



FINANCE COMMITTEE MEETING AGENDA

MONDAY, AUGUST 24, 2026 AT 5:30 PM

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

1. CALL TO ORDER

2. REVIEW AND APPROVE MINUTES

A. Finance Committee meeting minutes from August 10, 2026

3. OPENING FOR PUBLIC COMMENT

Each individual who would like to address the Committee will be permitted up to three minutes for their comments on agenda items only

4. BUSINESS

A. Review TID #10 Draft Boundary Map

B. Convene into closed session per §19.85(1)(g) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (Claim of Rupnow)

C. Reconvene into open session

D. Review and take action: Claim of Rupnow

E. Tour of vacated fire station and current police station

F. Review and direction: Authorization to proceed with City Hall renovation design services

5. ADJOURNMENT

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

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



FINANCE COMMITTEE MEETING MINUTES

MONDAY, AUGUST 10, 2026, AT 5:30 PM

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

Finance Committee members present: Mayor Stocks, Alderpersons Arnett, Blanke, Moldenhauer, Smith
Others present: Finance Director Stevens, Attorney Panalogoulos, Park/Rec Director Schmidt, Lisa Schwartz

1. Mayor Stocks called the meeting to order at 5:31 p.m.
2. Ald. Arnett moved, seconded by Ald. Moldenhauer, to approve the **minutes from the July 13** meeting. Unanimously approved.
3. Park/Rec Director Schmidt presented a recommendation that the city submit a cost-share grant from Wisconsin Dept of Natural Resources for the **2027 Urban Forestry Grant**, an award up to \$25,000. Ald. Arnett moved to recommend to Council, seconded by Ald. Smith, and unanimously approved.
4. A request was presented to add an **Information Technology technician position** to the 2027 Payroll Resolution at the consultant recommended grade of 140. A request will be included in the budget proposal to expand the department. Ald. Arnett moved to approve the request, seconded by Ald. Blanke. Unanimously approved.
5. Park/Rec Director Schmidt requested the approval for the reclassification and pay grade adjustment of one current Park Maintenance Technician to a **new position called Arborist I** to better support the forestry needs of the city while continuing to work with Park assignments. McGrath recommended the assignment of a pay grade of 130 (up from 120 for Park Maintenance Technician). In addition, McGrath reviewed the job description of the current Forestry employee and suggested a change in title to **Arborist II Crew Lead** at the current grade of 135. A motion to approve both modifications was made by Ald. Smith, seconded by Ald. Moldenhauer, and unanimously approved.
6. Mr. Stevens provided a **General Fund income statement through July 31**. He noted that the Intergovernmental Shared Tax revenue is sent from the State partially in July with the majority in November.
7. Ald. Smith moved, supported by Ald. Blanke, to convene into **closed session** per §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session (**Indoor Pool**). Unanimously approved via roll call vote.
8. After reconvening into open session, Ald. Blanke, seconded by Ald. Arnett, moved to approve the **amendment to the WUSD indoor pool agreement** pending the receipt and review of the last pool inspection report from 2024. Unanimously approved.
9. In light of the indoor pool agreement amendment, a **resolution to amend a 2026 General Fund [01] budget** was proposed. Ald. Arnett made the motion, supported by Ald. Moldenhauer, to recommend to the Common Council in conjunction with the indoor pool agreement amendment when staff are satisfied with the inspection report. Unanimously approved.
10. Ald. Arnett moved to adjourn the Finance Committee at 6:20 p.m., seconded by Ald. Blanke, and the motion was 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.

City of Watertown Map 1:
Proposed TID #10 Boundary

-  Draft TID 10 Boundary
-  Draft TID 10 Parcels
-  City of Watertown Boundary
-  DNR Wetlands



500

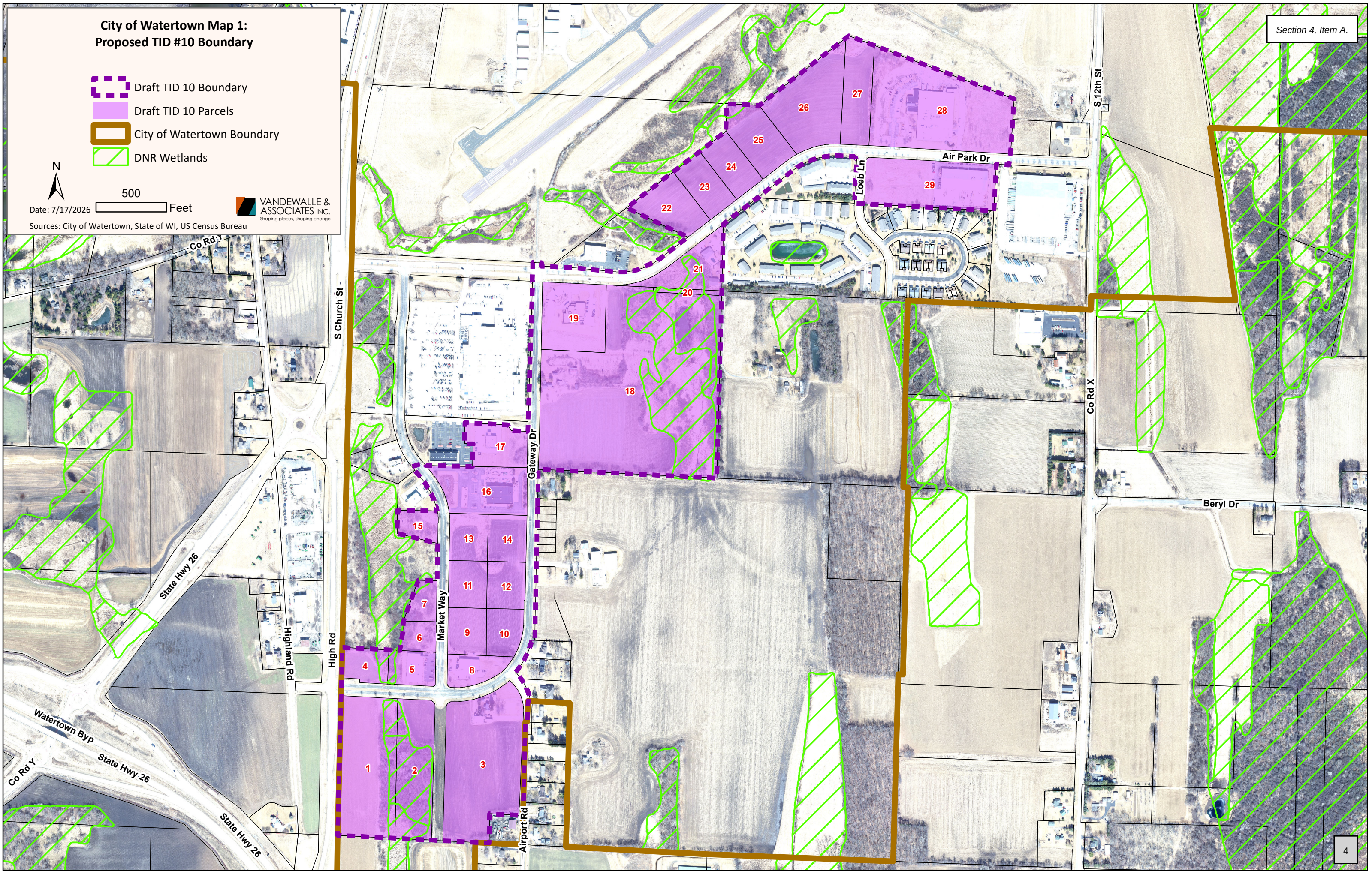
Feet

Date: 7/17/2026

 **VANDEWALLE &
ASSOCIATES INC.**
Shaping places. shaping change

Sources: City of Watertown, State of WI, US Census Bureau

Section 4, Item A.



To: Finance Committee
From: Mark Stevens
Date: August 24, 2026
RE: City Hall Renovations

City staff have reviewed the City Hall renovation project and have eliminated aspects that are not considered highest priority. In addition to these cuts, there may be ability to complete second floor renovation designs internally.

City Hall Renovations - August 2026 Revised List

Area	2027 Projected Costs			Notes
	Hard Costs	Soft Costs	Total Costs	
3. Exterior Concrete Steps (2)			\$0	
4. City Hall - First Floor - PD (5725 SF)	\$1,593,000	\$317,000	\$1,910,000	No Evidence Relocation Costs
4A. City Hall - Police Garage (6886 SF)			\$0	
5. City Hall - 2nd Floor - Conference (640 SF)			\$0	
6. City Hall - 2nd Floor - Lobby (1636 SF)			\$0	
7. City Hall - 2nd Floor - City Attorney (892 SF)	\$200,700	\$80,000	\$280,700	
8. City Hall - 2nd Floor - Conference (626 SF)			\$0	
9. City Hall - 2nd Floor - Court (1392 SF)	\$320,160	\$120,000	\$440,160	
10. City Hall - 2nd Floor - Staff (2572 SF)	\$655,860	\$200,000	\$855,860	
11. City Hall - 2nd Floor - Restrooms (646 SF)	\$290,700	\$34,000	\$324,700	
1. City Hall - Lower Level - Media (1954 SF)			\$0	
2. City Hall - Lower Level - I.T. (730 SF)			\$0	
FEH fees proposal amnt > Maas estimates		\$78,000	\$78,000	
MWS reductions for FFE & Contingency		(\$176,000)	(\$176,000)	
12. City Hall - North Parking Area			\$0	
13. City Hall - Exterior Tuckpointing			\$0	
14. City Hall - Roof Replacement			\$0	
15. City Hall - HVAC Equipment Replacement			\$0	
TOTAL	\$3,060,420	\$653,000	\$3,713,420	
Phase 1	\$1,593,000	\$317,000	\$1,910,000	No Inflation
Phase 2	\$1,467,420	\$336,000	\$1,947,694	Including add of 8% Inflation
All Hard Costs include 10% Contingency			\$3,857,694	Total
Original - Full Project				
Phase 1 - Early 2027 (5 Months)	1,737,000	364,000	2,101,000	
Phase 2 - Late 2028 - Early 2029 (5 Months)	2,489,220	736,000	3,483,238	
			5,584,238	

City Hall Renovations – 08/24/26 memo Page 2

2026 approved budget: \$652,426	
Boiler replacement	412,426
Exterior stairs	40,000
Office access controls	<u>4,500</u>
Available funds	195,500

Request:

The original proposal for Phase I (first floor) architectural and engineering fees including schematic design, design development, and construction documents totaled \$153,500. The schematic design fees for Phase II (second floor and basement) were \$37,500, bringing the combined total to \$191,000. Given the reduced scope of the project, I am requesting authorization to obtain a revised proposal reflecting the updated expectations and to proceed with the architectural and engineering design services noted above.

We have been advised that this project would likely receive the most competitive pricing if scheduled as a winter construction project. Based on the current Phase I estimate of \$1,756,500 (derived from the \$1,910,000 total on page 1 less the \$153,500 architect fees), we could issue bids in late summer 2027 for a fall start. This approach would allow the project costs to be spread across two fiscal years, enabling borrowing for approximately half the project in each year. Obviously, a delayed construction will likely result in increased material costs.