustment to accept the grant total of \$97,363 and expend \$144,524 for the two vans.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE  
CITY OF WATERTOWN, WISCONSIN:

That the 2024 Fund 05 budget be amended as follows:

Account #	Name	Curr Bdgt	+ / -	Modified
05-49-00-10	Cab Capital Grant Inc	57,810	97,363	155,173
05-57-11-70	Cab Capital Grant Exp	72,262	144,524	216,786

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 19, 2024

CITY CLERK

APPROVED March 19, 2024

MAYOR



RESOLUTION TO  
AMEND 2024 FUND 24 BUDGET

SPONSOR: MAYOR EMILY MCFARLAND  
FROM: FINANCE COMMITTEE

WHEREAS, ARPA funds are to be fully obligated by the end of 2024, and

WHEREAS, department heads have presented requests to Finance Committee, and

WHEREAS, the Finance Committee has reviewed and recommends a budget adjustment to Fund 24 (Non-recurring Grants & Revenue).

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:

That the 2024 Fund 24 budget be amended as follows:

Account #	Name	Curr Bdgt	+ / -	Modified
24-51-71-20	Municipal Building Rpr/Mnt	10,500	10,000	20,500
24-51-84-60	Media Productions Cap Outlay	-	10,975	10,975
24-51-86-44	Software Support/Subscriptn	-	6,300	6,300
24-52-11-60	Police Dept Capital Outlay	-	15,000	15,000
24-52-13-60	Dispatch Capital Outlay	16,000	4,529	20,529
24-52-31-60	Fire Dept Capital Outlay	-	1,500	1,500
24-54-09-13	Planning Services	27,000	6,000	33,000
24-54-42-40	Street Lights	-	2,150	2,150
24-55-41-60	Parks Capital Outlay	-	33,500	33,500

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 19, 2024

CITY CLERK

APPROVED March 19, 2024

MAYOR

**RESOLUTION TO  
ENTER INTO LEASE WITH PASSENGER TRANSIT, INC. FOR  
SHARED-RIDE TAXI SERVICE VEHICLES**

**SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE**

**WHEREAS**, the City of Watertown operates a shared-ride taxi service; and,

**WHEREAS**, the City of Watertown purchases vehicles needed to operate the shared-ride taxi service; and,

**WHEREAS**, an annual lease is necessary to allow the use of such vehicles by the company contracted to provide shared-ride taxi service in the City of Watertown.

**WHEREAS**, the city has been able to procure two additional vehicles to provide shared-ride taxi service in the City of Watertown that need to be added to the annual lease agreement.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY  
OF WATERTOWN, WISCONSIN:**

That the proper City officials be and are hereby authorized to execute the attached lease agreement, Exhibit A, with Passenger Transit, Inc. with the additions of two recently procured transit vehicles for the period of April 1, 2024 through December 31, 2024 for the lease of vehicles for the purpose of operating a shared-ride taxi service.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 19, 2024

\_\_\_\_\_  
CITY CLERK

APPROVED March 19, 2024

\_\_\_\_\_  
MAYOR

# PUBLIC TRANSIT LEASE AGREEMENT

Between  
City of Watertown  
and  
Passenger Transit, Inc.

This Agreement specifies terms under which City of Watertown hereinafter referred to as Lessor, leases one or more vehicles to Passenger Transit, Inc., hereinafter referred to as Lessee. This lease is effected by virtue of Lessor's public transit service operating contract with Lessee.

"Department" herein means the Wisconsin Department of Transportation. "Leased vehicle" herein means a vehicle covered by this lease.

## SECTION 1. TERM

Lessor hereby leases the following vehicle(s) to Lessee starting on April 1, 2024, and ending December 31, 2024, or on the end date of the Lessor's current public transit service contract with the Lessee, whichever comes first. This list is subject to changes as vehicles are purchased or sold.

## SECTION 2. VEHICLE INFORMATION

Address where vehicles are stored: 309 William Street, Watertown WI 53094

<u>Year</u>	<u>Make</u>	<u>Model</u>	<u>Vin</u>	<u>Fleet #</u>
2005	Ford	Van	1FTSS34L05HB11911	82
2010	Supreme	Bus	1FDDE3FL8ADA79123	86
2010	Starcraft	Bus-ADA	1FDEE3FL9ADA38147	83
2012	Dodge	Minivan	2C4RDGBG8CR292263	52
2015	Starcraft	Bus	1FDDE4FS8FDA03270	85
2015	Dodge	Minivan	2C4RDGB7FR731635	53
2015	Dodge	Minivan	2C4RDGB9FR731636	54
2017	Starcraft	Bus	1FDDE4FS7HDC07528	87
2017	Dodge	Minivan	2C4RDGBG9HR831156	55
2017	Dodge	Minivan ADA	2C7WDGBG5HR838658	56
2018	Dodge	Minivan ADA	2C7WDGBG3JR210085	57
2019	Dodge	Minivan	2C4RDGBGXKR779575	59
2020	Dodge	Minivan	2C4RDGBG5LR189978	60
2020	Dodge	Minivan ADA	2C4RDBGBXLR231464	61
		Mini Van ADA		
2023	Dodge	(voyager)	2C4RC1CG7PR617120	
		Mini Van ADA		
2023	Dodge	(voyager)	2C4RC1CG6PR617108	

## SECTION 3. EXECUTION OF LEASE

IN WITNESS WHEREOF this Agreement shall become effective upon its complete execution by Lessor and Lessee.

**SECTION 4. CONDITIONS**

This Agreement is one of leasing only, and the Lessee shall not acquire any right, title or interest to vehicle(s) leased other than that of Lessee. The Lessee acknowledges that the Lessor owns (subject to any Department liens) the vehicle(s) subject to this Agreement. Nothing herein shall affect Lessor's absolute ownership of any title or interest to said vehicle(s).

The Lessee shall lease and operate the vehicle(s) in accordance with the service characteristics described in the Lessor's operating assistance grant agreement with the Department.

Department approval is required for incidental use of the leased vehicle(s), and any such use must be compatible with the original purposes of the grant. The incidental use must not in any way interfere with the Lessor's continuing control over the use of the vehicle(s) or the Lessee's continued ability to carry out the service described in its shared ride taxi operating contract with Lessor.

The Lessee will comply with the terms, conditions and obligations included in the grant agreement executed between the Lessor and the Department so as not to impair the Lessor's relationship with the Department, nor cause Lessor to be in default of any agreement with the Department. Any breach of this Agreement shall be considered a default by the Lessee.

The Lessee agrees that it will not use or permit the use of the leased vehicle(s) in any negligent or improper manner, or in violation of any statute, law or ordinance, or so as to void any insurance or warranty covering the vehicle(s), or permit any vehicle(s) to become subject to any lien, charge or encumbrance which may affect the Lessor's title to the vehicle(s).

The Lessee shall not mortgage, pledge, sell, or otherwise encumber or dispose of the vehicle(s) provided under the terms and conditions of this Agreement.

Both parties agree to abide by the relevant rules and regulations provided by the Federal Transit Administration (FTA), specifically the most current FTA Master Agreement. The most recent version of the FTA Master Agreement is found at the FTA's website (<http://fta.dot.gov>).

Lessee agrees to review and comply with the annual FTA Certification and Assurances signed by the Lessor, the most recent version of which can be found at FTA's website (<http://fta.dot.gov>).

Both parties agree to abide by the relevant rules and regulations provided by the Department, (including those of the Division of Motor Vehicles), and regulating authorities in any State or County in which the vehicle(s) are operated under the terms and conditions of this Agreement.

**SECTION 5. REPRESENTATION AND WARRANTIES**

In consideration of the Lessor entering into this Agreement, the Lessee represents and warrants:

- A. The Lessee is in good standing under the laws of the State of Wisconsin and has the power and authority to carry on its business as now conducted; to own, lease and operate its property and assets; and to execute this Agreement and any other agreements and instruments referred to in this Agreement.
- B. The Lessee has and will continue to have during the term of this Agreement, all necessary licenses, certifications, or other documents required by any federal, state or local governmental agency,

which authorize or empower the services to be performed by the Lessee.

**SECTION 6. REGISTRATION**

The leased vehicle(s) shall bear the proper license plate(s) in accordance with the governing grant. The title to such vehicle(s) is to be registered in the name of the Lessor, subject to the lien rights of the Department. All annual registration, license fees, and safety inspection costs shall be paid by the Lessee.

The Lessor will maintain ownership of the vehicle(s) obtained through the grant program. The Lessor shall have full authority to exercise its responsibilities as owner of the vehicle(s) provided under the terms and conditions of this lease.

**SECTION 7. INSURANCE**

Insurance levels, categories and premium payments for all leased vehicles shall be the responsibility of the Lessee.

Insurance shall include such coverage as required by the grant agreement between the Lessor and the Department, and shall meet the requirements of applicable local, state and federal laws. The Lessor must be named as the payee for all payments relating to vehicle damage or loss.

The insurance shall be primary, and not excessive or contributory, with respect to any accident involving such vehicle(s), and shall at minimum afford the following coverage:

- A. Bodily injury liability, each person: \$1,000,000
- B. Bodily injury liability, each accident: \$1,000,000 + \$1,000,000 umbrella
- C. Property damage liability, each accident: \$250,000
- D. General liability, bodily injury and property damage:\$1,000,000 + \$1,000,000 umbrella

The Lessee shall bear all risks of damage or loss of the leased vehicle(s), or any portion of damage or loss not covered by insurance. All replacements, repairs, or substitutions of leased vehicle parts or equipment shall be at the cost and expense of the Lessee and shall be accessions to the vehicle(s).

**SECTION 8. VEHICLE MAINTENANCE**

The Lessee shall, at all times and at Lessee’s expense, maintain the leased vehicle(s) in working order and at a high level of cleanliness, safety, and mechanical soundness. The Lessee shall take all reasonable efforts to insure against theft and vandalism. The Lessee agrees to return each leased vehicle in the condition in which it was received, except for reasonable wear and tear.

The Lessee agrees to adhere to all provisions of the Lessor’s vehicle maintenance plan on file with the Department, and to any changes or addendums made to the plan.

The Lessee shall be responsible for scheduling, completing and documenting all preventative maintenance. All such maintenance shall be consistent with manufacturer specifications, the Lessor’s vehicle maintenance plan, and Department guidelines. The Lessee shall be responsible for ensuring the completion of, and payment for, all necessary repairs.

## **SECTION 9. VEHICLE OPERATION**

The Lessee shall ensure that only properly trained and licensed drivers operate the leased vehicle(s). The Lessee shall provide the Lessor with the names of all individuals whom it authorizes to operate the vehicle(s), and shall provide the name of each before said individual may operate the vehicle(s).

The leased vehicle(s) shall not be used in violation of any federal, state or municipal statutes, laws, ordinances, rules or regulations. The Lessee shall not use any leased vehicle, nor allow any such vehicle to be used, for any unlawful purpose or for the transportation of any property or material deemed hazardous. Respirators, concentrators, or portable oxygen used by individuals are not considered hazardous materials.

The Lessee shall operate the leased vehicle(s) only on designated roads, and shall not subject the vehicle(s) to use under such road conditions as may result in damage to the vehicle(s).

## **SECTION 10. CIVIL RIGHTS**

The Lessee shall comply with all federal statutes relating to nondiscrimination that apply, including, but not limited to:

- A. The prohibitions against discrimination on the basis of race, color, or national origin, as provided in Title VI of the Civil Rights Act, 42 U.S.C. 2000d;
- B. The prohibitions against discrimination on the basis of sex, as provided in: (a) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 – 1683, and 1685 – 1687, and (b) U.S. DOT regulations, “Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance,” 49 CFR part 25;
- C. The prohibitions against discrimination on the basis of age in federally funded programs, as provided in the Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 – 6107;
- D. The prohibitions against discrimination on the basis of disability in federally funded programs, as provided in section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794; and
- E. The prohibitions against discrimination on the basis of disability, as provided in the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*

The Lessee agrees to comply with all terms of the Lessor’s approved Title VI Plan and of any changes or addenda thereupon. The Lessee is responsible for proper posting of a valid Title VI public notice in each leased vehicle at all times.

## **SECTION 11. ADDITIONAL FEES**

The Lessee shall pay any and all storage charges, parking fees, and fines which are levied against Lessee as a result of the improper acts of Lessee or its employees.

The Lessee shall pay any fees (including vehicle registration and inspection fees) and/or taxes which may be imposed with respect to the leased vehicle(s) by any duly constituted governmental authority as the result of Lessee’s use or intended use of the vehicle(s).

## **SECTION 12. AUDITS, INSPECTIONS, AND REPORTING**

The Lessee shall be responsible for providing any and all data pertaining to services provided using the leased vehicle(s) as requested upon reasonable notice by the Lessor. The data required may include, but is not limited to, vehicle maintenance records, trip logs, and ridership data.

The Lessee agrees to complete all reports and documents required by the Lessor and/or the Department in a timely fashion. Such reports will be sent to the Lessee on or before specified deadlines.

The Lessor, Department or FTA, or any designee thereof, may at any time audit and/or inspect the leased vehicle(s) and attendant records for compliance with the provisions of this Agreement. The Lessee agrees to comply with all requests to make equipment available as requested by the aforementioned parties for completion of audits.

The Lessee agrees to preserve all reports, insurance policies, trip sheets, and other data pertaining to compliance with any and all terms of the Agreement for a period of six (6) years after the termination of the Agreement, or one year after the DOT program year audit is completed, whichever is longer.

The Lessee is responsible to arrange for and obtain inspections of motor buses and human service vehicles leased under this Agreement as required by federal and state law. In all such cases, Lessee shall send a copy of the inspection report to the Lessor.

## **SECTION 13. LIABILITY**

The Lessee agrees to hold harmless the Lessor and the State of Wisconsin from any and all claims, losses, causes of action, and expense, for whatever reason, including legal expenses and reasonable attorney fees, arising from the use, maintenance, and operations of the vehicle(s) leased under this Agreement.

## **SECTION 14. LEASE MANAGEMENT**

The overall supervision and monitoring of compliance with lease specifications shall be the responsibility of the Lessee. The Lessee will address and resolve concerns or questions regarding this Agreement or operation of the leased vehicles with the Lessor.

This Agreement or any part thereof may be renegotiated in circumstances where changes are required by federal law or regulations, state law or regulations, court orders or actions, or when the parties agree that a new lease would better meet their needs than existing terms and conditions of this lease.

Any revisions to this lease must be agreed to by both parties, as evidenced by an addendum signed by the authorized representative of each party and approved by the Department.

## **SECTION 15. TERMINATION**

If so directed by the Department or other state agency, the Lessee must return the leased vehicle(s) within five (5) days of notice to the Lessor, and at such time, lease provisions are terminated. Otherwise, the Lessor may terminate this Agreement by giving thirty (30) days written notice, at which time the Agreement is terminated.

Immediately upon termination, the Lessee agrees to turn over all maintenance records and histories

to the Lessor at no additional cost to the Lessor.

Failure to comply with any provisions of this Agreement by any party shall be considered due cause for termination of the lease.

**SECTION 16. SUBLEASE RESTRICTIONS**

Subleasing or renting the leased vehicle(s) is prohibited.

**For City of Watertown**

**For Passenger Transit, Inc.**



\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Signature*

**Emily McFarland**  
**Mayor**  
**Date:**

**Richard Running**  
**President**  
**Date:** 3/13/24



RESOLUTION TO  
AUTHORIZE SUBMITTAL OF 2023 ANNUAL STORMWATER REPORT

SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION

WHEREAS, the City of Watertown is required to submit an annual stormwater report to the Wisconsin Department of Natural Resources (WDNR); and,

WHEREAS, the City of Watertown Engineering Division has completed said report and included all necessary information to be submitted with said report; and,

WHEREAS, the City of Watertown Public Works Commission has reviewed said report and recommends submittal to the WDNR.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE  
CITY OF WATERTOWN, WISCONSIN:

That the proper City officials are hereby authorized to submit the attached Annual Stormwater Report under Municipal Separate Storm Sewer System (MS4) General Permit Number WI-S050075-3 to the WDNR.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 19, 2024

CITY CLERK

APPROVED March 19, 2024

MAYOR

## MEMO

TO: Chairperson Wetzel and Commission Members

FROM: Andrew Beyer, P.E.

DATE: March 7, 2024

RE: Public Works Commission Meeting of March 12, 2024

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Review and take possible action: Approve 2023 Municipal Separate Storm Sewer System (MS4) Permit Annual Report Submittal to Wisconsin Department of Natural Resources

### Background

The City's Municipal Separate Storm Sewer System (MS4) Permit Annual Report for 2023 has been completed. The report includes information on the City's stormwater program, including:

- Stormwater Education & Outreach
- Illicit Discharge Detection and Elimination Program Outfall Screenings and Water Quality Sampling
- Construction Site Erosion Control Inspections and Permit Application Reviews
- Post-construction Stormwater Management Best Management Practice Plan Reviews & Maintenance
- Municipal Operations including Winter Snow & Ice Control, Leaf Collection, Street Sweeping, Sustainable Infrastructure, Internal City Stormwater Training and more
- Update on Total Maximum Daily Load (TMDL) Implementation, including Leaf Collection-Phosphorus Assessment, Progress on Water Quality Trading Program, new City Best Management Practices (BMPs) installed in 2023, and planning efforts to continue working toward TMDL pollutant reduction compliance

Historically, the MS4 Permit Annual Report has been approved by Council via resolution. A draft resolution is attached for review.

### Enclosed:

- 2023 MS4 Permit Annual Report Form
- 2023 MS4 Permit Annual Report Attachments:
  - Rock River Stormwater Group (RRSG) Protect Wisconsin Waterways (PWW) 2023 Report
  - 2023 Watertown Stormwater Social Media Outreach

- City of Watertown Updated SW BMP Inspection Report Forms
- City of Watertown Updated SW BMP LTMA Template
- TMDL Implementation Report A.6.2 2023
- Water Quality Trading Program Protocol and Approval Methods Resolution
- Ordinance 288 Erosion and Sediment Control
- Ordinance 356 Landscaping
- Ordinance 453 Art II & III – IDDE
- Ordinance 500 Vehicles and Traffic (excerpt re: leaf collection program)
- Draft Resolution

# Submittal of Annual Reports and Other Compliance Documents for Municipalities with a Separate Storm Sewer System (MS4) Permits

Section 13, Item D.

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

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Form 3400-224(R8/2021)

## Reporting Information :

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

**Project Name:** 2023 Annual Report

**County:** Jefferson

**Municipality:** Watertown City

**Permit Number:** S050075

**Facility Number:** 31435

**Reporting Year:** 2023

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☒ Yes ☐ No

Please submit grant funded deliverables separately from the annual report.

Please include grant number below. It is available on all grant documents or by contacting your regional NPS coordinator: <https://dnr.wisconsin.gov/topic/Nonpoint/NPScontacts.html>

**Grant Number:**

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary
  - Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary

- Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment
  - TMDL Attachment
  - Storm Water Consortium/Group Report
  - Municipal Cooperation Attachment
  - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
    - Public Education and Outreach Program
    - Public Involvement and Participation Program
    - Illicit Discharge Detection and Elimination Program
    - Construction Site Pollutant Control Program
    - Post-Construction Storm Water Management Program
    - Pollution Prevention Program
      - Municipal Storm Water Management Facility (BMP) Inventory
      - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
  - Total Maximum Daily Load documents *(\*If applicable, see permit for due dates.)*
    - TMDL Mapping\*
    - TMDL Modeling\*
    - TMDL Implementation Plan\*
    - Fecal Coliform Screening Parameter \*
    - Fecal Coliform Inventory and Map *(S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022)*
    - Fecal Coliform Source Elimination Plan *(S050075-03 general permittees Appendix B - document due to the department by October 31, 2023)*
- Sign and Submit form

**Municipal Contact Information- Complete**

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information**

**Name of Municipality** Watertown City

**Facility ID # or (FIN):** 31435

**Updated Information:** ☐ Check to update mailing address information

**Mailing Address:** 106 Jones Street

**Mailing Address 2:**

**City:** Watertown City

**State:** WI

**Zip Code:** 53094 xxxxx or xxxxx-xxxx

**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☒ Select to **create new** primary contact

**First Name:** Andrew

**Last Name:** Beyer

☒ Select to **update** current contact information

**Title:** DPW/City Engineer

**Mailing Address:** 106 Jones St

**Mailing Address 2:**

**City:** Watertown

**State:** WI

**Zip Code:** 53094 xxxxx or xxxxx-xxxx

**Phone Number:** 920-262-4050 Ext: xxx-xxx-xxxx

**Email:** abeyer@watertownwi.gov

**Additional Contacts Information (Optional)**

☒ I&E Program

Individual with responsibility for:  
(Check all that apply)

- ☒ IDDE Program
- ☒ IDDE Response Procedure Manual
- ☒ Municipal-wide Water Quality Plan
- ☒ Ordinances
- ☒ Pollution Prevention Program
- ☒ Post-Construction Program
- ☒ Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:  xxxxx or xxxxx-xxxx

Phone Number:  Ext:  xxx-xxx-xxxx

Email:

Individual with responsibility for:  
(Check all that apply)

- ☐ I&E Program
- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☒ Pollution Prevention Program
- ☐ Post-Construction Program
- ☒ Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:  xxxxx or xxxxx-xxxx

Phone Number:  Ext:  xxx-xxx-xxxx

Email:

- ☐ I&E Program

**Individual with responsibility for:  
(Check all that apply)**

- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☒ Pollution Prevention Program
- ☐ Post-Construction Program
- ☒ Winter roadway maintenance

**First Name:** Matt

**Last Name:** Willmann

**Title:** Asst Operations Mngr

**Mailing Address:** 811 S. First St

**Mailing Address 2:**

**City:** Watertown

**State:** WI

**Zip Code:** 53094 xxxxx or xxxxx-xxxx

**Phone Number:** 920-206-4274 Ext: xxx-xxx-xxxx

**Email:** mwillmann@watertownwi.gov

**Municipal Billing Contact Person (Authorized Representative for MS4 Permit)**

☒ Select to **create new** Billing contact

**First Name:** Andrew

**Last Name:** Beyer

☒ Select to **update** current contact information

**Title:** DPW/City Engineer

**Mailing Address:** 106 Jones Street

**Mailing Address 2:**

**City:** Watertown

**State:** WI

**Zip Code:** 53094 xxxxx or xxxxx-xxxx

**Phone Number:** 920-262-4050 Ext: xxx-xxx-xxxx

**Email:** abeyer@watertownwi.gov

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

☒ Yes ☐ No

☒ Public Education and Outreach Rock River Stormwater Group

☒ Public Involvement and Participation Rock River Stormwater Group

☐ Illicit Discharge Detection and Elimination



☐ Construction Site Pollutant Control

Section 13, Item D.

☐ Post-Construction Storm Water Management

☐ Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No

### Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

## Minimum Control Measures- Section 1 : Complete

### 1. Public Education and Outreach

- Does MS4 conduct any educational efforts or events independently (not with a group) ☒ Yes ☐ No
- How many total educational events were held during the reporting year:
- Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? ☒ Yes ☐ No
- Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
<input checked="" type="checkbox"/> Education activities (school presentations, summer camps) <input checked="" type="checkbox"/> Information booth at event <input checked="" type="checkbox"/> Targeted group training (contractors, consultants, etc.) <input checked="" type="checkbox"/> Government event (public hearing, council meeting) <input checked="" type="checkbox"/> Workshops <input type="checkbox"/> Tours <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> Passive print media (brochures at front desk, posters, etc.) <input checked="" type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email. <input checked="" type="checkbox"/> Media offerings (radio and TV ads, press release, etc.) <input checked="" type="checkbox"/> Social media posts <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Website <input type="checkbox"/> Other: <input type="text"/>

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input checked="" type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input checked="" type="checkbox"/> Green infrastructure/low impact development <input checked="" type="checkbox"/> Other: <input type="text" value="general stormwater systems (drains to ..."/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other: <input type="text"/>

- Will additional information/summary of these education events be attached to the annual report?  
☒ Yes ☐ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The City completed 29 stormwater outreach actions/events that were not included in the RRSg report.

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<div><input checked="" type="checkbox"/> MS4 Annual Report</div> <div><input checked="" type="checkbox"/> Storm Water Management Program</div> <div><input checked="" type="checkbox"/> Storm Water related ordinance</div> <div><input checked="" type="checkbox"/> Other:<div>TMDL</div></div>	<div><input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/></div> <div>Public Employees</div> <div><input checked="" type="checkbox"/> Residents</div> <div><input checked="" type="checkbox"/> Businesses</div> <div><input checked="" type="checkbox"/> Contractors</div> <div><input checked="" type="checkbox"/> Developers</div> <div><input checked="" type="checkbox"/> Industries</div> <div><input checked="" type="checkbox"/> Public Officials</div> <div><input type="checkbox"/> Other</div>	51-100	<div><input type="radio"/> Yes <input checked="" type="radio"/> No</div>

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

☐ NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<div><input checked="" type="checkbox"/> General Public</div> <div><input type="checkbox"/> Public Employees</div> <div><input checked="" type="checkbox"/> Residents</div> <div><input checked="" type="checkbox"/> Businesses</div> <div><input type="checkbox"/> Contractors</div> <div><input type="checkbox"/> Developers</div> <div><input type="checkbox"/> Industries</div> <div><input checked="" type="checkbox"/> Public Officials</div> <div><input type="checkbox"/> Other</div>	51-100	<div><input checked="" type="radio"/> Yes <input type="radio"/> No</div>

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The City partners with the RRSg and the Rock River Coalition to offer stormwater improvement opportunities. Additional educational events included a rain barrel workshop, a native planting discussion, and a volunteer streambank planting.

Do not close your work until you **SAVE**.**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

**Minimum Control Measures - Section 3 : Complete****3. Illicit Discharge Detection and Elimination**

- |    |  |                                  |
|----|--|----------------------------------|
| a. | How many total outfalls does the municipality have?  | <input type="text" value="553"/> |
| b. | How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?  | <input type="text" value="43"/>  |
| c. | From the municipality's routine screening, how many were confirmed illicit discharges?   | <input type="text" value="0"/>   |
| d. | How many illicit discharge complaints did the municipality receive?  | <input type="text" value="2"/>   |
| e. | From the complaints received, how many were confirmed illicit discharges?  | <input type="text" value="2"/>   |
| f. | How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)? | <input type="text" value="2"/>   |

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- |   |                                |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="2"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |

Additional Information: \_\_\_\_\_

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The City's Leaf Collection Program allows residents to rake loose leaves on the terrace next to the curb, not into the street. Loose leaves raked into the street are considered an illicit discharge.

Do not close your work until you **SAVE**.**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 4 : Complete

Section 13, Item D.

### 4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?
- d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.
- |   |                                |
|---|--------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning                    | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Notice of Violation               | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation           | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Stop Work Order                   | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Forfeiture of Deposit             | <input type="text" value="0"/> |
| <input type="checkbox"/> Other - Describe below                       | <input type="text"/>           |
- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Most construction projects were under 1 acre of land disturbance. Explaining to the contractor/developer that non-compliance will result in additional inspections promotes compliance.

### Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 5 : Complete

### 5. Post-Construction Storm Water Management

- a. How many new structural storm water management Best Management Practice (BMP) have received local approval ?   
\*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm ☒ Yes ☐ No

water facilities?

- c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number.

23

Section 13, Item D.

- d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? ☒ Yes ☐ No
- e. Does MS4 have maintenance authority on these privately owned BMPs?

Yes

- f. How many municipally operated (private) storm water management BMPs were inspected in the reporting year? 23
- g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

☒ Verbal Warning

0

☒ Written Warning (including email)

11

☒ Notice of Violation

0

☒ Civil Penalty/ Citation

0

☒ Forfeiture of Deposit

0

☒ Complete Maintenance

0

☒ Bill Responsible Party

0

☐ Other - Describe below

- e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

City has developed a new LTMA for private stormwater facilities.

## Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 6 : Complete

### 6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

- a. Enter the total number of municipally owned or operated (i.e., privately

109

106

owned BMPs) structural storm water management best management practices.

Section 13, Item D.

- b. How many new municipally owned storm water management best management practices were installed in the reporting year ?
- c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year?
- d. What elements are looked at during inspections (250 character limit)?

2

23

Inlets, outlets, water elevations, vegetation, sediment depth, animal holes, riprap, erosion, etc.

- e. How many of these facilities required maintenance?
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

26

All City-owned BMP's are inspected annually and maintained as needed. Vegetation/mowing is the primary routine maintenance needed.

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)\* ☐ Not Applicable

- g. How many municipal properties require a SWPPP?
- h. How many inspections of municipal properties have been conducted in the reporting year?
- i. Have amendments to the SWPPPs been made?  
☐ Yes ☒ No
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

4

12

- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Continued routine maintenance is completed as needed.

\* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - *Street Sweeping Program* ☐ Not Applicable

- l. Did the municipality conduct street sweeping during the reporting year?  
☒ Yes ☐ No
- m. If known, how many tons of material was removed?
- n. Does the municipality have a [low hazard exemption](#) for this material? ☐ Yes ☒ No
- o. If street sweeping is identified as a storm water best management practice in the

487

pollutant loading analysis, was street cleaning completed at the assumed frequency?

Section 13, Item D.

- ☒ Yes - Explain frequency minimum once per month, entire City, April-Nov.
- ☐ No - Explain \_\_\_\_\_
- ☐ Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* ☒ Not Applicable

Collection Services - *Leaf Collection Program* ☐ Not Applicable

- u. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No
- v. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No
- w. Where are the residents directed to store the leaves for collection?
- ☒ Pile on terrace ☐ Pile in street ☒ Bags on terrace
- ☒ Other - Describe bagged leaves to yard waste site
- x. What is the frequency of collection?
- Monthly
- y. Is collection followed by street sweeping? ☒ Yes ☐ No
- z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

The City collected approximately 1924 cubic yds. of leaves between curbside collection and yard waste site drop off.

Winter Road Management ☐ Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? *(One mile of a two-way road equals two lane miles.)* 232
- ab. Provide amount of de-icing products used by month last winter season?
- Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	0	0	573	247	703	310

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
Brine	0	0	0	2461	2758	3415

- ac. Was salt applying machinery calibrated in the reporting year? ☐ Yes ☒ No
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No

Training Date	Training Name	# Attendance
	WI Salt Wise Tour, Jefferson County	5

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any*



questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page

Section 13, Item D.

The City has a plan in place to expand the brine program, this season did not require much salt/brine.

### Internal (Staff) Education & Communication

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ☒ Yes ☐ No

If yes, describe what training was provided (250 character limit):

Various webinars, virtual workshops, and in-person trainings covering BMP maintenance, SWPPs, Leaves, Snow & Ice Control, Sustainable infrastructure, TMDLs, erosion control, and more.

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

#### Elected Officials

Stormwater Project Manager gave 5 presentations/updates to public works commission and common council. MS4 Report presented to common council in March 2023.

#### Municipal Officials

Stormwater Project Manager updated Mayor Emily McFarland, Director of Public Works/City Engineer Jaynellen Holloway, Asst. City Engineer Andrew Beyer many times in 2023. Mayor and department heads convey new/redevelopment requirements to developers.

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

Stormwater Project Manager updates Engineering, Building Inspector, Development Coordinator, Streets, Parks, on related permit and program changes, including ordinance revisions.

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Multiple staff viewed webinars, virtual workshops and attended in-person trainings, and tours.

### Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## 7. Storm Sewer System Map

Section 13, Item D.

- a. Did the municipality update their storm sewer map this year?

☐ Yes ☒ No

If yes, check the areas the map items that got updated or changed:

- ☐ Storm water treatment facilities  
☐ Storm pipes  
☐ Vegetated swales  
☐ Outfalls  
☐ Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

**Final Evaluation - Complete****Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
---	--------------------------	----------------------------	-----------------

**Element:** Public Education and Outreach

10529	13000	15300	<u>Storm water utility</u>
-------	-------	-------	----------------------------

**Element:** Public Involvement and Participation

4500	4500	13300	<u>Storm water utility</u>
------	------	-------	----------------------------

**Element:** Illicit Discharge Detection and Elimination

750	750	9550	<u>Storm water utility</u>
-----	-----	------	----------------------------

**Element:** Construction Site Pollutant Control

20000	15000	28800	<u>Storm water utility</u>
-------	-------	-------	----------------------------

**Element:** Post-Construction Storm Water Management

10000	50000	34400	<u>Storm water utility</u>
-------	-------	-------	----------------------------

500	25000	24400	<u>Permit fee and/or deposit/escrow</u>
-----	-------	-------	---

**Element:** Pollution Prevention

24400	25000	35000	<u>Storm water utility</u>
-------	-------	-------	----------------------------

7000	7000	0	<u>Storm water utility</u>
------	------	---	----------------------------

**Other (describe)**

TMDL Implementation			
---------------------	--	--	--

13000	42500	58150	<u>Storm water utility</u>
-------	-------	-------	----------------------------

**Other (describe)**

Permit Fee

3000

3000

3000

Storm water utility

Section 13, Item D.

**Other** (describe)

Riverside Park Creek Improvement Project

0

0

33800

Storm water utility

**Other** (describe)

Yard Waste Site BMP

11000

24500

450000

Grants

**Other** (describe)

New Street Sweeper Purchase

282775

282775

0

Storm water utility

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Staff costs were previously lumped as a line item under Pollution Prevention; now split equally. Some costs carried over to 2024.

## Water Quality

**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

## Storm Water Quality Management

**a.** Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☐ Yes ☒ No

b. If yes, enter percent reduction in the annual average mass discharging from the entire **WCA 1** surface waters of the state as compared to implementing no storm water management Section 13, Item D.

Total suspended solids (TSS)

Total phosphorus (TP)

### Status of Total Maximum Daily Loads (TMDLs) Implementation

The permittee Watertown City is subject to the following approved TMDLs: Rock River Basin and/or Beaver Dam Lake

The permittee intends to comply with the following permit requirements to show progress towards meeting the TMDL:

**[A.3.1] The Permittee is following the TMDL Compliance Plan, which received department concurrence prior to April 30, 2019.**

The permittee is confirming that all planned efforts are on schedule.

☒ Agree ☐ Disagree

### Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

The 2024 draft Impaired Waters List includes Riverside Park Creek (WBIC 5033993). Add'l WinSLAMM modeling was completed for TMDL planning purposes & is in the TMDL Implementation Plan. Staff salaries have been included in this year's budget info.

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

### Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation

Do not close your work until you **SAVE**.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.


Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

\*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.


Attach - Other Supporting Documents

AR BMPInspSum

 File Attachment


[Updated BMP Inspection Forms 2023.pdf](#)

AR Other

 File Attachment


[RES #9557 11212023 Approve Water Quality Trade Protocol and Approval Methods.pdf](#)

AR Other

 File Attachment


[Watertown Ch 288-Erosion and Sediment Control DRAFT to DNR.pdf](#)

AR Other

 File Attachment


[Watertown Ch 356-Landscaping DRAFT to DNR.pdf](#)

AR Other

 File Attachment

[Watertown Ch 453 Art II-IDDE DRAFT to DNR.pdf](#)

AR Other


 File Attachment

[Watertown Ch 500-Vehicles and Traffic.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

SWQM TMDLImpPlan

 File Attachment

[TMDL Implementation Report A.6.2 2023 DRAFT.pdf](#)

## EO Program

 File Attachment

[2023 RRSg Annual Report COMPRESSED.pdf](#)

Section 13, Item D.

## PCSSW Program

 File Attachment

[Watertown Long-Term Maintenance Agreement Template.pdf](#)

## EO Program

 File Attachment

[2023 City of Watertown Social Media Outreach.pdf](#)

## PP BMPInsp

 File Attachment

[Stormwater BMP Maintenance Program - Revised 2023.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

## Missing Information

**Draft and Share PDF Report with the permittee's governing body or delegated representatives.**

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)



Form 3400-224(R8/2021)

**Sign and Submit Your Application****Steps to Complete the signature process**

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

**NOTE:** For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

**Terms and Conditions**

**Certification:** I hereby certify that I am an authorized representative of the municipality covered under Watertown City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- ☐ Authorized municipal contact using WAMS ID.
- ☐ Delegation of Signature Authority ( Form 3400-220 ) for agent signing on the behalf of the authorized municipal contact.
- ☐ Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

**Name:****Title:**

Authorized Signature.

- ☐ I accept the above  
terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

State of Wisconsin  
Department of Natural Resources  
[dnr.wi.gov](http://dnr.wi.gov)

## Delegation of Signature Authority (DSA) WPDES General Permit Discharge

Form 3400-220 (R 06/19)

Page 1 of 4

**Notice:** This Delegation of Signature Authority (DSA) form is authorized by s. NR 205.07(1)(g), Wis. Adm. Code, to delegate signature authority for a Wisconsin Pollutant Discharge Elimination System (WPDES) submittal, which may include a Notice of Intent (NOI or request for coverage), Notice of Termination (NOT), or other permit compliance document. To delegate signature authority, submittal of this completed DSA form to the Department of Natural Resources (Department) is mandatory for any permittee, landowner, responsible executive or municipal officer, manager, partner, or proprietor as specified in s. 283.37(3), Wis. Stats., to be regulated under a WPDES general permit.

Submission of this DSA constitutes notice that the permittee, landowner, responsible executive or municipal officer, manager, partner, or proprietor identified in Section II has authorized the person identified in Section III as a duly authorized representative to sign the WPDES submittal for the landowner, responsible executive or municipal officer, manager, partner, or proprietor. The completed DSA form shall be submitted as an attachment to the WPDES submittal or when there are any changes to the authorized representative with the permitted facility or activity.

**Note:** Submission of a DSA form is not required when the permittee, landowner, responsible executive or municipal officer, manager, partner, or proprietor signs the WPDES submittal.

**Please read all instructions before completing this form, and type or clearly print the information. All necessary information must be provided on this form. Submission of this DSA constitutes notice that the permittee identified in Section II has authorized the person identified in Section III to sign the WPDES submittal on behalf of the permittee. Failure to complete this form correctly will result in the Department's rejection of the WPDES submittal.** Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Open Records law (ss. 19.31 - 19.39, Wis. Stats.).

### Section I: WPDES Submittal Information

- WPDES Permit Type:
- ☐ Concentrated Animal Feeding Operation (CAFO) General Permit No. WI-0063274
  - ☐ Concentrated Animal Feeding Operation (CAFO) Individual Permit No. \_\_\_\_\_
  - ☐ Storm Water Construction Site General Permit No. WI-S067831
  - ☐ Storm Water Industrial General Permit No. \_\_\_\_\_
  - ☒ Storm Water Municipal (MS4) Permit No. WI - S050075 - 3
  - ☐ Storm Water Transportation Construction Activities General Permit No. WI-S066796
  - ☐ Storm Water Transportation TS4 General Permit No. WI-S066800
  - ☐ Wastewater General Permit No. \_\_\_\_\_

- WPDES Submittal Type:
- ☒ MS4 or TS4 Annual Report or other permit compliance document
  - ☐ Notice of Intent (NOI)/Permit Application
  - ☐ Notice of Termination (NOT)
  - ☐ Wastewater Electronic Discharge Monitoring Report (eDMR)
  - ☐ CAFO Plans and Specifications
  - ☐ Nutrient Management Plans
  - ☐ Other: \_\_\_\_\_

### Section II: WPDES Permittee Responsible for Pollutant Discharge

WPDES Permittee (first and last name, title)	Individual, Company, Municipality, Organization, or Entity Name		
Andrew Beyer, Director of Public Works/City Engineer	City of Watertown		
Mailing Address	City	State	ZIP Code
106 Jones Street	Watertown	WI	53094
Email Address	Phone Number (area code)	Alternative Phone Number	
abeyer@watertownwi.gov	920-262-4050	920-262-4060	

### Section III: Delegated Signatory Information

Signatory Name (first and last name, title)	Individual, Company, Municipality, Organization, or Entity Name		
Maureen McBroom, Stormwater Project Manager	City of Watertown		
Mailing Address	City	State	ZIP Code
106 Jones Street	Watertown	WI	53094
Email Address	Phone Number (area code)	Alternative Phone Number	
mmcbroom@watertownwi.gov	920-206-4264	920-262-4060	

Delegation of Signature Authority (DSA)  
WPDES General Permit Discharge

Form 3400-220 (R 06/19)Page 2 of 4

Section IV: Certification & Signature

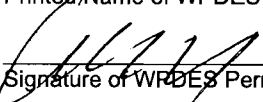
This is to notify the Department that as the landowner, responsible executive or municipal officer, manager, partner, or proprietor, I delegate signature authority to the person identified in Section III for signature of the WPDES submittal under a WPDES general permit. I authorize the person identified in Section III pursuant to the delegation of signature authority process set forth in s. NR 205.07(1)(g), Wis. Adm. Code, as a duly authorized representative.

As required by s. NR 205.07(1)(g)2, Wis. Adm. Code, this form should be submitted to the Department with the WPDES submittal. I understand that if there are any changes to this authorization, a new complete DSA form shall be submitted to the Department. I understand that the landowner, responsible executive or municipal officer, manager, partner, or proprietor regulated under a WPDES general permit is the permittee, and as such, I am responsible for compliance with the WPDES General Permit. Further, I authorize the person identified in Section II to create a Wisconsin Management System (WAMS) ID and electronically sign an electronic WPDES submittal on my behalf and submit all required information and attachments, if electronic application or reporting is available.

For this DSA form, the WPDES submittal and all required information and attachments, I certify under penalty of law that these documents and all attachments were prepared under my direction or supervision with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

**NOTE:** This form must be signed by a permittee, landowner, responsible executive or municipal officer, manager, partner, or proprietor as described in the instructions of page 3. Failure to properly complete and sign this form will result in its rejection.

Andrew Beyer  
\_\_\_\_\_  
Printed Name of WPDES Permittee

  
\_\_\_\_\_  
Signature of WPDES Permittee

Director of Public Works/City Engineer  
\_\_\_\_\_  
Title

03/07/24  
\_\_\_\_\_  
Date Signed

2023 City of Watertown Social Media Outreach

Post Date	Category	Subject	Link
23-Jan	Salt	WI Salt Awareness Week:	<a href="https://www.facebook.com/photo.php?fbid=490873393227440&amp;set=pb.100069143501820.-2207520000&amp;type=3">https://www.facebook.com/photo.php?fbid=490873393227440&amp;set=pb.100069143501820.-2207520000&amp;type=3</a>
27-May	Stormwater	Retention Pond Inspection (mentions waterway pollutant reduction)	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid02xmTEZZuu1GNQhm2uTMfRyc7gXTXRYj2UGj4sATYqgXvrJn42e91QhNaJmReLYWDI">https://www.facebook.com/cityofwatertownwi/posts/pfbid02xmTEZZuu1GNQhm2uTMfRyc7gXTXRYj2UGj4sATYqgXvrJn42e91QhNaJmReLYWDI</a>
24-Jul	Stormwater	RRC Riverside Park Creek planting save-the-date	<a href="https://www.facebook.com/photo/?fbid=605612191753559&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=605612191753559&amp;set=a.159487826366000</a>
29-Jul	Stormwater	Rock River Coalition WI Stormwater Rain Barrel Webinar	<a href="https://www.facebook.com/photo/?fbid=611555557825889&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=611555557825889&amp;set=a.159487826366000</a>
29-Jul	Stormwater	Rain Gardens presentation	<a href="https://www.facebook.com/photo/?fbid=609047474743364&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=609047474743364&amp;set=a.159487826366000</a>
31-Jul	Stormwater	WI Stormwater Week Save the Date	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid02HxQxkwgBcTcGuPH4ht9mJuewN6b7DNiu6bpdGjSuxPAXN6EgKRJZCo4fXyxe1DbEI">https://www.facebook.com/cityofwatertownwi/posts/pfbid02HxQxkwgBcTcGuPH4ht9mJuewN6b7DNiu6bpdGjSuxPAXN6EgKRJZCo4fXyxe1DbEI</a>
3-Aug	Storm Drains	Leaf Free Streets Webinar	<a href="https://www.facebook.com/photo/?fbid=611557227825722&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=611557227825722&amp;set=a.159487826366000</a>
10-Aug	Storm Drains	Leaves and Stormwater	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid0qbtJetQtPGFPjL7AQVcULNobrhEUWJqcxi11njgw82zhCq8U4U2ZiQ1PbXt8mHBCI">https://www.facebook.com/cityofwatertownwi/posts/pfbid0qbtJetQtPGFPjL7AQVcULNobrhEUWJqcxi11njgw82zhCq8U4U2ZiQ1PbXt8mHBCI</a>
11-Aug	Storm Drains	Only Rain Down the Drain	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid02wTDyN77D1Hcaf9ni4X35CLocqQYcvrYjfmXHsijyuX6mJJcrabuhuJHdUgqhbqgwzI">https://www.facebook.com/cityofwatertownwi/posts/pfbid02wTDyN77D1Hcaf9ni4X35CLocqQYcvrYjfmXHsijyuX6mJJcrabuhuJHdUgqhbqgwzI</a>
12-Oct	Storm Drains	storm drain awareness (rainy weather predicted)	<a href="https://business.facebook.com/cityofwatertownwi/posts/pfbid02LK5L7MLc5ghrreqUbDRBigmPpraEcWsnBhY8nVRXaxfoD7Xt7hHUTpRuzGdEnthsl">https://business.facebook.com/cityofwatertownwi/posts/pfbid02LK5L7MLc5ghrreqUbDRBigmPpraEcWsnBhY8nVRXaxfoD7Xt7hHUTpRuzGdEnthsl</a>
26-Oct	Storm Drains	storm drains (rainy weather)	<a href="https://business.facebook.com/cityofwatertownwi/posts/pfbid0EXGQmV4Qc6e5mY2du9mgaQktnUAXgmQPQD1tQkcfNnb76ca3v7WLTDBeZoiASdvQI">https://business.facebook.com/cityofwatertownwi/posts/pfbid0EXGQmV4Qc6e5mY2du9mgaQktnUAXgmQPQD1tQkcfNnb76ca3v7WLTDBeZoiASdvQI</a>
27-Oct	Stormwater	Riverside Creek Resto	<a href="https://business.facebook.com/cityofwatertownwi/posts/pfbid0ukzADSaz8cMTJRtvHbFz9UZJkVwYpcDhDjBUXm69oHLqEFb84UjaLxjgpZ7Eg5sJl">https://business.facebook.com/cityofwatertownwi/posts/pfbid0ukzADSaz8cMTJRtvHbFz9UZJkVwYpcDhDjBUXm69oHLqEFb84UjaLxjgpZ7Eg5sJl</a>
16-Nov	Stormwater	National Stormwater Day	<a href="https://www.facebook.com/photo/?fbid=672222575092520&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=672222575092520&amp;set=a.159487826366000</a>
2-Dec	Salt	The plows are getting ready! (winter salt awareness)	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid02C8UwFNS8Z1gjRP92s7WZFRSxhU9iyo3B9ytjX7htDDp1LAbhprwaKV5wgqtbmmMpl">https://www.facebook.com/cityofwatertownwi/posts/pfbid02C8UwFNS8Z1gjRP92s7WZFRSxhU9iyo3B9ytjX7htDDp1LAbhprwaKV5wgqtbmmMpl</a>



# 2023 Final Report

# Table of Contents

2023 Highlights	1
Annual Report 2023 Metrics Highlight	1
2023 Year-in-Review	4
Introduction	4
Target Audiences & Outreach Communication Model	5
Initiative #1: Expand on Existing Brand Awareness via Establishing & Maintaining Community Partners	6
Example partner posts related to RRSg activities	7
Example News Coverage	14
Initiative #2: Content Calendar Related to Educational Topics	16
Website:	17
Example Web Pages:	18
Wisconsin Stormwater Week	20
Flickr Account Page	22
Municipality of the Month:	23
Example Drone Images	23
Social Media & Outreach:	24
Social Media Metrics 2023	25
Example Social Media Content:	26
Initiative #3: Outreach & Engagement via Community Events	29
Storm Drain Protector Program:	29
Annual Waterway Clean-Up	30
Community Engagement Event Reports	31
Summer Door-to-Door	59
Initiative #4: Launch the RRSg Mini-Grant Program	70
Initiative #5: Municipal Worker & Other Trainings	72
2023 Activities & RRSg’s Public Education & Outreach Goals	73

# 2023 Highlights

## Annual Report 2023 Metrics Highlight

**Summary:** In 2023, the Protect Wisconsin Waterways (Rock River Stormwater Group) focused on organic and partner-driven digital reach and had an **in-person active presence at 37 events**. Partner-driven digital outreach included establishing partnerships with chambers of commerce and other community-based organizations. Combined with Protect Wisconsin Waterways’ digital outreach efforts (website, email, social media), the RRSg + partner outreach resulted in over **289,000+ digital impressions** (not including the statewide WI Stormwater Week efforts).

Attendance and tabling at in-person events helped **actively engage 1,441+ individuals**. Our Protect Wisconsin Waterways annual cleanup was highly successful, resulting in a total of **257 volunteers**. There were a total of **nine cleanup locations along the Rock River** that volunteers had the option of attending. Plans for 2024 will continue to have volunteers attend in-person events and continue door-to-door visits to recruit additional Storm Drain Protectors (adopt-a-storm drain program). The group plans to expand outreach via existing and new community partnerships. RRSg also intends to continue offering mini-grants to local community groups to implement additional stormwater-related projects in RRSg member communities.

## Total Digital Outreach Summary Statistics – Year Over Year

Combined Digital Outreach	2023	2022	2021	2020
<b>Total Impressions</b>	289,000+	277,900+	228,733+	184,403+

*\*Note: Combined impressions include RRSg metrics + data provided by community partners related to specific Protect Wisconsin Waterways-related social media posts, email messages, etc. (i.e., chambers of commerce, partner alliances, and others)*

*\*\*2023 does not include the 1.7 million reach of Wisconsin Stormwater Week*

## Website Summary Statistics – Year Over Year

Website Metrics	2023	2022	2021	2020
<b>Total Visits</b>	17,996	8,412	8,010	8,540
<b>Storm Drain Protector Program</b>	125	218	241	380

*\*Note: 2020 and 2021 numbers reflect online-only efforts. 2020 efforts included paid ads on Google that resulted in additional visitors.*

### Facebook Summary Statistics – Year Over Year

	2023 1,083 Page Likes 235 Posts	2022* 1,007 Page Likes 104 Posts	2021 897 Page Likes 119 Posts	2020 802 Page Likes 143 Posts
<b>Page Reach</b> (# unique accounts reached)	26,535	3,201	n/a	n/a
<b>Facebook Page Visits</b> (# of times profile page visited)	2,258	652	n/a	n/a

\* Meta changed available metrics for (Facebook) Business Accounts and content in 2022. Similar metrics are not available for direct comparison to previous years.

### Instagram Summary Statistics – Year Over Year

	2023 1,167 Followers 189 Posts	2022* 1,078 Followers 129 Posts	2021 1,019 Followers 89 Posts	2020 901 Followers 82 Posts
<b>Instagram Reach</b> (# unique accounts reached)	4,806	1,890	n/a	n/a
<b>Instagram Profile Visits</b> (# of times profile page visited)	1,136	1,064	n/a	n/a

\* Meta changed available metrics for (Facebook) Business Accounts and content in 2022. Similar metrics are not available for direct comparison to previous years.

### Clean-Up Summary Statistics – Year Over Year

Clean-Up Metrics	2023	2022	2021	2020*	2019	2018
<b>Total Volunteers</b>	257	201	187	-	196	130
<b>Total Trash Collected</b>	166+ bags + other items	80+ bags + other items	200+ bags + other items	-	151+ bags + other items	37+ bags + other items

\*Note: The 2020 clean-up was canceled due to COVID. Other items include tires, large pieces of metal, or other debris that is too large or heavy to fit inside a trash bag.



Event Summary Statistics – Year Over Year

Event Metrics	2023	2022	2021*	2020*
Total Events	37	32	20	-
Total Event Reach/Impressions	1,441+	1,697+	2,360+	-
Total Community Events	37	32	20	-
Total Community Event Reach	1,441+	1,697+	2,360+	-

*\*Note: All in-person events were canceled in 2020; in-person events resumed in May 2021.*

# 2023 Year-in-Review

## Introduction

The following document provides an overview of the Rock River Stormwater Group’s (RRSG) public education and outreach activities (branded as Protect Wisconsin Waterways) as part of regional stormwater public education and outreach during the 2023 calendar year. Of note, the City of Monroe joined the RRSG in 2023.

The Protect Wisconsin Waterways regional stormwater public education efforts had a presence at **37 in-person events** in 2023. Community-based events included farmer’s markets, festivals near downtown areas or along waterways, and other events organized by community partners. Protect Wisconsin Waterways also sponsored **nine waterway clean-up events** on September 23rd, 2023 that engaged **257 volunteers**. The events also created additional exposure among community residents in the same area and via media coverage. Each event contributed to active education efforts to the general public, and some also led to interactions with city officials in member communities. We also funded two additional mini-grant programs that related to public education efforts in 2023, including the Paw Print Park Pack and the EcoLatinos.

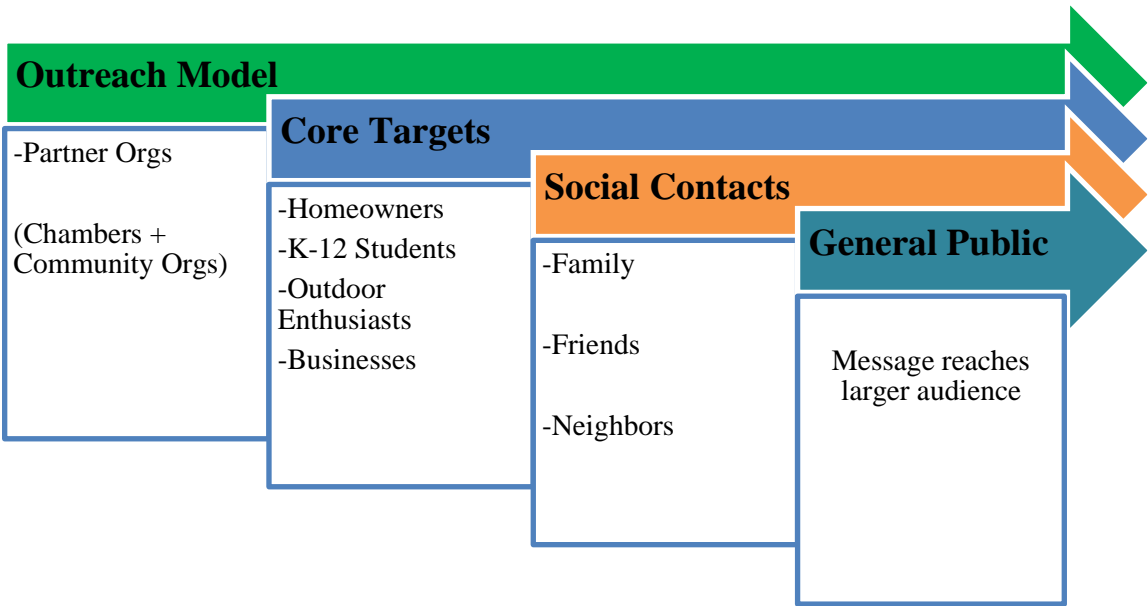
The RRSG also contributed to the strategic planning and implementation of the **first annual statewide Wisconsin Stormwater Week**. This collaborative campaign effort resulted in **over 1.7 million** in digital reach across the state, eight regional/local proclamations, and a proclamation from the Governor’s office declaring August 5-13 as Wisconsin Stormwater Week.

On a digital front, RRSG maintained partnership efforts through various community-based organizations. Stormwater-focused communications shared through these organizations, plus Protect Wisconsin Waterway’s social media efforts, resulted in over 289,000 digital impressions. In combination, the efforts helped the Protect Wisconsin Waterways brand increase public education efforts compared to 2022 efforts.



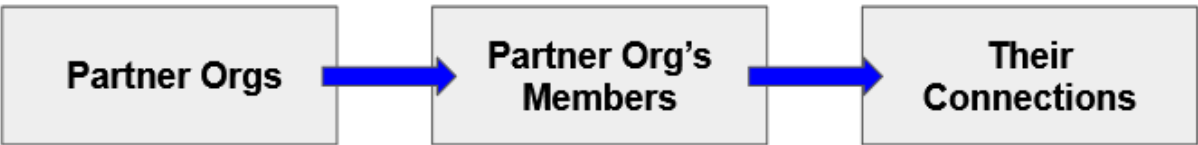
**Target Audiences & Outreach Communication Model**

Protect Wisconsin Waterways’ outreach and communication plan in 2023 focused on leveraging partnerships with community-based organizations to help engage our core targets, their social contacts, and, by extension, the general public. The continuation of the mini-grant program created additional outreach to a variety of community organizations.



**Initiative #1: Expand on Existing Brand Awareness via Establishing & Maintaining Community Partners**

The RRSg continues to leverage social media and other digital marketing communications to expand our existing brand awareness and promote our educational initiatives and programs through these partner organizations. We implemented new digital strategies to continue educating our current followers while engaging new audiences through various partner organizations and highlighting community members who were part of the storm drain protector program.



In addition to maintaining ongoing sponsorships/partnerships with WI SaltWise and the Rock River Coalition, RRSg digital outreach efforts occurred via chambers, community organizations, and other local groups. RRSg municipalities also regularly share city-specific content via social media posts, city websites, and other communication outlets. Digital outreach via these partnerships on behalf of Protect Wisconsin Waterways included social media posts, website details, emails to partner email lists and other methods that contribute to over 289,000 digital impressions of RRSg-related messaging, including multiple posts/event sharing for our annual clean-up events or other Protect Wisconsin Waterways’ messaging. The City of Monroe was added to our list of municipalities this year and will hold a clean-up next September. We also hope to continue creating new partner relationships via the RRSg mini-grant program, which will continue to increase engagement, education, and awareness within member communities. Some examples of existing partnerships in 2023 include:



## Example partner posts related to RRSg activities


**City of Beloit, Wisconsin - Government**
Sep 16 · 🌐

One week until the annual Protect Wisconsin Waterways Clean-Up event!! Join us and help protect the Rock River!... See more



6
3 shares


**City of Beloit, Wisconsin - Government**
Sep 14 · 🌐

Help protect the Rock River!

City of Beloit volunteers will be cleaning up litter and trash that damage our environment from 8-10am Saturday, September 23, in Riverside Park through Protect Waterways! Sign up now at <https://protectwiwaterways.org/2023cleanup/>.




**City of Janesville, WI · Follow**
Sep 27 · 🌐

Wisconsin's Park Place has no space for litter! Our volunteers were in full force this past Saturday for the [Protect Wisconsin Waterways](#) Clean-Up at Monterey Park! Janesville joined communities across the Rock River Basin in this annual day of action for one of our region's most incredible natural resources. Thank you to all of this weekend's volunteers, including students from UW-Whitewater, for all your hard work! Residents can learn more about keeping the Rock River clean at [protectwiwaterways.org](http://protectwiwaterways.org).



5
1 share


**City of Janesville, WI · Follow**
Sep 16 · 🌐

On Saturday, September 23, the City will join [Protect Wisconsin Waterways](#) for the annual [Janesville Clean-Up](#) in Monterey Park! Help us unite with communities across the Rock River Basin to enhance one of our region's most incredible natural resources. The clean-up will begin at 10 a.m. Register to volunteer online at [protectwiwaterways.org/2023cleanup/](http://protectwiwaterways.org/2023cleanup/)



5
1 share





City of Janesville, WI · Follow

Aug 25 · 🌐

On Saturday, September 23, the City will join [Protect Wisconsin Waterways](#) for the annual [Janesville Clean-Up](#) in Monterey Park! Help us unite with communities across the Rock River Basin to enhance one of our region's most incredible natural resources. The clean-up will begin at 10 a.m. Register to volunteer online at [protectwiwaterways.org/2023cleanup](https://protectwiwaterways.org/2023cleanup)!

📅 SATURDAY, SEPT. 23



👍 3

1 share



City of Watertown, WI - Government ·

Following

Oct 15 · 🌐

🍂 Leaf pickup begins TOMORROW in Section 3 (see map). Each week, crews will collect in a different zone, and zone numbers match the week of the month in which pickup occurs. Zone 4 is next. Please place bagged or unbagged leaves on the edge of the curb in the grass (not in the street). Thank you! 🍂



👍 12

6 comments 7 shares



Mayor Rohn Bishop - City of Waupun ·

Aug 26 · 🌐



SAT, SEP 23

**Waupun Clean-Up**

Shaler Park · Waupun, WI



City of Watertown, WI - Government ·

Following

5d · 🌐

Remember, you have options for leaf pickup this fall! Either bag leaves or rake them to the curb, and we'll pick them up on your scheduled week.




**City of Watertown, WI - Government**
4h · 🌐
...

Here's a rainy day reminder to watch for leaves clogging the storm drains in your neighborhood! Leaves can clog drains, and carry pollutants with them into the waterways too! 🍁🍁🍁🍁



You and 4 others
3 shares



**Wisconsin EcoLatinos**
Sep 28 · 🌐
...

Fomentando la prevención de la contaminación de las aguas lluvias y la cuenca del Yahara  
 @protectwisconsinwaterways Beloit Educa Protect Wisconsin Waterways #hispanicheritagemonth


Promoting Rainwater and Yahara Basin pollution prevention @protectwisconsinwaterways Protect Wisconsin Waterways Beloit Educa #hispanicheritagemonth

⚙️ · Rate this translation






**City of Beloit, Wisconsin - Government**
3d · 🌐
...

City of Beloit's Department of Public Works will hold its fall yard waste collection, including the free yard waste collection and the leaf vacuuming subscrip... See more



You and 2 others
5 shares


**cityofjanesville**
Janesville, Wisconsin
...



♥️
💬
📌
🔖

Liked by christineingrid27

cityofjanesville Can you be-leaf it's almost November? 🍁  
 📅 Loose leaf collection begins November 6, with a map displaying the collection schedule at [janesvillewi.gov/leafcollection](http://janesvillewi.gov/leafcollection). Bagged leaf and yard waste collection will take place the week of November 27. The City will no longer accept any leaves or yard waste in plastic bags. Residents may continue to use paper biodegradable bags or reusable containers.

View 1 comment





## Wisconsin EcoLatinos

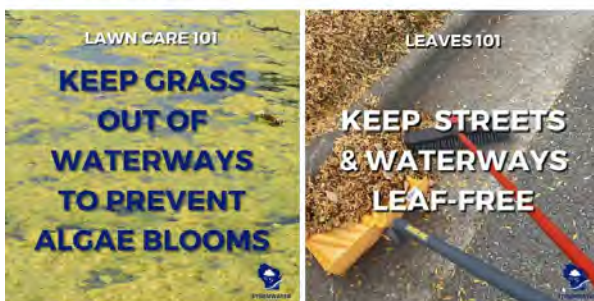
Aug 10 · 🌐

Tu puedes recoger los cortes de pasto y las hojas de los arboles y mantenlas furea del los drenajes para mejorar la calidad del agua de los lagos. [#stormwater...](#) See more

You can collect grass cuts and leaves from trees and keep them out of drains to improve lake water quality.

[#stormwaterweek](#) [#wisaltwise](#)  
[#protectwisconsinwaterways](#)

⚙️ · Rate this translation



👍 1



## Rock River Trail is 🥰 feeling grateful.

Sep 27, 2022 · 🌐

### GrateWORKERS!

A BIG "GRATEFUL" thanks to Bruce & Doris Mulder of Beloit, WI for adopting and cleaning out 7 grates near Turtle Creek on Shopiere Road in Beloit. Turtle Creek is a major contributory of the Rock River.

Bruce and Doris signed up for the [Rock River Trail GrateWorks](#) program where you can adopt a stormwater grate in your community to prevent garbage and debris from washing into Rock River and the tributary streams that feed into it. Stormwater picks up debris, chemicals, dirt and other pollutants from yards, parking lots and streets, and carries it to a storm sewer. Everything that flows into a stormwater grate goes directly into the river! Click here to register to adopt a stormwater grate!  
<https://rockrivertrail.com/grateworks-for-your-river/>



👍❤️ 14

1 comment 7 shares



## Wisconsin EcoLatinos

Reels · Sep 19 · 🌐

Aprendiendo con la comunidad sobre el impacto de las aguas pluviales en la calidad del agua de la cuenca del Yahara. Learning with the community about the impact of rainwater on Yahara Basin water quality. Learning with the community about the impact of stormwater on the water quality of the Yahara watershed.

Learning with the community about the impact of rainwater on Yahara Basin water quality. Learning with the community about the impact of stormwater on the water quality of the Yahara watershed.

[#latinosenwisconsin](#) [#uwarboretum](#)  
[#wateractionvolunteers](#) [#protect-waterways](#) [#yaharawatershed](#)  
[#protectwisconsinwaterways](#)

⚙️ · Rate this translation



## Rock River Coalition, Inc.

Jul 21 · 🌐

The 2023 [#WISstormwaterWeek](#) is coming up, starting on August 5 and going until August 13! 🌧️

Protection of clean stormwater is vital, as stormwater polluted by sources such as road salt, nutrients, chemicals, and yard waste discharges into our waterways and threatens wildlife, ecosystems, drinking water, and recreational activity. During this week, Rock River Coalition has partnered with WI Stormwater to host local events both online and around the state, such as speakers and clean up events. Visit <https://www.wistormwater.com/stormwater-week-topics/> to find out more!

[#waterquality](#) [#rockrivercoalition](#) [#cleanwater](#)  
[#volunteer](#)



👍 3



**WI Salt Wise**  
Aug 7 · 🌐

**Ripple-Effects Wisconsin · Follow**

Aug 7 · 🌐

Happy WI Stormwater Week! Check out the events for the week. We'll be sharing information and resources daily on specific ways you can... See more



3



**Rock River Coalition, Inc.**

Jul 26 · 🌐

Wisconsin Stormwater Week is only a week and a half away! Learn how to protect surface water from non-point pollutions with upcoming webinars from August 5 to 13, including a Rock River Coalition-hosted speaker event in Watertown featuring Paul Skawinski, statewide educator for the Wisconsin Citizen Lake Monitoring Network. See our website for more info and registration for this FREE event:

<https://rockrivercoalition.org/events/event/speaker-talk-rain-gardens-and-native-plantings-for-water-quality-protection/>

#WISStormwaterWeek #waterquality #cleanwater  
#rockrivercoalition #volunteer



3

1 share



**Wisconsin EcoLatinos**

Aug 11 · 🌐

Solo aguas lluvias en los drenajes para mantener las corrientes de agua limpias. Cuida que los carros no tengan fugas y asegurate de recoger despue... See more

Only rainwater in the drains to keep the water streams clean. Make sure the cars don't have leaks and make sure to pick up after your pet 🐾  
#onlyraindownthedrain #stormwaterweek #wisaltwise  
#protectwisconsinwaterways

🌐 · Rate this translation



1

Like

Comment

Share



**Rock River Trail**

Mar 29 · 🌐

"Grate Job!!" Thank you to Sonya Hoppes, City of South Beloit Administrator for doing "GrateWorks" for our Rock River! Now is a great time to adopt a storm grate and clean it up before spring rain washes the garbage into our river. Learn more at <https://rockrivertrail.com/grateworks-for-your-river/> #grateworks

**Go Out And Do GrateWorks For Your Waterways**

**Adopt A Stormwater Grate In Your Community!**

**STOP TRASH IN ITS TRACKS!**




Scan QR Code To Adopt A Stormwater Grate.





Learn More At [rockrivertrail.com/grateworks](https://rockrivertrail.com/grateworks)  
The Rock River Trail is a 300-mile recreational trail in Illinois and Wisconsin.

5

1 comment 3 shares


**City of Watertown, WI - Government**
9h · 🌐

🍂 Leaf pickup begins TOMORROW in Section 1 (see map). Each week, crews will collect in a differ... See more

👍👎 16
11 comments 7 shares

👍 Like
💬 Comment
➦ Share


**City of Watertown, WI - Government**
Oct 27 · 🌐

🌿 Exciting News! Riverside Park Creek Restoration Project ... See more









**City of Janesville, WI**
5d · 🌐

The next cycle of street sweeping for downtown and main streets will begin Thursday, November 2, and continue Friday, November 3. The City en... See more




**City of Watertown, WI - Government**
Oct 17 · 🌐

Remember, you have options for leaf pickup this fall! Either bag leaves or rake them to the curb, and we'll pick them up on your scheduled week.



Insights unavailable ⓘ
Boost a post

👍 Like
💬 Comment
➦ Share




**WI Salt Wise**  
 Oct 26 · 🌐

We've added a Smart Salting for Parking Lots and Sidewalks workshop to our fall calendar! A huge thanks to our event host [Madison Metrop...](#) See more



Nov 28, 2023 | 8-11am

Winter maintenance workshop  
 aimed at accelerating local  
 adoption of best practices in snow  
 and ice control.

Learn more at [www.wisaltwise.com](http://www.wisaltwise.com)


 3


**WI Salt Wise**  
 Oct 22 · 🌐

Spreading the word at the Monroe Street Farmer's Market. And giving away FREE yard signs for everyone in the Lake Wingra Watershed. Thanks to campaign sponsors [Friends of Lake Wingra](#) and the Hilary Dugan Lab Center for Limnology. [#ShovelMoreSaltLess](#)



 You and 12 others

 1 comment

 Like

 Comment

 Share


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 Aug 7 · 🌐


**Ripple-Effects Wisconsin** · [Follow](#)  
 Aug 7 · 🌐


Happy WI Stormwater Week! Check out the events for the week. We'll be sharing information and resources daily on specific ways you can... See more




[www.ripple-effects.com/WI-stormwater-week](http://www.ripple-effects.com/WI-stormwater-week)

 3


## Example News Coverage



HOME 1430 ESPN 95.3 WBEV CONTACT US



Waupun, WI



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SUBMIT A NEWS TIP

Want to have your photos featured in our new website design? Send us your local photos for consideration!

CLICK TO SUBMIT YOUR PHOTOS

### Door-To-Door Effort In Beaver Dam To Promote Clean Storm Drains

June 3, 2023 by Daily Dodge



(Beaver Dam) A door-to-door effort Sunday in the city of Beaver Dam aims to teach the public about the importance of clean storm drains.

City officials say as part of the Municipal Separate Storm Sewer System permit through the Wisconsin DNR, Beaver Dam is required to maintain its public education and outreach program to increase awareness of storm water pollution impacts on waters of the state and to encourage changes in public behavior to reduce such impacts.




They add that members of Protect Wisconsin Waterways – on behalf of the city of Beaver Dam – will be going door-to-door Sunday from 11am to 4pm in various parts of the city to promote the importance of clean storm drains.

News


Beaver Dam

Deputy In Field Training: Kg Help Seize Large Amount Of Drugs In Fond Du Lac

MPTC Receives Nursing Grant














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## PROTECT OUR WATERWAYS – ROCK RIVER ANNUAL CLEAN-UP 2023



 Sep 23, 2023  
 08:00 am - 10:00 am  
 [Event Website](#)  
 [protectwiwaterways@gmail.com](mailto:protectwiwaterways@gmail.com)  


Protect Wisconsin Waterways hosts an annual clean up along the Rock River in 9 communities. From picking up basic trash like aluminum cans and wrappers to more unique items – children's bikes, plastic toys, shoes, a TV, bike and car tires, and a parks and recreation barrier – volunteers have fun while making a huge splash in the environment and community!

Volunteer at the Protect Wisconsin Waterways website:  
<https://protectwiwaterways.org/2023cleanup/>

1230am 92.7fm  
**WCLO**  
news • talk • sports

**JANESVILLE WEATHER**  
 **37°F**  
scattered clouds  

Monday		37°F	25°F
Tuesday		39°F	27°F
Wednesday		39°F	23°F

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### What's up, Doc?

First and third Thursday each month at 11 am on WCLO!

## Janesville taking part in Rock River Cleanup in September

**AUGUST 29, 2023** **NEWS LOCAL**

**CITY OF JANESVILLE**  
*Wisconsin's Park Place*

A portion of the Rock River in Janesville will be getting a little TLC next month.

Janesville Project Engineer Karissa Chapman Greer says they'll be partnering with the Rock River Stormwater Group and Protect Wisconsin Waterways to clean up an area near Monterey Park on September 23rd at 10am.

Chapman Greer says the Rock River basin is a crucial part of the community as it impacts a vast majority of people in the county.

Chapman Greer says she was pleasantly surprised by the turnout in volunteers last year, but as always will take as many people as she can get.

People can register take part in the cleanup at [protectwiwaterways.org](https://protectwiwaterways.org).

15

137

Initiative #2: Content Calendar Related to Educational Topics

We continued to follow a monthly themed content calendar to ensure our monthly outreach efforts covered each of the MS4 permit topical areas – plus additional topics deemed of value given past engagement efforts. The content calendar included new graphics and other digital content in addition to integrating past graphics/content.

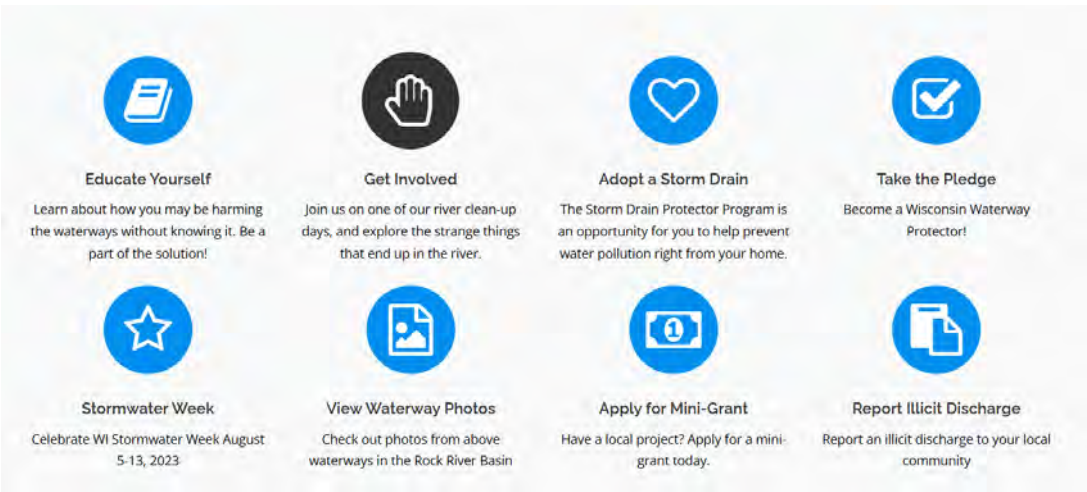
Month	Theme
January	Pollution Prevention Education
February	Construction Site and Post-Construction Stormwater Management
March	Snow Melt Runoff
April	Fertilizer and Pesticide Application
May	Household Hazardous Waste Disposal
June	Yard and Pet Waste Management
July	Stream and Shoreline Management
August	Illicit Discharge Detection and Elimination
September	Vehicle Washing
October	Green Infrastructure and Low Impact Development
November	Residential Infiltration
December	Salt Use

**Website:**

The group continued to update the website (protectwiwaterways.org) with additional information specific to each municipality. HubSpot lead forms helped track engagement and sign-ups for the storm drain protector program, clean-up registration, and more. We also created new mini-grant program pages highlighting key information about the new program. With the addition of Wisconsin Stormwater Week in 2023, we created a feature highlight on the home page and separate pages for each city that addressed Stormwater Week resources. To highlight the drone photos of each municipality, we created a Flickr page with albums from each park and waterway. Total website visits for 2023 included 17,996 page visits.

Website Summary Statistics – Year Over Year					
Website Metrics	2023	2022	2021	2020	2019
Total Visits	17,996	8,412	8,010	8,540	7,995
Storm Drain Protector Program	125	218	241	380	25*
*Note: 2020 and 2021 numbers reflect online-only efforts. 2020 efforts included paid ads on Google that resulted in additional visitors.					

## Example Web Pages:



## Join the 2023 Clean-Up on September 23










Save the date for our [next Protect Wisconsin Waterways Clean-Up](#) across the Rock River Stormwater Group municipalities. Sign up your group to volunteer today and check back soon for more waterway clean-up details! Join volunteers across nine different locations in the Rock River watershed on Saturday, September 23, 2023 from **8 AM to 1 PM** to help clean up trash and prevent it from entering the Rock River and other area waterways.

Check out the [location details](#) for the 2023 clean-up and sign-up today.

Register by August 13th for a **FREE** Protect Wisconsin Waterways t-shirt and gardening gloves.

Register for the 2023 Clean-Up

### What Storm Drain Protectors Do:

-  Keep leaves out of the storm drains
-  Don't pour any household chemicals down the drain
-  Compost lawn clippings and keep them off the street
-  Pick up pet waste
-  Check vehicle for fluid leaks
-  Wash car at car wash or in lawn
-  Direct downspouts into rain barrels or onto lawn
-  Minimize fertilizer use or use natural fertilizers and keep off hard surfaces like sidewalks or driveways
-  Talk to your neighbors about protecting the drain





## Stormwater in Beaver Dam, WI



Did you know that the Beaver Dam Watershed includes over 101,000 acres and is a tributary of the Rock River? While Beaver Dam Lake (40,314 acres) and the Beaver Dam River (1,742 acres) may immediately come to mind, there are several other streams, ponds, wetlands, stormwater outfalls, and other storm systems that connect the City of Beaver Dam and surrounding areas to the Rock River Basin. Stormwater runoff ends up in storm drains and other outfalls that lead to Beaver Dam Lake or Beaver Dam River, which eventually flows into the Crawfish River and is a tributary of the Rock River.

Visit the [City of Beaver Dam's website](#) for more details on stormwater in Beaver Dam or [view monitoring data from the USGS on the Beaver Dam River](#).

Continue reading to learn more about stormwater in Beaver Dam to find out how you can help Protect Wisconsin's Waterways. Plus, don't forget to view the photos from above Beaver Dam courtesy of the Rock River Stormwater Group provided on this page!

Join the Beaver Dam Clean-Up on September 23,

2023

Join the team of Beaver Dam volunteers at **Waterworks Park** on Saturday, September 23, 2023 from **8 AM to 10 AM** to help clean up trash from Waterworks Park and prevent it from entering Beaver Dam Lake.

Register by August 13th for a FREE Protect Wisconsin Waterways t-shirt and gardening gloves.

[Register for the Beaver Dam Clean-Up](#)

## Photos from Above Beaver Dam

Have you ever wondered what areas around Beaver Dam look like from above? Check out the drone photos from around the City of Beaver Dam above Beaver Dam Lake and the Beaver Dam River courtesy of the Rock River Stormwater Group!



### City of Beaver Dam Stormwater Partners

Along with local partners like the Beaver Dam Lake Improvement Association (BDLIA) and Dodge County Alliance for Healthy Soil Healthy Water, the City of Beaver Dam continues to work on reducing stormwater pollutants that end up in local waterways. Area residents like you can make a difference around your home too!



## Stormwater in Watertown, WI

Did you know that the City of Watertown includes 570 stormwater outfalls to the Rock River and other streams, ponds, wetlands, and other storm systems? The city has implemented over 80+ stormwater management practices to help reduce stormwater runoff and pollutants from entering area waterways.

Join residents from across Wisconsin in celebrating [Wisconsin Stormwater Week](#), August 5-13, 2023, as you learn more about stormwater in Watertown and how you can help Protect Wisconsin's Waterways.

Visit the [City of Watertown's website](#) for more details on stormwater in Watertown.

### Watertown's New Street Sweeper



## Photos of Watertown's Waterways

Have you ever wondered what the Rock River in Watertown looks like from above?

Check out the drone photos from around the City of Watertown above the Rock River, Tivoli Island Natural Park, Silver Creek Pond, and Lake Victoria and Heiden Pond areas!



Join the Watertown Clean-Up on September 23, 2023

Join the team of Watertown volunteers at **Riverside Park** on Saturday, September 23, 2023 from **11 AM to 1 PM** to help clean up trash from Riverside Park and prevent it from entering the Rock River.

Register by August 13th for a FREE Protect Wisconsin Waterways t-shirt and gardening gloves.

[Register for the Watertown Clean-Up](#)

## Wisconsin Stormwater Week

Join the Rock River Stormwater Group and communities from around the state of Wisconsin in celebrating [Wisconsin Stormwater Week](#), August 5-13, 2023.

Learn how you can help Protect Wisconsin's Waterways by keeping pollutants out of stormwater.



### Adopt a Storm Drain in Your Neighborhood

Help keep pollutants out of our local waterways by adopting a storm drain in a community near you.

[Adopt a Storm Drain](#)



### Stormwater 101

### Join the 2023 Clean Up

Join the 200+ volunteers at one of our nine waterway clean-up locations across the Rock River Basin on Saturday, September 23, 2023. Sign up today to get a free t-shirt.

[Volunteer Today](#)



### Lawn Care 101

Prevent Pollutants from Leaving Your Yard

**Are you Lawn Wise?** One of the simplest things you can do to protect our waterways is keep grass clippings off streets, sidewalks, and driveways! This may sound like a little thing, but when grass clippings end up in the street, they can be washed directly into local streams and lakes through storm drains. Clippings carry fertilizers to waterways and the grass itself also breaks down into nutrients. The nutrients and fertilizers from grass clippings feed algae and can turn a beautiful pond, lake, or other waterway into a blue and green mess! Something we can all agree we don't want to see in our waterways!

Learn more about how you can be lawn-wise and help Protect Wisconsin's Waterways.

[Learn More](#)

### Leaves 101

Prevent Pollutants from Leaving Your Yard

**Leaves are another common stormwater pollutant.** Similar to grass clippings, leaves left on streets and in storm drains can have harmful effects on water quality and aquatic ecosystems. Leaves that block storm drains can create localized street flooding, increasing the likelihood that stormwater runoff will pick up pollutants such as oil, heavy metals, and bacteria from the streets and carry them directly into our waterways. As leaves break down, they release organic matter and nutrients such as nitrogen and phosphorus into the water. When excessive amounts of these nutrients from leaves enter our waterways, they can fuel the growth of harmful algae blooms that deplete oxygen levels in the water, leading to "dead zones" where aquatic life struggles to survive.

Learn more about how you can help Protect Wisconsin's Waterways by keeping leaves off streets and away from storm drains.

[Learn More](#)



### Stormwater 101

What is Stormwater?

Stormwater is water from precipitation events such as rain or snowmelt. When stormwater falls on hard, impervious surfaces like rooftops, roads, and sidewalks, it cannot soak into the ground and instead becomes stormwater runoff.

Stormwater runoff flows over these hard surfaces, eventually finding its way into storm drains that lead directly to streams, rivers, and lakes. Essentially, stormwater runoff is the excess water that does not get absorbed into the soil in our yards.

Continue reading to learn more about why stormwater runoff is a problem and how you can make a difference around your yard.

[Learn More](#)



### Rain Collection 101

Help Prevent Stormwater Runoff in Your Yard

**Did you know? 1 inch of rain on a 1,000 square foot roof = 600 gallons of runoff!** Excessive stormwater runoff can lead to increased pollution levels, degraded aquatic habitats, and the loss of native plant and animal species in waterways. You can help reduce runoff and stormwater pollution by using rain barrels and rain gardens.

Both practices decrease runoff volume and velocity, preventing street flooding and excessive flow into our stormwater systems and local waterways. Rain collection also filters the water, removing pollutants and contaminants before they enter the environment. By implementing rain collection methods, we can significantly reduce stormwater runoff and contribute to cleaner, healthier waterways.

Continue reading to learn more about using rain barrels and rain gardens and how you can make a difference around your yard.

Join residents from around the state on Tuesday, August 8, 2023 from Noon to 1 PM to learn more about "Managing Water Where It Falls."

[Learn More](#)



### Only Rain Down the Drain 101

Prevent & Report Illicit Discharges

**What is an illicit discharge?** Illicit discharges involve any substance other than storm water that goes down a storm drain, storm sewer or other drainage system that discharges to our lakes, rivers, or other waterways. These substances are "illicit", or banned, because they are not stormwater and are hazardous to our water resources. Many pollutants can enter our waterways through stormwater runoff if not properly managed or disposed. Household chemicals, such as cleaning agents, paints, solvents, and pesticides, can be washed into storm drains and contribute to water pollution. Automotive fluids, including motor oil, antifreeze, and brake fluid, are other common pollution sources. Yard waste, such as grass clippings, leaves, and branches, can also find their way into storm drains and add excess nutrients to water bodies. Understanding the various pollutants that can enter our waterways through stormwater runoff is critical in taking proactive measures to prevent pollution and protect water quality. See a problem? Report it to your local municipality.

Learn more about how you can help Protect Wisconsin's Waterways by following "Only Rain Down the Drain" principles to ensure stormwater runoff remains free from harmful pollutants.

[Learn More](#)

### Photos from Above the Rock River Basin

In celebration of Wisconsin Stormwater Week, check out our [Flickr page](#) featuring photos from above waterways, parks, and communities in the Rock River Basin, and let us know your favorite on social media!







## Help Us Promote Stormwater Week

We need your help reaching as many Wisconsinites as possible. Find resources, social media posts, and ideas below to reach your personal and professional network.

Welcome to the Wisconsin Stormwater Week Toolkit! The resources below are designed to assist communities, stormwater public education outreach professionals, and partner organizations across the state in engaging Wisconsin residents during the upcoming Stormwater Week, August 5-13, 2023.

Our goal is to make every Wisconsin resident aware of Wisconsin Stormwater Week by having groups around the state use consistent messaging on five daily topics that educate and inspire residents to take action in addressing stormwater runoff and pollution issues. The toolkit contains resources enabling everyone to use consistent messaging on the same topics throughout the week to help us collectively raise awareness and motivate action.

### Daily Topics

- Monday, August 7 – Stormwater 101
- Tuesday, August 8 – Rain Collection 101 • Webinar
- Wednesday, August 9 – Leaves 101
- Thursday, August 10 – Leaves 101 • Webinar
- Friday, August 11 – Only Rain Down the Drain 101

#### Become a partner today!

Click the button below to sign up and help promote Stormwater Week.

Sign Up

### Daily Topics

Each weekday of Wisconsin Stormwater Week focuses on different aspects of stormwater pollution prevention. Find useful content such as lessons, social media posts, and more!

View Stormwater Topics



### Proclamation

The Wisconsin Department of Natural Resources (DNR), stormwater collaboratives, and local municipalities, from around the state, all support Wisconsin Stormwater Week. Read the governor's proclamation submitted to Gov. Tony Evers' office and share your local community's support.

Read the Proclamation

### Help Promote!

Help us spread the word about the importance of preventing stormwater pollution from reaching our local lakes and rivers. Click below to find our partner engagement/outreach toolkit.

Toolkit



### Toolkit Resources

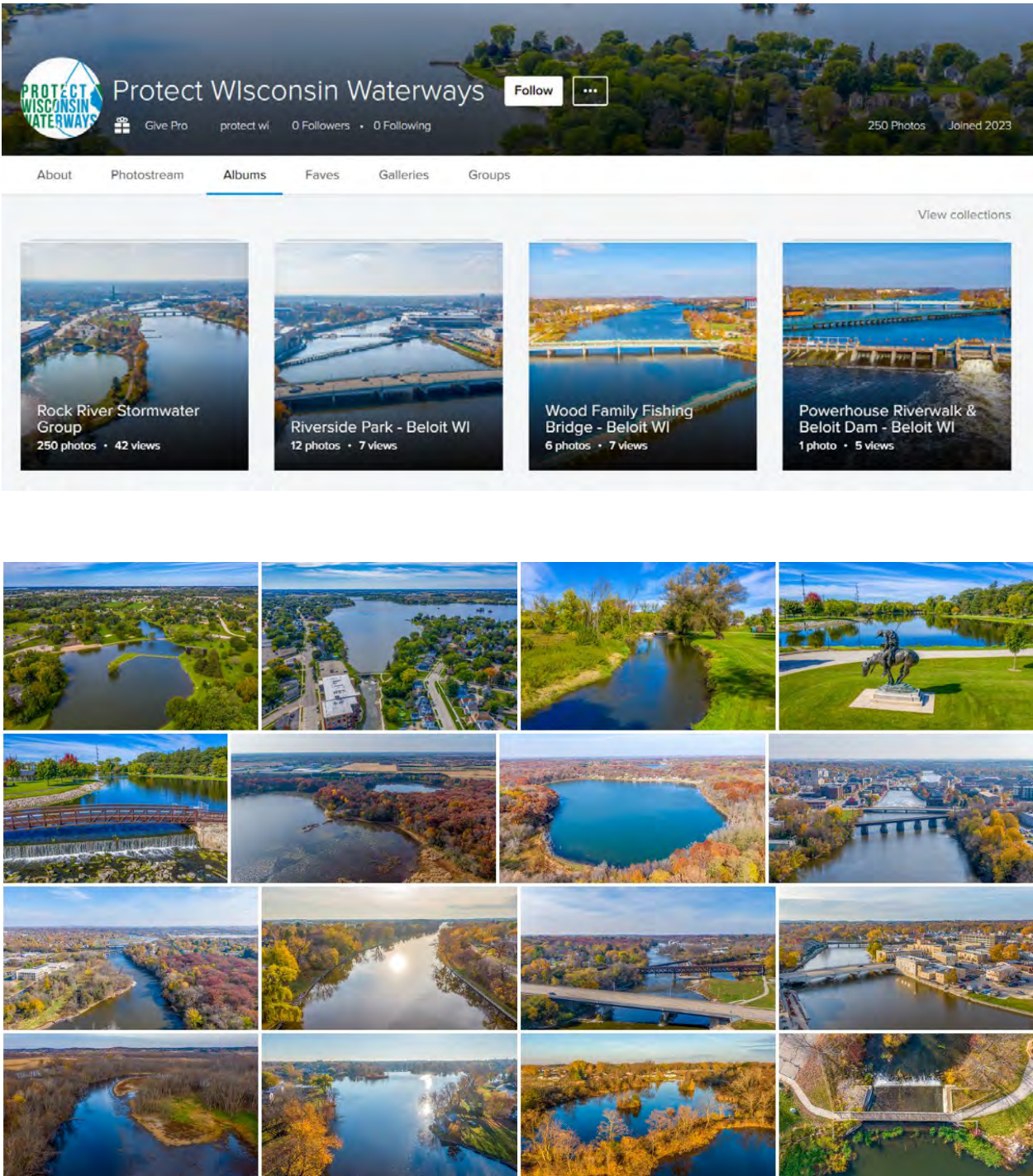
Toolkit resources to support your outreach efforts include:

- **Social media posts:** Multiple social media graphics (with post captions and hashtags coming soon) related to the five daily topics which you can co-brand with your logo and share on your organization's social media channels and link to your local resources or information on the daily topic. Help create a consistent look and message for Wisconsin Stormwater Week.
- **Proclamation resources:** For those interested in garnering support from their local community, check out our examples and proclamation template document to create a local letter of support for the statewide Wisconsin Stormwater Week.
- **Statewide webinars:** Details and promotion materials related to our two statewide webinars related to our Rain Collection 101 and Leaves 101 topics. Mark your calendars and join these educational sessions to expand your knowledge and learn from experts around the state.
- **Ideas for hosting local events:** We encourage communities and organizations to use Stormwater Week (including the two weekends) to host local stormwater-related events. Whether it's organizing a storm drain adoption or cleanup event, hosting a household hazardous waste drop-off, or implementing other creative initiatives, these ideas will inspire and empower you to make a positive impact at the local level. Get ideas for hosting local events and tell us about your plans so we can help promote your event.
- **Wisconsin Stormwater Week logos:** Use the statewide logo to co-brand your marketing materials, social media posts, and more during Stormwater Week to help make residents aware of Wisconsin Stormwater Week. By utilizing these logos, you can align your efforts with the statewide campaign and create a unified visual identity.

We encourage you to explore the resources within this toolkit, leverage the provided materials, and customize them to suit your specific needs. Have an idea for another resource? Let us know so we can work together to raise awareness, inspire action, and protect Wisconsin's waterways. Together, we can make a difference during Wisconsin Stormwater Week and beyond.

Sign up as a Wisconsin Stormwater Week Partner so we can keep you updated on new resources and details for using the resources during Wisconsin Stormwater Week.

Flickr Account Page





**Municipality of the Month:**

In 2023, we continued our social media campaign highlighting the different municipalities that Protect Wisconsin Waterways serves. A key focus of the “Municipality of the Month” campaign is to showcase the cities/towns that Protect Wisconsin Waterways (RRSG) serves in the Rock River watershed, including the amount of land and water in that municipality. This year, we used the drone videos we obtained during 2022 (and new footage in 2023 in Monroe and Jefferson) to create video reels featuring each municipality. We also created Flickr pages and albums for each location and organized them by community. We continue to leverage this content in different creative efforts.

**Example Drone Images**



**Social Media & Outreach:**

Protect Wisconsin Waterways' Facebook and Instagram pages have maintained over 1,000 page likes (followers). Our social media content aligns with the monthly themes to address different MS4 permit topics. We also increased the amount of shared content from partners such as WI SaltWise, EcoLatinos, and municipal posts. We focused on organic posts/content with the exception of our nine, promoted Facebook events for the 2023 Clean-up. While organic content has a lower overall reach, we continued to see engagement from that organic content. In addition to the monthly drone reels, we began to incorporate more reels into our content, as that allows for more engagement and further reach. We placed continual focus in 2023 on providing content (graphics and captions) to partner organizations to have them directly share on our behalf. As noted earlier, partners' digital outreach and similar content has contributed to an increase in our overall reach and has increased our ability to get our message across in 2023. In addition to RRSg municipality posts, other partner organizations helped share our message with their followers, thereby extending the total impact of digital outreach efforts. This year, we also joined additional environmental Facebook groups, such as the Rock County Environmental Action group, in which the admin continually shared our posts and encouraged our involvement within the group. Below, we provide reach and engagement statistics for our Protect Wisconsin Waterways' social media platforms.

## Social Media Metrics 2023

### Facebook Summary Statistics – Year Over Year

	2023 1,083 Page Likes 235 Posts	2022** 1,007 Page Likes 104 Posts	2021 897 Page Likes 119 Posts	2020* 802 Page Likes 143 Posts	2019 561 Page Likes 144 Posts
<b>Page Reach</b> (# unique accounts reached)	26,535	3,201	n/a	n/a	n/a
<b>Facebook Page Visits</b> (# of times profile page visited)	2,258	652	n/a	n/a	n/a

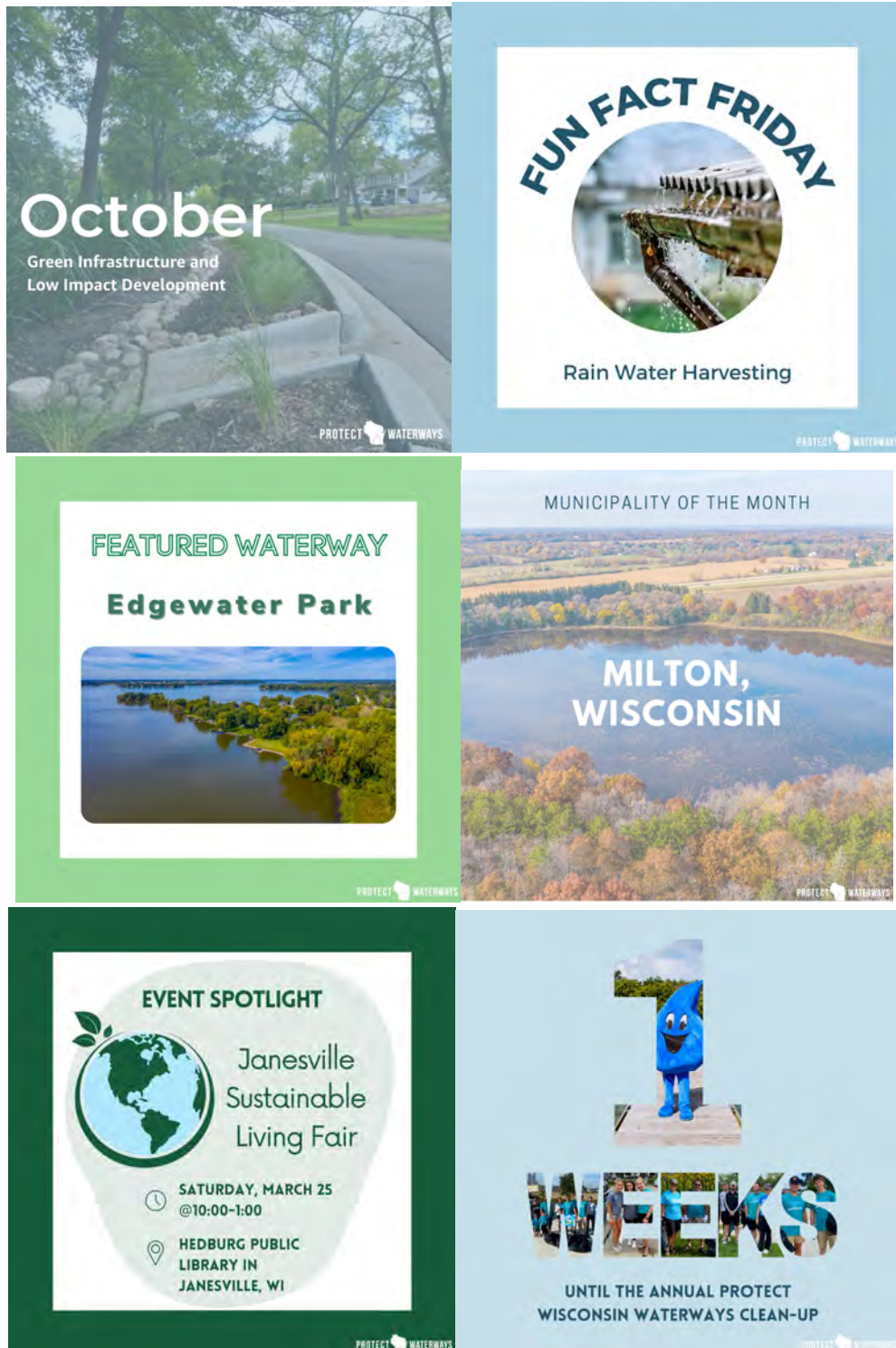
\* Meta changed available metrics for (Facebook) Business Accounts and content in 2022.  
Similar metrics are not available for direct comparison to previous years.

### Instagram Summary Statistics – Year Over Year

	2023 1,167 Followers 189 Posts	2022 1,078 Followers 129 Posts	2021 1,019 Followers 89 Posts	2020 901 Followers 82 Posts	2019 438 Followers 113 Posts
<b>Instagram Reach</b> (# unique accounts reached)	4,806	1,890	n/a	n/a	n/a
<b>Instagram Profile Visits</b> (# of times profile page visited)	1,136	1,064	n/a	n/a	n/a

\* Meta changed available metrics for (Facebook) Business Accounts and content in 2022.  
Similar metrics are not available for direct comparison to previous years.

**Example Social Media Content:**





August 5-13, 2023



**STORMWATER**  
WEEK

PROTECT  WATERWAYS

**FUN FACT FRIDAY**



Shoreline Management in Wisconsin

PROTECT  WATERWAYS

**FUN FACT FRIDAY**


Hazardous Waste




PROTECT  WATERWAYS

MUNICIPALITY OF THE MONTH

**BEAVER DAM**



July

PROTECT  WATERWAYS

**Be Lawn Wise**

Native vs Non-native Plants

PROTECT  WATERWAYS

**SPECIES SPOTLIGHT**



**Largemouth Bass**

PROTECT  WATERWAYS



**Reminder**

**CLEAN OUT YOUR STORM DRAINS!**  
Leaves can clog your drain and disturb the proper drainage of water.

#StormDrainWise

PROTECT  WATERWAYS

**RAIN COLLECTION 101**

**SOAK UP MORE RUNOFF WITH A RAIN GARDEN**

 <https://wistormwater.com> 

**ONLY RAIN DOWN THE DRAIN 101**

**CHECK YOUR VEHICLE FOR LEAKS**

 <https://wistormwater.com> 

**2023**

**SALT AWARENESS WEEK**



**JAN 23-27**

**REMINDER**



**Keep fallen leaves out of the streets!!**

PROTECT  WATERWAYS

**EVENT SPOTLIGHT**

**FORT ATKINSON FARMERS MARKET**

 **SATURDAY, AUGUST 19TH**  
@8:00-12:00

 **MARKET SQUARE 19 E**  
**MILWAUKEE AVE W, 53538**



PROTECT  WATERWAYS

**Initiative #3: Outreach & Engagement via Community Events****Storm Drain Protector Program:**

The Storm Drain Protector Program was initially launched in 2019 and includes door-to-door visits to engage homeowners with storm drains adjacent to their property. The program aims to raise awareness among municipal residents of the nature of stormwater and what they should look for to preserve water quality. We ask homeowners to sign up to become “storm drain protectors” and pledge to keep their storm drains clear of leaves, grass clippings, and other debris. The 2023 efforts included both online sign-ups at our tabling events, door-to-door interactions, and social media content. We went door-to-door in each municipality over the summer and visited 443 houses and had a 61% sign-up rate of households based on people that answered their doors when we stopped.

**2023 Storm Drain Protector Sign-ups (digital + in-person): 125**

### Annual Waterway Clean-Up

RRSG municipalities hosted nine waterway clean-up events in parks across the area on Saturday, September 23rd, 2023. Details of the different clean-up events are included in the event write-up reports. Over **257 volunteers** participated in the 2023 clean-ups. Verified media coverage included a WCLO 1230 interview/article promoting the Rock County area clean-up events.

Waupun	8-10 am	Shaler Park	24 volunteers	12 trash bags
Beaver Dam	8am-10am	Waterworks Park	30 volunteers	20 trash bags
Watertown	11am-1pm	Riverside Park	26 volunteers	16 trash bags
Fort Atkinson	9am-12pm	Barrie Park	33 volunteers	15 trash bags
Whitewater	8am-10am	Cravath Lakefront Park	51 volunteers	25 trash bags
Milton	8am-10am	Schilberg Park	12 volunteers	11 trash bags
Janesville	10am-12pm	Monterey Park	26 volunteers	30 trash bags
Town of Beloit	10am-12pm	Preservation Park	31 volunteers	23 trash bags
City of Beloit	8am-10am	Rotary River Center	24 volunteers	14 trash bags
<b>TOTAL</b>			<b>257 volunteers</b>	<b>166+ trash bags</b>



## Community Engagement Event Reports

*The following section provides individual community engagement event details and metrics.*

**Date:** March 6th, 2023

**Location:** Whitewater Hyland Hall

**Event Name:** Rock River Coalition Lawnwise Demonstration and Training

**Amount of People Engaged:** 34

**Length:** 4:00pm-6:00pm

**Style:** Training Event

On Monday, March 6th 2023, 34 members of our Protect Wisconsin Waterways team attended a training from the Rock River Coalition. At this training, we learned a new sponge demonstration to bring to our events. We also received materials for K-12 kids that we can bring to events and give to educators.



**Date:** March 16th, 2023

**Location:** Waupun

**Event Name:** Waupun Winter Market

**Amount of People Engaged:** 13 (10 adults and 3 kids)

**Length:** 4:00pm-7:00pm

**Style:** Tabling Event and Enviroscope

On Saturday, March 16th 2023, four members of our Protect Wisconsin Waterways team attended the Winter Market in Waupun. At this event, we promoted our *Adopt a Storm Drain Program*, and demonstrated our sponge activity that helps teach young individuals about protecting and keeping our local waterways clean, along with demonstrating stormwater around the home practices with our sponge activity.



**Date:** March 20th, 2023

**Location:** Whitewater Hyland Hall

**Event Name:** Rock River Coalition Lawnwise Demonstration and Training

**Amount of People Engaged:** 37

**Length:** 4:00pm-6:00pm

**Style:** Training Event

On Monday, March 20th 2023, 37 members of our Protect Wisconsin Waterways team attended part II of the training from the Rock River Coalition. At this training, we learned more about new activities to bring to our events. We also received materials for K-12 kids that we can bring to events and give to educators.



**Date:** March 25th, 2023

**Location:** Janesville

**Event Name:** Janesville Sustainability Fair

**Amount of People Engaged:** 55 (43 Adults, 12 kids) (14 Sign-Ups)

**Length:** 4:00 pm-7:00 pm

**Style:** Tabling Event and Enviroscape

On Saturday, March 25th 2023, the City of Janesville three members of our Protect Wisconsin Waterways team attended the Janesville Sustainability Fair. At this event, we promoted our *Adopt a Storm Drain Program*, and demonstrated our Enviroscape model that helps teach young individuals about protecting and keeping our local waterways clean.





**Date:** April 22, 2023

**Location:** Fort Atkinson

**Event Name:** Earth Day Educational Fair

**Amount of People Engaged:** 28 (8 adults and 20 kids)

**Length:** 10 am-11:30 am

**Style:** Tabling Event and Enviroscape

On Saturday, April 22, 2023, four members of our Protect Wisconsin Waterways team attended the Earth Day Educational Fair in Fort Atkinson. At this event, we promoted our *Adopt a Storm Drain Program*, and demonstrated our sponge activity that helps teach young individuals about protecting and keeping our local waterways clean.



**Date:** April 23rd, 2023

**Location:** Janesville

**Event Name:** Janesville Rotary Gardens Earth Day Celebration

**Amount of People Engaged:** 66 (2 Sign-Ups)

**Length:** 10:00 am- 2:00 pm

**Style:** Tabling Event and Enviroscope

On Wednesday, April 23, 2023, six members of our Protect Wisconsin Waterways team attended the Rotary Gardens Earth Day Celebration. At this event, we promoted our *Adopt A Storm Drain Protector Program* and demonstrated our Enviroscope model in hopes of helping individuals understand how to help protect our local waterways.



### Help us celebrate Earth Day

On Sunday, April 23, 2023, from 10 a.m. to 2 p.m., Rotary Botanical Gardens will host an Earth Day Celebration, an event with three live exotic animal shows and lots of other family friendly activities.

Admission to Rotary Botanical Gardens is free to all during these activities. Please dress for the weather.

There will be additional outdoor activities throughout the day, including exciting games, garden adventures, hands-on projects and community information courtesy of RBG and the following organizations:

- Protect Wisconsin Waterways
- City of Janesville Recreation Department
- Rock County Chapter- Ice Age Trail Alliance
- Welty Environmental Center
- Basics Co-op Natural Foods
- Citizens' Climate Lobby
- Rock County Beekeepers Association
- Rock County Public Health Department – RX Take Back Program
- GreenLight E Recycling
- Rock Prairie Master Gardeners Association Inc.
- Blackhawk Golden Kiwanis



**Date:** May 2nd, 2023

**Location:** Watertown

**Event Name:** Watertown Farmers Market

**Amount of People Engaged:** 9

**Length:** 7:00am-12:00pm

**Style:** Tabling Event and Enviroscope

On May 2, 2023, four members of the Protect Wisconsin Waterways team attended the Watertown Farmers Market. We promoted our *Adopt a Storm Drain Protector Program*, and demonstrated our Enviroscope model to promote protecting our local waterways.



**Date:** May 6th, 2023

**Location:** Beaver Dam

**Event Name:** Beaver Dam Farmers Market

**Amount of People Engaged:** 36 (27 adults, 9 kids)

**Length:** 8:00 am- 12:00 pm

**Style:** Tabling Event and Enviroscape

On May 6, 2023, three members of our Protect Wisconsin Waterways team attended the Beaver Dam Farmer's Market. At this event, we promoted our *Adopt a Storm Drain Protector Program* and demonstrated our Enviroscape model.





**Date:** May 27th, 2023

**Location:** Fort Atkinson

**Event Name:** Fort Atkinson Farmers Market

**Amount of People Engaged:** 150 (115 adults, 35 kids, 1 Sign-Up)

**Length:** 8:00am-12:00pm

**Style:** Tabling Event and Enviroscape

On May 27th, 2023, our Protect Wisconsin Waterways team attended the Fort Atkinson Farmers Market, and again promoted our *Adopt a Storm Drain Protector Program*. Along with that, we also demonstrated our Enviroscape model.



**Date:** June 3, 2023

**Location:** Beaver Dam

**Event Name:** Beaver Dam Farmers Market

**Amount of People Engaged:** 76

**Length:** 8:00 am-12:00 pm

**Style:** Tabling Event and Enviroscope

On Saturday, June 3, 2023, members of our Protect Wisconsin Waterways team attended the Beaver Dam Farmer's Market. At this event, we promoted our *Adopt a Storm Drain Program*, and demonstrated our sponge activity that helps teach young individuals about protecting and keeping our local waterways clean, along with demonstrating stormwater around the home practices.



**Date:** June 10th, 2023

**Location:** Beloit

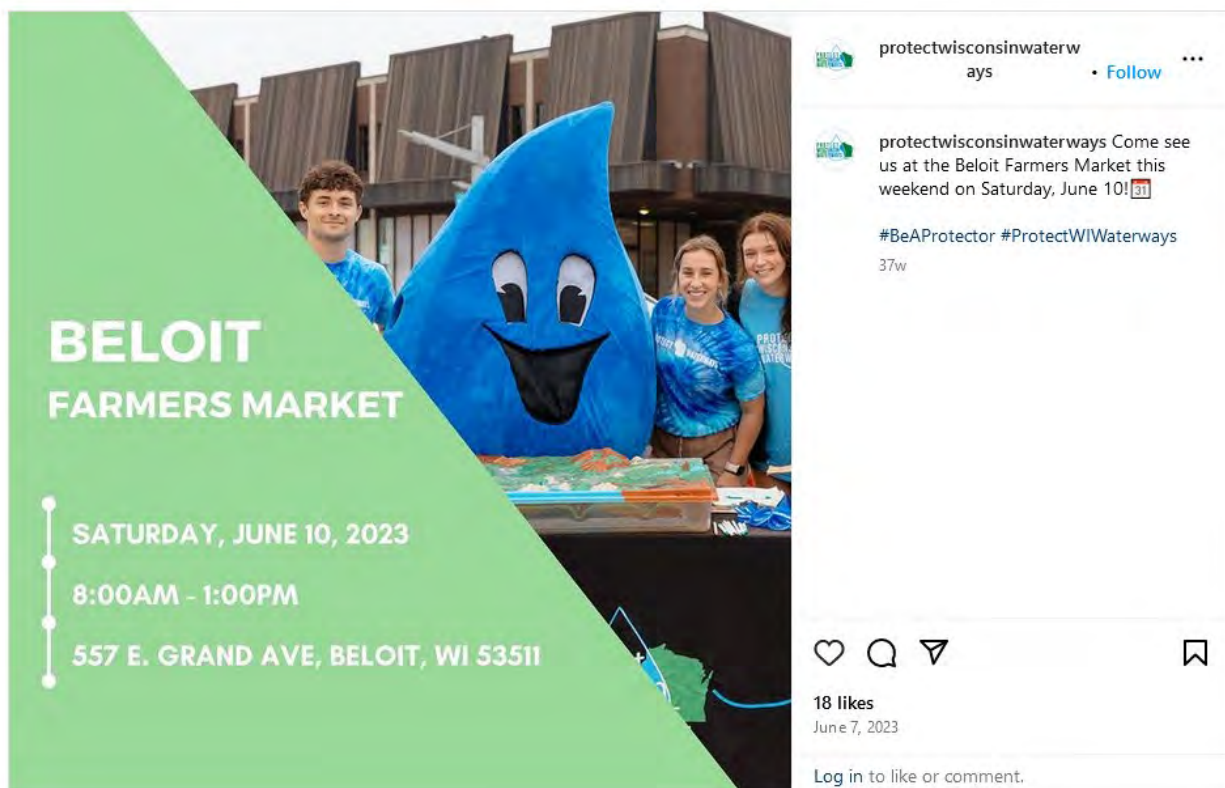
**Event Name:** Beloit Farmers Market

**Amount of People Engaged:** 100 (1-Sign-Up)

**Length:** 8:00am-1:00pm

**Style:** Tabling Event and Enviroscope

On June 10th, 2023, members of the Protect Wisconsin Waterways team attended the Beloit Farmers Market in Beloit. We promoted our *Adopt a Storm Drain Protector Program* and demonstrated our Enviroscope model.



**Date:** June 25, 2023

**Location:** Waupun

**Event Name:** Celebrate Waupun Festival

**Amount of People Engaged:** 20 (4 Sign-Ups)

**Length:** 12:00pm-4:00pm

**Style:** Tabling Event and Enviroscope

On Saturday, June 25th, 2023, members of our Protect Wisconsin Waterways team attended the Celebrate Waupun Festival. At this event, we promoted our *Adopt a Storm Drain Program* and demonstrated our sponge activity that helps teach young individuals about protecting and keeping our local waterways clean, along with demonstrating stormwater around the home practices.



**Date:** July 6th, 2023

**Location:** Watertown, Riverside Park

**Event Name:** Lights and Sirens (Watertown)

**Amount of People Engaged:** 125+

**Length:** 6:00pm - 8:00pm

**Style:** Tabling Event and Enviroscape

On July 6th, 2023, our Protect Wisconsin Waterways team attended the Watertown Lights and Sirens. At this market, we promoted our *Adopt a Storm Drain Protector Program* and demonstrated our enviroscape model and Lego “Around the Home” model.

**Date:** July 8th, 2023

**Location:** Beloit

**Event Name:** Strawberry Fest

**Amount of People Engaged:** 56

**Length:** 7:00am-3:00pm

**Style:** Tabling Event and Enviroscape

On July 8th, 2023, two members of our Protect Wisconsin Waterways team attended the Strawberry Fest in Beloit. At this event, we promoted our *Adopt a Storm Drain Program* and demonstrated our enviroscape model. We also provided promotional items and brochures.



**Date:** July 29th, 2023

**Location:** Beloit

**Event Name:** Beloit Farmers Market

**Amount of People Engaged:** 62 total (40 adults) (22 kids)

**Length:** 8:00 am- 1:00 pm

**Style:** Tabling Event and Enviroscape

On Saturday, July 29th, 2023, two members of the Protect Wisconsin Waterways team attended the Beloit farmers market, where again we promoted our *Adopt a Storm Drain Protector Program* and demonstrated our enviroscape model.



**Date:** August 19th, 2023

**Location:** Fort Atkinson

**Event Name:** Fort Atkinson Farmers Market

**Amount of People Engaged:** 56 (2 Sign-Ups)

**Length:** 8:00am-12:00pm

**Style:** Tabling and Promotional Event

On Saturday, August 19th, 2023, four of our Protect Wisconsin Waterways representatives attended the Fort Atkinson Farmers Market, and started promoting our clean up event that was taking place in September. As well as demonstrated our enviroscape model, and gave away promotional items.



**Date:** September 19th, 2023

**Location:** Whitewater

**Event Name:** Whitewater City Market

**Amount of People Engaged:** 20+

**Length:** 4:00pm - 7:00pm

**Style:** Tabling Event and Enviroscope

On Tuesday, September 6th, 2022, our Protect Wisconsin Waterways team attended the Whitewater City Market, and promoted our annual clean up event that took place later in September.





**Date:** September 23rd, 2023

**Location:** Shaler Park 400 N Madison St (Waupun)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 24+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 12+

On Saturday, September 23rd, 2023, we hosted our annual waterway clean up in Waupun. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway.



**Date:** September 23rd, 2023

**Location:** Waterworks Park 800 Dennings Ave (Beaver Dam)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 30+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 20+

On Saturday, September 23rd, 2023, we hosted our annual waterway clean up in Beaver Dam. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway.



**Date:** September 23rd, 2023

**Location:** Riverside Park 850 Labaree St. (Watertown)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 26+

**Length:** 11am-1pm

**Style:** Clean Up

**Bags of Trash:** 16+

On Saturday, September 23rd, 2023, we hosted a waterway clean up in Watertown. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway.





**Date:** September 23rd, 2023

**Location:** Barrie Park 210 Robert St (Fort Atkinson)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 33+

**Length:** 9:00am - 12:00pm

**Style:** Clean Up

**Bags of Trash:** 15+

On Saturday, September 23rd, 2023, we hosted our annual waterway clean up in Fort Atkinson along with the Rock River Coalition. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway.



**Date:** September 23rd, 2023

**Location:** Cravath Lakefront Park 407 S Wisconsin St (Whitewater)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 51+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 25+

On Saturday, September 23rd, 2023, we hosted our annual waterway clean up in Whitewater. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway. Of note, several members of the UW-Whitewater fraternities and sororities volunteered at this clean-up location.



**Date:** September 23rd, 2023

**Location:** Schilberg Park 301 W High Street (Milton)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 12+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 11+

On Saturday, September 23rd 2023, we hosted our annual waterway clean up in Milton. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash in Schilberg Park.



**Date:** September 23rd, 2023

**Location:** Monterey Park 501 Rockport Rd (Janesville)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 26+

**Length:** 10:00am - 12:00pm

**Style:** Clean Up

**Bags of Trash:** 30+

On Saturday, September 23rd 2023, we hosted our annual waterway clean up in Janesville. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the Rock River.





**Date:** September 23rd, 2023

**Location:** Preservation Park 3444 Riverside Dr (Town of Beloit)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 31+

**Length:** 10:00am - 12:00pm

**Style:** Clean Up

**Bags of Trash:** 23+

On Saturday, September 23rd, 2023, we hosted our annual waterway clean up in the Town of Beloit at Preservation Park. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the Rock River.



**Date:** September 23rd, 2023

**Location:** Rotary River Center Riverside Park 1160 S Riverside Dr (City of Beloit)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 24+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 14+

On Saturday, September 23rd 2023, we hosted our annual waterway clean up in Beloit. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash near the Rock River.

**Date:** October 18th, 2023

**Location:** Whitewater Hyland Hall

**Event Name:** Protect Wisconsin Waterways @ AMA

**Amount of People Engaged:** 117

**Length:** 4:00pm - 5:00pm

**Style:** Collaboration

On Wednesday, October 18th, 2023, 117 members of the University of Wisconsin-Whitewater American Marketing Association worked alongside Protect Wisconsin Waterways team members to discuss stormwater pollution issues and brainstorm new ideas to promote awareness among students and the general public.

**Date:** December 2nd, 2023

**Location:** Beloit

**Event Name:** Beloit Indoor Winter Market

**Amount of People Engaged:** 3

**Length:** 9:00am-11:00am

**Style:** Tabling Event

On Saturday, December 2nd, 2023, seven members of the Protect Wisconsin Waterways team attended the Beloit indoor farmers market, where we promoted our *Adopt a Storm Drain Protector Program*, demonstrated our enviroscape model, and demonstrated our sponge activity.



## Summer Door-to-Door

The following page provides individual city numbers for the summer door-to-door campaign. Over the 2023 summer, four members of CMU visited eight municipalities for five hours each. Brochures on the Adopt a storm drain program and flyers for the 2023 clean-up were given out to community members.

City	Date	Houses Visited	Doors Answered	Doors Unanswered	Adopt a storm drain sign-up
Whitewater	4/18 & 4/25	51	15	36	9
Milton	4/15	57	24	33	19
Watertown	5/6	76	24	52	12
Beaver Dam	6/4	62	11	51	8
Beloit	6/15 & 7/13	61	18	43	10
Janesville	7/16	61	14	47	10
Fort Atkinson *rain shortened	8/13	18	7	11	2
Waupun	8/19	57	8	49	4
<b>Totals</b>		<b>443</b>	<b>121</b>	<b>322</b>	<b>74</b>

**Sign-up rate (amount of people that signed up out of the doors answered): 61%**

**Date:** April 15th, 2023

**Location:** Milton

**Event Name:** Door-to-Door

**Length:** 5 hours

**Style:** Door-to-Door

Making strides for cleaner waterways, the Protect Wisconsin Waterways team went door-to-door in Milton on April 15, 2023. Through the *Adopt a Storm Drain* Program promotion, our team successfully connected with 24 individuals during door-to-door visits, 19 of those signed up to protect a storm drain near their home.



**Date:** April 18th, 2023

**Location:** Whitewater

**Event Name:** Door-to-Door

**Length:** 2.5 hours

**Style:** Door-to-Door

On Tuesday, April 18th 2023, four Protect Wisconsin Waterways representatives went door-to-door in Whitewater for two and a half hours in efforts to promote our *Adopt a Storm Drain Program*. During this event we engaged with 7 individuals who signed up to adopt a storm drain. Our storm drain protector program emphasizes the importance of protecting and keeping our local waterways clean by doing simplistic tasks like keeping our storm drains clear of debris.



**Date:** April 25th, 2023

**Location:** Whitewater

**Event Name:** Door-to-Door

**Length:** 2.5 hours

**Style:** Door-to-Door

On Tuesday, April 25th 2023, four Protect Wisconsin Waterways representatives went door-to-door to promote our *Adopt a Storm Drain Protector Program* in Whitewater. During their efforts they engaged with 3 individuals you signed up to protect a storm drain.





**Date:** May 6th, 2023

**Location:** Watertown

**Event Name:** Door-to-Door

**Length:** 5 hours

**Style:** Door-to-Door

On May 6, 2023, four members of the Protect Wisconsin Waterways team conducted a targeted door-to-door campaign to promote our *Adopt a Storm Drain* Program. This outreach resulted in engaging conversations with 24 individuals, 12 of which actively committed to adopting a storm drain, thereby committing to our initiative to ensure the cleanliness of local waterways.



**Date:** June 4th, 2023

**Location:** Beaver Dam

**Event Name:** Door-to-Door

**Length:** 5 hours

**Style:** Door-to-Door

Four members of the Protect Wisconsin Waterways team headed to Beaver Dam on Saturday, June 4th to promote the importance of keeping our waterways clean as well as promoting our *Storm Drain Protector* Program. During these efforts they engaged with 11 community members, and 8 of those committed to protecting a storm drain outside their home.



**Date:** June 15th, 2023

**Location:** Beloit

**Event Name:** Door-to-Door

**Length:** 2.5 hours

**Style:** Door-to-Door

With a goal of promoting the health and cleanliness of our waterways as well as clearing debris and blockages from storm drains, four Protect Wisconsin Waterways Members conducted door-to-door in Beloit on June 15th. The team explained the importance of our *Storm Drain Protector* Program to 12 individuals and 7 signed up for the program.



**Date:** July 13th, 2023

**Location:** Beloit

**Event Name:** Door-to-Door

**Length:** 2.5 hours

**Style:** Door-to-Door

On July 13th, 2023, two Protect Wisconsin Waterways representatives went door-to-door in Beloit for two and a half hours in efforts to promote our *Adopt a Storm Drain Program*. During this event we engaged with 3 individuals who signed up to adopt a storm drain. Our storm drain protector program emphasizes the importance of protecting and keeping our local waterways clean by doing tasks like keeping our storm drains clear of debris.





**Date:** July 16th, 2023

**Location:** Janesville

**Event Name:** Door-to-Door

**Length:** 5 hours

**Style:** Door-to-Door

Four Protect Wisconsin Waterways team members headed out to Janesville on July 16th. Our goal was to educate Janesville community members about the importance of keeping our waterways clean. One of the ways they can do this is by signing up for the *Adopt a Storm Drain* program. In our outreach efforts in Janesville, we reached 14 community members and 10 of them signed up to protect a storm drain.



**Date:** August 13th, 2023

**Location:** Fort Atkinson

**Event Name:** Door-to-Door

**Length:** 1.5 hours

**Style:** Door-to-Door

On August 13th, 2023, four Protect Wisconsin Waterways representatives went door-to-door in Fort Atkinson for an hour and a half in effort to promote our *Adopt a Storm Drain Program*. This event was cut short due to rain, but the representatives were still able to talk to 7 individuals and get 2 of them to sign up for the *Adopt a Storm Drain* program.



**Date:** August 19th, 2023

**Location:** Waupun

**Event Name:** Door-to-Door

**Length:** 5 hours

**Style:** Door-to-Door

Four Protect Wisconsin Waterways representatives went door-to-door in Waupun on August 19th, 2023, in order to promote the *Adopt a Storm Drain Program*. This program emphasizes the importance of keeping the storm drains clean from things like grass clippings, leaves, etc. These representatives were able to talk to 8 community members and had 4 of those individuals sign up for the program.



#### Initiative #4: Launch the RRSg Mini-Grant Program

##### Mini-Grant 2023:

2023 represented the second year of the Protect Wisconsin Waterways Mini-Grant program. Launched in 2022, the program was designed to engage community organizations and help spread awareness of protecting and keeping our local waterways clean. The mini-grant program encouraged community organizations and other eligible groups to apply for project funding up to \$5,000 that relate to stormwater public education efforts.

In addition to promoting on the Protect Wisconsin Waterways' website and social media, outreach occurred to community organizations in each RRSg community. In 2023 we had three applicants, including two projects funded (1) the Wisconsin EcoLatinos, and (2) The Paw Print Park Pack. The funded applications are included as an appendix at the end of this document, along with the final report from the Paw Print Park Pack.





**Photos from Paw Print Park Mini-Grant Installed Signage**



Initiative #5: Municipal Worker & Other Trainings

The RRSg provides all members access to an online library of training resources (i.e., videos and other materials) on different stormwater topics. Each January, we encourage members to provide DPW and other employees with time to complete relevant training. Our continued partnership and sponsorship of Salt Wise also offers additional training opportunities and workshops specific to salt use, equipment calibration, and related topics. We also promoted Salt Wise workshops to the business community through our chamber of commerce connections. Municipal members also send employees to other training.

Municipal training resources include coverage of the following topics.

- Spill Prevention Control Countermeasure (SPCC)
- Stormwater MS4 ‘Rain Check’
- Stormwater Construction ‘Ground Control’
- Stormwater ‘Storm Watch’ Municipal
- IDDE ‘A Grate Concern’ Employee Training

In 2023, Water Resources Associates also held individual “Stormwater Refresher” training sessions for RRSg municipalities. The table below provides the number of participants for each WRA training along with other trainings/workshops attended by municipal employees.

City	Dates	# Workers
Beaver Dam	8/30/23	18 attendees
Beloit	6/8/23 = City of Beloit 8/9/23 = Town of Beloit	17 attendees 9 attendees
Fort Atkinson		25 attendees
Milton	5/23/23	13 attendees (10 full-time, 3 summer help)
Monroe	12/13/23	7 attendees
Watertown	4/12-4/13/23 =Waukesha County Stormwater Workshop 6/13/23 = Stormwater Refresher 7/19/23 = Construction Site Erosion Control Training	4 attendees 23 attendees (2 sessions; Street Division/City Hall) 24 attendees; included field tour of construction sites and BMPs
Waupun	6/6/23	12 attendees
Whitewater	4/27/23	10 attendees

## 2023 Activities & RRSg’s Public Education & Outreach Goals

The following section outlines the relationship between RRSg’s specific activities and accomplishments to the group’s public education and outreach goals.

**Goal 1 - Illicit Discharge Detection and Elimination: Promote detection and elimination of illicit discharges and water quality impacts associated with such discharges from municipal separate storm sewer systems.**

1. Illicit Discharge was the August monthly theme for social media and the e-newsletter, the Runoff Rundown. Posts were made identifying illicit discharge and what to do if they see it happening.
2. A “Report a Violation” tab was added to the website, allowing users to report illicit discharge violations in 2017. No violations were reported via the website in 2023.

**Goal 2 - Household Hazardous Waste Disposal/Pet Waste/Management/Vehicle Washing: Inform and educate the public about the proper management of materials that may cause stormwater pollution from sources including automobiles, pet waste, household hazardous waste and household practices.**

1. The social media and e-newsletter monthly themes in May, June, and September align with the discussion of proper management for automobiles, pet waste, and household practices. Most other monthly themes also included information on how community members could improve their household practices.
2. Our informational brochures for the Storm Drain Protector Program included information on how to protect the waterways from one’s home. We have continued our Be Wise campaigns surrounding this content.
3. Clean-up events were held on September 23rd, 2023.

**Goal 3 - Yard Waste Management/Pesticide and Fertilizer Application: Promote beneficial onsite reuse of leaves and grass clippings and proper use of lawn and garden fertilizers and pesticides.**

1. Our monthly themes in April and June were fertilizer/pesticide application and pet/yard waste such as: lawn clippings, waste disposal, and leaves, respectively.
2. “Lawn Wise” and “Yard Wise” digital content were created to share key tips and best practices that help homeowners “Be Wise” and Protect Wisconsin Waterways.



3. A new “Lawn Wise” demonstration model and educational materials were created in collaboration with the Rock River Coalition.

**Goal 4 - Stream and Shoreline Management: Promote the management of streambanks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways.**

1. Our monthly theme in July was stream and shoreline management where we discussed the best practices to benefit and help stream and shorelines.

**Goal 5 - Residential Infiltration: Promote infiltration of residential stormwater runoff from rooftop downspouts, driveways and sidewalks.**

1. The monthly theme in November promoted better systems to allow more infiltration of residential stormwater.
2. The “Yard Wise” or “Lawn Wise” graphics created expand on this concept, during the fall months where leaves can be prevalent.
3. A new “Lawn Wise” demonstration model and educational materials were created in collaboration with the Rock River Coalition.

**Goal 6 - Construction Sites and Post-Construction Storm Water Management: Inform and educate those responsible for the design, installation, and maintenance of construction site erosion control practices and stormwater management facilities on how to design, install and maintain the practices.**

1. Our monthly theme for February was Construction Sites and Post Construction Storm Water Management.
2. By working with municipal representatives, we gathered information about different erosion control practices.

**Goal 7 - Pollution Prevention: Identify businesses and activities that may pose a stormwater contamination concern, and educate those specific audiences on methods of stormwater pollution prevention.**

1. Pollution Prevention was our theme for January.
2. Educational efforts focused on community members and homeowners discussed various possible pollutants that they can help prevent from entering the waterways.
3. RRSB members had municipal/DPW employees complete online trainings via our Excal video library, Salt Wise, and Fortin virtual trainings.

**Goal 8 - Green Infrastructure/Low Impact Development: Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development.**

1. Green Infrastructure/Low Impact Development was October's monthly theme.
2. By promoting things like rain gardens and educating people on erosion control, we promoted environmentally sensitive land development.
3. Rain barrel workshops were held in collaboration with the Rock River Coalition.

**Rock River Stormwater Group**  
**Resolution in Support of Stormwater Week 2023**  
**(Passed 4-14-23; Amended 5-19-23)**

**WHEREAS**, the **Rock River Stormwater Group**, consisting of stormwater experts from the **City of Beaver Dam, City of Beloit, Town of Beloit, City of Fort Atkinson, Town of Harmony, City of Janesville, Town of Janesville, City of Milton, City of Monroe, City of Jefferson, Town of Rock, Town of Turtle, City of Watertown, City of Waupun, City of Whitewater, and University of Wisconsin-Whitewater** and is advised by the Wisconsin Department of Natural Resources, partners with various organizations and operates as Protect Wisconsin Waterways to engage the public through outreach and education to involve citizens in reducing the impact of stormwater pollutants; and

**WHEREAS**, polluted stormwater runoff discharged into rivers, lakes, streams, and other waterways can result in the death of wildlife, destruction of vital ecosystems, contamination of drinking water resources, and disruption of recreational activity, threatening public health; and

**WHEREAS**, the Clean Water Act of 1972 prohibits the discharge of any pollutant to navigable waters of the United States, unless authorized by the Environmental Protection Agency; and

**WHEREAS**, a major source of pollutants in the navigable waters of the United States and Wisconsin is polluted urban and suburban stormwater runoff that flows directly into our waters, untreated; and

**WHEREAS**, the common sources of stormwater pollution are sediments, road salt, automotive chemicals, litter and debris, household hazardous chemicals, bacteria, nutrients, and yard and pet waste; and

**WHEREAS**, it is imperative that pollutants be prevented from entering stormwater runoff from Wisconsin's roadways, homes, and businesses; and

**WHEREAS**, stormwater runoff impacts water quality in the Rock River watershed, which includes creeks, lakes, and other rivers in Columbia, Dane, Dodge, Fond Du Lac, Green, Green Lake, Jefferson, Rock, Walworth, and Waukesha counties; and

**WHEREAS**, as citizens of Wisconsin, we can minimize the impact on our waterways to continue to make our communities a great place to live, work, and play; and

**THEREFORE BE IT RESOLVED** that members of the [Rock River Stormwater Group](#) joins communities and stormwater consortiums around Wisconsin in recognizing the week of August 5-13, 2023 as Stormwater Week.



August 5-13, 2023



## Background & Overview

Based on an initiative within the Rock River Stormwater Group, volunteers from Wisconsin Stormwater Collaboratives across the state collaboratively launched the first annual Wisconsin Stormwater Week in August 2023. Beyond engaging stakeholders from across the state, a key objective was to make residents aware of stormwater as an issue and encourage residents to take action. The group created consistent messaging around five daily topic themes and hosted two statewide webinars.

**Monday, August 7**  
**Stormwater 101**



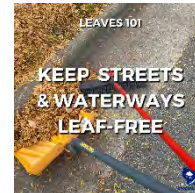
**Tuesday, August 8**  
**Rain Collection 101**



**Wednesday, August 9**  
**Lawn Care 101**



**Thursday, August 10**  
**Leaves 101**



**Friday, August 11**  
**Only Rain Down the Drain 101**



## Summary Metrics

The following metrics are from the statewide efforts and do not include individual municipality or stormwater collaborative group metrics for events, social media, or website traffic.

## Partners & Proclamations

- ✓ 92 “signed-on” partners, including 72 individual municipalities
  - ✓ 8 support letters or local proclamations + Governor’s proclamation
- [City of Watertown Proclamation](#) [City of Superior Letter of Support](#)  
[Fox-Wolf Watershed Alliance Proclamation](#) [La Crosse Urban Stormwater Group Proclamation](#)  
[Madison Area Municipal Stormwater Partnership \(MAMSWaP\) Letter of Support](#)  
[Village of Fox Point Proclamation](#) [Northeast Wisconsin Stormwater Consortium \(NEWSC\) Letter of Support](#)  
[Rock River Stormwater Group \(RRSG\) Proclamation](#)



## Webinars

- ✓ [Managing Water Where It Falls](#): 148 registered, 73 live attendees, 97 views
- ✓ [Leaf-free Streets for Clean Waters](#): 78 registered, 32 live attendees, 48 views

## Statewide Reach & Media Coverage

- ✓ **Website**: 1,700+ visits to Stormwater Week statewide website
- ✓ **Social media**: 808+ mentions of #wistormwaterweek, from 284+ accounts, reaching 1.7+ million
- ✓ **Media**: 2,000+ website links, 11+ media stories, 372 Google “News” results, and 304 Google “Video” results on “Wisconsin Stormwater Week”

[July 24 - The Daily Reporter - Summer at the Storm Drains selfie contest kicks off in Madison area](#)

[July 27 - Superior Telegram - Boardwalk Column: Wisconsin Stormwater Week set](#)

[July 28 - Isthmus - Summer at the Storm Drains](#)

[July 31 - WMTV NBC 15 \(Madison\) - Dane Co. event encourages disposal of household hazardous waste](#)

[July 31 - Waunakee Tribune - Waunakee Clean Sweep event lets households dispose of chemicals](#)

[August 4 - Kenosha News - Local watershed group promotes first statewide ‘Stormwater Week’](#)

[August 8 - Channel 3000 \(Madison\) - In the 608: It’s Stormwater Week in Madison](#)

[August 8 - Channel 3000 \(Madison\) - In the 608: Madison works to prevent stormwater pollution](#)

[August 9 - The North 103.3 - Green Visions: Wisconsin Stormwater Week \(7:33\)](#)

[August 9 - WeAreGreenBay.com \(CBS5 Fox Valley\) - Officials statewide warning about environmental impacts from stormwater runoff](#)

[August 12 - PBS Almanac North - Wisconsin Stormwater Week Tour of Barker’s Island in Superior \(starting at 9:08-14:00\)](#)



**11/21/2023**

**Rock River Coalition**

**Rain Barrel Workshop Report**

**Beaver Dam Rain Barrel Workshop**

The Watermark Community Center on Saturday May 20th, 9:30am - 11:30am.

The RRC Communications Coordinator, Brooke Alexander, gave a 45-minute presentation on water conservation with an educational component of actions participants can take at home to help protect water resources and the impacts of residential properties on storm water. Brooke connected with the City of Beaver Dam Director of Engineering, Todd Janssen, prior to the presentation, and shared information from him about storm water management in the City of Beaver Dam.

The presentation was followed by an explanation of how to assemble the rain barrel. Brooke and an RRC intern assisted participants with putting their rain barrels together and instructing them how to install their rain barrels at home. Each participant was given a handout with instructions to take home. Each kit came with the 3 different drill bits, hardware, and spigot needed to build and install the rain barrel and the rain barrel itself. Instructions were emailed to participants in October about how to winterize their barrels.

There were 25 rain barrels installed in the community. There were 28 total participants for the workshop.

**Milton Rain Barrel Workshop**

Milton Public Library on Saturday, June 10th, 10:30am - 12:30pm.

The RRC Communications Coordinator, Brooke Alexander, gave a 45-minute presentation on water conservation with an educational component of actions participants can take at home to help protect water resources and the impacts of residential properties on storm water. Brooke connected with the Milton Public Works Director, Mark Langer, prior to the presentation, and shared information from him about storm water management in the City of Milton.

The presentation was followed by an explanation of how to assemble the rain barrel. Brooke and two RRC interns assisted participants with putting their rain barrels together and instructing them how to install their rain barrels at home. Each participant was given a handout with instructions to take home. Each kit came with the 3 different drill bits, hardware, and

spigot needed to build and install the rain barrel and the rain barrel itself. Instructions were emailed to participants in October about how to winterize their barrels.

The two RRC interns helped paint two of the rain barrels for the library to keep as demonstrations in their new garden area. There were 22 rain barrels installed in the community, and 2 at the library. There were 24 total participants for the workshop.

## 2023 Stream Monitoring Report

Rock River Coalition

### Volunteer Trainings

Rock River Coalition, in partnership with Rock County Land Conservation Department, hosted a volunteer stream monitoring training in Rock County, which was attended by 4 people. Rock River Coalition also hosted a training in Watertown for Dodge and Jefferson County volunteers, which was attended by 16 people. 19 new volunteers were welcomed to the program in these three counties during 2023.

### Monitoring Sites

County	Baseline Monitoring Sites	Total Volunteers	Total Nutrient Testing Sites	Total Sites with Thermistors
Dodge County	14	28	10	7
Fond du Lac County	2	4	0	2
Jefferson County	15	22	3	4
Rock County	8	12	0	0
Walworth County	12	8	10	5
<b>Total</b>	<b>51</b>	<b>74</b>	<b>23</b>	<b>18</b>

### Monitoring Sites Within 10 Miles of RRSB Member Municipalities

Municipality	Number of Sites	Waterbodies Monitored
Beaver Dam	4	Beaver Dam River, Beaver Creek, Mill Creek, Unnamed Tributary to Lake Sinissippi (WBIC 5031431)
Beloit	2	Spring Brook, Turtle Creek
Fort Atkinson	3	Allen Creek, Bark River, Unnamed Tributary to Rock River (WBIC 813400)
Janesville	2	Blackhawk Creek
Jefferson	8	Lake Ripley inlet and outlet, Rock Creek, Johnson Creek
Milton	3	Otter Creek, Saunders Creek
Watertown	3	Silver Creek, Riverside Park Creek, Rock River
Waupun	4	Alto Creek, Drew Creek, South and West Branches of the Rock River
Whitewater	4	Bark River, Whitewater Creek, Spring Brook Creek, Bluff Creek



# Rock River Coalition Annual Meeting and Awards Ceremony

Date: Tuesday, May 16th, 2023

Time: 5:30 to 8:30

Location: Pharmacy Public House at 203 N Main Street, Lake Mills, WI

## Agenda

5:30 Meet and Greet: with members, friends, board of directors and guests – cash bar

6:00 Dinner: TBD There will be options.

6:30 Annual Meeting and Board Member Election (during dinner)

7:00 Presentation of Protector and Friend Awards

All members of the Rock River Coalition are encouraged to attend our annual meeting on Tuesday, May 16th to gather with those passionate about RRC activities and to honor our 2023 Protector and Friend Awards recipients! We recognize our Protector awardees that have served their community to make a difference in the Rock River Basin within our environment, recreation, and local economy, as well as our Friends who have been essential to the growth and flourishing of RRC. We hope that you can join us for this celebration of these individuals and all who are involved at Rock River Coalition.

Registration is required for this event with a fee of \$30 per person and can be paid online.

We ask that you register by May 9th. Registration information can be found on our website: [www.rockrivercoalition.org](http://www.rockrivercoalition.org).

## Awards

### Protector, Individual

**Bill Boettge:** Before moving out of the Rock River Basin in 2022, Bill was the co-chair and a founding member of the Dodge County Alliance for Healthy Soil – Healthy Water and President of the Beaver Dam Lake Improvement Association. Through these organizations, he played an integral role in educating shoreline and agricultural landowners about water quality and building partnerships around water. He was also a strong advocate for Rock River Coalition in the Dodge County community.

**Jim Amrhein:** Prior to his retirement in 2022, Jim worked as a Water Quality Biologist at Wisconsin Department of Natural Resources. During his over 30 years at DNR, Jim worked with many volunteer stream monitors and landowners to solve water quality issues in streams across southern Wisconsin. Jim was an expert resource to Rock River Coalition and recently played a key role in establishing our stream monitoring program in Dodge County.

### Protector, Organization

**Dodge County Alliance for Healthy Soil:** The mission of the Dodge County Alliance for Healthy Soil – Healthy Water is to build a community dedicated to soil and water health. The Alliance, a self-funded non-profit organization, connects the farming community with the lake community while promoting Dodge County successes, education, and projects that improve soil and water. The Alliance has promoted Rock River Coalition in Dodge County and helped us connect with leaders in the local agricultural and lake communities to work towards shared goals.

**Fox Lake Inland Lake Protection and Rehabilitation District:** The Fox Lake Inland Lake Protection and Rehabilitation District is dedicated to Fox Lake's water quality. Dodge County's Fox Lake has been on the EPA's impaired waters list since 2006 because of its excess phosphorus and sediments. In 2022, in partnership with WDNR, Dodge County, the Town of Fox Lake, and other local partners, Fox Lake Inland Lake Protection and Rehabilitation District (FLILPARD) and the environmental consulting firm EOR wrote a nine key element watershed plan. Focused on actionable conservation projects, this plan will serve as a roadmap towards healthier waters in and around Fox Lake. They have also been instrumental in helping RRC recruit volunteer stream monitors near Fox Lake.

### Protector, Educator

**Creative Marketing Unlimited (Protect Wisconsin Waterways):** This group of UW Whitewater students manages most of the outreach and education efforts as well as the online and social media presence for the Rock River Stormwater Group. The Rock River Stormwater Group is comprised of several municipalities located within the Rock River watershed. They meet monthly to extend an agenda of stormwater quality education, awareness, and improvement.

### Friends

**Janie Riebe:** Janie has been a strong advocate for the mission and work of the Rock River Coalition since 2019. She has been a volunteer stream monitor, served on our strategic planning committee and on our Justice, Equity, Diversity and Inclusion Workgroup and has helped to secure funding for our; volunteer stream monitoring program, strategic planning, stream land restoration projects, data visualization to name just a few through grant writing.

**Dave Hoffman:** David Hoffman was on the Rock River Coalition Board from 2014 through 2019. He served as Secretary for several years. Dave worked to secure grants to help fund equipment needed for the Coalition's Stream Monitoring Program. Forging and maintaining partnerships was another key role that Dave accomplished during his tenure. For instance, he was our liaison with the Rock River Trail.

## Yahara Watershed Monitoring Season Kickoff

Saturday, April 1, 9 AM – 12:30 PM

Dane County Land and Water Resources Department

5201 Fen Oak Drive, Madison, WI

We are excited to welcome our returning Yahara Watershed volunteers to the 2023 monitoring season! Volunteers in the Yahara Watershed are encouraged to kick off the monitoring season with us on April 1. We will distribute monitoring supplies and learn about accessing and interpreting data and entering it in the updated SWIMS database. Volunteers with dissolved oxygen meters and thermistors can also learn more about how to use this equipment. Register online or contact [addie@rockrivercoalition.org](mailto:addie@rockrivercoalition.org).

## Calling All Stream Stewards to 2023 Monitoring Workshops

By Addie Schlussel, Stream Monitoring and AIS Coordinator

As our streams emerge from their winter freeze, our volunteers are getting their nets and thermometers ready to start another monitoring season! Would you like to join them?

From April or May to October, our 180+ volunteer stream monitors collect monthly data about the health of our streams across the Rock River Basin. Wisconsin Department of Natural Resources and various county Land and Water Conservation Departments use the data to better understand watershed protection and restoration needs.

Want to help protect a stream near you? Consider attending one of our hands-on training workshops. Anyone interested in volunteering or just learning more is welcome. By the end of the workshop, you'll know how to measure water quality and be ready to adopt your own stream monitoring site. No experience or equipment needed!

Want to help protect a stream near you? Consider attending one of our hands-on training workshops.

*Interested?*

Email [addie@rockrivercoalition.org](mailto:addie@rockrivercoalition.org) for more information or to register for a workshop.

### Stream Monitoring Workshop Dates

Saturday, April 29:  
Waunakee (Dane County)

Saturday, May 6:  
Watertown (Dodge/Jefferson County)

Saturday, May 6:  
Genesee (Waukesha County)

Saturday, May 13:  
Clinton (Rock County)

**Additional City of Watertown Stormwater Public Education & Outreach Activities**

**Rock River Coalition Rain Barrel Workshop with City of Watertown**

4/22/23 = 28 attendees

**Rain Gardens and Native Plantings for Water Quality Protection Speaker Event**

(WI Stormwater Week Event)

8/9/23 = 7 attendees



**Riverside Park Creek Restoration Planting with Rock River Coalition**

9/23/23 = 15 attendees







**City of Watertown Stormwater-related social media posts**

<b>Post Date</b>	<b>Category</b>	<b>Subject</b>	<b>Link</b>
23-Jan	Salt	WI Salt Awareness Week:	<a href="https://www.facebook.com/photo.php?fbid=490873393227440&amp;set=pb.100069143501820.-2207520000&amp;type=3">https://www.facebook.com/photo.php?fbid=490873393227440&amp;set=pb.100069143501820.-2207520000&amp;type=3</a>
27-May	Stormwater	Retention Pond Inspection (mentions waterway pollutant reduction)	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid02xmTEZZuu1GNQhm2uTMfRyrc7gXTXRYj2UGj4sATYqgXvrJn42e91QhNaJmReLYWDI">https://www.facebook.com/cityofwatertownwi/posts/pfbid02xmTEZZuu1GNQhm2uTMfRyrc7gXTXRYj2UGj4sATYqgXvrJn42e91QhNaJmReLYWDI</a>
24-Jul	Stormwater	RRC Riverside Park Creek planting save-the-date	<a href="https://www.facebook.com/photo/?fbid=605612191753559&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=605612191753559&amp;set=a.159487826366000</a>
29-Jul	Stormwater	Rock River Coalition WI Stormwater Rain Barrel Webinar	<a href="https://www.facebook.com/photo/?fbid=611555557825889&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=611555557825889&amp;set=a.159487826366000</a>
29-Jul	Stormwater	Rain Gardens presentation	<a href="https://www.facebook.com/photo/?fbid=609047474743364&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=609047474743364&amp;set=a.159487826366000</a>
31-Jul	Stormwater	WI Stormwater Week Save the Date	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid02HxQxkwbBcTcGuPH4ht9mJuewN6b7DNiu6bpdGjSuxPAXN6EgKRJZCo4fXyxe1DbEI">https://www.facebook.com/cityofwatertownwi/posts/pfbid02HxQxkwbBcTcGuPH4ht9mJuewN6b7DNiu6bpdGjSuxPAXN6EgKRJZCo4fXyxe1DbEI</a>
3-Aug	Storm Drains	Leaf Free Streets Webinar	<a href="https://www.facebook.com/photo/?fbid=611557227825722&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=611557227825722&amp;set=a.159487826366000</a>
10-Aug	Storm Drains	Leaves and Stormwater	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid0gbtJtQtpGFPjL7AQVcULNobrhEUWJqcx11njgw82zhCq8U4U2ZiQ1PbXt8mHBCI">https://www.facebook.com/cityofwatertownwi/posts/pfbid0gbtJtQtpGFPjL7AQVcULNobrhEUWJqcx11njgw82zhCq8U4U2ZiQ1PbXt8mHBCI</a>
11-Aug	Storm Drains	Only Rain Down the Drain	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid02wTDyN77D1Hcaf9ni4X35CLocqQYcvrYjfmXHsijyuX6mJlcrabuhuJHdUgqhbqgwzl">https://www.facebook.com/cityofwatertownwi/posts/pfbid02wTDyN77D1Hcaf9ni4X35CLocqQYcvrYjfmXHsijyuX6mJlcrabuhuJHdUgqhbqgwzl</a>
12-Oct	Storm Drains	storm drain awareness (rainy weather predicted)	<a href="https://business.facebook.com/cityofwatertownwi/posts/pfbid02LK5L7MLc5ghrreqUbDRBigmPpraEcWsNBhY8nVRXaxfoD7Xt7hHUTpRuzGdEnthsl">https://business.facebook.com/cityofwatertownwi/posts/pfbid02LK5L7MLc5ghrreqUbDRBigmPpraEcWsNBhY8nVRXaxfoD7Xt7hHUTpRuzGdEnthsl</a>
26-Oct	Storm Drains	storm drains (rainy weather)	<a href="https://business.facebook.com/cityofwatertownwi/posts/pfbid0EXGQmV4Qc6e5mY2du9mgaOktnUAxgmQPOD1tQkcfNnb76ca3v7WLTDBeZoiASdvQI">https://business.facebook.com/cityofwatertownwi/posts/pfbid0EXGQmV4Qc6e5mY2du9mgaOktnUAxgmQPOD1tQkcfNnb76ca3v7WLTDBeZoiASdvQI</a>

27-Oct	Stormwater	Riverside Creek Resto	<a href="https://business.facebook.com/cityofwatertownwi/posts/pfbid0ukzADSaz8cMTJRtvHbFz9UZJkVwYpcDhDjBUXm69oHLqEFb84UjaLxjgpZ7Eg5sJl">https://business.facebook.com/cityofwatertownwi/posts/pfbid0ukzADSaz8cMTJRtvHbFz9UZJkVwYpcDhDjBUXm69oHLqEFb84UjaLxjgpZ7Eg5sJl</a>
16-Nov	Stormwater	National Stormwater Day	<a href="https://www.facebook.com/photo/?fbid=672222575092520&amp;set=a.159487826366000">https://www.facebook.com/photo/?fbid=672222575092520&amp;set=a.159487826366000</a>
2-Dec	Salt	The plows are getting ready! (winter salt awareness)	<a href="https://www.facebook.com/cityofwatertownwi/posts/pfbid02C8UwFNS8Z1gjRP92s7WZFRSxhU9iyo3B9ytjX7htDDp1LAbhprwaKV5wgqtbmmMpl">https://www.facebook.com/cityofwatertownwi/posts/pfbid02C8UwFNS8Z1gjRP92s7WZFRSxhU9iyo3B9ytjX7htDDp1LAbhprwaKV5wgqtbmmMpl</a>



# Paw Print Park - Protect Wisconsin Waterways Grant

## Background:

Paw Print Park is a City of Janesville (CoJ) owned and operated, 16-acre dog park in Janesville, Wisconsin. This is an extremely popular local park; over 900 park tags (1 tag per dog) were issued from the Janesville/Beloit area in 2022, in addition to users who pay a daily fee for use. Paw Print Park's volunteer group, Paw Print Park Pack, takes an active role in improving the park's function, safety and sustainability.

## The Project:

Dog waste cleanup is, by far, one of the least glamorous and most disgusting things that Pack volunteers do on a very regular basis to maintain the park. Volunteers documented over 70 hours of dog waste removal efforts at Paw Print Park in 2021 and over 205 hours of waste removal efforts in 2022. 2023 isn't over yet, but we will likely see similar numbers. This represents hundreds of pounds of un-scooped waste that would have otherwise remained to pollute the area if not removed by volunteers. Because Paw Print Park sits squarely in the Rock River Watershed, un-scooped poop at the park washes downstream and directly into the Rock River.

This grant, provided by Protect Wisconsin Waterways and executed in cooperation with City staff, allowed improvements in the following areas (deliverables):

- **Waste Bag Stations:** Purchase and install 5 additional pet waste bag stations for use at dedicated seating areas throughout the park.

**GOAL:** Ensure that each seating area at Paw Print Park has easy, immediate access to waste cleanup supplies.

**STATUS:** **Completed.** 5 additional waste bag stations were installed throughout the park. All seating areas now have cleanup supplies, installed on durable signposts.

- **Waste Station Identification:** Purchase identifying markers for all new and existing pet waste bag stations that makes them easier to identify at a distance (bag stations tend to blend in with surroundings - they aren't available in bright colors that make them easy to see/identify).

**GOAL:** Ensure that waste bag stations are easy to see and access throughout the park.

**STATUS:** **Completed.** Signage purchased and installed throughout park. All bag stations are visible from a distance with bright orange, 12x12 "conservation station" markers.

- **Permanent Park Signage:** Increase permanent park 'Scoop the Poop' signage that emphasizes the conservation aspect of waste removal.



**GOAL:** Encourage users to see dog waste as a community environmental concern and removal as a personal responsibility.

**STATUS:** **Completed.** Signage installed. Signage designed in the “Burma-shave” style – witty, punny and theme appropriate – has been installed at intervals around the park. Additional, large 4x3’ entrance signs in both the small-dog and all-dog areas remind users that Paw Print Park is an important community resource with ties to the Rock River Watershed.



- **Un-scooped Waste Frequency Project.** Using brightly colored survey flags and temporary educational signage, Paw Print Park Pack volunteers marked instances of un-scooped dog waste in Paw Print Park for 9 days. This visible display was paired with an email campaign and social media coverage.

**GOAL:** to provide a visual display of the quantity of waste that hundreds of dogs can produce and encourage users to consider the cumulative impact of un-scooped dog waste to the park, the health and safety of dogs and humans, the immediate environment, and the downstream Rock River Watershed.

**STATUS:** **Completed.** The Waste Frequency Project, affectionately named “Is this your turd?”, was eye-opening for a number of park users. Over a 9-day period, volunteers placed 515 “is this your turd?” flags (over half of the amount we ordered). Each one identified the location of dog waste not removed by an owner. Two clear and interesting trends emerged. Most flags were located **within 5 feet of the trails** on both the upper and the lower loop, and/or in the **front half** of the park. This suggests a focused direction for future education campaigns and community reminders. We plan on redoing this campaign in the spring as park attendance ramps up for the year. Feedback received from the community about this project was quite positive – it provided an effective visual indicator of the volume of dog waste left behind at the park.



We’d like to thank Protect Wisconsin Waterways for their generous award and their work to protect our local watersheds. We also want to recognize Jason Schlimgen, Parks Supervisor at the City of Janesville, for his support and his role in obtaining and executing this grant. Finally, over a dozen Pack volunteers participated in this initiative, from writing the initial grant to signage design/installation and waste cleanup. They committed approximately 70.75 hours of service to this initiative. We are grateful to have so many committed community members to protect and advocate for Paw Print Park.





# 2023 Water Quality Education and Involvement Mini-Grant

## Application

### Applicant Information

**Name:** Cathy Erdman (Paw Print Park Pack Volunteer)

**Title:** Paw Print Park Pack Volunteer

**Email:** pawprintparkpack@gmail.com

**Phone Number:** 608-449-1264

**Organization Name:** Paw Print Park Pack

**Organization Address:** Paw Print Park Pack - % Jason Schlimgen @ City of Janesville Parks Division.

2200 US Highway 51 North

Janesville, WI 53547

**Organization Website (If Applicable):** <https://pawprintparkpack.wixsite.com/pppp>

**Organization Description:** The Paw Print Park Pack is an independent community service and advocacy group working to improve Paw Print Park. The Pack advocates for a safe, sustainable, and functional Paw Print Park.

### Project Information

**Project Title:** Pollution Prevention through Pet Waste Management Education and Outreach

**Amount Requested:** \$2900.00

**Municipality:** Janesville, Rock County, Wisconsin

**Project Description:** Paw Print Park is a City of Janesville (CoJ) owned and operated, 16-acre dog park in Janesville, Wisconsin. This is an extremely popular local park; over 900 park tags (1 tag per dog) were issued from the Janesville/Beloit area in 2022, in addition to users who pay a daily fee for use. We expect current usage trends to continue. Runoff flows through the park, soaking in or making its way to the Rock River (approx. 1 mile away). In 2021, volunteers documented over 70 hours of dog waste removal efforts at Paw Print Park. In 2022, volunteers documented over 205 hours of waste removal efforts. This represents hundreds of pounds of un-scooped waste that would have otherwise remained to pollute the area. Since most of the park's tagged users live in the Rock River watershed, we can engage and educate a large number of local dog owners about the detrimental effects of dog waste on the Rock River Watershed and the health/safety of humans and canines with this project. We also believe that efforts to educate users at Paw Print have the potential to influence behavior at other trails and public spaces in the area. This project will address four main areas:

- **Waste Bag Stations:** Purchase and install 5 additional pet waste bag stations for use at the park. Seating areas at Paw Print are spaced throughout the park. **GOAL:** Ensure that each seating area at Paw Print Park has easy, immediate access to waste cleanup supplies.
- **Waste Station Identification:** Purchase identifying markers for all new and existing pet waste bag stations that makes them easier to identify at a distance (bag stations tend to blend in with surroundings - they aren't available in bright colors that make them easy to see/identify). **GOAL:** Ensure that waste bag stations are easy to see and access throughout the park.
- **Permanent Park Signage:** Increase permanent park 'Scoop the Poop' signage that emphasizes the conservation aspect of scooping poop. **GOAL:** Encourage users to see dog waste as a community environmental concern and removal as a personal responsibility.
- **Un-scooped Waste Frequency Project.** Using brightly colored survey flags and temporary educational signage, Paw Print Park Pack volunteers would mark all locations of un-scooped dog waste in Paw Print Park over the course of two weeks. Flags would be left in place for two weeks to allow for visibility in the community. This visible display would be paired with an email campaign and social media coverage. We would focus on a two-week timeframe at the beginning of the project and another

near the end of the summer once all the added signage and pet waste stations have been installed. *After our use, we plan to make the components of this initiative available to other city facilities and trails where a change in user behavior would benefit conservation initiatives and community safety. GOAL: to provide a visual display of the quantity of waste that hundreds of dogs can produce and encourage users to consider the cumulative impact of un-scooped dog waste to the park, the immediate environment, and the downstream Rock River Watershed.*

Paw Print Park Pack and the CoJ will cooperate to implement these initiatives. All permissions for the project have been acquired from the CoJ Parks Division. The CoJ will cover 25% of the cost of the project. **Total estimated project cost is \$2900.00**

#### WI Waterways Estimated Budget

##### Deliverable 1: Waste Bag Stations:

<u>Item</u>	<u>No.</u>	<u>Units</u>	<u>Unit Cost</u>	<u>Total Cost</u>	<u>Notes</u>
Wastebag dispensers	5	ea.	\$ 60.00	\$ 300.00	\$50.00 per unit plus est. shipping/taxes
Posts for Wastebag Dispensers	5	ea.	\$ 15.00	\$ 75.00	
Installation cost	2	hours		\$ -	Volunteer labor
<b>Project Subtotal:</b>				<b>\$ 375.00</b>	

##### Deliverable 2: Waste Station Identification:

<u>Item</u>	<u>No.</u>	<u>Units</u>	<u>Unit Cost</u>	<u>Total Cost</u>	<u>Notes</u>
Waste Station Identification signs	13	ea.	\$ 45.00	\$ 585.00	unit cost plus shipping, taxes.
Metal posts for extension above waste station locations	13	ea.	\$ 15.00	\$ 195.00	
Hardware (screws/bolts/nuts)	1	misc.	\$ 50.00	\$ 50.00	
Installation cost	2	hours		\$ -	Volunteer labor
<b>Project Subtotal:</b>				<b>\$ 830.00</b>	

##### Deliverable 3: Permanent Park Signage:

<u>Item</u>	<u>No.</u>	<u>Units</u>	<u>Unit Cost</u>	<u>Total Cost</u>	<u>Notes</u>
Educational trail signs	12	ea.	\$ 45.00	\$ 540.00	unit cost plus shipping, taxes. In house, City of Janesville Sign Shop - Unit cost is lump sum for time and materials
Large fence signs	3	ea.	185	\$ 555.00	
Installation Materials (treated 2x4 backing, hardware)	1	misc.	100	\$ 100.00	
<b>Project Subtotal:</b>				<b>\$ 1,195.00</b>	

##### Deliverable 4: Un-scooped Waste Frequency Project

<u>Item</u>	<u>No.</u>	<u>Units</u>	<u>Unit Cost</u>	<u>Total Cost</u>	<u>Notes</u>
Survey Flags	1000	flags	\$ 0.13	\$ 300.00	\$219.99 flags, \$25.00 setup fee, Shipping, taxes
Temporary banners for waste frequency project	2	ea.	\$ 100.00	\$ 200.00	unit cost plus shipping, taxes
<b>Project Subtotal:</b>				<b>\$ 500.00</b>	

**Materials & Labor Total (est.) \$ 2,900.00**

Paw Print Park Pack maintains a website, a digital newsletter and a facebook presence, which it will use to announce and publicize these initiatives. The CoJ and the CoJ Parks Division have social media outlets, digital newsletters and media contacts to publicize these initiatives.

Deliverables will include photos of each of these project initiatives and examples of media outreach efforts, in addition to the Milestone and Final Reports.

#### Project Timeline:

**May:** Volunteer organization, purchase of flags/temporary signage for the Frequency Project

**June: Execution of the Frequency Project (2 week time period) \*\*Suggested Milestone\*\***, Milestone Report (prior to purchase of additional signage/bag stations)

**July/August:** Purchase/Installation of additional signage/bag stations throughout park.

**September:** Revisit the Frequency Project (2 week time period). Final Report Preparation begins.

**October:** Final Report due Oct. 31, 2023

## 2023 Water Quality Education and Involvement Mini-Grant Application

### Applicant Information

**Name:** Cristina Carvajal

**Title:** Executive Director

**Email:** Wiecolatinos@gmail.com

**Phone Number:** 608-449-2110

**Organization Name:** Center for Community Stewardship FBO / Wisconsin EcoLatinos

**Organization Address:** 1006 River Birch Rd, Middleton WI

**Organization Website (If Applicable):** <https://www.wisconsincolatinos.org/>

**Organization Description:** Wisconsin EcoLatinos is a non-profit organization under fiscal sponsorship from the Center for Community Stewardship. We promote sustainable practices on energy efficiency, waste reduction, and the protection of natural resources. We aim to pursue an equitable and sustainable environment by eliminating language and social barriers.

### Project Information

**Project Title:** Juntos por el Rio Rock

**Amount Requested:**

\$1,500.0

**Municipality:** Janesville City and Beloit

**Project Description:** Engage Spanish and bilingual Latinx in the cities of Janesville and Beloit to raise awareness about stormwater contamination and protection practices.

- Create material in stormwater contamination awareness in Spanish, mitigation strategies and green infrastructure.
- Present this information in fairs and festivals such as the Hispanic Heritage Fair in Janesville and Beloit.
- Two workshops, one in Janesville and one in Beloit
- We will raffle off one rain barrel or one compost bin, or native plants at each event.
- Presentation in latino radio "la voz de Beloit" and "Wisconsin contigo"
- In addition, we will post the Wisconsin Waterways logo on our website as Sponsoring Partner.

Budget:

Rain Barrels, Compost bin, Native plans	\$600
3 -1hr Workshops/Create and present material	\$600
Operational expenses (outreach, marketing, radio)	\$800
Total	\$2000.0

**Project Timeline:**

Workshops and Community Outreach between June 2023 - May 2024

Hispanic Heritage Celebration in Janesville and Beloit - September - October 2023

Radio presentation on La voz de Beloit and social media engagement on “Wisconsin contigo”

Report activity - October 2023

Report activity - May 2024

**Applicant Signature:** *Cristina Carvajal* **Date:** \_\_04/13/23\_\_

Biofilter Information							
BMP ID:				Location Map			
BMP Owner:							
Location:							
Subdivision:							
Year Constructed:							
Inspection Details							
Inspector Name(s):							
Inspection Date:		Start Time:		End Time:			
Weather Condition:					Last Rainfall Date:		
Issue	Checked			Maintenance Needed			Comments
	Y	N	N/A	Y	N	N/A	
Inflow Points							
1. Obstruction: vegetation/debris/sediment							
2. Erosion/undercutting							
3. Displacement of fabric/rip rap							
4. Pipe condition							
5. Other:							
Embankment							
1. Erosion							
2. Invasive vegetation							
3. Animal burrows							
4. Other:							
Primary Biofilter Cell							
1. Standing water (>3 days after storm)							
2. Sediment Accumulation							

3. Vegetation height/type			
4. Bare soil/erosion			
5. Invasive vegetation			
6. Cell dividers/level spreaders			
7. Other:			
<b>Outlet Device</b>			
1. Obstruction: vegetation/debris/sediment			
2. Erosion/undercutting			
3. Leaks/joint failure/loss of joint material			
4. Outfall riprap/scour prevention			
5. Other:			
<b>Underdrain System (If Applicable)</b>			
1. Standing water			
2. Clogged system			
3. Other:			
<b>Miscellaneous</b>			
1. Trash/debris			
2. Access			
3. Vandalism			
4. Fence condition (if applicable)			
5. Wildlife observations			
6. Signage (if applicable)			



7. Other:			
<b>Additional Comments</b>			

Images

IMAGE

IMAGE

IMAGE

IMAGE

Constructed Wetland Information							
BMP ID:				Location Map			
BMP Owner:							
Location:							
Subdivision:							
Year Constructed:							
Inspection Details							
Inspector Name(s):							
Inspection Date:		Start Time:		End Time:			
Weather Condition:					Last Rainfall Date:		
Issue	Checked			Maintenance Needed			Comments
	Y	N	N/A	Y	N	N/A	
Inflow Points							
1. Obstruction: vegetation/debris/sediment							
2. Erosion/undercutting							
3. Displacement of fabric/rip rap							
4. Pipe condition							
5. Other:							
Forebay (if applicable)							
1. Sediment depth (ft. below principal outlet)							
2. Side slope erosion							
3. Invasive vegetation							
4. Other:							
Primary Wetland Complex							
1. Visible pollution/water quality							
2. Sediment depth (ft. below principal outlet)							
3. Vegetation height/type							

4. Bare soil/erosion			
5. Invasive vegetation			
6. Weeds/algae			
7. Water depth			
8. Clay/synthetic liner			
9. Other:			
<b>Embankment</b>			
1. Erosion and/or loss of dam material			
2. Shrubs/trees present			
3. Animal burrows			
4. Soft spots or settlement			
5. Emergency Spillway			
6. Other:			
<b>Outlet Device</b>			
1. Obstruction: vegetation/debris/sediment			
2. Erosion/undercutting			
3. Leaks/joint failure/loss of joint material			
4. Outfall riprap/scour prevention			
5. Other:			
<b>Miscellaneous</b>			
1. Trash/debris			
2. Access			

3. Vandalism			
4. Fence condition (if applicable)			
5. Wildlife observations			
6. Signage (if applicable)			
7. Water balance			
8. Other:			
<b>Additional Comments</b>			

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Dry Pond Information							
BMP ID:			Location Map				
BMP Owner:							
Location:							
Subdivision:							
Year Constructed:							
Inspection Details							
Inspector Name(s):							
Inspection Date:		Start Time:		End Time:			
Weather Condition:				Last Rainfall Date:			
Issue	Checked			Maintenance Needed			Comments
	Y	N	N/A	Y	N	N/A	
Inflow Points							
1. Obstruction: vegetation/debris/sediment							
2. Erosion/undercutting							
3. Displacement of fabric/riprap							
4. Pipe condition							
5. Other:							
Forebay (if applicable)							
1. Sediment depth (ft. below principal outlet)							
2. Side slope erosion							
3. Invasive vegetation							
4. Other:							
Main Basin Area							
1. Visible pollution							
2. Sediment accumulation							
3. Vegetation height/type							



4. Bare soil/erosion			
5. Invasive vegetation			
6. Standing water depth			
7. Other:			
<b>Embankment</b>			
1. Erosion and/or loss of dam material			
2. Shrubs/trees present			
3. Animal burrows			
4. Soft spots or settlement			
5. Emergency Spillway			
6. Other:			
<b>Outlet Device</b>			
1. Obstruction: vegetation/debris/sediment			
2. Erosion/undercutting			
3. Leaks/joint failure/loss of joint material			
4. Outfall riprap/scour prevention			
5. Other:			
<b>Miscellaneous</b>			
1. Trash/debris			
2. Access			
3. Vandalism			
4. Fence condition (if applicable)			
5. Wildlife observations			

6. Signage (if applicable)			
7. Other:			
<b>Additional Comments</b>			

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Grass Swale Information							
BMP ID:			Location Map				
BMP Owner:							
Location:							
Subdivision:							
Year Constructed:							
Inspection Details							
Inspector Name(s):							
Inspection Date:		Start Time:		End Time:			
Weather Condition:				Last Rainfall Date:			
Issue	Checked			Maintenance Needed			Comments
	Y	N	N/A	Y	N	N/A	
Inflow Points							
1. Obstruction: vegetation/debris/sediment							
2. Erosion/undercutting							
3. Displacement of fabric/rip rap							
4. Pipe condition							
5. Other:							
Grass Swale Bottom and Side Slopes							
1. Sediment/debris accumulation							
2. Erosion							
3. Vegetation							
4. Standing water							
5. Other:							
Grass Buffer							
1. Sediment/debris accumulation							

2. Erosion			
3. Vegetation			
4. Standing water			
5. Invasive vegetation			
6. General grass condition			
7. Bare spots			
8. Sprinkler condition (if applicable)			
9. Other:			
<b>Underdrain System (If Applicable)</b>			
1. Standing water			
2. Clogged system			
3. Other:			
<b>Control Structure(s) (If Applicable)</b>			
1. Obstruction: vegetation/debris/sediment			
2. Leaks/joint failure/loss of joint material			
3. Structure(s) riprap/scour prevention			
4. Other:			
<b>Miscellaneous</b>			
1. Trash/debris			
2. Access			
3. Vandalism			
4. Fence condition (if applicable)			

5. Animal burrows			
6. Wildlife observations			
7. Signage (if applicable)			
8. Other:			
<b>Additional Comments</b>			

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Infiltration Basin Information							
BMP ID:				Location Map			
BMP Owner:							
Location:							
Subdivision:							
Year Constructed:							
Inspection Details							
Inspector Name(s):							
Inspection Date:		Start Time:		End Time:			
Weather Condition:					Last Rainfall Date:		
Issue	Checked			Maintenance Needed			Comments
	Y	N	N/A	Y	N	N/A	
Inflow Points							
1. Obstruction: vegetation/debris/sediment							
2. Erosion/undercutting							
3. Displacement of fabric/rip rap							
4. Pipe condition							
5. Other:							
Forebay (if applicable)							
1. Sediment depth (ft. below principal outlet)							
2. Side slope erosion							
3. Invasive vegetation							
4. Visible pollution/water quality							
5. Other:							
Main Basin Area							
1. Standing water (>3 days after storm)							
2. Sediment Accumulation							

3. Vegetation height/type			
4. Bare soil/erosion			
5. Invasive vegetation			
6. Cell dividers/level spreaders			
7. Other:			
<b>Embankment</b>			
1. Erosion and/or loss of dam material			
2. Shrubs/trees present			
3. Animal burrows			
4. Soft spots or settlement			
5. Emergency Spillway			
6. Other:			
<b>Outlet Device</b>			
1. Obstruction: vegetation/debris/sediment			
2. Erosion/undercutting			
3. Leaks/joint failure/loss of joint material			
4. Outfall riprap/scour prevention			
5. Other:			
<b>Miscellaneous</b>			
1. Trash/debris			
2. Access			
3. Vandalism			

4. Fence condition (if applicable)			
5. Wildlife observations			
6. Signage (if applicable)			
7. Other:			
Additional Comments			
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Mechanical Device Information									
BMP ID:					Location Map				
BMP Owner:									
Location:									
Subdivision:									
Year Constructed:									
Inspection Details									
Inspector Name(s):									
Inspection Date:				Start Time:			End Time:		
Weather Condition:							Last Rainfall Date:		
Manufacturer's Inspection Form Used?*			Manufacturer:			Model/Type:			
<i>*If using the manufacturer's inspection form, do not complete the rest of this form.</i>									
Issue	Checked			Maintenance Needed			Comments		
	Y	N	N/A	Y	N	N/A			
Inflow Points									
1. Obstruction: vegetation/debris/sediment									
2. Filter condition (if applicable)									
3. Other:									
Primary Mechanical Device									
1. Sediment/debris accumulation									
2. Filter media (if applicable)									
3. Access manhole(s) condition									
4. Access ladder/steps condition									
5. Oil/petroleum accumulation/sheen									
6. Standing water									
7. Other:									

Miscellaneous			
1. Access			
2. Vandalism			
3. Fence condition (if applicable)			
4. Signage (if applicable)			
5. Other:			
Additional Comments			

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Permeable and/or Pervious Pavement Information							
BMP ID:				Location Map			
BMP Owner:							
Location:							
Subdivision:							
Year Constructed:							
Inspection Details							
Inspector Name(s):							
Inspection Date:		Start Time:		End Time:			
Weather Condition:					Last Rainfall Date:		
Issue	Checked			Maintenance Needed			Comments
	Y	N	N/A	Y	N	N/A	
Pavement Surface							
1. Sediment/debris							
2. Structural damage to pavers/concrete/asphalt/curb							
3. Infiltration/drainage							
4. Other:							
Pavement Joints							
1. Joint aggregate missing							
2. Joint aggregate improper size							
3. Vegetation growth in pavement joints							
4. Other:							
Underdrain (if applicable)							
1. Clogging							
2. Underdrain orifice plate obstructed							
3. Other:							

Outlet Connection/Overflow (if applicable)			
1. Drain pipe/weir clogged			
2. Other:			
Miscellaneous			
1. Trash/debris			
2. Access			
3. Vandalism			
4. Fence condition (if applicable)			
5. Signage (if applicable)			
6. Other:			
Additional Comments			

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Underground Detention Facility Information						
BMP ID:			Location Map			
BMP Owner:						
Location:						
Subdivision:						
Year Constructed:						
Inspection Details						
Inspector Name(s):						
Inspection Date:		Start Time:		End Time:		
Weather Condition:				Last Rainfall Date:		
<i>Note: Confined space training may be needed prior to inspection and completing this form.</i>						
Issue	Checked			Maintenance Needed		Comments
	Y	N	N/A	Y	N	
Inlets						
1. Structural condition						
2. Obstruction: sediment/trash/debris						
3. Other:						
Chambers						
1. Sediment accumulation						
2. Trash and debris accumulation						
3. Water depth (if applicable)						Depth of water (if applicable):
4. Other:						
Other System Components						
1. Structural deterioration						
2. Other:						
Outlets						
1. Structural condition						

2. Obstruction: sediment/trash/debris			
3. Other:			
<b>Other</b>			
1. Evidence of ponding water on area draining to system			
2. Evidence that water is not being conveyed through the system			
3. Other:			
<b>Miscellaneous</b>			
1. Access			
2. Vandalism			
3. Fence condition (if applicable)			
4. Signage (if applicable)			
5. Other:			
<b>Additional Comments</b>			

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Wet Pond Information									
BMP ID:					Location Map				
BMP Owner:									
Location:									
Subdivision:									
Year Constructed:									
Inspection Details									
Inspector Name(s):									
Inspection Date:				Start Time:			End Time:		
Weather Condition:							Last Rainfall Date:		
Issue	Checked			Maintenance Needed			Comments		
	Y	N	N/A	Y	N	N/A			
Inflow Points									
1. Obstruction: vegetation/debris/sediment									
2. Erosion/undercutting									
3. Displacement of fabric/riprap									
4. Pipe condition									
5. Other:									
Forebay									
1. Sediment depth (ft. below principal outlet)									
2. Side slope erosion									
3. Invasive vegetation									
4. Other:									
Main Pool									
1. Visible pollution/water quality									
2. Sediment depth (ft. below principal outlet)									
3. Vegetation height/type									



4. Bare soil/erosion			
5. Invasive vegetation			
6. Weeds/algae			
7. Permanent pool elevation			
8. Pond liner			
9. Other:			
<b>Embankment</b>			
1. Erosion and/or loss of dam material			
2. Shrubs/trees present			
3. Animal burrows			
4. Soft spots or settlement			
5. Emergency Spillway			
6. Other:			
<b>Outlet Device</b>			
1. Obstruction: vegetation/debris/sediment			
2. Erosion/undercutting			
3. Leaks/joint failure/loss of joint material			
4. Outfall riprap/scour prevention			
5. Other:			
<b>Miscellaneous</b>			
1. Trash/debris			
2. Access			

3. Vandalism			
4. Fence condition (if applicable)			
5. Fish/wildlife observations			
6. Signage (if applicable)			
7. Water balance			
8. Other:			
<b>Additional Comments</b>			

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Document Number

(Sample) Stormwater Management  
Practice Maintenance Agreement

[Owners Name], as “Owner” of the property described below, in accordance with the City of Watertown’s Municipal Code Chapter 288 Erosion and Sediment Control Ordinance, agrees to install, inspect and maintain stormwater management practice(s) on the subject property in accordance with approved plans and Stormwater Permit conditions. The owner further agrees to the terms stated in this document to ensure that the stormwater management practice(s) continues serving the intended functions in perpetuity. This Agreement includes the following exhibits:

- Exhibit A:** Legal Description of the real estate for which this Agreement applies (“Property”).
- Exhibit B:** Location Map(s) – shows an accurate location of each stormwater management practice affected by this Agreement.
- Exhibit C:** Maintenance Plan – prescribes those activities that must be carried out to maintain compliance with this Agreement.
- Exhibit D:** As-Built Survey – shows detailed “as-built” cross-section and plan view information of the stormwater practice(s).

Name and Return Address
City of Watertown Engineering Dept. 106 Jones Street PO BOX 477 Watertown, WI 53094

Parcel Identification Number(s) – (PIN)

Through this Agreement, the Owner hereby subjects the Property to the following covenants, conditions and restrictions:

1. The Owner shall be responsible for the routine and extraordinary maintenance, inspection(s), and repair of the stormwater management practice(s) and drainage easements identified in Exhibit B until Stormwater Permit termination by City of Watertown in accordance with Chapter 288 of the City Code of Ordinances.
2. After Stormwater Permit termination under 1, the current Owner(s) shall be solely responsible for maintenance and repair of the stormwater management practices and drainage easements in accordance with the maintenance plan contained in Exhibit C and the as-built survey in Exhibit D.
3. The Owner shall regularly inspect the stormwater management practice(s) as described in this agreement or as often as conditions require, and a minimum of once every three years. The inspection shall be conducted by a qualified professional, a report shall be filed with the City of Watertown and any maintenance or repair work recommended in the report must be completed. If the inspection schedule contained herein is not maintained and/or the City of Watertown (or their designee) determines that an inspection is necessary, the City or their designee may provide written notification to the Owner(s) that an inspection and/or repair is required as outlined in paragraphs 4 and 5 below. The Owner(s) shall be liable for the failure to undertake any maintenance or repairs.
4. In addition, and independent of the requirements under paragraph 3 above, the City of Watertown, or its designee, is authorized to access the property as necessary to conduct inspections of the stormwater management practices, structures, or drainage easements to ascertain compliance with the intent of this Agreement and the activities prescribed in Exhibits C and D. The City of Watertown may require work to be done which differs from the report described in paragraph 3 above, if the City of Watertown reasonably concludes that such work is necessary and consistent with the intent of this agreement. Upon notification by

the City of Watertown of required maintenance or repairs, the Owner(s) shall complete the specified maintenance or repairs within a reasonable time frame determined by the City of Watertown.

5. If the Owner(s) do not complete an inspection under 3. above or required maintenance or repairs under 4. above within the specified time period, the City of Watertown is authorized, but not required, to perform the specified inspections, maintenance or repairs. In the case of an emergency situation, as determined by the City of Watertown, no notice shall be required prior to the City of Watertown performing emergency maintenance or repairs. The City of Watertown may levy the costs and expenses of such inspections, maintenance or repair related actions as a special charge against the Property and collected as such in accordance with the procedures under s. 66.0627 Wis. Stats. or subch. VII of ch. 66 Wis. Stats.
6. This Agreement shall run with the Property and be binding upon all heirs, successors and assigns. After the Owner records this document, the City of Watertown shall have the sole authority to modify this agreement upon a 30-day notice to the current Owner(s).

Dated this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Owner:

\_\_\_\_\_  
(Owners Signature)

\_\_\_\_\_  
(Owners Typed Name)

Acknowledgements

State of Wisconsin:  
County of \_\_\_\_\_

Personally came before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named \_\_\_\_ [Owners name] to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_.  
[Name]  
Notary Public, \_\_\_\_\_, WI  
My commission expires: \_\_\_\_\_.

This document was drafted by:  
[Name and address of drafter]

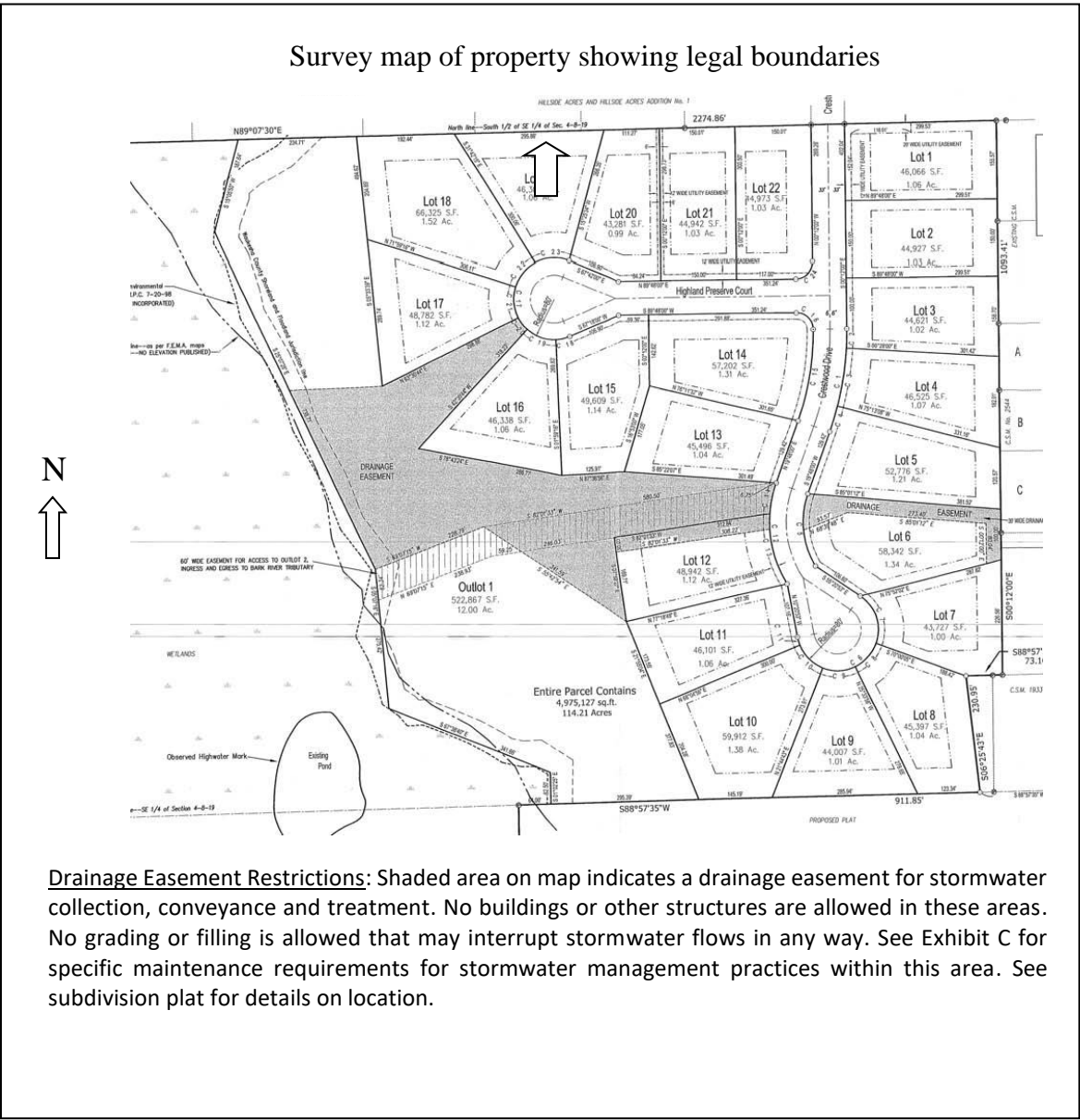
For Certification Stamp

Exhibit A – Legal Description

The following description and reduced copy map identifies the land parcel(s) affected by this Agreement. For a larger scale view of the referenced document, contact the Jefferson or Dodge County Register of Deeds office.

[Note: An example exhibit is shown below. This exhibit must be customized for each site, including the minimum elements shown. It must include a reference to a Subdivision Plat, Certified Survey number, or Condominium Plat, and a map to illustrate the affected parcel(s).]

Project Identifier: [project name]                      Acres: [ \_\_ acres]  
Date of Recording: [date]  
Map Produced By: [designer’s name]  
Legal Description: [enter legal description as described on the property title here]



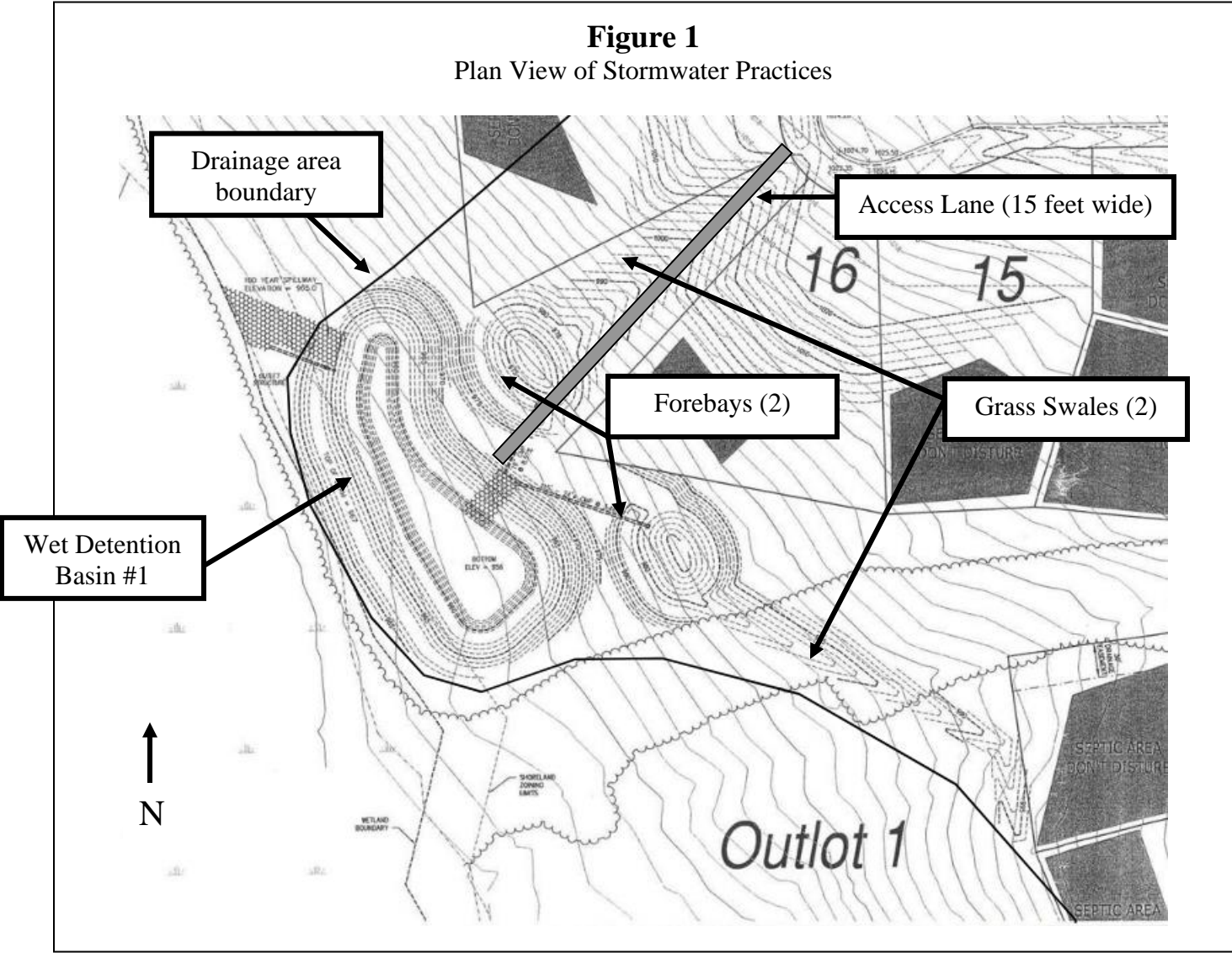


**Exhibit B - Location Map**  
**Stormwater Management Practices Covered by this Agreement**

*[An example location map and the minimum elements that must accompany the map are shown below. This exhibit must be customized for each site. Map scale must be sufficiently large enough to show necessary details.]*

The stormwater management practices covered by this Agreement are depicted in the reduced copy of a portion of the construction plans, as shown below. The included stormwater practices are as listed below and include all associated pipes, ditches, swales, earthen berms, access routes, easements, drainage areas, and other components of these practices. All of the noted stormwater management practices are located within the drainage easement(s) described and shown below.

Development Name:     [development name]  
Stormwater Practices:   [brief list]  
Location of Practices:   [enter a metes and bounds description of the easement area. The figure below must illustrate this description.]



## Exhibit C

### Stormwater Practice Maintenance Plan

This exhibit explains the basic function of each of the stormwater practices listed in Exhibit B and prescribes the minimum maintenance requirements to remain compliant with this Agreement. The maintenance activities listed below are aimed to ensure these practices continue serving their intended functions in perpetuity. The list of activities is not all inclusive, but rather indicates the minimum type of maintenance that can be expected for this particular site. Access to the stormwater practices for maintenance vehicles is shown in Exhibit B. Any failure of a stormwater practice that is caused by a lack of maintenance will subject the Owner(s) to enforcement of the provisions listed on page 1 of this Agreement by the City of Watertown.

*[Sample maintenance language is listed below. This exhibit must be customized for each site. The minimum elements of this exhibit include: a description of the drainage area and the installed stormwater management system & best management practices, vegetation plan (if applicable), a list of BMP maintenance requirements and a reference to as-built drawings and design summaries recorded as part of this agreement.]*

#### **System Description:**

*[include a description of the drainage area and the installed stormwater management system & best management practices.]*

#### **Minimum Maintenance Requirements:**

To ensure the proper long-term function of the stormwater management practices described above, the following activities must be completed:

#### **General Maintenance Requirements and Restrictions:**

1. Grass swales and storm sewers shall be preserved / maintained to allow free flow of runoff in accordance with approved plans.
2. No buildings or other structures are allowed in grass swale areas.
3. No grading or filling is allowed that may interrupt flows in any way.
4. Grass swales, inlets and outlets should be checked after heavy rains (minimum of annually) for signs of erosion and/or clogging. Any eroding areas must be repaired immediately to prevent premature sediment build-up in the downstream forebays or basin. Erosion matting is recommended for repairing grassed areas.
5. NO trees are to be planted or allowed to grow in the bottom of grass swales.
6. Periodic mowing of grass swales will encourage vigorous grass cover and allow better inspections for erosion. Waiting until after August 1 will avoid disturbing nesting wildlife.
7. Invasive plant and animal species shall be managed in compliance with Wisconsin Administrative Code Chapter NR 40. This may require eradication of invasive species in some cases.
8. Any other repair or maintenance needed to ensure the continued function of the stormwater practices or as ordered by the City of Watertown under the provisions listed on page 1 of this Agreement.

#### **Wet Pond/Forebay Maintenance**

1. The basin and all components (grass swales, forebay, inlets, outlets, etc.) should be inspected after each heavy rain, and periodically throughout the year, but at a minimum of once per year to ensure there is no blockage from floating debris or ice, especially near the outlet structure. Any blockage must be removed immediately. Washed stone must be replaced when it becomes clogged.
2. NO trees are to be planted or allowed to grow on the earthen berms for the ponds. Tree root systems can reduce soil compaction and cause berm failure. The berms must be inspected annually and any woody vegetation removed.

3. If the permanent pool water level falls below the safety shelf, a review shall be performed to determine whether the cause is liner leakage or an insufficient water recharge. If the cause is leakage, the liner shall be repaired. Leakage due to muskrat burrows may require removal of the animals, repair of the liner, and embedding wire mesh in the liner to deter further burrowing. If the permanent pool cannot be sustained at the design elevation, benching of the safety shelf may be necessary.
4. Floating algae or weed growth should be removed from the basin or forebay and deposited where it cannot drain back into the basin. Removal of the vegetation from the water reduces regrowth the following season (by harvesting the nutrients).
5. If mosquitoes become a nuisance, the use of mosquito larvicide containing naturally-occurring Bti soil bacteria is recommended.
6. When sediment in the forebays or the basin has accumulated to an elevation of \_\_\_\_\_ feet below the outlet elevation, it must be removed (see Exhibit D). All removed sediment must be placed in an appropriate upland disposal site and stabilized (grass cover) to prevent sediment from washing back into the basin. The forebays will likely need sediment removal first. Failure to remove sediment from the forebays will cause resuspension of previously trapped sediments and increase downstream deposition.
7. No grading or filling of the basin other than for sediment removal is allowed, unless otherwise approved by the City of Watertown.
8. Mowing around the basin or the forebays may attract nuisance populations of geese to the property and is not necessary or recommended.
9. Aerators/Fountains – If an aerator or fountain is desired for visual and other aesthetic effects (aerators designed to mix the contents of the pond are prohibited) they must meet all of the items below in addition to current Wisconsin Department of Natural Resources guidelines:
  - i. Use an aerator/fountain that does not have a depth of influence that extends into the sediment storage depth.
  - ii. If the water surface drops due to drought or leakage, the aerator / fountain may not be operated until the water rises enough for the depth of influence to be above the sediment storage layer.
  - iii. Provide an automatic shut-off of the aerator/fountain as the pond starts to rise during a storm event. The aerator/fountain must remain off while the pond depth returns to the permanent pool elevation and, further, shall remain off for an additional 48 hours, as required for the design micron particle size to settle to below the draw depth of the pump.
  - iv. Configure the pump intake to draw water primarily from a horizontal plane so as to minimize the creation of a circulatory pattern from bottom to top throughout the pond.

#### Infiltration Basin Maintenance

1. A minimum of 70% soil cover made up of native vegetation must be maintained on the basin bottom to ensure infiltration rates. Periodic burning or mowing is recommended to enhance establishment of the native vegetation (which may take 2-3 years) and maintain the minimum native cover. To reduce competition from cool season grasses (bluegrass, fescues, quack, etc.) and other weeds:
  - i. For the first year, cut to a 6" height three times – once each in June, July and early August. To prevent damage to the native vegetation, do not mow below a 6" height. Remove excessive accumulation of clippings to avoid smothering next year's seedlings.
  - ii. After the first year, mowing may only be needed in early June each year to help control the spread of cool season plants. The mowing should also be raised to 10-12" to avoid damage to the warm season plants.
  - iii. Burning may also be used to manage weeds in 2-5 years intervals. Late spring burns (mid-late May) provide maximum stimulus to warm season grasses and work well to control cool season grasses. Burn when the cool season grasses are growing and the warm season plants are just barely starting to grow to get maximum control of cool season species.
  - iv. Any major bare areas or areas taken over by nonnative species must be reseeded. To clear area of weeds and cool season grasses, treat with an herbicide that contains glyphosphate in accordance

with manufacturer's instructions. Ensure a firm seedbed is prepared to a depth of 3 inches (a roller is recommended). Seeding should occur in early-mid June. Seed with Big Bluestem, Indian Grass, Little Blue Stem or Switchgrass (preferably an equal mix of all four types). A companion crop of oats is recommended. Seed must be placed at a depth of 1/4 – 1/2" and a minimum rate of 1/4 pound per 100 square feet. If broadcast seeding by hand, drag leaf rake over soil surface after seeding. Then roll it again and cover with a light layer of mulch and staked erosion control netting to hold it in place until germination. For other planting details, see NRCS standard 342 (Critical Area Planting).

2. The basin and all components (grass swales, forebay, inlets, outlets, etc.) should be inspected after each heavy rain, but at a minimum of once per year. If the basin is not draining properly (within 72 hours), further inspection may be required by persons with expertise in stormwater management and/or soils.
  - i. If soil testing shows that the soil surface has become crusted, sealed or compacted, some deep tillage should be performed. Deep tillage will cut through the underlying soils at a 2-3 foot depth, loosening the soil and improving infiltration rates, with minimal disturbance of the surface vegetation. Types of tillage equipment that can be used include a subsoiler or straight, narrow-shanked chisel plow.
  - ii. If sedimentation is determined to be causing the failure, the accumulated sediment must be removed, and the area reseeded in accordance with the notes above.
  - iii. If inspection of the monitoring well shows that groundwater is regularly near the surface, additional design features may need to be considered, such as subsurface drainage or conversion to a wetland treatment system. *Remove this requirement if a monitoring well is not installed.*
3. All outlet pipes, stone trenches and other flow control devices must be kept free of debris. Any blockage or debris buildup must be removed immediately.
4. Any eroding areas must be repaired immediately to prevent premature sediment build-up in the system. Erosion matting is recommended for repairing vegetated areas.
5. Heavy equipment and vehicles must be kept off of the bottom and side slopes of infiltration basins to prevent soil compaction. Soil compaction will reduce infiltration rates and may cause failure of the basin, resulting in ponding and possible growth of wetland plants.

No trees are to be planted or allowed to grow on the earthen berms or the bottom of the basin. On the berms, tree root systems can reduce soil compaction and cause berm failure. On the basin bottom, trees may shade out the native grasses. The basin must be inspected annually and any woody vegetation removed.

## Maintenance Tasks and Schedule

Tasks	Street Clean	Storm Sewer System	Catch Basin Sumps	Catch Basin Inlet Castings	Ditches & Swales	Outflow Control Structures	Rip Rap	Infiltration Basins	Storm Detention Areas	Wetland Issues	Emergency Overflow	Schedule
Inspects for Sediment Accumulation		X	X		X	X		X	X			Bi Annual
Removal of Sediment Accumulation		X	X		X	X		X	X			Every 2 years as needed
Inspect for Floatable and Debris				X	X	X		X	X			Bi Annual
Inspection for Erosion					X	X		X	X			Bi Annual
Re-establish Permanent Vegetation on Eroded Slopes					X			X	X			Bi Annual
Replacement of Stone						X						Every 3-5 years as needed
Clean Streets	X											Bi Annual
Mowing					X			X	X			0-2 times per year
Make Adjustments or Replacements as determined by Annual Wet Weather Inspections		X	X	X	X	X	X	X	X	X	X	As needed
Keep Records of all Inspections and Maintenance Activities												Bi Annual

Exhibit D  
As-Built Survey for Stormwater Practices

Stormwater Practice: [As-built survey information required for each stormwater practice]  
Location of Practice: [Enter a metes and bounds description of the easement area.]

Cross-Section A – A'

[Note: Show plan view of BMP with cross-section location clearly labeled and cross-referenced. On cross-section and plan view, clearly label all key components and elevations of the BMP. Also show outlet details. Map scale must be sufficiently large enough to show necessary details, but page size should not exceed 11" x 17".]

Figure 2

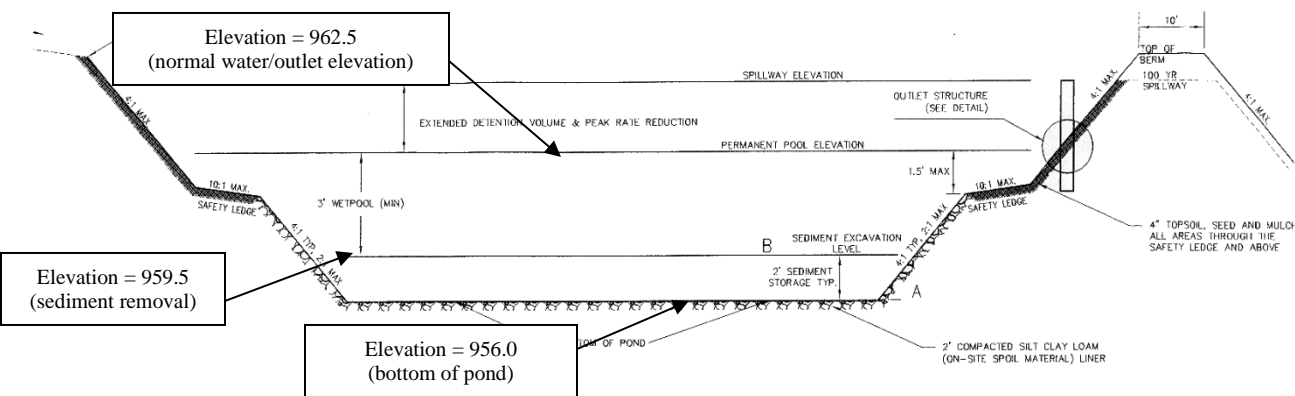
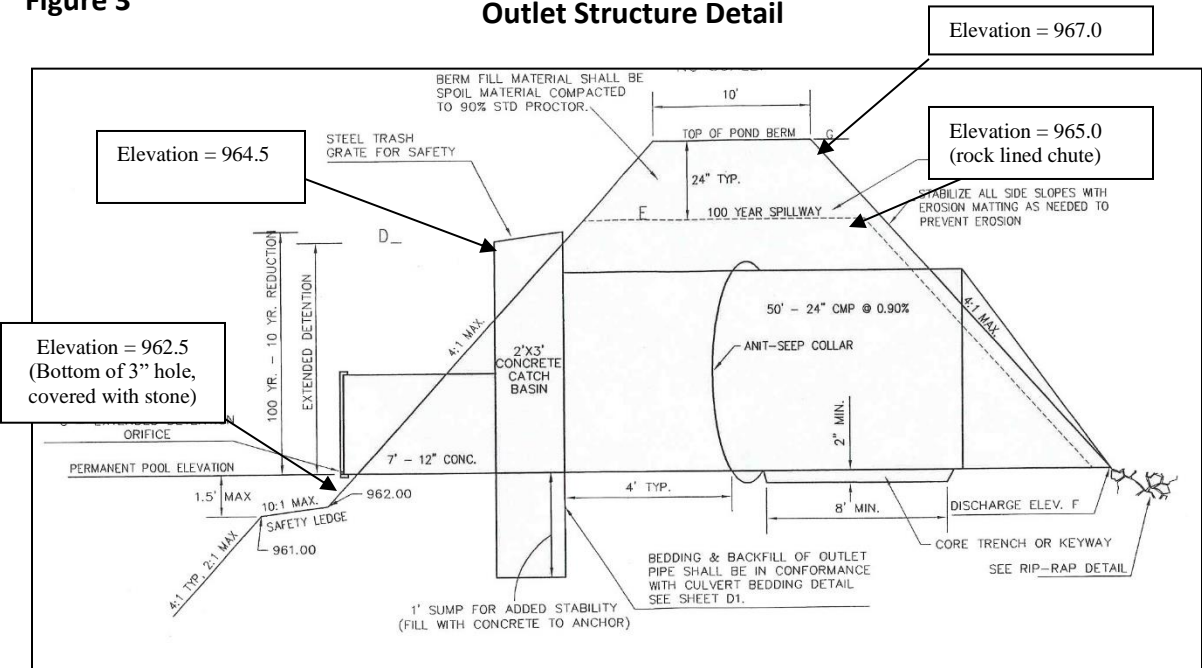


Figure 3

Outlet Structure Detail





**MS4 Permit No. WI-S050075-3**

**2023 MS4 Permit Annual Report**

**Section A.6.2: Annual Update on TMDL Implementation**

**MS4 Permit No. WI-S050075-3, Section A.6.2 Annual Reporting.** For compliance options outlined under sections A.3, A.4, and A.5, the permittee shall include a description and the status of progress toward implementing the identified actions and activities in their MS4 annual reports due by March 31 of each year.

The City of Watertown has made progress in implementing the Rock River TMDL in 2023 with the following tasks:

1. Complete the TMDL Implementation Plan, per Section A.6.3

A TMDL Implementation Plan was completed under Urban Nonpoint Source & Storm Water Planning Grant No. USP14291Y22 (attached). This plan shows a path to further TSS & phosphorus reductions over the next 5-year MS4 Permit term. Example practices to be implemented over the next permit term include construction of urban stormwater Best Management Practices (BMPs), installation of nonpoint source practices under the Watertown Waterways Improvement Program (a local water quality trading program), enhanced leaf collection activities, and benchmark practices such as streambank stabilization, which can improve local water quality by minimizing erosion of streambanks, but cannot be quantified in the WinSLAMM model. The City’s strategic TMDL Implementation Plan considers a variety of techniques and cost-effective measures to demonstrate compliance with the TMDL reduction requirements of the MS4 Permit.

The City’s current TSS & phosphorus reductions for Reachsheds 28, 29 and 30 were updated using WinSLAMM as part of the TMDL Implementation Plan. Chapter 453, Municipal Ordinance, was revised in April 2023 to include language regarding the City’s authority to ensure maintenance of private and public stormwater BMPs. The updated reductions are listed in the tables below.



**Table 3. Total Suspended Solids Updated TMDL Modeling Regulatory Results (2023)**

<b>Waterway (Reachshed)</b>	<b>TSS Loading – No Controls (lbs)</b>	<b>Existing TSS Reduction (%)</b>	<b>Existing TSS Reduction (lbs)</b>	<b>Required TSS Reduction (%)</b>	<b>Required TSS Reduction (lbs)</b>	<b>Additional Reduction Needed (lbs)</b>
Sinissippi Lake (#28)	431,635	16.04%	69,229	40%	172,654	<b>103,425</b>
Middle Rock River (#29)	946,044	21.19%	200,652	44%	416,259	<b>215,607</b>
Johnson Creek (#30)	43,954	21.97%	9,657	40%	17,582	<b>7,925</b>

**Table 4. Total Phosphorus Updated TMDL Modeling Regulatory Results (2023)**

<b>Waterway (Reachshed)</b>	<b>TP Loading – No Controls (lbs)</b>	<b>Existing TP Reduction (%)</b>	<b>Existing TP Reduction (lbs)</b>	<b>Required TP Reduction (%)</b>	<b>Required TP Reduction (lbs)</b>	<b>Additional Reduction Needed (lbs)</b>
Sinissippi Lake (#28)	1,452	11.59%	168	28%	407	<b>238</b>
Middle Rock River (#29)	2,669	16.35%	437	64%	1,708	<b>1,272</b>
Johnson Creek (#30)	115	13.80%	16	27%	31	<b>15</b>

DNR staff have reviewed and accepted the TMDL Implementation Plan under the MS4 Permit and per the UNPS & Storm Water Grant (D. Bekta, S. Spencer, phone call on 2/15/24).

2. Complete MS4 Permit and TMDL Planning Activities under Urban Nonpoint Source & Stormwater Planning Grant No. USP14291Y22.

The City successfully competed for an Urban Nonpoint Source and Storm Water Planning Grant award to complete stormwater program improvements, including stormwater ordinance revisions, Erosion Control & Storm Water Runoff Permit program updates, new Best Management Practice inspection forms, water quality modeling of recommendations from the City's recent Flood Control Master Plan, assessment of the phosphorus controls obtained through the City's leaf collection program, completion of the TMDL Implementation Plan, and more.

3. Purchase of a new Regenerative Air Street Sweeper

Following the assessment of the City's leaf collection program in 2022, the City evaluated the capacity to meet post-leaf pick-up sweeper requirements with existing equipment. Considering the age of the existing vacuum-assisted street sweeper, and the forecasted



maintenance needs, and availability of new sweepers, City officials decided to move up the purchase of the next sweeper to 2023. A Schwarz A7 Tornado Regenerative Air Street Sweeper was purchased and delivered later in 2023. This unit is equipped with street sweeper and catch basin cleaning options. The addition of this second unit will enable City staff to keep up with required sweeping after leaf collection activities in the fall, while adding more frequent catch basin cleaning to normal summer tasks.

4. Implement Water Quality Trading program with Jefferson County & Rock River Coalition.

The City, Jefferson County & the Rock River Coalition have come together to develop the Watertown Waterways Improvement Program (WWIP), a local water quality trading (WQT) program. This program will assist the City's goals of meeting the TSS & TP reduction requirements in the Rock River TMDL reachsheds 28 & 29. This partnership incorporates the nonpoint source experience and expertise of the Jefferson County staff and the relationships and outreach experience and expertise of the Rock River Coalition with the City's funding and need to meet the TMDL requirements. A kick-off meeting was held in August 2023 at the City's Senior and Community Center. Multiple property owners have expressed interest in the program. County staff have developed modeling and practice design information for the first practice, to be installed in spring 2024. A Water Quality Trading Plan, which includes details of this first practice, was submitted to DNR on 2/26/24.

5. Plan and Implement new Stormwater BMPs.

The City was awarded two Urban Nonpoint Source & Storm Water Construction Grants for 2023-2024: one for a new biofilter in the City's Yard Waste Site in reachshed JC-30 and one for deeper catch basins in the historic South Washington Street neighborhood in 2023. Designs and contractor bidding have been completed for a new sand filter at the Yard Waste Site; construction is anticipated for Summer/Fall 2024. The 36-inch deep catch basins were installed in the South Washington Street neighborhood in 2023. A biofilter system was installed at the north end of Water Tower Court. The City plans to construct a new fire station in 2024, which includes 3 new biofilters. The City continues to evaluate opportunities to add water quality treatment practices onto planned road reconstruction and municipal projects, as well as evaluate grant opportunities which allows City staff to extend the impact of the limited stormwater budget.

**Program Contact**

Maureen McBroom, Stormwater Project Manager

[mmcbroom@watertownwi.gov](mailto:mmcbroom@watertownwi.gov)

920-206-4264

**ORDINANCE TO  
AMEND CHAPTER 288, EROSION AND SEDIMENT CONTROL OF THE  
CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION**

**Whereas**, the City of Watertown is required to adopt and implement an ordinance to control construction site runoff and post-construction stormwater management per the Wisconsin Department of Natural Resources (WDNR) Municipal Separate Storm Sewer System (MS4) Permit; and,

**Whereas**, the City of Watertown’s Chapter 288 Erosion and Sediment Control ordinance requires updates to meet the current MS4 Permit requirements and to implement the stormwater management program; and,

**Whereas**, the Public Works Commission reviewed the proposed amendments to Chapter 288 at its February 28, 2023 meeting and recommends adoption of said Chapter 288.

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Article 1 of Chapter 288 is hereby amended as follows:

**Chapter 288**

**Article I**

**Erosion Control and Stormwater Runoff**

**[Adopted by Ord. No. 08-26 (§ 20.16 of the former City Code); amended in its entirety 10-18-2016 by Ord. No. 16-19]**

**§ 288-1 Authority.**

- A. This article is adopted under the authority granted by § 62.234, Wis. Stats. This article supersedes all provisions of an ordinance previously enacted under § 62.23, Wis. Stats., that relates to construction site erosion control. Except as otherwise specified in § 62.234, Wis. Stats., § 62.23, Wis. Stats., applies to this article and to any amendments to this article.
- B. The provisions of this article are deemed not to limit any other lawful regulatory powers of the same governing body.
- C. The Common Council hereby authorizes the Public Works Director/City Engineer and its designees to administer and enforce the provisions of this article.
- D. The requirements of this article do not preempt more stringent erosion and sediment control requirements that may be imposed by any of the following:

- (1) Wisconsin Department of Natural Resources administrative rules, permits or approvals including those authorized under §§ 281.16 and 283.33, Wis. Stats.
- (2) Targeted nonagricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under § NR 151.004, Wis. Adm. Code.

**§ 288-2 Findings of fact.**

The Common Council finds that runoff from land-disturbing construction activity carries a significant amount of sediment and other pollutants to the waters of the state in the City of Watertown.

**§ 288-3 Purpose.**

It is the purpose of this article to further the maintenance of safe and healthful conditions; prevent and control water pollution; prevent and control soil erosion; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth, by minimizing the amount of sediment and other pollutants carried by runoff or discharged from land-disturbing construction activity to waters of the state in the City of Watertown.

**§ 288-4 Applicability and jurisdiction.**

**A. Applicability.**

- (1) This article applies to the following land-disturbing construction activities except as provided under Subsection **A(2)**:
  - (a) A construction site, which has 3,000 or more square feet of land-disturbing construction activity.
- (2) This article does not apply to the following:
  - (a) Land-disturbing construction activity that includes the construction of a one- or two-family residential site less than one acre and is otherwise regulated by the Wisconsin Department of Safety and Professional Services.
  - (b) A construction project that is exempted by federal statutes or regulations from the requirement to have a national pollutant discharge elimination system permit issued under Chapter 40, Code of Federal Regulations, Part 122, for land-disturbing construction activity.
  - (c) Nonpoint discharges from agricultural facilities and practices.
  - (d) Nonpoint discharges from silviculture activities.
  - (e) Construction projects that do not result in land-disturbing activity including mill and crush operations that do not have soil disturbance, filling or road shoulder grading.
  - (f) Routine maintenance for project sites under five acres of land disturbance if performed to maintain the original line and grade, hydraulic capacity or original purpose of the facility.
- (3) Notwithstanding the applicability requirements in Subsection **A(1)**, this article applies to construction sites of any size that, in the opinion of the City, are likely to result in runoff

that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, that increases water pollution by scouring or the transportation of particulate matter or that endangers property or public safety.

- B. Jurisdiction. This article applies to land-disturbing construction activity on construction sites located within the boundaries and jurisdiction of the City of Watertown.
- C. Exclusions. This article is not applicable to activities conducted by a state agency, as defined under § 227.01(1), Wis. Stats., but also including the office of District Attorney, which is subject to the state plan promulgated or a memorandum of the understanding entered into under § 281.33(2), Wis. Stats.

### § 288-5 **Definitions.**

As used in this article, the following terms shall have the meanings indicated:

#### **ADMINISTERING AUTHORITY**

A governmental employee or his/her designee that is designated by the City of Watertown to administer this article.

#### **AGRICULTURAL FACILITIES AND PRACTICES**

Has the meaning in § 281.16(1), Wis. Stats.

#### **AVERAGE ANNUAL RAINFALL**

A typical calendar year of precipitation as determined by the Wisconsin Department of Natural Resources for users of models such as WlnSLAMM, P8 or equivalent methodology. The average annual rainfall is chosen from a department publication for the location closest to the City.

#### **BEST MANAGEMENT PRACTICE or BMP**

Structural or nonstructural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.

#### **BUSINESS DAY**

A day the City Hall is routinely and customarily open for business.

#### **CEASE AND DESIST ORDER**

A court-issued order to halt land-disturbing construction activity that is being conducted without the required permit.

#### **PUBLIC WORKS DIRECTOR/CITY ENGINEER**

The individual holding the Public Works Director/City Engineer title or his/her designees within the City of Watertown.

#### **CONSTRUCTION SITE**

An area upon which one or more land-disturbing construction activities occur, including areas that are part of a larger common plan of development or sale where multiple separate and distinct land-disturbing construction activities may be taking place at different times on different schedules but under one plan.

**DESIGN STORM**

A hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency and total depth of rainfall.

**DIVISION OF LAND**

The creation from one parcel of four or fewer parcels or building sites of one or fewer acres each in area where such creation occurs at one time or through the successive partition within a five-year period.

**EROSION**

The process by which the land's surface is worn away by the action of wind, water, ice or gravity.

**EROSION AND SEDIMENT CONTROL PLAN**

A comprehensive plan developed to address pollution caused by erosion and sedimentation of soil particles or rock fragments during construction.

**EXTRATERRITORIAL**

The unincorporated area within three miles of the corporate limits of a first, second, or third class city, or within 1.5 miles of a fourth class city or village.

**FINAL STABILIZATION**

That all land-disturbing construction activities at the construction site have completed and that a uniform perennial vegetative cover has been established, with a density of at least 70% of the cover, for the unpaved areas and areas not covered by permanent structures, or that employ equivalent permanent stabilization measures.

**GOVERNING BODY**

The City Public Works Commission or the City Council.

**LAND-DISTURBING CONSTRUCTION ACTIVITY**

Any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or nonvegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. Land-disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities.

**MEP or MAXIMUM EXTENT PRACTICABLE**

The highest level of performance that is achievable but is not equivalent to a performance standard identified in this article as determined in accordance with § 288-6 of this article.

**PERFORMANCE STANDARD**

A narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.

**PERMIT**

A written authorization made by the City of Watertown to the applicant to conduct land-disturbing construction activity or to discharge post-construction runoff to waters of the

state.

**POLLUTANT**

Has the meaning given in § 283.01(13), Wis. Stats.

**POLLUTION**

Has the meaning given in § 281.01(10), Wis. Stats.

**RESPONSIBLE PARTY**

The landowner or any other entity performing services to meet the requirements of this article through a contract or other agreement.

**RUNOFF**

Stormwater or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

**SEDIMENT**

Settleable solid material that is transported by runoff, suspended within runoff or deposited by runoff away from its original location.

**SEPARATE STORM SEWER**

A conveyance or system of conveyances including roads with drainage systems, streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all of the following criteria:

- A. Is designed or used for collecting water or conveying runoff.
- B. Is not part of a combined sewer system.
- C. Is not draining to a stormwater treatment device or system.
- D. Discharges directly or indirectly to waters of the state.

**SILVICULTURE ACTIVITY**

Activities including tree nursery operations, tree harvesting operations, reforestation, tree thinning, prescribed burning, and pest and fire control. Clearing and grubbing of an area of a construction site is not a silviculture activity.

**SITE**

The entire area included in the legal description of the land on which the land-disturbing construction activity is proposed in the permit application.

**STOP-WORK ORDER**

An order issued by the City which requires that all construction activity on the site be stopped.

**TECHNICAL STANDARD**

A document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

## WATERS OF THE STATE

Includes those portions of Lake Michigan and Lake Superior within the boundaries of this state, and all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, watercourses, drainage systems and other surface water or groundwater, natural or artificial, public or private, within this state or its jurisdiction.

### § 288-6 **Applicability of maximum extent practicable.**

Maximum extent practicable applies when a person who is subject to a performance standard of this article demonstrates to the City's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

### § 288-7 **Technical standards.**

- A. Design criteria, standards and specifications. All BMPs required to comply with this article shall meet the design criteria, standards and specifications based on any of the following:
  - (1) Design guidance and technical standards identified or developed by the Wisconsin Department of Natural Resources under Subchapter V of Chapter NR 151, Wis. Adm. Code.
  - (2) Soil loss prediction tools [such as the Universal Soil Loss Equation (USLE)] when using an appropriate rainfall or runoff factor (also referred to as the R factor) or an appropriate design storm and precipitation distribution, and when considering the geographic location of the site and the period of disturbance.
- B. Other standards. Other technical standards not identified or developed in Subsection A may be used provided that the methods have been approved by the City.

### § 288-8 **Performance standards.**

- A. Responsible party. The responsible party shall implement an erosion and sediment control plan, developed in accordance with § **288-10** that incorporates the requirements of this section.
- B. Plan. A written plan shall be developed in accordance with § **288-10** and implemented for each construction site. Simplified plans may be completed for sites with less than one acre of land-disturbing construction activity in accordance with the requirements of this article.
- C. Erosion and other pollutant control requirements. The plan required under Subsection B shall include the following:
  - (1) Erosion and sediment control practices. Erosion and sediment control practices shall be used at each site where more than 3,000 square feet of land-disturbing construction activity is to occur, and shall be used to prevent or reduce all of the following:
    - (a) The deposition of soil from being tracked onto streets by vehicles.

- (b) The discharge of sediment from disturbed areas into on-site stormwater inlets.
  - (c) The discharge of sediment from disturbed areas into adjacent waters of the state.
  - (d) The discharge of sediment from drainageways that flow off the site.
  - (e) The discharge of sediment by dewatering activities.
  - (f) The discharge of sediment eroding from soil stockpiles existing for more than seven days.
  - (g) The discharge of sediment from erosive flows at outlets and in downstream channels.
  - (h) The transport by runoff into waters of the state of chemicals, cement, and other building compounds and materials on the construction site during the construction period. However, projects that require the placement of these materials in waters of the state, such as constructing bridge footings or BMP installations, are not prohibited by this subsection.
  - (i) The transport by runoff into waters of the state of untreated wash water from vehicle and wheel washing.
- (2) Sediment performance standards. In addition to the erosion and sediment control practices under Subsection **C(1)**, the following erosion and sediment control practices shall be employed for all construction sites with more than one acre of land-disturbing construction activity:
- (a) BMPs that, by design, discharge no more than five tons per acre per year, or to the maximum extent practicable, of the sediment load carried in runoff from initial grading to final stabilization.
  - (b) No person shall be required to employ more BMPs than are needed to meet a performance standard in order to comply with maximum extent practicable. Erosion and sediment control BMPs may be combined to meet the requirements of this subsection. Credit may be given toward meeting the sediment performance standard of this subsection for limiting the duration or area, or both, of land-disturbing construction activity, or for other appropriate mechanisms.
  - (c) Notwithstanding Subsection **C(2)(a)**, if BMPs cannot be designed and implemented to meet the sediment performance standard, the erosion and sediment control plan shall include a written, site-specific explanation of why the sediment performance standard cannot be met and how the sediment load will be reduced to the maximum extent practicable.
- (3) Preventive measures. The erosion and sediment control plan shall incorporate all of the following:
- (a) Maintenance of existing vegetation, especially adjacent to surface waters whenever possible.
  - (b) Minimization of soil compaction and preservation of topsoil.
  - (c) Minimization of land-disturbing construction activity on slopes of 20% or more.



- (d) Development of spill prevention and response procedures.
- D. Location. The BMPs used to comply with this section shall be located prior to runoff entering waters of the state.
- E. Implementation. The BMPs used to comply with this section shall be implemented as follows:
  - (1) Erosion and sediment control practices shall be constructed or installed before land-disturbing construction activities begin in accordance with the erosion and sediment control plan developed in § 288-10.
  - (2) Erosion and sediment control practices shall be maintained until final stabilization.
  - (3) Final stabilization activity shall commence when land-disturbing activities cease and final grade has been reached on any portion of the site.
  - (4) Temporary stabilization activity shall commence when land-disturbing activities have temporarily ceased and will not resume for a period exceeding 14 calendar days.
  - (5) BMPs that are no longer necessary for erosion and sediment control shall be removed by the responsible party.
- F. Alternate requirements. The City may establish stormwater management requirements more stringent than those set forth in this section if the City determines that an added level of protection is needed for sensitive resources.

**§ 288-9 Permitting requirements, procedures and fees.**

- A. Permit required. No responsible party may commence a land-disturbing construction activity subject to this article without receiving prior approval of an erosion and sediment control plan for the site and a permit from the City.
- B. Permit application and fees. At least one responsible party desiring to undertake a land-disturbing construction activity subject to this article shall submit an application for a permit and an erosion and sediment control plan that meets the requirements of § 288-10 and shall pay an application fee to the City of Watertown. By submitting an application, the applicant is authorizing the City of Watertown to enter the site to obtain information required for the review of the erosion and sediment control plan.
- C. Review and approval of permit application. The City shall review any permit application that is submitted with an erosion and sediment control plan, and the required fee. The following approval procedure shall be used:
  - (1) Within ~~15~~20 business days of the receipt of a complete permit application, as required by Subsection B, the City shall inform the applicant whether the application and plan are approved or disapproved based on the requirements of this article.
  - (2) If the permit application and plan are approved, the City shall issue the permit.
  - (3) If the permit application or plan is disapproved, the City shall state in writing the reasons

for disapproval.

- (4) The City may request additional information from the applicant. If additional information is submitted, the City shall have 15 business days from the date the additional information is received to inform the applicant that the plan is either approved or disapproved.
- D. Financial guarantee. As a condition of approval and issuance of the permit, the City may require the applicant to deposit a surety bond, irrevocable letter of credit or other financial guarantee to guarantee a good faith execution of the approved erosion control plan and any permit conditions. The financial guarantee shall be an amount up to 120% of the estimated cost of the improvements.
- E. Permit requirements. All permits shall require the responsible party to:
- (1) Notify the City within 48 hours of commencing any land-disturbing construction activity.
  - (2) Notify the City of completion of any BMPs within three days after their installation.
  - (3) Obtain permission in writing from the City prior to any modification pursuant to § **288-10C** of the erosion and sediment control plan.
  - (4) Install all BMPs as identified in the approved erosion and sediment control plan.
  - (5) Maintain all road drainage systems, stormwater drainage systems, BMPs and other facilities identified in the erosion and sediment control plan.
  - (6) Repair any siltation or erosion damage to adjoining surfaces and drainageways resulting from land-disturbing construction activities and document repairs in a site erosion control log.
  - (7) Inspect the BMPs within 24 hours after each rain of 0.5 inch or more which results in runoff during active construction periods, and at least once each week. Document the findings of the inspections in a site erosion control log with the date of inspection, the name of the person conducting the inspection, and a description of the present phase of the construction at the site. Repair or replace erosion and sediment control best management practices as necessary within 24 hours of an inspection or by the date agreed to between the permittee and the Public Works Director/City Engineer or the appropriate designee. Inspections are only required for construction sites with more than one acre of land-disturbing construction activity.
  - (8) Allow the City to enter the site for the purpose of inspecting compliance with the erosion and sediment control plan or for performing any work necessary to bring the site into compliance with the control plan. Keep a copy of the erosion and sediment control plan at the construction site.
  - (9) Keep a copy of the inspection reports on the site at all times.
- F. Permit conditions. Permits issued under this section may include conditions established by the City in addition to the requirements set forth in Subsection E, where needed to assure compliance with the performance standards in § **288-8**.

- G. Permit duration. Permits issued under this section shall be valid for a period of ~~180 days~~three years, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The City may extend the period ~~one or more times once~~ for up to an additional ~~180 days~~three years. The City may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this article.
- H. Maintenance. The responsible party throughout the duration of the construction activities shall maintain all BMPs necessary to meet the requirements of this article until the site has undergone final stabilization.

**§ 288-10 Erosion and sediment control plan, statement, and amendments.**

**A. Erosion and sediment control plan.**

- (1) An erosion and sediment control plan shall be prepared and submitted to the City.
- (2) The erosion and sediment control plan shall be designed to meet the performance standards in § **288-8** and other requirements of this article. Simplified plans may be completed for sites with less than one acre of land-disturbing construction activity.
- (3) The erosion and sediment control plan shall address pollution caused by soil erosion and sedimentation during construction and up to final stabilization of the site. The erosion and sediment control plan shall include, at a minimum, the following items:
  - (a) The name(s) and address(es) of the owner or developer of the site, and of any consulting firm retained by the applicant, together with the name of the applicant's principal contact at such firm. The application shall also include start and end dates for construction.
  - (b) Description of the site and the nature of the construction activity, including representation of the limits of land disturbance on a United States Geological Survey 7.5-minute series topographic map.
  - (c) A sequence of construction of the development site, including stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.
  - (d) Estimates of the total area of the site and the total area of the site that is expected to be disturbed by construction activities.
  - (e) Estimates, including calculations, if any, of the runoff coefficient of the site before and after construction activities are completed.
  - (f) Calculations to show the expected percent reduction in the average annual sediment load carried in runoff as compared to no sediment or erosion controls.
  - (g) Existing data describing the surface soil as well as subsoils.
  - (h) Depth to groundwater, as indicated by on-site soil borings or Natural Resources

Conservation Service soil information where available.

- (i) Name of the immediate named receiving water from the United States Geological Survey 7.5-minute series topographic maps.
- (4) The erosion and sediment control plan shall include a site map. The site map shall include the following items and shall be at a scale not greater than 100 feet per inch and at a contour interval not to exceed five feet.
  - (a) Existing topography, vegetative cover, natural and engineered drainage systems, roads and surface waters. Lakes, streams, wetlands, channels, ditches and other watercourses on and immediately adjacent to the site shall be shown. Any identified one-hundred-year floodplains, flood fringes and floodways shall also be shown.
  - (b) Boundaries of the construction site.
  - (c) Drainage patterns and approximate slopes anticipated after major grading activities.
  - (d) Areas of soil disturbance.
  - (e) Location of major structural and nonstructural controls identified in the plan.
  - (f) Location of areas where stabilization practices will be employed.
  - (g) Areas which will be vegetated following construction.
  - (h) Area and location of wetland acreage on the site and locations where stormwater is discharged to a surface water or wetland within one-quarter mile downstream of the construction site.
  - (i) Locations of all surface waters and wetlands within one mile of the construction site.
  - (j) Areas used for infiltration of post-construction stormwater runoff.
  - (k) An alphanumeric or equivalent grid overlying the entire construction site map.
- (5) Each erosion and sediment control plan shall include a description of appropriate erosion and sediment control best management practices that will be installed and maintained at the site to prevent pollutants from reaching waters of the state. The plan shall clearly describe the appropriate erosion and sediment control measures for each major land-disturbing construction activity and the timing during the construction process that the measures will be implemented. The description of erosion and sediment controls shall include, when appropriate, the following minimum requirements:
  - (a) Description of interim and permanent stabilization practices, including an implementation schedule. Site plans shall ensure that existing vegetation is preserved where attainable and that disturbed portions of the site are stabilized.
  - (b) Description of structural practices to divert flow away from exposed soils, store flows or otherwise limit runoff and the discharge of pollutants from the site. Unless otherwise specifically approved in writing by the City of Watertown, structural measures shall be

installed on upland soils.

- (c) Management of overland flow at all sites, unless otherwise controlled by outfall controls.
  - (d) Trapping of sediment in channelized flow.
  - (e) Staging construction to limit exposed soil areas subject to erosion.
  - (f) Protection of downslope drainage inlets where they occur.
  - (g) Minimization of tracking via installation of tracking pads at all vehicle and equipment entry and exit locations of the construction site.
  - (h) Clean up of off-site sediment deposits.
  - (i) Proper disposal of building and waste materials at all sites.
  - (j) Stabilization of drainageways.
  - (k) Control of soil erosion from dirt stockpiles.
  - (l) Installation of permanent stabilization practices as soon as possible after final grading.
  - (m) Minimization of dust to the maximum extent practicable.
- (6) The erosion and sediment control plan shall require that velocity dissipation devices be placed at discharge locations and along the length of any outfall channel, as necessary, to provide a nonerosive flow from the structure to a watercourse so that the natural physical and biological characteristics and functions are maintained and protected.
- B. Erosion and sediment control plan statement. For each construction site identified under § 288-4A with more than one acre of land-disturbing construction activity, an erosion and sediment control plan statement shall be prepared. This statement shall be submitted to the City. The control plan statement shall briefly describe the site, including a site map. Further, it shall also include the best management practices that will be used to meet the requirements of the article, including the site development schedule.
- C. Amendments. The applicant shall amend the plan if any of the following occur:
- (1) There is a change in design, construction, operation or maintenance at the site which has the reasonable potential for the discharge of pollutants to waters of the state and which has not otherwise been addressed in the plan.
  - (2) The actions required by the plan fail to reduce the impacts of pollutants carried by construction site runoff.
  - (3) The City notifies the applicant of changes needed in the plan.

#### § 288-11 **Fee schedule.**

The fees referred to in other sections of this article shall be established by the Common Council and may from time to time be modified by resolution. A schedule of the fees established by the

Common Council shall be available for review in City Hall. The fee shall cover all City and consultant costs to review the permit application and perform the required site inspections.

**§ 288-11.1 Inspection.**

If land-disturbing construction activities are being carried out without a permit required by this article, the City may enter the land pursuant to the provisions of § 66.0119(1), (2) and (3), Wis. Stats. The City will inspect any construction site with more than one acre of land-disturbing construction activity that holds a permit under this chapter as required by the current Wisconsin Department of Natural Resources Municipal Separate Storm Sewer System (MS4) Permit or within the first 2 weeks of construction, at least once a month, and again at the end of construction during the period starting March 1 and ending October 31 and at least two times during the period starting November 1 and ending February 28 to ensure compliance with the approved sediment and erosion control plan. If erosion and/or sediment control Best Management Practices (BMPs) are out of compliance during inspections, the City may conduct follow-up inspections within 7 days, unless corrections are made and observed by the inspector or verified via photographs submitted to the inspector. The costs of these inspections shall be billed to the responsible party.

**§ 288-11.2 Enforcement.**

A. The City may post a stop-work order if any of the following occurs:

- (1) Any land-disturbing construction activity regulated under this article is being undertaken without a permit.
- (2) The erosion and sediment control plan is not being implemented in a good faith manner.
- (3) The conditions of the permit are not being met.

B. If the responsible party does not cease activity as required in a stop-work order posted under this section or fails to comply with the erosion and sediment control plan or permit conditions, the City may revoke the permit.

C. If the responsible party, where no permit has been issued, does not cease the activity after being notified by the City, or if a responsible party violates a stop-work order posted under Subsection A, the City may request the City Attorney to obtain a cease and desist order in any court with jurisdiction.

D. The City may retract the stop-work order issued under Subsection A or the permit revocation under Subsection B.

E. After posting a stop-work order under Subsection A, the City may issue a notice of intent to the responsible party of its intent to perform work necessary to comply with this article. The City may go on the land and commence the work after issuing the notice of intent. The costs of the work performed under this subsection by the City, plus interest at the rate authorized by City shall be billed to the responsible party. In the event a responsible party fails to pay the amount due, the Clerk shall enter the amount due on the tax rolls and collect as a special assessment against the property pursuant to Subch. VII of Ch. 66, Wis. Stats.

F. Any person violating any of the provisions of this article shall be subject to a forfeiture of

not less than \$100 nor more than \$1,000 and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.

- G. Compliance with the provisions of this article may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctive proceedings.

### § 288-11.3 Appeals.

- A. Public Works Commission. The Public Works Commission shall act as the review and appeal agency and:
- (1) Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination in administering this article except for cease and desist orders obtained under § 288-11.2C.
  - (2) Upon appeal, may authorize variances from the provisions of this article which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of the article will result in unnecessary hardship; and
  - (3) Shall use the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.
- B. Who may appeal. Appeals to the Public Works Commission may be taken by any aggrieved person or by any office, department, board, or bureau of the City of Watertown affected by any decision of the City.

### § 288-11.4 Severability.

If a court of competent jurisdiction judges any section, clause, provision or portion of this article unconstitutional or invalid, the remainder of the article shall remain in force and not be affected by such judgment.

**SECTION 2.** Article 2 of Chapter 288 is hereby amended as follows:

## Article II

### Control of Post-Construction Stormwater Management

**[Adopted by Ord. No. 08-27 (§ 20.17 of the former City Code); amended in its entirety 10-18-2016 by Ord. No. 16-20]**

### § 288-12 Authority.

- A. This article is adopted by the Common Council under the authority granted by § 62.234, Wis. Stats. This article supersedes all provisions of an ordinance previously enacted under § 62.23, Wis. Stats., that relate to stormwater management regulations. Except as otherwise specified in § 62.234, Wis. Stats., § 62.23, Wis. Stats., applies to this article and to any amendments to this article.
- B. The provisions of this article are deemed not to limit any other lawful regulatory powers of the same governing body.
- C. The Common Council hereby authorizes the City and its designees to administer and

enforce the provisions of this article.

- D. The requirements of this article do not preempt more stringent stormwater management requirements that may be imposed by any of the following:
  - (1) Wisconsin Department of Natural Resources administrative rules, permits or approvals including those authorized under §§ 281.16 and 283.33, Wis. Stats.
  - (2) Targeted nonagricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under § NR 151.004, Wis. Adm. Code.

**§ 288-13 Findings of fact.**

The Common Council finds that uncontrolled, post-construction runoff has a significant impact upon water resources and the health, safety and general welfare of the community and diminishes the public enjoyment and use of natural resources. Specifically, uncontrolled post-construction runoff can:

- A. Degrade physical stream habitat by increasing stream bank erosion, increasing streambed scour, diminishing groundwater recharge, diminishing stream base flows and increasing stream temperature.
- B. Diminish the capacity of lakes and streams to support fish, aquatic life, recreational and water supply uses by increasing pollutant loading of sediment, suspended solids, nutrients, heavy metals, bacteria, pathogens and other urban pollutants.
- C. Alter wetland communities by changing wetland hydrology and by increasing pollutant loads.
- D. Reduce the quality of groundwater by increasing pollutant loading.
- E. Threaten public health, safety, property and general welfare by overtaxing storm sewers, drainageways, and other minor drainage facilities.
- F. Threaten public health, safety, property and general welfare by increasing major flood peaks and volumes.
- G. Undermine floodplain management efforts by increasing the incidence and levels of flooding.

**§ 288-14 Purpose and intent.**

- A. Purpose. The general purpose of this article is to establish long-term, post-construction runoff management requirements that will diminish the threats to public health, safety, welfare and the aquatic environment. Specific purposes are to:
  - (1) Further the maintenance of safe and healthful conditions.
  - (2) Prevent and control the adverse effects of stormwater; prevent and control soil erosion; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth.



- (3) Control exceedance of the safe capacity of existing drainage facilities and receiving water bodies; prevent undue channel erosion; control increases in the scouring and transportation of particulate matter; and prevent conditions that endanger downstream property.
- (4) Minimize the amount of pollutants discharged from the separate storm sewer to protect waters of the state.

B. Intent. It is the intent of the Common Council that this article regulates post-construction stormwater discharges to waters of the state. This article may be applied on a site-by-site basis. The Common Council recognizes, however, that the preferred method of achieving the stormwater performance standards set forth in this article is through the preparation and implementation of comprehensive, systems-level stormwater management plans that cover hydrologic units, such as watersheds, on a municipal and regional scale. Such plans may prescribe regional stormwater devices, practices or systems, any of which may be designed to treat runoff from more than one site prior to discharge to waters of the state. Where such plans are in conformance with the performance standards developed under § 281.16, Wis. Stats., for regional stormwater management measures and have been approved by the Common Council, it is the intent of this article that the approved plan be used to identify post-construction management measures acceptable for the community.

#### § 288-15 Applicability and jurisdiction.

##### A. Applicability.

- (1) Where not otherwise limited by law, this article applies to a post-construction site which has 3,000~~21,780~~ or more square feet of ~~land-disturbing construction activity~~new impervious surface, unless the site is otherwise exempt under Subsection A(2).
- (2) A site that meets any of the criteria in this Subsection is exempt from the requirements of this article:
  - (a) Land-disturbing construction activity that includes the construction of a one- or two-family residential site less than one acre and is otherwise regulated by the Wisconsin Department of Safety and Professional Services.
  - (b) A post-construction site with less than 10% connected imperviousness based on complete development of the post-construction site, provided the cumulative area of all parking lots and rooftops is less than one acre.
  - (c) Nonpoint discharges from agricultural facilities and practices.
  - (d) Nonpoint discharges from silviculture activities.
  - (e) Routine maintenance for project sites under five acres of land disturbance if performed to maintain the original line and grade, hydraulic capacity or original purpose of the facility.
  - (f) Underground utility construction such as water, sewer and fiberoptic lines. This exemption does not apply to the construction of any aboveground structures associated with utility construction.
  - (g) The requirements of this article do not preempt more stringent stormwater management

requirements that may be imposed by any of the following:

- [1] Wisconsin Department of Natural Resources administrative rules, permits or approvals including those authorized under § 288.16, Wis. Stats., for nonpoint sources, and § 283.33, Wis. Stats., for stormwater discharge.
  - [2] Targeted nonagricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under § NR 151.004, Wis. Adm. Code.
  - (3) Notwithstanding the applicability requirements in Subsection A(1), this article applies to post-construction sites of any size that, in the opinion of the City, are likely to result in runoff that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, that increases water pollution by scouring or the transportation of particulate matter or that endangers property or public safety.
- B. Jurisdiction. This article applies to land-disturbing activities within the boundaries of the City of Watertown, and that portion of the Town of Emmet, Dodge County, Wisconsin, that is subject to the City's Plat Review Jurisdiction as set forth in Resolution Exhibit No. 6152 and recorded on September 25, 1997, in Volume 937 on Page 86 as Document No. 851436 in the Dodge County Office of the Register of Deeds and all subsequent amendments.
- C. Exclusions. This article is not applicable to activities conducted by a state agency, as defined under § 227.01(1), Wis. Stats., but also including the office of the District Attorney, which is subject to the state plan promulgated or a memorandum of understanding entered into under § 281.33(2), Wis. Stats.

#### § 288-16 **Definitions.**

As used in this article, the following terms shall have the meanings indicated:

#### **ADEQUATE SOD, OR SELF-SUSTAINING VEGETATIVE COVER**

Maintenance of sufficient vegetation types and densities such that the physical integrity of the stream bank or lakeshore is preserved. Self-sustaining vegetative cover includes grasses, forbs, sedges and duff layers of fallen and woody debris.

#### **ADMINISTERING AUTHORITY**

The Public Works Director/City Engineer, the City Public Works Commission, the City Council or other entity empowered under § 62.234, Wis. Stats., that is designated by the City of Watertown to administer this article.

#### **AGRICULTURAL FACILITIES AND PRACTICES**

Has the meaning given in § 281.16, Wis. Stats.

#### **ATLAS 14**

The National Oceanic and Atmospheric Administration (NOAA) Atlas 14 Precipitation-Frequency Atlas of the United States, Volume 8 (Midwestern States), published in 2013.

#### **AVERAGE ANNUAL RAINFALL**

A typical calendar year of precipitation as determined by the Wisconsin Department of Natural Resources for users of models such as WlnSLAMM, P8 or equivalent methodology.

The average annual rainfall is chosen from a department publication for the location closest to the City.

**BEST MANAGEMENT PRACTICE or BMP**

Structural or nonstructural measures, practices, techniques or devices employed to avoid or minimize sediment or pollutants carried in runoff to waters of the state.

**BUSINESS DAY**

A day the City Hall is routinely and customarily open for business.

**CEASE AND DESIST ORDER**

A court-issued order to halt land-disturbing construction activity that is being conducted without the required permit or in violation of a permit issued by the City of Watertown.

**PUBLIC WORKS DIRECTOR/CITY ENGINEER**

The individual holding the Public Works Director/City Engineer title or his/her designees within the City of Watertown.

**COMBINED SEWER SYSTEM**

A system for conveying both sanitary sewage and stormwater runoff.

**CONNECTED IMPERVIOUSNESS**

An impervious surface connected to waters of the state via a separate storm sewer, an impervious flow path, or a minimally pervious flow path.

**DESIGN STORM**

A hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency, and total depth of rainfall.

**DEVELOPMENT**

Residential, commercial, industrial or institutional land uses and associated roads.

**DIRECT CONDUITS TO GROUNDWATER**

Wells, sinkholes, swallets, fractured bedrock at the surface, mine shafts, nonmetallic mines, tile inlets discharging to groundwater, quarries, or depressional groundwater recharge areas over shallow fractured bedrock.

**DIVISION OF LAND**

The creation from one parcel of four or fewer parcels or building sites of one or fewer acres each in area where such creation occurs at one time or through the successive partition within a five-year period.

**EFFECTIVE INFILTRATION AREA**

The area of the infiltration system that is used to infiltrate runoff and does not include the area used for site access, berms or pretreatment.

**EROSION**

The process by which the land's surface is worn away by the action of wind, water, ice or

gravity.

**EXCEPTIONAL RESOURCE WATERS**

Waters listed in § NR 102.11, Wis. Adm. Code.

**EXTRATERRITORIAL**

The unincorporated area within three miles of the corporate limits of a first, second, or third class city, or within 1.5 miles of a fourth class city or village.

**FILTERING LAYER**

Soil that has at least a three-foot-deep layer with at least 20% fines; or at least a five-foot-deep layer with at least 10% fines; or an engineered soil with an equivalent level of protection as determined by the regulatory authority for the site.

**FINAL STABILIZATION**

That all land-disturbing construction activities at the construction site have been completed and that a uniform, perennial, vegetative cover has been established, with a density of at least 70% of the cover, for the unpaved areas and areas not covered by permanent structures, or employment of equivalent permanent stabilization measures.

**FINANCIAL GUARANTEE**

A performance bond, maintenance bond, surety bond, irrevocable letter of credit, or similar guarantees submitted to the City by the responsible party to assure that requirements of the article are carried out in compliance with the stormwater management plan.

**GOVERNING BODY**

The City Public Works Commission or the City Council.

**IMPERVIOUS SURFACE**

An area that releases as runoff all or a large portion of the precipitation that falls on it, except for frozen soil. Rooftops, sidewalks, driveways, parking lots and streets are examples of areas that typically are impervious.

**IN-FILL AREA**

An undeveloped area of land located within an existing urban sewer service area, surrounded by development or natural or man-made features where development cannot occur.

**INFILTRATION**

The entry of precipitation or runoff into or through the soil.

**INFILTRATION SYSTEM**

A device or practice such as a basin, trench, rain garden or swale designed specifically to encourage infiltration, but does not include natural infiltration in previous surfaces such as lawns, redirecting of rooftop downspouts onto lawns or minimal infiltration from practices, such as swales or roadside channels designed for conveyance and pollutant removal only.

**KARST FEATURE**

An area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets.

### **LAND-DISTURBING CONSTRUCTION ACTIVITY**

Any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or nonvegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. Land-disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities.

### **MAINTENANCE AGREEMENT**

A legal document that provides for long-term maintenance of stormwater management practices.

### **MEP or MAXIMUM EXTENT PRACTICABLE**

The highest level of performance that is achievable but is not equivalent to a performance standard identified in this article. Maximum extent practicable applies when a person who is subject to a performance standard of this article demonstrates to the City's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

### **NEW DEVELOPMENT**

Development resulting from the conversion of previously undeveloped land or agricultural land uses.

### **NRCS MSE3 DISTRIBUTION**

A specific precipitation distribution developed by the United States Department of Agriculture, Natural Resources Conservation Service, using precipitation data from Atlas 14.

### **OFF SITE**

Located outside the property boundary described in the permit application.

### **ON SITE**

Located within the property boundary described in the permit application.

### **ORDINARY HIGH WATER MARK**

Has the meaning given in § NR 115.03(6), Wis. Adm. Code.

### **OUTSTANDING RESOURCE WATERS**

Waters listed in § NR 102.10, Wis. Adm. Code.

**PERCENT FINES**

The percentage of a given sample of soil which passes through a No. 200 sieve.

**PERFORMANCE STANDARD**

A narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.

**PERMIT**

A written authorization made by the City to the applicant to conduct land-disturbing construction activity or to discharge post-construction runoff to waters of the state.

**PERMIT ADMINISTRATION FEE**

A sum of money paid to the City by the permit applicant for the purpose of recouping the expenses incurred by the authority in administering the permit.

**PERVIOUS SURFACE**

An area that releases as runoff a small portion of the precipitation that falls on it. Lawns, gardens, parks, forests or other similar vegetated areas are examples of surfaces that typically are pervious.

**POLLUTANT**

Has the meaning given in § 283.01(13), Wis. Stats.

**POLLUTION**

Has the meaning given in § 281.01(10), Wis. Stats.

**POST-CONSTRUCTION SITE**

A construction site following the completion of land-disturbing construction activity and final site stabilization.

**PREDEVELOPMENT CONDITION**

The extent and distribution of land cover types present before the initiation of land-disturbing construction activity, assuming that all land uses prior to development activity are managed in an environmentally sound manner.

**PREVENTIVE ACTION LIMIT**

Has the meaning given in § NR 140.05(17), Wis. Adm. Code.

**PROTECTIVE AREA**

An area of land that commences at the top of the channel of lakes, streams and rivers, or at the delineated boundary of wetlands, and that is the greatest of those widths, as measured horizontally from the top of the channel or delineated wetland boundary to the closest impervious surface.

**REDEVELOPMENT**

Areas where development is replacing older development.

**RESPONSIBLE PARTY**

The landowner or any other entity performing services to meet the requirements of this article through a contract or other agreement.

### **RUNOFF**

Stormwater or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

### **SEPARATE STORM SEWER**

A conveyance or system of conveyances including roads with drainage systems, streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all of the following criteria:

- A. Is designed or used for collecting water or conveying runoff.
- B. Is not part of a combined sewer system.
- C. Is not draining to a stormwater treatment device or system.
- D. Discharges directly or indirectly to waters of the state.

### **SILVICULTURE ACTIVITY**

Activities including tree nursery operations, tree harvesting operations, reforestation, tree thinning, prescribed burning, and pest and fire control. Clearing and grubbing of an area of a construction site is not a silviculture activity.

### **SITE**

The entire area included in the legal description of the land on which the land-disturbing construction activity occurred.

### **STOP-WORK ORDER**

An order issued by the Public Works Director/City Engineer which requires that all construction activity on the site be stopped.

### **STORMWATER MANAGEMENT PLAN**

A comprehensive plan designed to reduce the discharge of pollutants from stormwater after the site has undergone final stabilization following completion of the construction activity.

### **STORMWATER MANAGEMENT SYSTEM PLAN**

A comprehensive plan designed to reduce the discharge of runoff and pollutants from hydrologic units on a regional or municipal scale.

### **TECHNICAL STANDARD**

A document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

### **TOP OF THE CHANNEL**

An edge, or point on the landscape, landward from the ordinary high water mark of a surface water of the state, where the slope of the land begins to be less than 12% continually for at least 50 feet. If the slope of the land is 12% or less continually for the initial 50 feet,

landward from the ordinary high water mark, the top of the channel is the ordinary high water mark.

### **TOTAL MAXIMUM DAILY LOAD or TMDL**

The amount of pollutants specified as a function of one or more water quality parameters, that can be discharged per day into a water quality limited segment and still ensure attainment of the applicable water quality standard.

### **TP-40**

Technical Paper No. 40, Rainfall Frequency Atlas of the United States, published in 1961.

### **TR-55**

The United States Department of Agriculture, Natural Resources Conservation Service (previously Soil Conservation Service), Urban Hydrology for Small Watersheds, Second Edition, Technical Release 55, June 1986.

### **TRANSPORTATION FACILITY**

A highway, a railroad, a public mass transit facility, a public-use airport, a public trail or any other public work for transportation purposes such as harbor improvements under § 85.095(1)(b), Wis. Stats. "Transportation facility" does not include building sites for the construction of public buildings and buildings that are places of employment that are regulated by the Department pursuant to § 281.33, Wis. Stats.

### **TSS**

Total suspended solids.

### **TYPE II DISTRIBUTION**

A rainfall type curve as established in the United States Department of Agriculture, Soil Conservation Service, Technical Paper 149, published 1973.

### **WATERS OF THE STATE**

Includes those portions of Lake Michigan and Lake Superior within the boundaries of this state, and all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, watercourses, drainage systems and other surface water or groundwater, natural or artificial, public or private, within this state or its jurisdiction.

### **§ 288-17 Technical standards.**

The following methods shall be used in designing the water quality, peak flow shaving and infiltration components of stormwater practices needed to meet the water quality standards of this article:

- A. Technical standards identified, developed or disseminated by the Wisconsin Department of Natural Resources under Subchapter V of Chapter NR 151, Wis. Adm. Code.
- B. Where technical standards have not been identified or developed by the Wisconsin Department of Natural Resources, other technical standards may be used provided that the methods have been approved by the City.
- C. In this article, the following year and location has been selected as the average annual



rainfall for water quality modeling purposes: Madison, 1981 (Mar. 12-Dec. 2).

§ 288-18 **Performance standards.**

- A. Responsible party. The responsible party shall implement a post-construction stormwater management plan that incorporates the requirements of this section.
- B. Plan. A written stormwater management plan in accordance with § **288-20** shall be developed and implemented for each post-construction site. Simplified plans may be completed for sites with less than one acre of land-disturbing construction activity in accordance with the requirements of this chapter.
- C. Maintenance of effort. For redevelopment sites where the redevelopment will be replacing older development that was subject to post-construction performance standards of Ch. NR 151, Wis. Adm. Code, in effect on or after October 1, 2004, the responsible party shall meet the total suspended solids reduction, peak flow control, infiltration, and protective areas standards applicable to the older development or meet the redevelopment standards of this article, whichever is more stringent.
- D. Requirements. The plan required under Subsection **B** shall include the following:
  - (1) Pollutant control. BMPs shall be designed, installed and maintained to control total suspended solids and phosphorus carried in runoff from the post-construction site as follows:
    - (a) BMPs shall be designed in accordance with Table 1 or to the maximum extent practicable as provided in Subsection **D(1)(b)**. The design shall be based on an average annual rainfall, as compared to no runoff management controls.

**Table 1**

**Pollutant Reduction Standards**

Development Type	TSS Reduction	Phosphorus
New development	80%	30%
In-fill development	80%	30%
Redevelopment	60% of load from parking areas and roads	30% <u>of load from parking areas and roads</u>

- (b) Maximum extent practicable. If the design cannot meet a total suspended solids or

phosphorus reduction performance standard of Table 1, the stormwater management plan shall include a written, site-specific explanation of why the total suspended solids or phosphorus reduction performance standard cannot be met and why the total pollutant loads will be reduced only to the maximum extent practicable.

- (c) Off-site drainage. When designing BMPs, runoff draining to the BMP from off-site shall be taken into account in determining the treatment efficiency of the practice. Any impact on the efficiency shall be compensated for by increasing the size of the BMP accordingly.
- (2) Peak discharge.
  - (a) Unless otherwise provided for in this section, all land development activities subject to this section shall establish on-site management practices to control peak flow rates of stormwater discharged from the site. On-site management practices shall be used to meet the following minimum performance standards:
    - [1] The peak flow rates of stormwater runoff from the development shall not exceed those calculated for the series of design storms specified in Subsection **D(2)(a)[2]** occurring under development conditions specified in Subsection **D(2)(a)[4]**. Discharge velocities must be nonerosive to discharge locations, outfall channels, and receiving streams. Safe overland conveyance must be provided for discharges from the development.
    - [2] The stormwater management facilities shall contain sufficient storage to contain the runoff from the one-hundred-year, twenty-four-hour rainfall event under developed conditions, while utilizing a peak discharge rate from the developed site which does not exceed the peak runoff rate from the site for a two-year, twenty-four-hour rainfall event under predevelopment conditions.
    - [3] By design, BMPs shall be employed to maintain or reduce the one-year, twenty-four-hour post-construction peak runoff discharge rates to the one-year, twenty-four-hour predevelopment peak runoff discharge rate, or to the maximum extent practicable.
    - [4] Predevelopment conditions shall assume "good hydrologic conditions" for appropriate land covers as identified in TR-55 or an equivalent methodology. The meaning of "hydrologic soil group" and "runoff curve number" are as determined in TR-55. However, when predevelopment land cover is woodland, grassland, or cropland, rather than using TR-55 values for these land use types, the runoff curve numbers in Table 2 shall be used. Peak discharges shall be calculated using TR-55 runoff curve number methodology, Atlas 14 precipitation depths, and the appropriate NRCS Wisconsin MSE3 precipitation distribution. On a case-by-case basis, the Public Works Director/City Engineer may allow the use of TP-40 precipitation depths and the Type II distribution.

**Table 2****Maximum Predevelopment Runoff Curve Numbers**

<b>Hydrologic Soil Group</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>
Woodland curve number	30	55	70	77
Grassland curve number	39	61	71	78
Cropland curve number	55	69	78	83

- (b) This subsection of the section does not apply to any of the following:
- [1] A redevelopment post-construction site.
  - [2] An in-fill development area less than one acre.
- (3) Infiltration. BMPs shall be designed, installed, and maintained to infiltrate runoff to the maximum extent practicable in accordance with the following, except as provided in Subsection **D(3)(f)** through **(i)**.
- (a) Low imperviousness. For development up to 40% connected imperviousness, such as parks, cemeteries, and low-density residential development, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 90% of the predevelopment infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 1% of the post-construction site is required as an effective infiltration area.
  - (b) Moderate imperviousness. For development with more than 40% and up to 80% connected imperviousness, such as medium- and high-density residential, multifamily development, industrial and institutional development, and office parks, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 75% of the predevelopment infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 2% of the post-construction site is required as an effective infiltration area.
  - (c) High imperviousness. For development with more than 80% connected imperviousness, such as commercial strip malls, shopping centers, and commercial downtowns, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 60% of the predevelopment infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 2% of the post-construction site is required as an effective infiltration area.
  - (d) Predevelopment condition shall be the same as in Table 2 of the peak discharge section of this article.
  - (e) Before infiltrating runoff, pretreatment shall be required for parking lot runoff and for

runoff from new road construction in commercial, industrial and institutional areas that will enter an infiltration system. The pretreatment shall be designed to protect the infiltration system from clogging prior to scheduled maintenance and to protect groundwater quality in accordance with Subsection **D(3)(k)**. Pretreatment options may include, but are not limited to, oil/grease separation, sedimentation, biofiltration, filtration, swales or filter strips.

- (f) Exclusions. Runoff from the following areas may not be infiltrated and do not qualify as contributing to meeting the requirements of this section unless demonstrated to meet the conditions of Subsection **D(3)(k)**:
- [1] Areas associated with Tier 1 industrial facilities identified in § NR 216.21(2)(a), Wis. Adm. Code, including storage, loading, rooftop and parking.
  - [2] Storage and loading areas of Tier 2 industrial facilities identified in § NR 216.21(2)(b), Wis. Adm. Code.
  - [3] Fueling and vehicle maintenance areas. Runoff from rooftops of fueling and vehicle maintenance areas may be infiltrated with the concurrence of the regulatory authorities.
- (g) Location of practices. Infiltration practices may not be located in the following areas:
- [1] Areas within 1,000 feet upgradient or within 100 feet downgradient of direct conduits to groundwater.
  - [2] Areas within 400 feet of a community water system well as specified in § NR 811.12(5)(d)6, Wis. Adm. Code, or within the separation distances listed in § NR 812.08, Wis. Adm. Code, for any private well or noncommunity well for runoff infiltrated from commercial (including multifamily residential), industrial and institutional land uses or regional devices for one- and two-family residential development.
  - [3] Areas where contaminants of concern, as defined in § NR 720.03(2), Wis. Adm. Code are present in the soil through which infiltration will occur.
- (h) Separation distances.
- [1] Infiltration practices shall be located so that the characteristics of the soil and the separation distance between the bottom of the infiltration system and the elevation of seasonal high groundwater or the top of bedrock are in accordance with Table 3:

**Table 3**

**Separation Distances and Soil Characteristics**

Source Area	Separation Distance	Soil Characteristics
Industrial, commercial, institutional parking lots and roads	5 feet or more	Filtering layer

Table 3

Separation Distances and Soil Characteristics

Source Area	Separation Distance	Soil Characteristics
Residential arterial roads	5 feet or more	Filtering layer
Roofs draining to subsurface infiltration practices	1 foot or more	Native or engineered soil with particles finer than coarse sand
Roofs draining to surface infiltration practices	Not applicable	Not applicable
All other impervious source areas	3 feet or more	Filtering layer

[2]

Notwithstanding Subsection **D(3)(h)**, applicable requirements for injection wells classified under Ch. NR 815, Wis. Adm. Code, shall be followed.

(i)

Exemptions. Infiltration practices located in runoff from the following areas may be credited towards meeting the requirements when infiltrated, but the decision to infiltrate under these conditions is optional:

[1]

Areas where the infiltration rate of the soil measured at the proposed bottom of the infiltration system is less than 0.6 inch/hour using a scientifically credible field test method.

[2]

Areas where the least permeable soil horizon to five feet below the proposed bottom of the infiltration system using the U.S. Department of Agriculture method of soils analysis is one of the following: sandy clay loam, clay loam, silty clay loam, sandy clay, silty clay, or clay.

[3]

Parking areas and access roads less than 5,000 square feet for commercial development.

[4]

Parking areas and access roads less than 5,000 square feet for industrial development not subject to the prohibitions/exclusions under Subsection **D(3)(f)**.

[5]

Redevelopment post-construction sites except as provided under § **288-18C**.

[6]

In-fill development areas less than one acre.

[7]

Roads in commercial, industrial and institutional land uses, and arterial residential roads.

(j)

Where alternate uses of runoff are employed, such as for toilet flushing, laundry or irrigation, such alternate use shall be given equal credit toward the infiltration volume required by this section.

(k)

Groundwater standards.

- [1] Infiltration systems designed in accordance with this section shall, to the extent technically and economically feasible, minimize the level of pollutants in filtration to groundwater and shall maintain compliance with the preventive action limit at a point of standards application in accordance with Ch. NR 140. However, if site-specific information indicates that compliance with a preventive action limit is not achievable, the infiltration BMP may not be installed or shall be modified to prevent infiltration to the maximum extent practicable.
- [2] Notwithstanding Subsection **D(3)(k)[1]**, the discharge from BMPs shall remain below the enforcement standard at the point of standards application.
- (1) Maximum extent practicable. Where the conditions of Subsection **D(3)(f)** through **(i)** limit or restrict the use of infiltration practices, the infiltration performance standard of § **288-18D(3)** shall be met to the maximum extent practicable.
- (4) Protective areas.
  - (a) "Protective area" means an area of land that commences at the top of the channel of lakes, streams and rivers, or at the delineated boundary of wetlands, and that is the greatest of the following widths, as measured horizontally from the top of the channel or delineated wetland boundary to the closest impervious surface. However, in this subsection, protective area does not include any area of land adjacent to any stream enclosed within a pipe or culvert, such that runoff cannot enter the enclosure at this location.
- [1] For outstanding resource waters and exceptional resource waters: 75 feet.
- [2] For perennial and intermittent streams identified on a United States Geological Survey 7.5-minute series topographic map, or a county soil survey map, whichever is more current: 50 feet.
- [3] For lakes: 50 feet.
- [4] For wetlands not subject to Subsection **D(4)(a)[5]** or **[6]**: 50 feet.
- [5] For highly susceptible wetlands: 75 feet. Highly susceptible wetlands include the following types: calcareous fens, sedge meadows, open and coniferous bogs, low prairies, coniferous swamps, lowland hardwood swamps and ephemeral ponds.
- [6] For less susceptible wetlands: 10% of the average wetland width, but no less than 10 feet nor more than 30 feet. Less susceptible wetlands include degraded wetlands dominated by invasive species such as reed canary grass, cultivated hydric soils; and any gravel pits, or dredged material or fill material disposal sites that take on the attributes of a wetland.
- [7] In Subsection **D(4)(a)[4]** through **[6]**, determinations of the extent of the protective area adjacent to wetlands shall be made on the basis of the sensitivity and runoff susceptibility of the wetland in accordance with the standards and criteria in § NR 103.03, Wis. Adm. Code.
- [8] Wetland boundary delineations shall be made in accordance with § NR 103.08(1m), Wis. Adm. Code. This subsection does not apply to wetlands that have been completely filled in accordance with all applicable state and federal regulations. The protective area for

wetlands that have been partially filled in accordance with all applicable state and federal regulations shall be measured from the wetland boundary delineation after fill has been placed. Where there is a legally authorized wetland fill, the protective area standard need not be met in that location.

- [9] For concentrated flow channels with drainage areas greater than 130 acres: 10 feet.
- [10] Notwithstanding Subsection **D(4)(a)[1]** to **[9]**, the greatest protective area width shall apply where rivers, streams, lakes and wetlands are contiguous.
- (b) This subsection applies to post-construction sites located within a protective area, except those areas exempted pursuant to Subsection **D(4)(d)**.
- (c) The following requirements shall be met:
  - [1] Impervious surfaces shall be kept out of the protective area entirely or to the maximum extent practicable. If there is no practical alternative to locating an impervious surface in the protective area, the stormwater management plan shall contain a written site-specific explanation.
  - [2] Where land-disturbing construction activity occurs within a protective area, and where no impervious surface is present, adequate sod or self-sustaining vegetative cover of 70% or greater shall be established and maintained. The adequate sod or self-sustaining vegetative cover shall be sufficient to provide for bank stability, maintenance of fish habitat and filtering of pollutants from upslope overland flow areas under sheet flow conditions. Nonvegetative materials, such as rock riprap, may be employed on the bank as necessary to prevent erosion, such as on steep slopes or where high-velocity flows occur.
  - [3] Best management practices such as filter strips, swales, or wet detention basins that are designed to control pollutants from nonpoint sources may be located in the protective area.
- (d) This subsection does not apply to:
  - [1] Except as provided under § **288-18C**, redevelopment post-construction sites.
  - [2] In-fill development areas less than one acre.
  - [3] Structures that cross or access surface waters such as boat landings, bridges and culverts.
  - [4] Structures constructed in accordance with § 59.692(1v), Wis. Stats.
  - [5] Areas of post-construction sites from which runoff does not enter the surface water, including wetlands, without first being treated by a BMP to meet the local ordinance requirements for total suspended solids and peak flow reduction, except to the extent that vegetative ground cover is necessary to maintain bank stability.
- (5) Fueling and vehicle maintenance areas. Fueling and vehicle maintenance areas shall, to the maximum extent practicable, have BMPs designed, installed and maintained to reduce petroleum within runoff, such that the runoff that enters waters of the state contains no visible petroleum sheen.

- (6) Site Drainage. Measures shall be implemented to ensure proper site drainage, prevent property damage and protect public health and safety, including the following minimum requirements:
- (a) Drainage easement. Perpetual drainage easements or other deed restrictions shall be recorded on the property to preserve major stormwater flow paths and permanent stormwater BMP locations. Covenants in these areas shall not allow buildings or other structures and shall prevent any grading, filling or other activities that interrupt or obstruct flows in any way. Covenants shall also specify maintenance responsibilities and authorities in accordance with § **288-21**.
  - (b) Site grading. Site grading shall ensure positive flows away from all buildings, roads, driveways and septic systems, be coordinated with the general stormwater drainage patterns for the area, and minimize adverse impacts on adjacent properties.
  - (c) Street drainage. All street drainage shall be designed to prevent concentrated flows from crossing the traffic lanes to the maximum extent practicable. Design flow depths at the road center line for on-street drainage shall not exceed six inches during the peak flows generated by the one-hundred-year, twenty-four-hour design storm, using planned land use conditions for the entire contributing watershed area.
  - (d) Bridges and cross-culverts. All new or modified bridges and cross-culverts shall comply with applicable design standards and regulations, facilitate fish passage and prevent increased flooding or channel erosion upstream or downstream from the structure. All bridges and cross-culverts on collector and arterial roadways shall be designed to convey the one-hundred-year, twenty-four-hour design storm. All bridges and cross-culverts on local roadways shall be designed to convey ten-year, twenty-four-hour design storm, while providing an overland flow path that does not impact any structures for the one-hundred-year, twenty-four-hour design storm. A floodplain analysis shall be required for all developments impacting a navigable waterway. This analysis must demonstrate no adverse off-site impacts, in accordance with state and federal regulations and may require larger structures than those specified above. Design flow depths at the road center line for all crossings shall not exceed six inches during peak flows generated by the one-hundred-year, twenty-four-hour design storm, using planned land use conditions for the entire contributing watershed area. All predevelopment runoff storage areas within the flow path upstream of bridges and cross-culverts shall be preserved and designated as drainage easements, unless compensatory storage is provided and accounted for in modeling. As-built documentation shall be submitted for all new or modified structures that are located within a mapped floodplain or that the City determines to be necessary to maintain floodplain modeling for the applicable watershed.
  - (e) Subsurface drainage. To avoid property and other damages from groundwater, all buildings planned for human occupation on a regular basis shall meet all of the following:
    - [1] Basement floor surfaces shall be built a minimum of one foot above the highest groundwater table elevation, as documented in the submitted soil evaluations in accordance with City standards. On sloped sites, basements may be allowed partially below the highest groundwater table only on the upslope side if they meet City drainage system standards for design, discharge, engineering oversight, and long-term maintenance. For these sites, the



one-foot groundwater separation will be enforced at the furthest downslope point of the basement.

- [2] Avoid hydric soils as much as possible.
- [3] The City shall be notified of any drain tiles that are uncovered during construction, which the City may require to be restored or connected to other drainage systems.
- [4] No discharge of groundwater from tile lines, sump pumps or other means shall be allowed onto another person's land or any public space without the written approval of the City and the property owner.

i. Where storm sewer is available, all cistern overflows, drain tile, downspouts, roof leaders, surface or area drains may be connected to it with the appropriate city permit.

ii. Where storm sewer is not available, all cistern overflows, drain tile, downspouts, roof leaders, surface or area drains or other clean water may be piped separately to the street curb or other place of disposal with the appropriate city permit.

- (f) Open channels. All open channel drainage systems shall at a minimum be designed to carry the peak flows from a one-hundred-year, twenty-four-hour design storm using planned land use for the entire contributing watershed area. Side slopes shall be no steeper than 4h:1v unless otherwise approved by the City for unique site conditions. Water surface elevations for the one-hundred-year, twenty-four-hour design storm shall be calculated for all existing and proposed open channels.
  - (g) Storm sewers. All storm sewers shall be designed to convey the ten-year, twenty-four-hour design storm while providing an overland flow path that does not impact any structures for the one-hundred-year, twenty-four-hour design storm, unless otherwise modified by the City.
  - (h) Changes to stormwater discharges. For sites where the City determines the post-development stormwater discharge flow paths will be significantly different than predevelopment conditions, or where proposed stormwater discharges may otherwise have a significant negative impact on downstream property owner(s), the City may require the applicant to submit written authorization, record a drainage easement, or complete other legal arrangements with the affected property owner(s) prior to permit issuance.
  - (i) Structure protection and safety. Flows generated by the one-hundred-year, twenty-four-hour design storm under the planned land use conditions may exceed the design capacity of conveyance systems, but shall not come in contact with any buildings. For buildings designed for human occupation on a regular basis, the following additional requirements shall apply:
- [1] The lowest elevation of the structure that is exposed to the ground surface shall be a minimum of two feet above the maximum water surface elevation produced by the one-hundred-year, twenty-four-hour design storm, including flows through any stormwater BMP that may temporarily or permanently store water at a depth of greater than one foot; and

- [2] The structure shall be set back at least 50 feet from any stormwater BMP that may temporarily or permanently store water at a depth of greater than one foot, including any internally drained area with a significant contributing watershed and/or limited runoff storage capacity, as determined by the City. Setback distance shall be measured from the closest edge of water at the elevation produced by the one-hundred-year, twenty-four-hour design storm. The City may exempt existing structures and structures with no basement from this requirement if the City determines other site risks are minimal based on soil and site conditions.
- (7) Swale treatment for transportation facilities.
  - (a) Applicability. Except as provided in Subsection **D(7)(b)**, transportation facilities that use swales for runoff conveyance and pollutant removal meet all of the water quality requirements of this section, if the swales are designed to the maximum extent practicable to do all of the following:
    - [1] Be vegetated. However, where appropriate, nonvegetative measures may be employed to prevent erosion or provide for runoff treatment, such as rock riprap stabilization or check dams.
    - [2] Swales shall comply with Wisconsin Department of Natural Resources Technical Standard 1005, "Vegetated Infiltration Swales." Transportation facility swale treatment does not have to comply with other sections of Technical Standard 1005.
    - (b) Exemptions. The City may, consistent with water quality standards, require that other provisions be met on a transportation facility with an average daily travel of vehicles greater than 2,500 and where the initial surface water of the state that the runoff directly enters is any of the following:
      - [1] An outstanding resource water.
      - [2] An exceptional resource water.
      - [3] Waters listed in § 303(d) of the federal Clean Water Act that are identified as impaired in whole or in part, due to nonpoint source impacts.
      - [4] Waters where targeted performance standards are developed under § NR 151.004, Wis. Adm. Code, to meet water quality standards.
    - (c) The transportation facility authority shall contact the City to determine if additional BMPs beyond a water quality swale are needed under this subsection.
  - E. General considerations for on-site and off-site stormwater management measures. The following considerations shall be observed in managing runoff:
    - (1) Natural topography and land cover features such as natural swales, natural depressions, native soil infiltrating capacity, and natural groundwater recharge areas shall be preserved and used, to the extent possible, to meet the requirements of this section.
    - (2) Emergency overland flow for all stormwater facilities shall be provided to prevent

exceeding the safe capacity of downstream drainage facilities and prevent endangerment of downstream property or public safety.

- (3) Unless deemed not possible by City staff, stormwater facilities ~~shall~~may be located on outlots with direct access to adjacent public streets.

F. Location and regional treatment option.

- (1) BMPs may be located on site or off site as part of a regional stormwater device, practice or system, but shall be in accordance with § NR 151.003, Wis. Adm. Code.

- (2) The City may approve off-site management measures provided that all of the following conditions are met:

- (a) The City determines that the post-construction runoff is covered by a stormwater management system plan that is approved by the City of Watertown and that contains management requirements consistent with the purpose and intent of this article.

- (b) The off-site facility meets all of the following conditions:

- [1] The facility is in place.

- [2] The facility is designed and adequately sized to provide a level of stormwater control equal to or greater than that which would be afforded by on-site practices meeting the performance standards of this article.

- [3] The facility has a legally obligated entity responsible for its long-term operation and maintenance.

- (3) Where a regional treatment option exists such that the City exempts the applicant from all or part of the minimum on-site stormwater management requirements, the applicant shall be required to pay a fee in an amount determined in negotiation with the City. In determining the fee for post-construction runoff, the City shall consider an equitable distribution of the cost for land, engineering design, construction, and maintenance of the regional treatment option.

- G. Alternate requirements. The City may establish stormwater management requirements more stringent than those set forth in this section if the City determines that an added level of protection is needed to protect sensitive resources, to control stormwater quantity or control flooding, comply with federally approved total maximum daily load requirements, or control pollutants associated with existing development or redevelopment.

**§ 288-19 Permitting requirements, procedures and fees.**

- A. Permit required. No responsible party may undertake a land-disturbing construction activity without receiving a post-construction runoff permit from the City prior to commencing the proposed activity.

- B. Permit application and fees. Unless specifically excluded by this article, any responsible party desiring a permit shall submit to the City a permit application made on a form provided by the City for that purpose.

- (1) Unless otherwise excepted by this article, a permit application must be accompanied by a stormwater management plan, a maintenance agreement and a nonrefundable permit administration fee.
  - (2) The stormwater management plan shall be prepared to meet the requirements of §§ **288-18** and **288-20**, the maintenance agreement shall be prepared to meet the requirements of § **288-21**, the financial guarantee shall meet the requirements of § **288-22**, and fees shall be those established by the City of Watertown as set forth in § **288-23**.
- C. Review and approval of permit application. The City shall review any permit application that is submitted with a stormwater management plan, maintenance agreement, and the required fee. The following approval procedure shall be used:
- (1) Within 20 business days of the receipt of a complete permit application, including all items as required by Subsection **B**, the City shall inform the applicant whether the application, plan and maintenance agreement are approved or disapproved based on the requirements of this article.
  - (2) If the stormwater permit application, plan and maintenance agreement are approved, or if an agreed upon payment of fees in lieu of stormwater management practices is made, the City shall issue the permit.
  - (3) If the stormwater permit application, plan or maintenance agreement is disapproved, the City shall detail in writing the reasons for disapproval.
  - (4) The City may request additional information from the applicant. If additional information is submitted, the City shall have 20 business days from the date the additional information is received to inform the applicant that the plan and maintenance agreement are either approved or disapproved.
- D. Permit requirements. All permits issued under this article shall be subject to the following conditions, and holders of permits issued under this article shall be deemed to have accepted these conditions. The City may suspend or revoke a permit for violation of a permit condition, following written notification of the responsible party. An action by the City to suspend or revoke this permit may be appealed in accordance with § **288-25**.
- (1) Compliance with this permit does not relieve the responsible party of the responsibility to comply with other applicable federal, state, and local laws and regulations.
  - (2) The responsible party shall design and install all structural and nonstructural stormwater management measures in accordance with the approved stormwater management plan and this permit.
  - (3) The responsible party shall notify the City at least three business days before commencing any work in conjunction with the stormwater management plan, three days prior to commencing work on the stormwater management practices, and within three business days upon completion of the stormwater management practices. If required as a special condition under Subsection **E**, the responsible party shall make additional notification according to a schedule set forth by the City so that practice installations can be inspected during construction.

- (4) Practice installations required as part of this article shall be certified "as built" by a licensed professional engineer and furnished to the City in digital AutoCad format (.dwg or .dxf file format), in Adobe PDF format, and in ArcGIS shapefile format (.shp or FileGDB format or other format as approved by Public Works Director/City Engineer. Files shall be tied to a coordinate system approved by the Public Works Director/City Engineer. Completed stormwater management practices must pass a final inspection by the City or its designee to determine if they are in accordance with the approved stormwater management plan and ordinance. The City or its designee shall notify the responsible party in writing of any changes required in such practices to bring them into compliance with the conditions of this permit.
  - (5) The responsible party shall notify the City of any significant modifications it intends to make to an approved stormwater management plan. The City may require that the proposed modifications be submitted for approval prior to incorporation into the stormwater management plan and execution by the responsible party.
  - (6) The responsible party shall maintain all stormwater management practices in perpetuity in accordance with the stormwater management plan until the practices either become the responsibility of the City of Watertown, or are transferred to subsequent private owners as specified in the approved maintenance agreement.
  - (7) The responsible party authorizes the City to perform any work or operations necessary to bring stormwater management measures into conformance with the approved stormwater management plan, and consents to a special assessment or charge against the property as authorized under Subch. VII of Ch. 66, Wis. Stats., or to charging such costs against the financial guarantee posted under § **288-22**.
  - (8) If so directed by the City, the responsible party shall repair at the responsible party's own expense all damage to adjoining municipal facilities and drainageways caused by runoff, where such damage is caused by activities that are not in compliance with the approved stormwater management plan.
  - (9) The responsible party shall permit property access to the City or its designee for the purpose of inspecting the property for compliance with the approved stormwater management plan and this permit.
  - (10) Where site development or redevelopment involves changes in direction, increases in peak rate and/or total volume of runoff from a site, the City may require the responsible party to make appropriate legal arrangements with affected property owners concerning the prevention of endangerment to property or public safety.
  - (11) The responsible party shall provide a five-year guarantee on all facilities installed as part of the stormwater plan.
  - (12) The responsible party is subject to the enforcement actions and penalties detailed in § **288-24**, if the responsible party fails to comply with the terms of this permit.
- E. Permit conditions. Permits issued under this subsection may include conditions established by the City in addition to the requirements needed to meet the performance standards in § **288-18** or a financial guarantee as provided for in § **288-22**.

- F. Permit duration. Permits issued under this section shall be valid ~~from the date of issuance through the date the City notifies the responsible party that for a period of three years from the date of issuance. The City may extend the period once for up to an additional three years or until~~ all stormwater management practices have passed the final inspection required under Subsection **D(4)**.

**§ 288-20 Stormwater management plan.**

- A. Plan requirements. The stormwater management plan required under § **288-18B** shall contain any such information the City may need to evaluate the environmental characteristics of the area affected by land development activity, the potential impacts of the proposed development upon the quality and quantity of stormwater discharges, the potential impacts upon water resources and drainage utilities, and the effectiveness and acceptability of proposed stormwater management measures in meeting the performance standards set forth in this section. Unless specified otherwise by this section, stormwater management plans shall contain, at a minimum, the following information:
- (1) Name, address, and telephone number for the following or their designees: landowner; developer; project engineer for practice design and certification; person(s) responsible for installation of stormwater management practices; and person(s) responsible for maintenance of stormwater management practices prior to the transfer, if any, of maintenance responsibility to another party.
  - (2) A proper legal description of the property proposed to be developed, referenced to the U.S. Public Land Survey system or to block and lot numbers within a recorded land subdivision plat.
  - (3) Predevelopment site conditions, including:
    - (a) One or more site maps at a scale of not greater than one inch equals 50 feet. The site maps shall show the following: site location and legal property description; predominant soil types and hydrologic soil groups; existing cover type and condition; topographic contours of the site at a scale not to exceed two feet; topography and drainage network including enough of the contiguous properties to show runoff patterns onto, through, and from the site; watercourses that may affect or be affected by runoff from the site; flow path and direction for all stormwater conveyance sections; watershed boundaries used in hydrology determinations to show compliance with performance standards; lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site; limits of the one-hundred-year floodplain; location of wells and wellhead protection areas covering the project area and delineated pursuant to § NR 811.16, Wis. Adm. Code.
    - (b) Hydrology and pollutant loading computations as needed to show compliance with performance standards. Computations of the peak flow discharge rates and discharge volumes from each discharge point in the development. At a minimum, computations must be made for the following storms: one-, two-, ten-, and one-hundred-year. All major assumptions used in developing input parameters shall be clearly stated. The geographic areas used in making the calculations shall be clearly cross-referenced to the required map(s).
  - (4) Post-development site conditions, including:

- (a) Explanation of the provisions to preserve and use natural topography and land cover features to minimize changes in peak flow runoff rates and volumes to surface waters and wetlands.
- (b) Explanation of any restrictions on stormwater management measures in the development area imposed by wellhead protection plans and ordinances.
- (c) One or more site maps at a scale of not greater than one inch equals 50 feet showing the following: post-construction pervious areas including vegetative cover type and condition; impervious surfaces including all buildings, structures, and pavement; post-construction topographic contours of the site at a scale not to exceed two feet; post-construction drainage network including enough of the contiguous properties to show runoff patterns onto, through, and from the site; locations and dimensions of drainage easements; locations of maintenance easements specified in the maintenance agreement; flow path and direction for all stormwater conveyance sections; location and type of all stormwater management conveyance and treatment practices, including the on-site and off-site tributary drainage area; location and type of conveyance system that will carry runoff from the drainage and treatment practices to the nearest adequate outlet such as a curbed street, storm drain, or natural drainageway; watershed boundaries used in hydrology and pollutant loading calculations and any changes to lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site.
- (d) Hydrology and pollutant loading computations as needed to show compliance with performance standards. The computations shall be made for each discharge point in the development, and the geographic areas used in making the calculations shall be clearly cross-referenced to the required map(s). Computations of the peak flow discharge rates and discharge volumes from each discharge point in the development including analysis of the safe capacity of downstream conveyance systems. At a minimum, computations must be made for the following storms: one-, two-, ten-, and one-hundred-year. All major assumptions used in developing input parameters shall be clearly stated.
- (e) Results of investigations of soils and groundwater required for the placement and design of stormwater management measures. Detailed drawings including cross-sections and profiles of all permanent stormwater conveyance and treatment practices.
- (5) A description and installation schedule for the stormwater management practices needed to meet the performance standards in § 288-18.
- (6) A maintenance plan developed for the life of each stormwater management practice including a map showing the BMP, access routes, easements and corresponding streets and water resources, the required maintenance activities and maintenance activity schedule. A vegetation plan should be included if applicable.
- (7) Cost estimates for the construction, operation, and maintenance of each stormwater management practice.
- (8) Results of impact assessments on wetland functional values, as applicable.
- (9) Design computations and all applicable assumptions for stormwater conveyance (open channel, closed pipe) and stormwater treatment practices (sedimentation type, filtrations,



infiltration type) as needed to show that practices are appropriately sized and capable of meeting the discharge performance standards of this section.

- (10) Other information requested in writing by the City to determine compliance of the proposed stormwater management measures with the provisions of this article.
- (11) All site investigations, plans, designs, computations, and drawings shall be certified by a licensed professional engineer to be prepared in accordance with accepted engineering practice and requirements of this article.

(12) Total amount of new/revised impervious area on property in square feet.

- B. Simplified plans. The City may allow simplified stormwater management plans for sites with less than one acre of land-disturbing construction activity.

(1) Erosion Control Plans are required for construction sites with 3,000 square feet or more of land disturbance.

(2) Stormwater management plans including modeling or other calculations accepted for review by the Public Works Director/City Engineer detailed construction plans and stormwater maintenance agreements and are required for construction sites with 21,780 square feet or more of new impervious surface.

- C. Alternate requirements. The City may prescribe alternative submittal requirements for applicants seeking an exemption to on-site stormwater management performance standards under § **288-18D**.

§ 288-21 **Maintenance agreement.**

- A. Maintenance agreement required. The maintenance agreement required under § **288-19B** for stormwater management practices shall be an agreement between the City and the responsible party to provide for maintenance of stormwater practices beyond the duration period of this permit. The maintenance agreement shall be filed with the County Register of Deeds as a property deed restriction so that it is binding upon all subsequent owners of the land served by the stormwater management practices.
- B. Agreement provisions. The maintenance agreement shall contain the following information and provisions and be consistent with the maintenance plan required by § **288-20A(6)**:
  - (1) Identification of the stormwater facilities and designation of the drainage area served by the facilities.
  - (2) A schedule for regular maintenance of each aspect of the stormwater management system consistent with the stormwater management plan required under § **288-19B**.
  - (3) Identification of the party(s) responsible for long-term maintenance of the stormwater management practices identified in the stormwater management plan required under § **288-19B**.
  - (4) Requirement that the responsible party(s) shall maintain stormwater management practices in accordance with the schedule included in Subsection **B(2)** and shall submit an ~~annual~~



inspection and maintenance summary report to the City per the inspection frequency described in the maintenance plan and at least once every three years.

- (5) Authorization for the City to access the property to conduct inspections of stormwater management practices as necessary to ascertain that the practices are being maintained and operated in accordance with the agreement.
- (6) A requirement of the City to maintain public records of the results of the site inspections, to inform the responsible party responsible for maintenance of the inspection results, and to specifically indicate any corrective actions required to bring the stormwater management practice into proper working condition.
- (7) Agreement that the party designated under Subsection **B(3)**, as responsible for long-term maintenance of the stormwater management practices, shall be notified by the City of maintenance problems which require correction. The specified corrective actions shall be undertaken within a reasonable time frame as set by the City.
- (8) Authorization of the City to perform the corrected actions identified in the inspection report if the responsible party designated under Subsection **B(3)** does not make the required corrections in the specified time period. The City shall enter the amount due on the tax rolls and collect the money as a special charge against the property pursuant to Subch. VII of Ch. 66, Wis. Stats.

#### § 288-22 **Financial guarantee.**

- A. Establishment of the guarantee. The City may require the submittal of a financial guarantee, the form and type of which shall be acceptable to the City. The financial guarantee shall be up to an amount determined by the City to be 120% of the estimated cost of construction and the estimated cost of maintenance of the stormwater management practices during the period which the designated party in the maintenance agreement has maintenance responsibility. The financial guarantee shall give the City the authorization to use the funds to complete the stormwater management practices if the responsible party defaults or does not properly implement the approved stormwater management plan, upon written notice to the responsible party by the City that the requirements of this article have not been met.
- B. Conditions for release. Conditions for the release of the financial guarantee are as follows:
  - (1) The City shall release the portion of the financial guarantee established under this section, less any costs incurred by the City of Watertown to complete installation of practices, upon submission of as-built plans by a licensed professional engineer. The City may make provisions for a partial pro-rata release of the financial guarantee based on the completion of various development stages.
  - (2) The City shall release the portion of the financial guarantee established under this section to assure maintenance of stormwater practices, less any costs incurred by the City, at such time that the responsibility for practice maintenance is passed onto another entity via an approved maintenance agreement.

#### § 288-23 **Fee schedule.**

The fees referred to in other sections of this article shall be established by the Common Council and may from time to time be modified by resolution. A schedule of the fees established by the

Common Council shall be available for review in City Hall. The fee shall cover all City and consultant costs to review the permit application.

**§ 288-24 Enforcement.**

- A. Any land-disturbing construction activity or post-construction runoff initiated after the effective date of this article by any person, firm, association, or corporation subject to the article provisions shall be deemed a violation unless conducted in accordance with the requirements of this article.
- B. The City shall notify the responsible party by certified mail of any noncomplying land-disturbing construction activity or post-construction runoff. The notice shall describe the nature of the violation, remedial actions needed, a schedule for remedial action, and additional enforcement action which may be taken.
- C. Upon receipt of written notification from the City under Subsection **B**, the responsible party shall correct work that does not comply with the stormwater management plan or other provisions of this permit. The responsible party shall make corrections as necessary to meet the specifications and schedule set forth by the City in the notice.
- D. If the violations to a permit issued pursuant to this article are likely to result in damage to properties, public facilities, or waters of the state, the City may enter the land and take emergency actions necessary to prevent such damage. The costs incurred by the City plus interest, consultant and legal costs shall be billed to the responsible party.
- E. The City is authorized to post a stop-work order on all land-disturbing construction activity that is in violation of this article, or to request the City Attorney to obtain a cease and desist order in any court with jurisdiction.
- F. The City may revoke a permit issued under this article for noncompliance with article provisions.
- G. Any permit revocation, stop-work order, or cease and desist order shall remain in effect unless retracted by the City or by a court with jurisdiction.
- H. The City is authorized to refer any violation of this article, or of a stop-work order or cease and desist order issued pursuant to this article, to the City Attorney for the commencement of further legal proceedings in any court with jurisdiction.
- I. Any person, firm, association, or corporation who does not comply with the provisions of this article shall be subject to a forfeiture of not less than \$100 nor more than \$1,000 per offense, together with the costs of prosecution. Each day that the violation exists shall constitute a separate offense.
- J. Compliance with the provisions of this article may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctive proceedings.
- K. When the City determines that the holder of a permit issued pursuant to this article has failed to follow practices set forth in the stormwater management plan, or has failed to comply with schedules set forth in said stormwater management plan, the City or a party

designated by the City may enter upon the land and perform the work or other operations necessary to bring the condition of said lands into conformance with requirements of the approved plan. The City shall keep a detailed accounting of the costs and expenses of performing this work. These costs and expenses shall be deducted from any financial security posted pursuant to § **288-22** of this article. Where such a security has not been established, or where such a security is insufficient to cover these costs, the costs and expenses shall be entered on the tax roll as a special charge against the property and collected with any other taxes levied thereon for the year in which the work is completed.

**§ 288-25 Appeals.**

- A. Public Works Commission. The Public Works Commission shall act as the review and appeal agency and:
- (1) Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made in administering this article except for cease and desist orders obtained under § **288-24E**;
  - (2) Upon appeal, may authorize variances from the provisions of this article which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of the article will result in unnecessary hardship; and
  - (3) Shall use the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.
- B. Who may appeal. Appeals to the Public Works Commission may be taken by any aggrieved person or by any office, department, board, or bureau of the City of Watertown affected by any decision of the City.

**§ 288-26 Severability.**

If any section, clause, provision or portion of this article is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the article shall remain in force and not be affected by such judgment.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

**ORDINANCE TO  
AMEND CHAPTER 356, LANDSCAPING OF THE CITY OF  
WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION**

**Whereas,** the City of Watertown requires Natural Landscaping Permits for native plantings; and,

**Whereas,** native plantings with deep roots are often used in for stabilization and infiltration in stormwater management practices, and

**Whereas,** the Public Works Commission reviewed the proposed amendments to Chapter 356 at its February 28, 2023 meeting and recommends adoption of said amendments.

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

**SECTION 1.** Chapter 356 is hereby amended as follows:

**Chapter 356  
Article I  
Natural Landscape Permit**

**[Adopted by Ord. No. 93-54 (§§ 9.09 and 9.20 of the former City Code)]**

**§ 356-1 Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**INVASIVE SPECIES**

Nonindigenous species whose introduction causes or is likely to cause economic or environmental harm or harm to human health.

**NATURAL LANDSCAPE**

Includes common species of grass and wildflowers native to Wisconsin and/or ornamental plantings which are designed and purposely cultivated to exceed eight inches in height. Specifically excluded in natural landscapes are the noxious grasses and weeds identified in this article.

**[Amended by Ord. No. 94-35]**

**NATURAL LANDSCAPE MANAGEMENT PLAN**

A written plan relating to the management and maintenance of a landscape which meets the following requirements:

- A. Street address or legal description of the property where the proposed natural landscape is

being requested.

- B. A statement of intent and purpose for the landscape.
- C. A detailed description of the types of plants and plant succession involved.
- D. Specific management and maintenance techniques to be employed.

### **RAIN GARDEN**

A storm water management practice consisting of a shallow depression planted with a dense cover of vegetation, designed to capture storm water runoff from a small drainage area and infiltrate it into the underlying soil.

### **STORMWATER BEST MANAGEMENT PRACTICE (BMP)**

Structural or non-structural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried by stormwater runoff to waters of the state. Examples include wet or dry detention ponds, infiltration basins, biofilters, buffers, and constructed wetlands.

### **SHORELINE / STREAMBANK**

The sloped areas alongside streams, creeks and rivers that connect the stream to its floodplain.

### **WETLANDS**

An area where water is at, near or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation, and which has soils indicative of wet conditions.

### **WETLAND DELINEATION**

A precise wetland boundary survey that meets federal and state regulations and is completed by a wetland professional.

### **WETLAND DETERMINATION**

A decision regarding whether or not an area is a wetland, including identification of wetland type and size.

## **§ 356-2 Plan and permit required; restrictions.**

**A.** ~~**A.**~~—The growth of natural landscapes in excess of eight inches in height shall be prohibited within the City, unless a natural landscape management plan is approved and a permit is issued by the City as set forth in this article except as provided under Subsection a. [Amended by Ord. No. 94-35]

a. Exemptions. The following natural landscapes that are being routinely maintained throughout the growing season are exempt from requiring a permit:

- i. Approved stormwater best management practice (BMP);
- ii. Rain Gardens designed to capture and infiltrate rooftop runoff following the WDNR Technical Standard 1009
- iii. Designated wetlands, as shown on the Wisconsin Department of Natural Resources Surface Water Data Viewer Mapped Wetlands layer or in a wetland delineation report or wetland determination compiled by a qualified professional.
- iv. Shoreline/streambank areas not more than 15 feet from the Ordinary High Water Mark (OHWM) or the top of slope, whichever is greater.
- v. An area less than 50 percent of the surface area of the property not otherwise occupied by buildings, structures, or improvements and meets the requirements of 356-B., C. and D.

- B. Proposed landscaping is to be confined to property owned by the applicant according to current City Assessor's records.
- C. Natural landscaping on any City-owned property within any street right-of-way is strictly prohibited unless approved by Director of Public Works/City Engineer – This shall include the property between the sidewalk and street and not less than 10 feet adjacent to the street where there is no sidewalk.
- D. Natural landscapes shall not be permitted within three feet of the abutting property unless waived in writing by the abutting property owner on the side or sides affected. Such waiver shall be affixed to the landscape management plan.
- E. The property owner shall submit to the Weed Commissioner a drawing, plot plan and/or survey which will show the location of the natural landscape area on the applicant's property. **[Amended by Ord. No. 05-29]**
- F. All property owners who currently have natural landscapes must file for a permit and submit a plan to be covered by this article.
- G. Natural landscapes may constitute a fire or safety hazard, due to weather conditions or other conditions. The ~~Street Department, Parks, Recreation and Forestry Department~~ the Weed Commissioner may order natural landscapes cut due to such conditions. As a condition of receiving approval of the natural landscape permit, the property owner shall be required to cut the natural landscape within three days upon receiving a written letter from the City of Watertown's Weed Commissioner.

**§ 356-3 Noxious grasses or weeds.**

The following noxious grasses or weeds and other invasive species as listed in the Wisconsin Department of Natural Resources NR 40 will not be allowed in a natural landscape area:

Common Name(s)	Botanical Name(s)
Buckthorn	Rhamnus cathartica

<b>Common Name(s)</b>	<b>Botanical Name(s)</b>
	Rhamnus frangula
Burdock (yellowdock)	Artium lappa
Field bindweed (wild morning glory)	Convolvulus arvensis
Garlic mustard	Alliaria petiolata
Goatsbeard (oyster plant, salsify)	Tragopogon porrifolius
Leafy spurge	Euphorbia esula
Marijuana	Cannabis sativa
Nettle	Urtica dioica
Oxeye daisy	Chrysanthemum leucanthemu
Pigweed (lambs quarters)	Chenopodium album
Pigweed (amaranth)	Amaranthus retroflexus
Poison ivy	Rhus radicans
Purple loosestrife	Lythrum salicaria
Quackgrass	Bromus brizaeformis
Ragweed (common)	Ambrosia artemisifolia
Ragweed (great)	Ambrosia trifida
Spotted knapweed	Centaurea maculosa
Thistle bull	Cirsium vulgare
Thistle canada	Cirsium arbense
Thistle musk or nodding	Carduus nutans
Thistle star (caltrops)	Centaurea calicitrpa

Common Name(s)	Botanical Name(s)
Thistle sow (field)	Sonchus arvensis
Thistle sow (common)	Sonchus oleraceus
Thistle sow (spiny leaved)	Sonchus asper
Sweet clover (yellow)	Melilotus officinalis
Sweet clover (white)	Melilotus alba
Yellow mustard (yellow rocket winter cress)	Barbarea vulgaris
Japanese bamboo	
Wild mustard	

§ 356-4 **Application for natural landscape permit.**  
[Amended by Ord. No. 05-29]

Property owners interested in applying for a natural landscape permit shall submit a natural landscape management plan to the ~~Street Department~~Parks, Recreation and Forestry Department, attention Weed Commissioner. All plans received will be reviewed by the Weed Commissioner and the Public Works Commission for permit approval. The property owner will be notified in writing by the City of Watertown of approval or denial. If no notification is received within 45 days of the property owner's initial submittal, the plans shall be deemed approved. The plan, permit and letter of notification will remain on file at the ~~Street Department~~Parks, Recreation and Forestry Department, Weed Commissioner's office for future reference.

§ 356-5 **Appeal.**  
[Amended by Ord. No. 05-29]

The property owner may appeal a decision to deny or revoke the natural landscape permit to the Public Works Commission at an open meeting. All applications for appeal shall be submitted within 15 calendar days of the notice of denial or revocation of the natural landscape permit. The decision rendered by the Public Works Commission shall be final and binding.

§ 356-6 **Enforcement.**  
[Amended by Ord. No. 05-29]

Enforcement will be upon written complaint by at least one adjoining owner and filed with the Watertown Weed Commissioner. Upon receipt of a written complaint, the permitted property will be inspected by the Weed Commissioner. If the permitted property is determined to be in violation of this article, the property owner shall be notified by the Public Works Commission



and City of Watertown Weed Commissioner by written notice to correct specific violations within 15 days upon receipt of letter. If the property owner does not correct the violations described in the written notice, the City of Watertown shall order the property mowed, and the property owner will be billed at the current rate for every hour worked, and the permit shall be revoked.

§ 356-7 **Violations and penalties.**

Any person who shall violate any provision of this article shall be subject to a penalty as provided in § 1-4 of this Code. Each violation and each day a violation continues or occurs shall constitute a separate offense. This action shall not preclude the City from maintaining any appropriate action to prevent or remove a violation of this article.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	March 21, 2023		April 3, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED April 3, 2023

\_\_\_\_\_  
CITY CLERK

APPROVED April 3, 2023

\_\_\_\_\_  
MAYOR

the due date, if not paid, or within 30 days of payment. The appeal shall specify all bases for the challenge and the amount of the stormwater service charge the appellant asserts is appropriate. Failure to timely file an appeal waives all right to contest such charge.

- [1] The administrative review board shall review said written appeal and shall determine whether the stormwater service charge, the ERU determination or the ERU credit is fair and reasonable or whether an adjustment or refund is due the appellant. The applicant shall be provided five business days' prior written notice of the time and place of the administrative review board's consideration of the appeal to the owner at the address listed in the appeal. The administrative review board shall base its decision on the record submitted to it at its meeting. The Public Works Director/City Engineer shall notify the appellant in writing of the administrative review board's determination by first class mail addressed to the owner using the address listed in the appeal.
- [2] If as a result of any appeal a refund is due the owner, such refund shall be applied as a credit on the owner's next practicable stormwater charge bill.
- (2) Rebates to residential properties for the provision of stormwater mitigation facilities. Residential properties that provide a rain barrel, ~~or~~ construct a rain garden, **install permeable pavement or other stormwater mitigation practice** to mitigate the volume of stormwater and/or pollutant loadings discharged from the property shall be eligible for a one-time rebate of ~~\$15~~ **\$40**. Property owners may apply for the rebate by completing an application supplied by the Public Works Director/City Engineer and supplying a receipt or other appropriate documentation of the purchase or installation of the rain barrel or rain garden.

#### § 453-9 **Amendments.**

The City reserves the right to amend this article in part or in whole whenever it may deem necessary, but only after due notice and hearing, as provided by law.

**SECTION 2.** Article II of Chapter 453 is hereby amended to read as follows:

### ARTICLE II

#### **Nonstormwater Discharges to Stormwater System**

##### **§ 453-10. Legislative purpose.**

The purpose of this article is to provide for the health, safety and general welfare of the citizens of the City of Watertown through the regulation of nonstormwater discharges to the storm drainage system to the maximum extent practicable, as required by federal and state law. This article establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the Wisconsin Pollutant Discharge Elimination System (WPDES) permit process. The objectives of this article are:

- A. To regulate the contribution of pollutants to the municipal separate storm sewer system (MS4) by stormwater discharges by any user.
- B. To prohibit illicit connections and discharges to the municipal separate storm sewer system.

- C. To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this article.

### § 453-11. Definitions.

For the purposes of this article, the following terms shall have the meanings indicated:

**ADMINISTERING AUTHORITY** — The Public Works Director/City Engineer and their designees is designated by the City of Watertown to administer this article.[Amended by Ord. No. 10-01]

**BEST MANAGEMENT PRACTICES (BMPs)** — Structural or nonstructural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.

**CLEAN WATER ACT** — The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

**CONSTRUCTION ACTIVITY** — Activities subject to City of Watertown or WPDES construction permits. Such activities include but are not limited to clearing and grubbing, grading, excavating and demolition.

**HAZARDOUS MATERIALS** — Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration or physical, chemical or infectious characteristics may cause or significantly contribute to a substantial present or potential hazard to human health, safety, property or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

**ILLEGAL DISCHARGE** — Any direct or indirect nonstormwater discharge to the storm drain system, except as exempted in § 453-15 of this article.

**ILLICIT CONNECTION** — Either of the following: Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system, including but not limited to any conveyances which allow any nonstormwater discharge, including sewage, process wastewater, and wash water, to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted or approved by the administering authority, or any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps or equivalent records and approved by the administering authority.

**INDUSTRIAL ACTIVITY** — Activities subject to WPDES industrial permits as defined in 40 CFR 122.26(b)(14).

**NONSTORMWATER DISCHARGE** — Any discharge to the storm drain system that is not composed entirely of stormwater.

**PERSON** — Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

**POLLUTANT** — Has the meaning given in § 283.01(13), Wis. Stats.

**PREMISES** — Any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips.

**STORM DRAINAGE SYSTEM** — Publicly owned facilities by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs and other drainage structures for which a municipal separate stormwater permit (also known as a "MS4 Permit") has been issued by the WDNR to the City of Watertown under Ch. NR 216, Wis. Adm. Code.

**STORMWATER** — Any surface flow, runoff and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

**STORMWATER POLLUTION PREVENTION PLAN** — A document which describes the best management practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

**VIOLATION** — Any act performed by a person that falls under the categories outlined in § 453-15 or as determined by the administering authority. See § 453-22.

**WASTEWATER** — Any water or other liquid, other than uncontaminated stormwater, discharged from a facility.

**WISCONSIN POLLUTANT DISCHARGE ELIMINATION SYSTEM (WPDES)**

**STORMWATER DISCHARGE PERMIT** — A permit issued by WDNR that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group or general area-wide basis.

#### **§ 453-12. Applicability.**

This article shall apply to all water entering the storm drain system generated on any developed and undeveloped lands, unless explicitly exempted by the administering authority.

#### **§ 453-13. Responsibility for administration. [Amended by Ord. No. 10-011]**

The Public Works Director/City Engineer and their designees, shall administer, implement, and enforce the provisions of this article. Any powers granted or duties imposed upon the administering authority may be delegated in writing by the City of Watertown to persons or entities acting in the beneficial interest of or in the employ of the City of Watertown.

#### **§ 453-14. Ultimate responsibility.**

The standards set forth herein and promulgated pursuant to this article are minimum standards; therefore, this article does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

## § 453-15. Discharge prohibitions.

- A. Prohibition of illegal discharges. No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants, that cause or contribute to a violation of applicable water quality standards, other than stormwater. Examples of illegal discharges include but are not limited to: vehicle fluids, lawn fertilizers, grass clippings, concrete washouts, sanitary sewage and hazardous wastes. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:
- (1) The following discharges are exempt from discharge prohibitions established by this article: waterline flushing or other potable water sources, landscape irrigation or lawn watering, diverted stream flows, rising groundwater, groundwater infiltration to storm drains, uncontaminated pumped groundwater, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air-conditioning condensation, springs, individual residential washing of vehicles, natural riparian habitat or wetland flows, swimming pools (if dechlorinated, typically less than 1 ppm chlorine), firefighting activities, and any other water source not containing pollutants.
    - a. Permit required. No mini-storm sewer system or sump discharge shall be connected to the municipal storm sewer system without a permit issued by the Engineering Division.
    - b. If a storm sewer system is not available for connection in proximity to the source of the sump discharge, a seasonal (Nov. 1 – March 31) permit may be issued by the Water/Wastewater Division to connect to the sanitary sewer system to minimize the amount of potential icing on surfaces in cold weather per Ch. 508-8, Municipal Code.
  - (2) Discharges specified in writing by the administering authority as being necessary to protect public health and safety.
  - (3) Dye testing is an allowable discharge, but requires a verbal notification to the administering authority prior to the time of the test.
  - (4) The prohibition shall not apply to any nonstormwater discharge permitted under an WPDES permit, waiver or waste discharge order issued to the discharger and administered under the authority of the Wisconsin Department of Natural Resources, provided that the discharger is in full compliance with all requirements of the permit, waiver or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.

- B. Prohibition of illicit connections. The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.
- (1) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.
  - (2) A person is considered to be in violation of this article if the person connects a line conveying sewage to the MS4 or allows such a connection to continue.

#### **§ 453-16. Suspension of MS4 access.**

The administering authority may suspend, prohibit and disconnect a person from access to the storm drain system under the following conditions:

- A. Suspension due to illicit discharges in emergency situations. The administering authority may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the administering authority may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.
- B. Suspension due to the detection of illicit discharge. Any person discharging to the MS4 in violation of this article may have its MS4 access terminated if such termination would abate or reduce an illicit discharge. The administering authority will notify a violator of the proposed termination of its MS4 access. The violator may petition the administering authority for a reconsideration and hearing.
- C. Suspension due to unauthorized connection to MS4. A person commits a violation of this article if the person reinstates MS4 access to premises terminated pursuant to this section without the prior approval of the administering authority.

#### **§ 453-17. Industrial or construction activity discharges.**

Any person subject to an industrial or construction activity WPDES stormwater discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the administering authority prior to the allowing of discharges to the MS4.

#### **§ 453-18. Monitoring of discharges.**

- A. Applicability. This section applies to all facilities or structures that have stormwater discharges ~~associated with industrial activity~~, including construction activity.
- B. Access to facilities or structures.

- (1) The administering authority shall be permitted to enter and inspect facilities subject to regulation under this article as often as may be necessary to determine compliance with this article. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the administering authority.
- (2) Facility operators shall allow the administering authority ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of a WPDES permit to discharge stormwater and the performance of any additional duties as defined by state and federal law.
- (3) The administering authority shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the administering authority to conduct monitoring and/or sampling of the facility's stormwater discharge.
- (4) The administering authority has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.
- (5) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Public Works Director/City Engineer or their designees and shall not be replaced. The costs of clearing such access shall be borne by the operator. **[Amended by Ord. No. 10-01]**
- (6) Unreasonable delays in allowing the administering authority access to a permitted facility is a violation of a stormwater discharge permit and of this article. A person who is the operator of a facility with a WPDES permit to discharge stormwater associated with industrial activity commits an offense if the person denies the administering authority reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this article.
- (7) If the administering authority has been refused access to any part of the premises from which stormwater is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this article, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this article or any order issued hereunder, or to protect the overall public health, safety and welfare of the community, then the administering authority may seek issuance of a special inspection warrant or a search warrant from any court of competent jurisdiction.



**§ 453-19. Requirement to prevent, control, and reduce stormwater pollutants by use of best management practices.**

The administering authority may provide requirements identifying best management practices for any activity, operation or facility which may cause or contribute to pollution or contamination of stormwater, the storm drain system, or waters of the United States. The owner or operator of a commercial or industrial establishment shall provide, at its own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and nonstructural BMPs. Further, any person responsible for a property or premises which is, or may be, the source of an illicit discharge may be required to implement, at said person's expense, additional structural and nonstructural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system or watercourses. Compliance with all terms and conditions of a valid WPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a stormwater pollution prevention plan (SWPPP) as necessary for compliance with requirements of the WPDES permit.

**§ 453-20. Watercourse protection.**

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function or physical integrity of the watercourse.

**§ 453-21. Notification of spills.**

Notwithstanding other requirements of law, as soon as the property owner, agent, lessee, person in possession of any premises or any person responsible for a facility or operation or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into stormwater, the storm drain system, or water of the United States, said person shall take all necessary steps to ensure the discovery, containment and cleanup of such release. In the event of such a release of hazardous materials, said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of nonhazardous materials, said person shall notify the administering authority in person or by phone or ~~facsimile~~ electronic mail within 24 hours of becoming aware of the release. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the administering authority within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

**§ 453-22. Violations and Enforcement.**



A. Violation of this article. It shall be unlawful to discharge any substance in violation of any of the provisions of this article, or otherwise neglect, refuse or fail to comply with this article's requirements. Any person who violates or fails to comply with any of the provisions of this article shall be subject to the penalties set forth in Subsections B through D and, in addition, shall pay all costs and expenses, including actual reasonable attorneys' and other fees involved in the case.

~~A.B. Penalties. Any person, firm or corporation who or which fails to comply with the provisions of this article or any order of the Director of Public Works/City Engineer or their designees shall forfeit not more than \$500 and costs of prosecution for each violation. Each day a violation exists or continues shall constitute a separate offense. Any person violating any of the provisions of this article shall be subject to a forfeiture of not less than \$100 nor more than \$1,000 and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.~~ Notice of violation. Whenever the administering authority finds that a person has violated a prohibition or failed to meet a requirement of this article, the administering authority may order compliance by written notice of violation to the responsible person. Such notice may require without limitation:

- (1) The performance of monitoring, analyses and reporting;
- (2) The elimination of illicit connections or discharges;
- (3) That violating discharges, practices, or operations shall cease and desist;
- (4) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
- (5) Payment of a fine to cover administrative and remediation costs; ~~and~~
- (6) The implementation of source control or treatment BMPs; ~~and-~~
- (7) ~~Forfeiture of not more than \$500;~~ not less than \$100 nor more than \$1,000 and the costs of prosecution

C. Citable offenses. Any action performed which results in a prohibited substance entering the storm drainage system (including but not limited to discharges such as waste oil, grass clippings and pet waste) shall be considered citable offenses and a violation of this article, subject to the penalties of Subsections B and C.

D. Notice of abatement. If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency or a contractor, and the expense thereof shall be charged to the violator.

**§ 453-23. Appeal of notice of violation.**

Any person receiving a notice of violation may appeal the determination of the administering authority. The notice of appeal must be received within five days from the date of the notice of violation. Hearing on the appeal before the City of Watertown Public Works Commission, which is designated as the appropriate authority to hear and determine such appeal, shall take place within 30 days from the date of receipt of the notice of appeal. The decision of the City of Watertown Public Works Commission shall be final, subject to appeal to a court of competent jurisdiction under law.

**§ 453-24. Enforcement measures after appeal.**

If the violation has not been corrected pursuant to the requirements set forth in the notice of violation or, in the event of an appeal, within 10 days of the decision of the City of Watertown Public Works Commission upholding the decision of the administering authority, then representatives of the administering authority shall enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent, lessee or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

**§ 453-25. Cost of abatement of the violation.**

Within 15 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. If the amount due is not paid within 60 days after receipt of the final bill, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment. Any person violating any of the provisions of this article shall become liable to the administering authority by reason of such violation. Interest may be assessed on the balance beginning on the 31st day following notice to the property owner of the cost of the abatement.

**§ 453-26. Injunctive relief.**

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this article. If a person has violated or continues to violate the provisions of this article, the administering authority may petition for a preliminary or permanent injunction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

**§ 453-27. Compensatory action.**

In lieu of enforcement proceedings, penalties and remedies authorized by this article, the administering authority may impose upon a violator alternative compensatory actions, such as storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.

**§ 453-28. Violations deemed public nuisance.**

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this article is a threat to public health,

safety and welfare and is declared and deemed a nuisance and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin or otherwise compel the cessation of such nuisance may be taken.

**§ 453-29. Criminal prosecution.**

Any person that has violated or continues to violate this article shall be liable to criminal prosecution to the fullest extent of the law and shall be subject to a criminal penalty adopted by the Wisconsin Legislature and imposed by the Wisconsin Department of Natural Resources at its discretion. This criminal penalty shall be on file in the offices of the Police Chief and the City Clerk/Treasurer.

**§ 453-30. Recovery of costs of abatement and enforcement.**

The administering authority may recover any and all attorney's fees, court costs and other expenses associated with enforcement of this article, including sampling and monitoring expenses.

**§ 453-31. Remedies not exclusive.**

The remedies listed in this article are not exclusive of any other remedies available under any applicable federal, state or local law, and it is within the discretion of the administering authority to seek cumulative remedies.

**SECTION 3.** All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

**SECTION 4.** This ordinance shall take effect and be in force the day after its passage and publication.

**ORDINANCE TO  
CREATE ARTICLE III OF CHAPTER 453, STORMWATER UTILITY OF  
THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION**

**Whereas**, Stormwater runoff in the City of Watertown is managed to minimize flooding and reduce pollution impacts to local waterways; and,

**Whereas**, many stormwater management practices, drainage swales and easements exist on private property; and,

**Whereas**, the responsibility of maintenance of these systems has been unclear in the past; and,

**Whereas**, the Public Works Commission reviewed the proposed Article III of Chapter 453 at its February 28, 2023 meeting and recommends adoption of said Article III.

THE COMMON COUNCIL OF THE CITY OF WATERTOWN DOES ORDAIN AS FOLLOWS:

SECTION 1. Article III of Chapter 453 is hereby created to read as follows:

**Article III  
Stormwater Maintenance**

**453-32 Scope.** Stormwater Best Management Practices (BMP) are designed and constructed to reduce the amount of localized flooding and to improve downstream water quality. Inspections and maintenance of these BMPs are necessary to ensure that the BMP is functioning as designed.

**453-33 Findings**

- A. Lack of long-term maintenance of stormwater best management practices (BMP) can lead to malfunction or failure of the practice, resulting in flooding, damage to public infrastructure, nuisance conditions, property damage, reduced property value, environmental degradation, and other adverse impacts upstream or downstream of the BMP.
- B. The Wisconsin Department of Natural Resources (WDNR) Municipal Separate Storm Sewer System (MS4) Permit requires the City ensure that ongoing inspections and maintenance are performed on any stormwater BMPs that are designed and installed to meet City stormwater management requirements.

**453-34 Definitions**

- A. **Drainage and Stormwater Utility Easements** means an area that has been conveyed to a municipality for water runoff drainage, flood control, water quality treatment or access to storm sewer and stormwater management practices.

- B. Maintenance Agreement** means a legal document that provides for long-term maintenance of stormwater management practices.
- C. Maintenance Plan** means a document that is developed for the life of each stormwater management practices including the required maintenance activities and an inspection and maintenance activity schedule.
- D. Municipal Separate Storm Sewer System (MS4) Permit** means a National Pollutant Discharge and Elimination System (NPDES) permit issued to a municipality to control the amount of pollution reaching local waterways via the storm sewer system which is not a combined sewer system.
- E. Privately-owned BMPs** means any BMP located on property owned by a single owner, business, entity, condo associations, homeowners associations, stormwater associations, fractional ownership or other non-governmental entity.
- F. Owner** means any person(s) or entity holding fee title to the property upon which the stormwater management practice is located, as recorded at the local County Register of Deeds.
- G. Stormwater** means water from rain, snow or ice melt, or dewatering that moves over the land surface via sheet or channelized flow.
- H. Stormwater Best Management Practice (BMP)** means any permanent stormwater management facility designed to collect or manage the quantity or quality of stormwater runoff. Some examples include but are not limited to: wet or dry detention basin, infiltration trench or basin, biofilter, constructed wetland, stilling basin, sand filter, permeable pavement, underground detention, manufactured proprietary device, rain garden, vegetated buffer or filter strip, or any combination of these or other permanent stormwater management feature.
- I. Technical Standard** means a document that specifies design, predicted performance, construction or testing methods, material use, and operation and maintenance requirements for a stormwater management practice. Examples include but are not limited to those published by the Wisconsin Department of Natural Resources (WDNR), the USDA-Natural Resource Conservation Service (NRCS), the City of Watertown and other authoritative resources on stormwater management.

**453-35 Applicability** This article applies to all storm water management best management practices (BMPs) located within the jurisdictional boundaries of the City of Watertown and that portion of the Town of Emmet, Dodge County, Wisconsin, that is subject to the City's Plat Review Jurisdiction as set forth in Resolution Exhibit No. 6152 and recorded on September 25, 1997 in Volume 937 on Page 86 as document No. 851436 in the Dodge County Office of the Register of Deeds and the Chapter 288, Municipal Code, regardless of approval date, who issued the approval, construction date, or the design, location or ownership of the stormwater BMP.

- A. Stormwater BMP Owners** on property owned by multiple owners, including but not limited to homeowners associations, stormwater associations and condominium associations shall maintain the current owner or agent contact information on file with the City of Watertown Engineering Division.

**453-36 Ultimate Responsibility**

- A. Where no stormwater maintenance agreement exists, all lot and tract owners within a subdivision and property owners whose property benefits from the stormwater management system and facilities shall be ultimately responsible for the maintenance of the stormwater management system and facilities, whether or not a homeowners' association or property owners' association is the designated responsible entity.
- B. In the event the City obtains ownership of stormwater management systems and facilities once privately owned or owned by another governmental entity as the result of or arising from enforcement action under this section, as the result of annexation, or by any other means, the City shall have the right to continue to assess and charge each of the property owners benefiting from the stormwater management systems and facilities for ongoing maintenance, repair, replacement and administrative expenses relating to such stormwater management systems and facilities.
- C. Where existing City-approved private storm sewer and/or best management practices are in a state of disrepair, not constructed in accord with approved plans, or present an obstruction to the drainage system, and the resulting drainage overflows cause damage to the roadway or adjacent public or private lands, the Director of Public Works/City Engineer is authorized to resolve the drainage problem such that the system is functioning in accord with the approved design. Authorized actions include, but are not limited to: removal of any drainage obstructions (at existing inlets, at existing ditch lines and similar locations); regrading of existing ditch lines; repairing best management practices to bring them into compliance with the approved design; and construction of improvements to the stormwater management systems such that they are constructed in accordance with the approved plans. The costs of this work shall be charged back to the owner per 453-39(D).

**453-37 Inspections**

- A. **Inspection Frequency.** Inspections are required per the frequency described in the individual Stormwater Maintenance Plan and at least as often as described in the most current version of the City of Watertown Stormwater BMP Maintenance Program (on file with the City of Watertown Engineering Division), the City of Watertown Post-Construction Stormwater Management Program and the Wisconsin Department of Natural Resources Municipal Separate Storm Sewer System (MS4) Permit.
  - 1) The City of Watertown Engineering Division has detailed information on most stormwater BMPs located within the City. Please contact the Director of Public Works/City Engineer for individual BMP plans, maintenance plans, and City Stormwater Program information.
- B. **Inspection Reports.** The BMP Inspection Report shall contain the following information:
  - 1) BMP owner contact information
  - 2) BMP location with site map
  - 3) BMP condition (details include inlets, outlets, vegetation, debris, litter, riprap, sediment, water level, berms and swales)
  - 4) Recommendations for maintenance, as applicable
  - 5) Date of completed maintenance, if known

- 6) Date of Inspection
- 7) Signature of Inspector
- 8) BMP Type (i.e., wet or dry detention pond, biofilter, etc.)

- C. **Inspection Report Submittal to City.** All stormwater BMP inspection reports shall be submitted to the City of Watertown Engineering Division within 60 days of inspection.

#### 453-38 Maintenance

- A. **Routine Maintenance.** All stormwater BMPs shall be maintained in accordance with the measures described in the individual Stormwater BMP Maintenance Plan and as outlined in the most recent version of the Wisconsin Department of Natural Resources (WDNR) Conservation Technical Standards or other authoritative technical stormwater resource (technical standards).
- B. **Maintenance Required Following Inspection.** Upon receipt of an inspection report that recommends the completion of maintenance work or by order of the Director of Public Works/City Engineer, the owner(s) of a stormwater BMP shall, at the owner's cost, complete all maintenance work recommended in the report or ordered by the Director of Public Works/City Engineer within a reasonable time period, as determined by the Director of Public Works/City Engineer. All maintenance work shall comply with the applicable stormwater BMP maintenance plan and the applicable technical standards.
- C. **Confirmation of Maintenance to City.** The owner(s) of the stormwater BMP shall submit a maintenance report to the Director of Public Works/City Engineer within 60 days of the completion of BMP maintenance. The maintenance report shall include:
- 1) BMP owner contact information
  - 2) BMP location with site map
  - 3) Date of completed maintenance
  - 4) Signature of BMP owner(s)
  - 5) Accurate description of the completed work
  - 6) Photos of the completed work
  - 7) Any applicable professional verifications, including WDNR NR 528 sediment evaluation
  - 8) Any other information determined by the Director of Public Works/City Engineer as necessary to determine compliance with the approved stormwater BMP plans or this ordinance.
- D. **City Authorization to Complete Work.** The City is authorized to perform the corrected actions identified in the inspection report if the owner(s) does not make the required corrections in the specified time period. The City may perform corrective actions in the event of an emergency without prior notification to the owner. The City shall enter the amount due on the tax rolls and collect the money as a special charge against the property pursuant to Such. VII of Ch. 66, Wis. Stats.

#### 453-39 Drainage & Stormwater Utility Easements

- A. **Easements.** Stormwater utility / drainage easements should be identified on the preliminary and final plats, maintenance agreement or other document and recorded with the local County Register of Deeds to run in perpetuity with the property.



- B. Access.** The City has the authority to enter the easement area to access the stormwater utility / drainage swale and/or the stormwater BMP to inspect and perform maintenance.
- C. Maintenance Responsibilities.** The owner(s) is responsible for the ongoing routine maintenance activities including but not limited to mowing and removal of debris within the stormwater utility / drainage swale. Items that are prohibited from being stored within the stormwater utility / drainage swale or easement include:
- 1) Brush and compost bins and piles, fertilizers
  - 2) Wood piles
  - 3) Permanent structural landscaping features including but not limited to fences, retaining walls, raised garden beds, trees, shrubs, and filling or grading or land.
  - 4) Recreational furniture and equipment including but not limited to swingsets, sandboxes, firepits, and above ground pools.
  - 5) Grills
  - 6) Vehicles, trailers, boats or campers.
  - 7) Sheds and other storage structures.
  - 8) Any items that may prevent or block the managed flow of stormwater during a rain or snow melt event whether resting in place or by floating downstream.
- D.** The City is authorized to perform the corrected actions identified in the inspection report if the owner(s) does not make the required corrections in the specified time period. The City may perform corrective maintenance in the event of an emergency without prior notification to the owner. The costs of this work shall be charged back to the owner per 453-39(D).

**453-40 Maintenance of Effort.** For redevelopment sites where the redevelopment will be replacing older development that was subject to post-construction performance standards of Ch. NR 151, Wis. Adm. Code, in effect on or after October 1, 2004, the owner(s) shall meet the total suspended solids reduction, peak flow control, infiltration, and protective areas standards applicable to the older development or meet the redevelopment standards of this article, whichever is more stringent. Routine and occasional maintenance of these facilities is required by the owner.

#### **453-41 Enforcement**

- A. The City shall notify the owner(s) by certified mail of any noncompliance with this article. The notice shall describe the nature of the violation, remedial actions needed, a schedule for remedial action, and additional enforcement action which may be taken.
- B. Upon receipt of written notification from the City under Subsection B, the owner(s) shall correct work that does not comply with this article. The owner(s) shall make corrections as necessary to meet the specifications and schedule set forth by the City in the notice.
- C. The City is authorized to refer any violation of this article to the City Attorney for the commencement of further legal proceedings in any court with jurisdiction.
- D. Any person, firm, association or corporation who does not comply with the provisions of this article shall be subject to a forfeiture of not less than \$100 nor more than \$1,000 per offense,



together with the costs of prosecutions. Each day that the violation exists shall constitute a separate offense.

- E. Compliance with the provisions of this article may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease-and-desist order before petitioning for or obtaining an injunction.
- F. When the City determines that the owner of a property has failed to be compliant with the requirements of this article, or has failed to comply with the schedules set forth in the applicable stormwater management plan, the City or a party designated by the City may enter upon the land and perform the work or other operations necessary to bring the condition of said lands into conformance with requirements of the approved plan. The City shall keep a detailed account of the costs and expenses of performing this work. The costs and expenses shall be entered on the tax roll as a special charge against the property and collected with any other taxes levied thereon from the year in which the work is completed.

**453-42 Conflicting Ordinances.** This ordinance supersedes all provisions of ordinances previously enacted by the City of Watertown relating to the long-term maintenance of stormwater management practices.

**453-43 Declaration of Severability.** If any section, clause or provision of this article is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this article shall remain in force and shall not be affected by such judgement.

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	March 21, 2023		April 3, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS	✓		✓	
LAMPE	✓		✓	
RUETTEN ①	✓		✓	
BARTZ ②	✓		✓	
LICHT	✓		✓	
SMITH	✓		✓	
SCHMID	✓		✓	
WETZEL	✓		① ✓	
ROMLEIN	✓		② ✓	
MAYOR MCFARLAND	/		/	
TOTAL	9	0	9	0

ADOPTED April 3, 2023

Meghan Durr  
CITY CLERK

APPROVED April 3, 2023

[Signature]  
MAYOR

- (c) Fire lanes shall be established on public or private property devoted to public use where motor vehicles or other obstructions, because of setback distances or topography, may interfere with ingress or egress of the Fire Department vehicles, personnel and equipment for protection of persons and property, such as shopping centers, bowling lanes, theaters, hospitals, churches, apartment complexes and similar locations, without limitations due to enumeration. **[Amended 10-4-2016 by Ord. No. 16-18]**
- (d) All signs and markings designating fire lanes on private property shall be approved by the Fire Chief, and the cost shall be paid for by the property owners. **[Amended by Ord. No. 13-05]**

**§ 500-7 Temporary restricted parking.**  
**[Amended by Ord. No. 82-14; Ord. No. 03-10]**

A. Definitions. For the purposes of this section, the following definitions shall apply:

**TEMPORARY RESTRICTED PARKING AREAS**

An area on a public street within the City of Watertown for which parking is restricted by the Chief of Police or his designee for motor vehicles, trailers or storage containers for the purposes outlined under this section, and which is indicated by an official temporary no-parking sign erected pursuant to the authority granted under this section in a form prescribed by the Chief of Police.

- B. Designation of temporary restricted parking areas. The Chief of Police or the Street Superintendent of the City of Watertown, or their designees, is authorized to establish temporary restricted parking areas on the streets within the City of Watertown for the purposes outlined under Subsection C below. Application for a temporary restricted parking area and/or issuance of an official sign must be made to the Chief of Police by a firm or individual desiring the restricted parking area to be established in writing and on a form designated by the Chief of Police. On such form the applicant shall demonstrate the need for a temporary restricted parking area to be established which is consistent with the purposes of this section. If appropriate, the application shall list all vehicles which will be parked in the restricted parking area and also shall indicate the particular time frame for which the restricted parking area is to be established.
- C. Purposes for establishment of temporary restricted parking area. The Chief of Police or the Street Superintendent, or their designees, may establish temporary restricted parking areas for the following purposes within the City of Watertown:
- (1) For vehicles actively engaged in performing construction or repair work in the immediate vicinity of the restricted parking area.
  - (2) For vehicles which are necessary for loading, unloading or delivery of tangible personal property to the adjoining property owners.
  - (3) For vehicles, trailers or storage containers necessary for storing equipment and supplies to be used in servicing buildings in the vicinity of the restricted parking area and where the vehicle is not owned or operated by the owner of the premises or an employee of a business operating on the adjoining premises.
  - (4) For movement of traffic during street construction or construction on adjoining premises, where elimination of parking is necessary to facilitate the safe movement of traffic, construction equipment or pedestrians.
  - (5) For placement of a refuse disposal container or dumpster to service the adjoining premises in construction or demolition of buildings.

(6) For special events such as neighborhood block parties, street dances, parades or similar

(7) [For fall leaf collection operations.](#)

(8) For any other purpose of a temporary nature as is deemed necessary.

D. Official temporary no-parking signs. The Chief of Police or his designee is authorized to establish a temporary no-parking sign to be erected to designate temporary restricted parking areas within the City of Watertown.

E. Enforcement.

- (1) No person may park a motor vehicle in a temporary restricted parking area unless the application for the temporary restricted parking area as granted lists the vehicle on the application.
- (2) No applicant issued a temporary no-parking sign may alter or use the sign other than for the temporary restricted area as contained on the application, nor shall said person or firm use the temporary restricted parking area in violation of the application as designated.
- (3) The applicant or property owner shall immediately remove all temporary no-parking signs after the expiration of the temporary restricted no-parking area and return the same to the Police Department.
- (4) The Chief of Police or his designee may revoke a temporary restricted no-parking area designation upon violation of any terms and conditions of this section by the applicant, upon written notice being given to such applicant at least 24 hours prior to the revocation becoming effective.
- (5) A violation of any of the provisions of this Subsection E shall be subject to a forfeiture of not more than \$15 for each day or fraction thereof during which the violation of the provisions of this section remains in effect.
- (6) The provisions of this section relating to temporary restricted parking areas shall take precedence over any other limited parking restrictions at such time and place as indicated in the temporary restricted parking area.

#### § 500-8 Heavy traffic routes.

A. Routes established. The following streets in the City of Watertown are hereby designated as heavy traffic routes under the provisions of § 349.17, Wis. Stats.:

Name of Street	Location
Air Park Drive [Added by Ord. No. 01-17]	From State Trunk Highway 26 to South Twelfth Street
Bernard Street	From West Street to South Church Street
Boomer Street and its south extension	From South Church Street to the south City limits
Clark Street [Amended by Ord. No. 11-18]	From South Twelfth Street to South Concord Avenue

RESOLUTION TO  
AUTHORIZE WRITE OFF OF  
UNCOLLECTED DEBTS

SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE

WHEREAS, the following customer accounts have become delinquent and collection efforts by the Finance Department have been unsuccessful; and

WHEREAS, these debts do not qualify to be turned over to State of Wisconsin Debt Collection as allowed by Wis. Stats. §71.93(8); and

WHEREAS, the Finance Committee has reviewed the list of outstanding amounts deemed uncollectible by the Finance Director, has been informed of collection efforts made on such accounts and has recommended writing off the uncollectable debts.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Watertown that the following uncollectable debt amounts be removed from the collection process:

<u>Customer</u>	<u>Date of Issuance</u>	<u>Description of Debt</u>	<u>Amount</u>
USDA	February 8, 2022	Garbage Removal	182.53
<u>Roundpoint Mortgage</u>	<u>June 23, 2023</u>	<u>Special Assessment Letter</u>	<u>25.00</u>
<b>Total Write-Off</b>			<b>\$207.53</b>

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED\_\_\_\_ March 19,2024\_\_\_\_\_

\_\_\_\_\_  
CLERK

APPROVED\_\_\_\_ March 19,2024\_\_\_\_\_

\_\_\_\_\_  
MAYOR

**RESOLUTION TO  
AUTHORIZE WRITE OFF OF  
UNCOLLECTIBLE DELINQUENT PERSONAL PROPERTY TAXES**

**SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE**

**WHEREAS**, the following personal property tax accounts have become delinquent and collection efforts by the Finance Department have been unsuccessful; and

**WHEREAS**, in cases where allowed by Wis. Stats. §74.42, the Finance Department will pursue the chargeback process to recover amounts from other taxing jurisdictions that previously received settlement of their share of these personal property tax bills; and

**WHEREAS**, the Finance Committee has reviewed the list of outstanding amounts deemed uncollectible by the Finance Director, has been informed of collection efforts made on such accounts and has recommended writing off the remaining balances.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Watertown that the following delinquent personal property tax amounts be removed from the general ledger but collection efforts will continue where appropriate:

<b>Tax Year</b>	<b>Owner</b>	<b>Amount</b>
2020	Eve Photography	25.68
2020	Micronet Electronics	20.55
2021	Electro DJs	20.80
2021	Eve Photography	26.01
2021	Junior's Garage LLC	28.59
2021	The Closet Hanger	26.01
2022	Face and Skin LLC	505.04
2022	NUCO2 Supply LLC	25.90
2022	Breselows's Family Market	596.52
2022	ATT Hospitality LLC	632.68
2022	Jak's Korner Bar LLC	72.31
2022	NUCO2 Supply LLC	74.12
2022	Presto Cleaners	16.27
2022	Watertown Mart Inc	1.95
2022	Brent Hamann	18.07
2022	Wisocnsin Hearing Aid Center In	12.65
2022	Smokes 4 Less	45.19
2022	EYM Pizza of Wisconsin	52.42
2022	Three Ducks Pub LLC	180.76
		<u><u>2,381.52</u></u>


	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED \_\_\_\_ March 19, 2024 \_\_\_\_

\_\_\_\_\_  
CLERK

APPROVED \_\_\_\_ March 19, 2024 \_\_\_\_

\_\_\_\_\_  
MAYOR

<div><div>THE CITY OF WATERTOWN</div></div> <div>Fee Schedule</div>		
<i>Editor's Note: This schedule contains fees and amounts removed from the text of the ordinances which are included in the Draft of the Code</i>		
<u>Code Section</u>	<u>Description</u>	<u>Fee amount</u>
Animals		
§ 228-1A	Dog license - per calendar year	
	Neutered or spayed	\$10.00
	Unaltered	\$15.00
	Replacement tag (1st)	\$2.00
	Replacement tag (2+)	Normal License Fee
	Service Dog (must provide service dog registration certificate)	NO CHARGE
§ 228-2	Late fee per license	\$5.00



RESOLUTION TO  
UPDATE CITY OF WATERTOWN FEE SCHEDULE

SPONSOR: MAYOR MCFARLAND  
FROM: FINANCE COMMITTEE

**WHEREAS**, the City of Watertown charges fees for various services, licenses, and permits; and

**WHEREAS**, during review of the current City of Watertown Fee Schedule, fee amounts for animal licenses were requested to be modified; and

**WHEREAS**, the Finance Committee has reviewed the proposed changes and have agreed upon said changes.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Watertown hereby adopts the attached fee schedule and authorizes the Finance Department providing such licenses to charge the amounts listed therein.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED \_\_\_\_ March 19, 2024 \_\_\_\_

\_\_\_\_\_  
CLERK

APPROVED \_\_\_\_ March 19, 2024 \_\_\_\_

\_\_\_\_\_  
MAYOR

**INTRODUCTORY RESOLUTION TO  
PRELIMINARY APPROVE THE NOMINATION OF THE MASONIC  
TEMPLE (2 EAST MAIN STREET) AS A LOCALLY DESIGNATED  
LANDMARK**

**SPONSOR: MAYOR EMILY McFARLAND  
FROM: HISTORIC PRESERVATION & DOWNTOWN DESIGN  
COMMISSION**

**WHEREAS**, the City of Watertown's Historic Preservation & Downtown Design Commission has reviewed the Masonic Temple building, located at 2 East Main Street; and,

**WHEREAS**, the City of Watertown's Historic Preservation & Downtown Design Commission has determined that the historic Masonic Temple building meets the following nomination criteria as defined in Chapter 325, the Historic Preservation Code, of the City of Watertown Municipal Code as a historic site eligible for designation as a Locally Designated Landmark:

1. It has character or interest as part of the heritage of the City
2. It embodies the distinguishing characteristics of an architectural type of specimen.
3. It has a relationship to other distinctive buildings, structures, improvements or areas which are eligible for preservation according to an historic design or motif:

and,

**WHEREAS**, pursuant to Section § 325-6C, upon preliminary approval of a nomination by the Common Council, the City Clerk shall schedule a public hearing on the nomination before the Common Council, published notice of which shall be given at least two weeks in advance of the hearing. In addition, the Commission shall provide the City Clerk with a list of names and addresses of all owners of real property located, in whole or in part, in the nominated historic site or historic district and, in the case of a nominated historic district, all owners of real property located, in whole or in part, within 200 feet of the nominated historic district. A letter shall be mailed to each individual or party listed, informing them of the nomination and date of the public hearing. A copy of the nominating resolution, including all appendages and attachments, shall be maintained in the office of the City Clerk for inspection by the general public.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE  
CITY OF WATERTOWN, WISCONSIN:**

That the Masonic Temple at 2 East Main Street be considered preliminary approved as a Locally Designated Landmark that meets all nomination criteria per the attached documents.

**FURTHERMORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF  
WATERTOWN, WISCONSIN:**

That the City Clerk shall set a public hearing and meet the requirements prescribed in Section § 325-6(c) of the City of Watertown Municipal Code.

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	NO
DAVIS		
LAMPE		
BOARD		
BARTZ		
BLANKE		
SMITH		
SCHMID		
WETZEL		
MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 19, 2024

CITY CLERK

APPROVED March 19, 2024

MAYOR

City of Watertown Historic Preservation  
& Downtown Design Commission  
Meeting Minutes  
June 21, 2023

Section 13, Item H.

Members present: Melissa Lampe, Mike Trego, Jill Nadeau, Barry Ashenfelter, Jacob Maas and Tim Little. Members not present: Steven Board

1. Call to Order.  
Vice-Chair Ashenfelter called the meeting to order at 6 p.m.
2. Review and approve minutes from May 24, 2023 meeting.  
Motion by Nadeau, second by Little, to approve as presented. Motion carried.
3. BUSINESS:
  - A. Discuss and approve as appropriate signage – 112 N. Third St.  
No action taken as signage would be applied to interior glass storefront.
  - B. Review and approve as appropriate proposed seating platform at 200 W. Main St.  
Motion by Nadeau, second by Little, to issue a Certificate of Appropriateness for the project as presented. Motion carried.
  - C. Discussion regarding update of citywide intensive survey of Historic Properties  
The commission is planning to apply for a Certified Local Government grant this fall to hire a consultant to update the 1987 intensive survey of historic properties in the city. The grant is administered through the Wisconsin Historical Society and there is a clearly defined process to follow. Little volunteered to be the point-person for the project and will work with Lampe to begin the application process.
  - D. Review draft of local landmark designation for 2 E. Main St.  
Lampe presented the resolution for the nomination of this property. Motion by Ashenfelter, second by Nadeau to approve draft and forward to Mayor McFarland for City Council review and approval. Motion carried.
  - E. Election of Officers  
With Board's appointment to the City Council, the commission held an election to select a new chairperson and vice-chairperson. Motion by Lampe, second by Little, to elect Maas as commission chair. Motion carried. Motion by Ashenfelter, second by Lampe, to elect Nadeau as vice-chair. Motion carried.
4. Adjournment  
Motion by Trego, second by Maas to adjourn. Motion carried.

Respectfully submitted,  
Melissa Lampe  
Commission Secretary

City of Watertown Historic Preservation  
& Downtown Design Commission  
Meeting Minutes  
April 26, 2023

Section 13, Item H.

Members present: Steven Board, Melissa Lampe, Barry Ashenfelter, Mike Trego, Jill Nadeau, and Tim Little. Members not present: Jacob Maas. Also present: April Chandler and Charity Chandler.

1. Call to Order.  
Chairperson Board called the meeting to order at 6 p.m.
2. Review and approve minutes from March 15, 2023 meeting.  
Motion by Trego, second by Ashenfelter, to approve as presented. Motion carried.
3. Election of officers for 2023 – Chair, Vice-Chair, and Recording Secretary  
Board called for nominations for Chair, Vice-Chair, and Recording Secretary. Motion by Trego, second by Ashenfelter to elect Board as Chair - motion carried. Motion by Lampe, second by Trego, to elect Ashenfelter as Vice-Chair - motion carried. Motion by Trego, second by Little, to elect Lampe as Recording Secretary - motion carried.
4. Conduct design review of 2023 Façade Grant Projects and make recommendations.  
Lampe presented the façade and sign grant projects for 2023. She explained that while a sub-committee of the Main Street Program would make funding determinations for each project, the commission's role is to ensure the work proposed meets current design standards.

Far Horizons Imports, 413 E. Main St.

Installation of new storefront awning. Motion by Nadeau, second by Trego, to approve as presented.

Tri-Star Co., 222 W. Main St.

Installation of three new commercial storefront doors. Motion by Trego, second by Ashenfelter, to approve as presented. Motion carried.

Ernest Inn, 11 E. Main St.

Tuck-pointing of second-story brick façade. Motion by Nadeau, second by Little, to approve as presented. Motion carried.

Pine Hill Farm, 200 W. Main St.

Creation and installation of new mural to hang on N. Water Street side of building. Mural will depict the Octagon House and America's First Kindergarten with children playing. Motion by Nadeau, second by Ashenfelter, to approve the mural in concept. Motion carried.

American Family Insurance, 114 W. Main St.

Installation of new storefront. Motion by Trego, second by Little, to approve as presented. Motion carried.

Deerfield Properties, 118 N. Water St.

Installation of two historically accurate replacement windows facing O'Connell Street. One window opening will be reduced and filled in with brick to match opening on other side of entranceway. Motion by Little, second by Trego, to approve as presented. Motion carried.

Chandler House Bakery, 411 E. Main St.

Creation/installation of new exterior projecting sign. Motion by Nadeau, second by Trego, to approve as presented. Motion carried.

Pine Hill Farm, 200 W. Main St.

Installation of new sign for The Wellness Spa with entrance along N. Water Street. Motion Nadeau, second by Trego, to approve as presented while noting the lettering proposed may be difficult to read from a distance. Motion carried.

5. Discuss creation of local landmark designation for the Masonic Temple building, 2. E. Main St. Lampe shared that building owner Bill Lindborg has requested the commission designate the Masonic Temple building as a locally designated landmark “on its own merits” as it did for the Schempf Building several years ago. While all properties downtown are locally landmarked as part of a district by ordinance, this request is to apply a high level of distinction to this particular property. Based on the ordinance language for local landmark designation, the Masonic Temple building would qualify for individual listing. Lampe said she would prepare the nomination paperwork.
6. Discuss and review the design for commercial building historical markers.  
The commission reviewed the design and color options for the proposed historical markers. Motion by Ashenfelter, second by Trego, to approve as presented with the recommendation to move forward with the background color in black or navy blue. Motion carried.
7. Adjournment  
Motion by Ashenfelter to adjourn, second by Nadeau. Motion carried.

Respectfully submitted,  
Melissa Lampe  
Commission Secretary

**Proposal to Designate the Masonic Temple/Former Fischer’s Department Store Building, 2 E. Main St. as an Individually Listed Local Landmark**

June 20, 2023

Dear Mayor McFarland and the Common Council,

The Watertown Historic Preservation & Downtown Design Commission is requesting that the historic Masonic Temple/Fischer’s Department Store building, 2 E. Main St., be designated as an individually listed Local Landmark through Chapter 325-4 of the Municipal Code. The Commission voted unanimously on April 26 to move forward with the nomination and to send the request to the Mayor and Common Council for approval.

As you are aware, the Main Street Commercial Historic District was established as a Local Landmark district via a resolution adopted Nov. 15, 1988. In addition, the Main Street Commercial Historic District is listed in both the State of Wisconsin Register of Historic Places and the National Register of Historic Places. The local landmark designation provides protection to properties within this district. Any changes proposed to properties within this district that would alter the appearance and character of a building facade (aside from basic paint and awning selections), require approval from the Historic Preservation & Downtown Design Commission.

Bill Lindborg is the owner of 2 E. Main St. He has requested the commission designate the Masonic Temple/Fischer’s Department Store building as a locally designated landmark “on its own merits” as it did for the Schempf Building (207-209 E. Main St.) in 2014. While all properties downtown are locally landmarked as part of a district by ordinance, this request is to apply a higher level of distinction to this particular property. For a property to qualify as a local landmark, it must meet at least two of six criteria as outlined in the ordinance. Based on the ordinance language for local landmark designation, the Masonic Temple/Fischer’s Department Store building qualifies for individual listing under criterion:

- A. It has character or interest as part of the heritage of the city.
- D. It embodies distinguishing characteristics of an architectural type or specimen.
- F. It has a relationship to other distinctive buildings, structures, improvements or areas which are eligible for preservation according to a historic design or motif.

The Masonic Temple/Fischer’s Department Store building was constructed in 1906 in the Romanesque Revival style. It was designed by H.C. Koch and Sons. With the exception of alterations to the first-floor storefront, the exterior of the building has remained relatively unchanged since its construction. This building has been home to a fraternal order of Masons and multiple retail and office uses throughout the years. The building is most commonly known as the former Fischer’s Department Store. Today the building is home to the Blue Butterfly Thrift Store.

It is at the request of Lindborg and the commission that the official designation read: The Masonic Temple/Fischer’s Department Store Building. Thank you for your consideration of this request.

Sincerely,

Melissa Lampe  
Secretary  
Watertown Historic Preservation & Downtown Design Commission

**§ 325-4. Nomination of historic sites and districts.**

- A. Historic sites. The Commission may nominate any property within the City of particular historic significance for designation as a historic site by the Common Council.
- B. Historic districts. The Commission may nominate certain geographic areas within the City which are distinct in their historic significance for designation as a historic district by the Common Council.



**§ 325-5. Nomination criteria.**

A historic site or historic district nomination may be given for any site, building, improvement, structure or geographic area of particular historic significance for which two or more of the following concerns can be substantiated:

- A. It has character or interest as part of the heritage of the City.
- B. It is a site of a significant historical event.
- C. It can be identified with a person or persons who significantly contributed to the culture and heritage of the City.
- D. It embodies distinguishing characteristics of an architectural type or specimen.
- E. It can be identified as the work of an architect or master builder whose individual work has influenced the development of the City.
- F. It has a relationship to other distinctive buildings, structures, improvements or areas which are eligible for preservation according to a historic design or motif.

**§ 325-6. Nomination and designation procedures.**

- A. Form of nomination. Each historic site or historic district nomination shall be forwarded to the Common Council through the office of the City Clerk in the form of an introductory resolution, which shall include: **[Amended 7-5-2022 by Ord. No. 22-63 ]**
- (1) An analysis of the historic significance;
  - (2) A statement of the specific nomination criteria met;
  - (3) A statement of preservation objectives; and
  - (4) Preservation guidelines and requirements for alteration, restoration and rehabilitation efforts unique to the nominated historic site or historic district which are in addition to those set forth in this chapter. Owner-imposed guidelines and requirements which are consistent with the purpose and policy of this chapter may also be incorporated.
- B. Initial Council action. Within 30 days of receipt of the nomination by the City Clerk, the Common Council shall, by motion, deny the nomination; refer the nomination back to the Commission or to any other appropriate City department, committee or commission for further deliberation; or give preliminary approval of the nomination. **[Amended 7-5-2022 by Ord. No. 22-63 ]**
- C. Public hearing. In the event of a preliminary approval of a nomination by the Common Council, the City Clerk shall schedule a public hearing on the nomination before the Common Council, published notice of which shall be given at least two weeks in advance of the hearing. In addition, the Commission shall provide the City Clerk with a list of names and addresses of all owners of real property located, in whole or in part, in the nominated historic site or historic district and, in the case of a nominated historic district, all owners of real property located, in whole or in part, within 200 feet of the nominated historic district. A letter shall be mailed to each individual or party listed, informing them of the nomination and date of the public hearing. A copy of the nominating resolution, including all appendages and attachments, shall be maintained in the office of the City Clerk for inspection by the general public. **[Amended 7-5-2022 by Ord. No. 22-63 ]**
- D. Designation. Subsequent to the public hearing and upon the further recommendation of the Commission, the Common Council shall either affirm or deny the nomination by passage or rejection of the nominating resolution. Passage shall be by a two-thirds vote of the whole Council. In the event of passage, the nominated site, building, improvement, structure or geographic area shall be officially designated as a historic site or historic district within the City, in accordance with and subject to the terms and provisions of the nominating resolution and this chapter, said designation to be effective as of the date of passage of the nominating resolution.
- E. Repeal of designation. Any action to repeal or amend any prior historic site or historic district designation may be commenced only if the subject property has lost the historic or architectural features for which it was originally listed and shall be subject to the public hearing and notification requirements of Subsection C above and shall require a two-thirds vote of the whole Common Council. **[Amended by Ord. No. 08-04 ]**