



PUBLIC SAFETY & WELFARE COMMITTEE MEETING AGENDA

WEDNESDAY, AUGUST 05, 2026 AT 5:00 PM

ROOM 0041, LOWER LEVEL, MUNICIPAL BUILDING, 106 JONES STREET, WATERTOWN, WI

1. CALL TO ORDER

2. RECIEVE COMMENTS FROM THE PUBLIC

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

3. APPROVAL OF MINUTES

A. Public Safety & Welfare minutes from July 1, 2026

4. BUSINESS

A. Review and take action: Special Event - Watertown Autofest

B. Review and take action: Special Event - MCL Annual Fundraiser

C. Review and discuss: Private fireworks incident reports from Police Department and Fire Department

D. Review and take possible action: Oakwood Lane Traffic Study

E. Review and take possible action: Eighth Street Two-way Conversion

5. ADJOURN

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

PUBLIC SAFETY & WELFARE COMMITTEE

July 1, 2026

5:05 p.m.

1. CALL TO ORDER

Members Present	Also in Attendance	Citizens Present
• Dana Davis, Chair • Brad Blanke • Rita Haase • Jonathan Lampe	• Captain Caucutt • Andrew Beyer • Nathan Williams	• John Katisch • Stefanie Broere • Alex Savath • Joshua Mueller

2. RECEIVE COMMENTS FROM THE PUBLIC

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

- John Katisch spoke about the serious danger e-scooters and e-bikes are causing in the Downtown. E-scooters are not permitted on streets or sidewalks in Watertown. And no bikes, scooters, or skateboards are permitted in the Downtown Business district. He said that he has seen the Police turn on their police car lights and pull these individuals over. But, he says we need more enforcement, signs and messaging to get the word out.

3. APPROVAL OF MINUTES**A. Minutes from June 3, 2026**

- [06.03.2026 Public Safety Minutes.pdf](#) (0.17 MB)

MOTION: Approve the Minutes from June 3, 2026. (Blanke/Haase/Unanimous Approval)

4. BUSINESS

MOTION: Motion to move Agenda item H. to the top of the agenda. (Davis/Blanke/Unanimous Approval)

H. Review and take possible action: Stop sign requests for Lisbon Street and Wilbur Street

- [2026.0623_Stop Sign Requests.pdf](#) (0.55 MB)
- [Site Map - Stop Sign Placement.pdf](#) (1.12 MB)
- [Lisbon St. at N. Votech Dr. Request for stop sign 6.3.2026 - Safety and Zoning commission.pdf](#) (0.09 MB)

MOTION: Motion to approve the stop sign request for Lisbon Street and Wilbur Street. (Blanke/Haase/Unanimous Approval)

A. Review and take action: Special Event - July 4th Celebration

- [MEMO 4TH OF JULY CELEBRATION.pdf](#) (0.05 MB)
- [2026-19 APPLICATION_Redacted.pdf](#) (1.33 MB)
- [2026-19 MAP.pdf](#) (0.11 MB)

MOTION: Motion to approve Special Event – July 4th Celebration (Lampe/Haase/Unanimous Approval)

B. Review and take action: Special Event - Craft Beer & Bacon Walk

- [MEMO CRAFT BEER & BACON WALK.pdf](#) (0.05 MB)
- [2026-18 APPLICATION_Redacted.pdf](#) (1.18 MB)
- [2026-18 MAP.pdf](#) (0.20 MB)

MOTION: Motion to approve the Craft Beer & Bacon Walk (Lampe/Blanke/Unanimous Approval)

C. Review and take action: Special Event - Watertown Riverfest Carnival

- [2026-17 MEMO RIVERFEST CARNIVAL.pdf](#) (0.05 MB)
- [2026-17 APPLICATION_Redacted.pdf](#) (1.21 MB)
- [2026-17 MAP.pdf](#) (0.34 MB)

MOTION: Motion to approve the Special Event – Watertown Riverfest Carnival with the strong recommendation that the carnival housing trucks for workers do not park in the Aquatic Center parking lot and instead park along the gravel frontage road that is just east of Labaree. Some of the housing trucks could park on the lawn as normal but the rest could park down below along the road where the Riverfest beverage and others trucks have parked in the past. (Davis/Haase/Unanimous Approval)

MOTION: Suspend the rules and bring D., E., F and G. to the floor together for discussion. (Davis/Blanke/Unanimous Approval)

D. Review and discuss: Ord. 26-19 Ordinance to Amend Section 220-3 Classes of Licenses and Fees of the City of Watertown General Ordinance

- [26-19 Ordinance to Amend Section 220-3 Classes of Licenses and Fees.pdf](#) (0.03 MB)

E. Review and discuss: Ord. 26-20 Ordinance to Amend section 220-9(F) Regulation of Licensed Premises and Licensees of the City of Watertown General Ordinances

- [26-20 Ordinance to Amend Section 220-9\(F\) Regulation of Licensed Premises & Licensees.pdf](#) (0.03 MB)

F. Review and discuss: Ord. 26-21 Ordinance to Repeal and recreate section 428-8 Outdoor Open Container Entertainment Event Permit of the City of Watertown General Ordinances Relating to Temporary Downtown Outdoor Refreshment Areas (TDORA)

- [26-21 Ordinance to Repeal and Recreate Section 428-8 Outdoor Open Container Entertainment Event Permit \(TDORA\).pdf](#) (0.03 MB)

G. Review and discuss: Ord. 26-22 Ordinance to Amend section 410-52 Possession of Alcohol Beverages on Public Ways of the City of Watertown General Ordinances

- [26-22 Ordinance to Amend Section 410-52 Possession of Alcohol Beverages on Public Ways of the City of Watertown.pdf](#) (0.02 MB)

DISCUSSION: The committee discussed the TDORA and supporting ordinances for almost 1 ½ hours. A summary of the discussion is below.

Davis: OVERSIGHT RESPONSIBILITY

Proposed Ordinance 428-8 Temporary Downtown Outdoor Refreshment Area (TDORA) grants the Public Safety & Welfare Committee oversight responsibility of TDORA applications and approvals.

C. Application.

(1) Application for a TDORA shall be made as part of a special event permit application § 428-7.

(2) In addition to the requirements of § 428-7, the application shall include:

(a) A detailed map of the proposed TDORA boundaries explaining how the boundaries will be displayed and monitored.

(b) A list of all “Class B” retail license holders and Temporary Class B Malt or Wine (Picnic) license holders who will participate in the Special Event.

(c) Such other reasonable and pertinent information as the **Public Safety and Welfare Committee** may require.

The proposed ordinance explicitly delegates oversight responsibility of the application process to the PS&W Committee. This committee has the duty to rigorously review the proposed legislation.

- The PS&W committee was not permitted to review the proposed ordinance prior to its going to the Council.
- The PS&W committee did not have the opportunity to examine the possible impact the ordinance may have on the public safety & welfare of City of Watertown residents prior to the proposed ordinance going to Council.
- The PS&W committee was not asked to provide input on the TDORA application process, requirements for approval and denial, etc. prior to the ordinance being presented to Council.

Lampe: Agreed that the ordinance should have come before the Public Safety Committee and he voted to support referring the ordinance to PS&W. He has questions about the ordinance circumventing other existing processes.

Davis: TIMING

While we understand the desire to have a Downtown Outdoor Refreshment Area in place for an upcoming August 8 event, our priority should be to get the ordinance right, not to get it done quickly. This ordinance was not presented to the Council until June 16, leaving limited time for careful review, public input, discussions with affected businesses, and consideration of enforcement, safety, and other long-term impacts.

Our responsibility is to adopt policies that are well thought out and serve the community beyond a single event. If a Downtown Outdoor Refreshment Area is the right fit for our city, it should be able to withstand a thorough review process.

The proposed TDORA ordinance is sweeping and complex. Meeting an August deadline is not feasible.

- The TDORA Application form needs to be written and presented to PS&W for additional input, review and approval. PS&W does not meet again until August.
- Will there be a TDORA fee? Must be approved by Finance Committee
- TDORA branded stickers, cups, wristbands must be designed and ordered by participating retail license holders. This will take time.
- **Most DORA ordinances are approved in Year 1 for implementation in Year 2.**

The committee discussed the purpose of a DORA.

Blanke: The purpose of the DORA is to help Bentzin Family Town Square become more viable. He wants the square to be more successful. How can we make it easier for our businesses to do business, be profitable and draw people in?

Lampe: Likes that this ordinance provides an answer for contiguous businesses to participate in an event. Sees this as a solution for established, proven events to involve more businesses.

Davis: Emphasized that it's an economic development tool. And any effective economic development tool needs an effective marketing strategy to be successful. The DORA needs a webpage, it needs branding, it needs marketing materials. All of those things take time which is why most DORA ordinances are approved in one year for implementation the next.

Davis: APPLICATION PROCESS

Currently the ordinance gives no guidance to the PS&W committee for approving or denying TDORA applications. Does the PS&W committee have discretion to deny a TDORA activation based on things like public safety, welfare, traffic, crowd control or community impact?

- If the answer is yes, this should be explicitly stated in the ordinance.

Lampe: Currently the ordinance seems to give the committee the authority to approve and deny.

Davis: What criteria govern activation of the TDORA area?

- Is there a minimum event size?
- Must multiple businesses participate or can one business create a TDORA that effectively only benefits that single business?
- Can a single retail outlet sponsor a TDORA activation?

Currently a single bar could set up a special event/TDORA that only benefits that one bar. Right now, the ordinance makes that possible. There is no requirement for a certain # of businesses to be included in the TDORA event.

Haase: Would there be anything wrong with that happening?

Davis: I don't know. Is that what the DORA is intended to do? Is it designed to make it possible for just one business to benefit from the TDORA event and exclude all other businesses? The City is effectively putting their thumb on the scale to provide economic benefit to select businesses and not to others.

Lampe: In favor of writing an ordinance that only permits TDORAs for established tried and proven events. For example, we know that 3rd Street has successfully hosted Blocktober Fest. It makes sense for the City to choose areas to invest in like the 3rd St. Entertainment District. Another proven event is the Chambers Pop Up Event where the whole Main Street is shut down. DORAs should be used to target specific areas in the City for economic development. The TDORA locations should be targeted and confined areas specifically chosen to invest in by the City.

Blanke: Doing that would exclude other businesses. Instead of just putting the City's thumb on the scale, it would be putting a whole elephant on the scale and exclude a lot of businesses. Blanke expressed an interest in making it easy for as many businesses as possible to host TDORA events.

Davis: Questions I have for the attorney

- Is TDORA activation discretionary or ministerial? The ordinance is not clear on this matter.
Discretionary – For example, the PS&W committee decides where to put stop signs or where to make “no parking zones”. The committee takes in the information and uses their discretion to make the best decision possible. There are pros and cons to discretionary authority. One con is that the decisions are not consistent from one year to the next as the PS&W committee members change.

Ministerial is how the Special Event permit is designed. “As of right” – As long as the applicant follows the rules, they will be granted a special event permit. The benefit of this is that the application of the ordinance is consistent across the years, even if the PS&W committee members change.

Shouldn't the TDORA application be ministerial? If yes, then the ordinance needs much more explicit information as to the approval and denial process.

- Can the committee deny activation because it finds insufficient public benefit? Could doing so open up the City to lawsuits if not clearly delineated in the code?
 - Can the committee impose conditions?
 - Can the committee reduce the requested activation area?
 - Can the committee require street closures?
 - Can the committee require additional security?
 - If the answer to the above is “yes”, this should be explicitly indicated in the ordinance.
- Will there be a fee for the TDORA?
- Necessary revision - The ordinance needs to require that TDORA Class “B” retail outlets register to be a TDORA participant with the City Clerk for the following reasons:
 - The City will need to know which retailers plan to participate in the DORA so that the City can effectively communicate with them.
 - The City Clerk will need to provide DORA rules/regulations/guidelines to participants. A participant list with emails is needed.
 - Under Regulations, #3 requires alcoholic beverages to be sold in non-glass containers bearing a TDORA identifier (Branded cups? Branded sticker?)
 - The City Clerk will need to provide ordering information to participants so that they can order the branded cups/stickers/wristbands.

- *TRUE STORY: A bar owner sued a municipality because the bar owner claimed they were not notified properly of the process for ordering the required DORA cups and therefore could not participate in the DORA and lost revenue.*

Davis: PUBLIC SAFETY AND WELFARE

1. Necessary revision to ordinance - "Consumption of alcoholic beverages is prohibited on private property without the owner's explicit consent."

2. Pedestrian-Vehicle Conflict Risk:

A TDORA is designed to encourage people to:

- Leave one establishment
- Walk around downtown
- Visit other businesses
- Attend event activities

This means the TDORA ordinance is intentionally increasing pedestrian circulation.

When alcohol is added, even moderate consumption can affect:

- Situational Awareness
- Decision-making
- Reaction Time
- Attention to traffic

Question: Does the TDORA create a foreseeable increase in pedestrian exposure to moving vehicles?

The answer is probably yes.

If the answer is yes, there should be a requirement in the ordinance to close the roads for every TDORA event.

3. Crowding on Sidewalks

- As special event crowd density increases, pedestrians naturally spill into: Parking lanes, Road shoulders, travel lanes

This is another justification for closing roads for TDORA events.

4. State HWY 19 runs through our downtown = Main Street.

During a special event, people may cross mid-block, between parked vehicles, at unmarked locations.

- Alcohol doesn't cause the behaviors listed above but may impact judgment and decision-making that will lead to the behaviors.

5. Driver Expectation

- Drivers traveling on a state highway generally expect normal vehicle traffic and normal pedestrian activity.

- They may not expect large crowds, individuals carrying alcohol or large groups congregating near intersections.

The mismatch between driver expectations and the actual conditions is a significant safety factor.

Blanke:

- Drivers always expect normal conditions on a road. Thus when you see something abnormal, you change your behavior.
- People spill in the street – If that happens, we can consider closing the street for some events. I don't think we need to close the road for every event.
- Leaving the road closure as an option and not a requirement.
- Consumption can change people's judgment, but having more events is not necessarily going to result in longer drinking periods. We have not seen alcohol causing problems at the types of events that we already have.

Haase: Did not desire the roads to be closed for all TDORA events.

Lampe: I'm in favor of closing the roads for TDORA events.

Davis: In other communities, I've only ever seen the roads closed when the DORA is tied to a Special Event.

6. Boundary Enforcement – The larger the TDORA area, the harder it becomes to prevent alcohol leaving the district, people wandering outside the event footprint and consumption near active traffic.
7. Fall and Trip Hazards – Although this sounds like a minor point, it is often the most common event-related injury. When moderate alcohol use is paired with the following, tripping and fall accidents can and do happen: Uneven sidewalks, Curbs, Temporary barriers, Crowded pedestrian conditions

Davis -QUESTIONS

- 5 years from now, what TDORA applications will this committee be receiving that the current Council isn't envisioning today?
- Should the ordinance be revised to require the closure of roads for TDORA events?
- **What additional risks are created when the City encourages people who are consuming alcohol to circulate through a downtown area that includes an active state highway?**
 - If Main Street and roads are closed and the event area becomes a controlled pedestrian space, many of these concerns are reduced.
 - If State HWY 19 remains open to traffic while attendees are encouraged to walk around carrying alcoholic beverages, then pedestrian-vehicle interactions would likely be the most significant safety concern. This could be a potential liability for the City because an increase in pedestrian exposure to moving vehicles during the TDORA is foreseeable if roads remain open.

SUGGESTED COMMENTS AND REVISIONS FOR COMMON COUNCIL

- The ordinance needs clarification in some areas and revision would be prudent.
- The requirements for approval and denial should be explicitly stated within the ordinance and the PS&W is given the authority by ordinance to give input into these matters.
- Consider requiring TDORA participants to register with the City Clerk so that effective communication can be provided.
- Lampe and Davis recommend requiring road closures for all TDORA events. Blanke and Haase would like the ordinance to have a trigger to close the roads, but not make it a requirement for all events.

5.ADJOURN

Being no further business to discuss, the committee adjourned at approximately 6:45 p.m.
(Blanke/Haase/Unanimous Approval)



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

July 31, 2026

TO: Members of the Public Safety & Welfare Committee

The following application has been made for a Special Event Permit:

Watertown Autofest from Watertown Humane Society to be held on August 9, 2026.

There are no estimated extraordinary charges from any city departments.

Respectfully Submitted,

Megan Dunneisen, City Clerk

nf/MD



THE CITY OF

WATERTOWN

Opportunity runs through it.

SPECIAL EVENT PERMIT APPLICATION
 New Event ☒ Repeat Event ☐ Date Received: 6-25-26 Date of Event: 8-9-26 Fee Amount: \$50-
APPLICANT INFORMATION:

Name of person, entity, or organization holding the special event:

Watertown Humane Society

Address: Street, City, State, Zip

418 Water Tower Ct Watertown WI 53094

Phone:

920-261-1270 ext 2

Email:

manager@whsadopt.org

Website:

www.whsadopt.org☒ Non-profit Group☐ For Profit☐ Other, please describe:

Nonprofit Tax-Exempt Number

39-1097337

501(c)3, if applicable (include photocopy)

Is this the applicant's 1st special event application for the calendar year? Yes ☒ No ☐

Wisconsin Seller Permit Number: Sales Tax, if applicable (include photocopy)

If the named applicant is not required to hold a Wisconsin Seller's Permit pursuant to s. 77.54 (7m), Wis. Stats., check this box ☐**EVENT INFORMATION:**Event Name: Watertown AutofestEvent Date(s): August 9 2026

Event Location Address include parking locations and streets to be used if applicable:

A DETAILED map is required upon submittal of application, is it included? Yes ☒ No ☐Is the event located in a City Park? Yes ☐ No ☒If yes, do you have a park reservation? Yes ☐ No ☐ Park name: _____Is the event closing of a Street/Alley/Right-of-Way/Parking Lot? Yes ☐ No ☒Will you need City Services for your event? Yes ☐ No ☒ for _____Is the event on private property? Yes ☐ No ☒ If yes, do you have written permission? Yes ☐ No ☐Is the event a city sponsored parade or celebrating a Federal Holiday? Yes ☐ No ☒

If yes, please explain:

Event start/end time: 9:30 AM - 3 PMEvent set up/take down times: 7 AM and 4 PMTotal Attendance: # 200Alcohol consumed, sold, or served? Yes ☒ No ☐Vendors? Yes ☐ No ☒

Event Description (purpose, activity, who can participate, etc. Attach additional sheet if necessary.)

Car show, Bingo, Band, all are welcomeWill your event be selling food? Yes ☒ No ☐ If yes, please explain: (Type of food and sold by who)**MAIN EVENT ORGANIZER – PRIMARY CONTACT IF DIFFERENT FROM APPLICANT:**

Contact Name: First, Middle, Last

Heather Ruth Vandam

Address: Street, City, State, Zip

418 Water Tower Ct Watertown WI 53094

Phone:

920-261-1270

Email:

manager@whsadopt.org**OFFICE USE ONLY:**

APPROVED ON:

PERMIT #

Indemnification and Hold Harmless

(Read carefully before signing!)

Section 4, Item A.

Indemnification: By signing below, I acknowledge that for good and valuable consideration, I (applicant), on behalf of myself and the organization, if applicable, agree to indemnify, defend and hold harmless the City of Watertown and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses and costs, including attorney fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act of omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts may be liable, except where caused by the sole negligence or willful misconduct of the City.

Certification: By signing below, I certify that I am at least 18 years of age and that I have reviewed and understand the City's Insurance Requirements and Ordinance for Special Events. My signature further confirms: (i) I understand the filing of this application does not ensure the issuance of a Special Event Permit; (ii) The special event application fee is non-refundable (iii) I will be responsible for ensuring the event and event participants comply with all applicable City ordinances, traffic rules, park rules, state health laws, fire codes, alcohol licensing regulations, and any other applicable laws, rules and regulation; (iv) Fees for park facilities, food vendor permits, fireworks permit, any other applicable City of Watertown permits or licenses, other municipal services and equipment, etc., are in addition to the Special Event Permit application fee; (v) I am authorized to apply for this Special Event Permit on behalf of the organization holding the event (if applicable). (vi) The information contained in this application is true and correct to the best of my knowledge. I understand that intentionally providing false or misleading information in this application will be the basis for denial/revocation of the permit and may lead to civil or criminal penalties.

If there are any changes to the Special Event after submittal of the application, I agree to notify the City of Watertown of these changes for review.

Name of Applicant: Heather R Vandam Signature: Heather R Vandam Date: 6/24/26

SPECIAL EVENT APPLICATION FEE & EXTRAORDINARY SERVICES

Application fee is due when the application is submitted and is nonrefundable if the event is cancelled. If the event is rescheduled for a date within 6-months, the application fee would apply to the rescheduled date; if the event is rescheduled for a date later than 6-months of the original event date the application fee is nonrefundable.

\$50.00 - first application for the year of the applicant if submitted 45 days or more prior to event date.

\$35.00 - each subsequent application of the applicant if submitted 45 days or more prior to event date.

(The fee is doubled if submitted less than 45 days prior to event date)

Extraordinary Services - measurable financial costs which are above and beyond the normal levels of public health and safety services on a nonevent day. See the special event fee schedule for more information. Extraordinary services do not include the provision of police protection against hostile individuals targeting the event's message or intentions.

The applicant is liable for and must pay to the city clerk the actual cost of all extraordinary services provided by the city and is required to pay 50% of the estimated extraordinary services prior to the special event with the remaining amount billed at the conclusion of the event. Sales tax will be added if applicable. By signing the applicant acknowledges that they have been made aware of this information.

Signature of Applicant: Heather R Vandam Date: 6/24/26

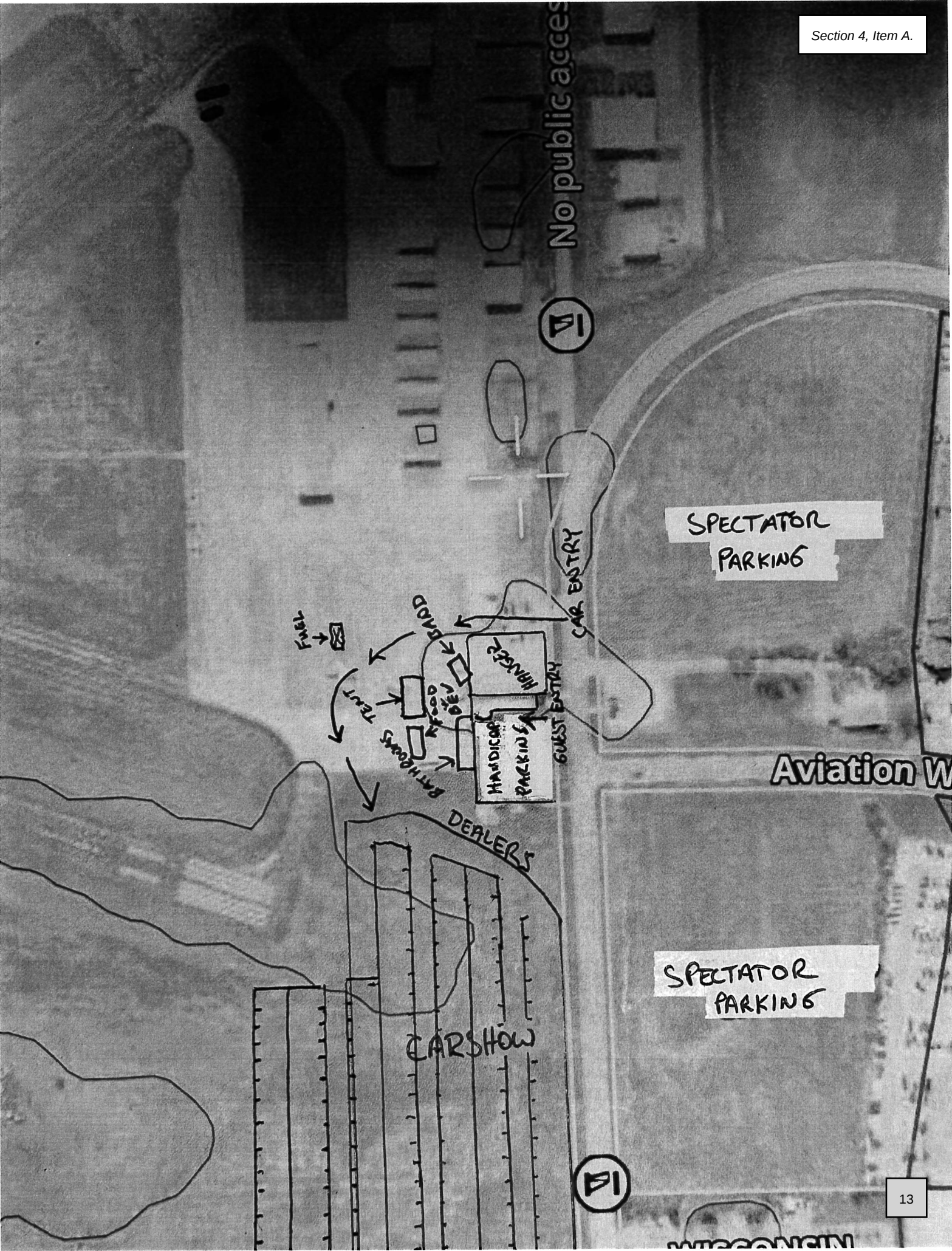
Submit Special Event Application and fee (cash or check) in person or by mail to:

City Clerk 106 Jones Street

PO Box 477

Watertown, WI 53094

Questions: 920-262-4010 or email cityclerk@watertownwi.gov





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

July 31, 2026

TO: Members of the Public Safety & Welfare Committee

The following application has been made for a Special Event Permit:

MCL Annual Fundraiser from Bartelme-Schwefel Detachment to be held on August 22, 2026.

There are no estimated extraordinary charges from any city departments.

Respectfully Submitted,

Megan Dunneisen, City Clerk

nf/MD



THE CITY OF

WATERTOWN

Opportunity runs through it.

SPECIAL EVENT PERMIT APPLICATION
 New Event ☐ Repeat Event ☒ Date Received: 6-29-2026 Date of Event: 8-22-26 Fee Amount: \$ 50
APPLICANT INFORMATION:

Name of person, entity, or organization holding the special event:

Bartelme-Schwefel Detachment #349

Address: Street, City, State, Zip

P.O. Box 251 Watertown WI 53094Phone: 920.285.6747Email: mcl349@charter.netWebsite: MCL349.ORG
☒ Non-profit Group ☐ For Profit ☐ Other, please describe:

Nonprofit Tax-Exempt Number

501(c)4 MCL Headquarters 990N
 501(c)3, if applicable (include photocopy)
Is this the applicant's 1st special event application for the calendar year? Yes ☒ No ☐

Wisconsin Seller Permit Number: Sales Tax, if applicable (include photocopy)

If the named applicant is not required to hold a Wisconsin Seller's Permit pursuant to s. 77.54 (7m), Wis. Stats., check this box ☐**EVENT INFORMATION:**Event Name: MCL Annual Fundraiser Picnic Event Date(s): Aug. 22, 2026

Event Location Address include parking locations and streets to be used if applicable:

907 Badmer St. Watertown WI 53094A DETAILED map is required upon submittal of application, is it included? Yes ☒ No ☐Is the event located in a City Park? Yes ☒ No ☐If yes, do you have a park reservation? Yes ☒ No ☐ Park name: MCL Aero ParkIs the event closing of a Street/Alley/Right-of-Way/Parking Lot? Yes ☐ No ☒Will you need City Services for your event? Yes ☐ No ☒ for _____Is the event on private property? Yes ☐ No ☒ If yes, do you have written permission? Yes ☐ No ☐Is the event a city sponsored parade or celebrating a Federal Holiday? Yes ☐ No ☒

If yes, please explain:

Event start/end time: 12:00pm - 6:00pm Event set up/take down times: 10am-12pm 4-7pmTotal Attendance: # 100 Alcohol consumed, sold, or served? Yes ☒ No ☐ Vendors? Yes ☐ No ☒

Event Description (purpose, activity, who can participate, etc. Attach additional sheet if necessary.)

MCL Annual Fundraiser picnic. Veteran statue dedication. Must have ticket to attend. Dinner included with ticket
Will your event be selling food? Yes ☐ No ☒ If yes, please explain: (Type of food and sold by who)
Food is included in ticket price. Catered by Double Days, Cottage Grove
MAIN EVENT ORGANIZER – PRIMARY CONTACT IF DIFFERENT FROM APPLICANT:Contact Name: First, Middle, Last Travis John Riggs

Address: Street, City, State, Zip

Phone:

Email:

riggs.travisj@yahoo.com**OFFICE USE ONLY:**

APPROVED ON:

PERMIT #

Indemnification and Hold Harmless
(Read carefully before signing!)

Indemnification: By signing below, I acknowledge that for good and valuable consideration, I (applicant), on behalf of myself and the organization, if applicable, agree to indemnify, defend and hold harmless the City of Watertown and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses and costs, including attorney fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act of omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts may be liable, except where caused by the sole negligence or willful misconduct of the City.

Certification: By signing below, I certify that I am at least 18 years of age and that I have reviewed and understand the City's Insurance Requirements and Ordinance for Special Events. My signature further confirms: (i) I understand the filing of this application does not ensure the issuance of a Special Event Permit; (ii) The special event application fee is non-refundable (iii) I will be responsible for ensuring the event and event participants comply with all applicable City ordinances, traffic rules, park rules, state health laws, fire codes, alcohol licensing regulations, and any other applicable laws, rules and regulation;. (iv) Fees for park facilities, food vendor permits, fireworks permit, any other applicable City of Watertown permits or licenses, other municipal services and equipment, etc., are in addition to the Special Event Permit application fee; (v) I am authorized to apply for this Special Event Permit on behalf of the organization holding the event (if applicable). (vi) The information contained in this application is true and correct to the best of my knowledge. I understand that intentionally providing false or misleading information in this application will be the basis for denial/revocation of the permit and may lead to civil or criminal penalties.

If there are any changes to the Special Event after submittal of the application, I agree to notify the City of Watertown of these changes for review.

Name of Applicant: Travis J. Rigas Signature: [Signature] Date: 6/9/2026

SPECIAL EVENT APPLICATION FEE & EXTRAORDINARY SERVICES

Application fee is due when the application is submitted and is nonrefundable if the event is cancelled. If the event is rescheduled for a date within 6-months, the application fee would apply to the rescheduled date; if the event is rescheduled for a date later than 6-months of the original event date the application fee is nonrefundable.

\$50.00 - first application for the year of the applicant if submitted 45 days or more prior to event date.
\$35.00 - each subsequent application of the applicant if submitted 45 days or more prior to event date.
(The fee is doubled if submitted less than 45 days prior to event date)

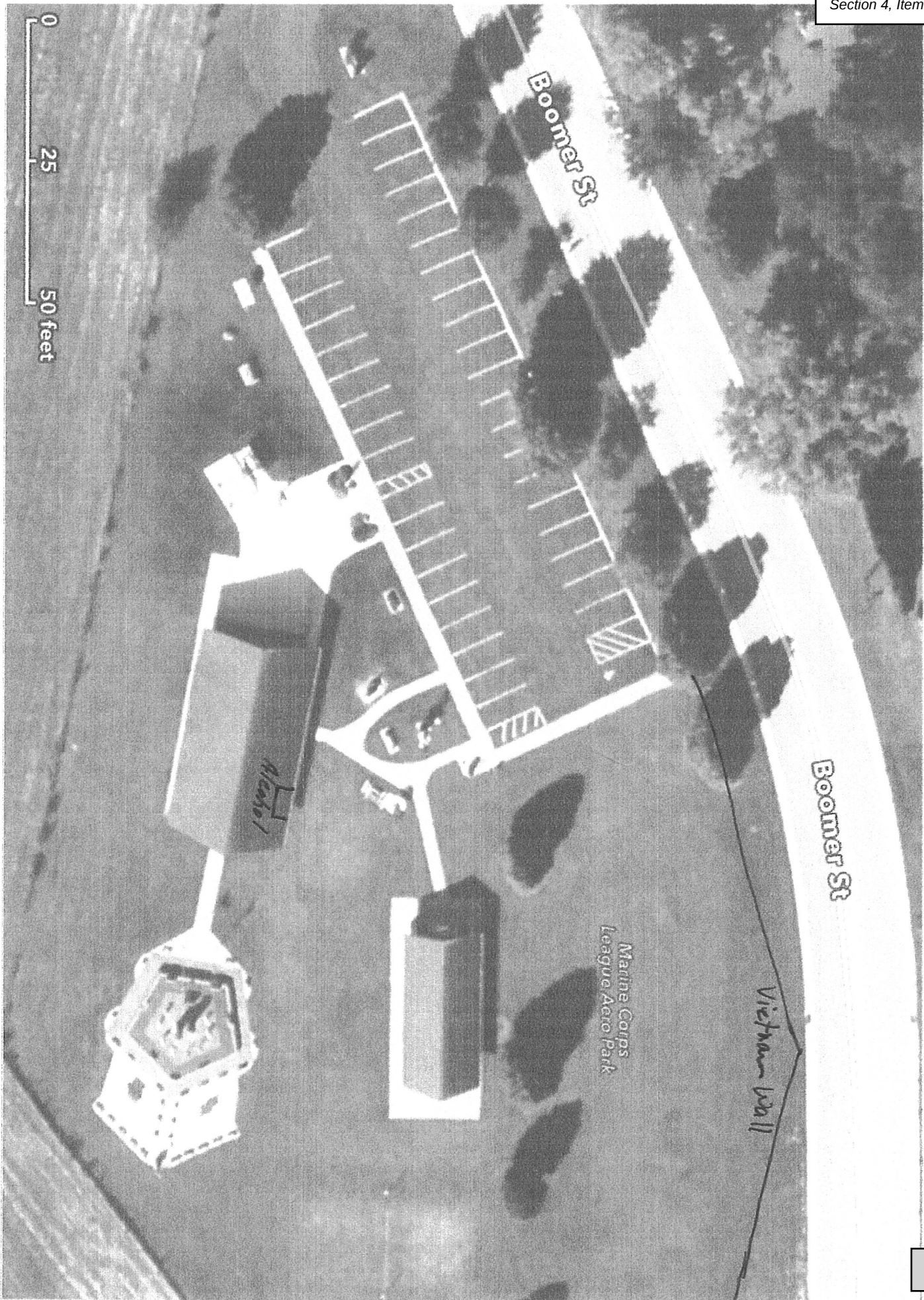
Extraordinary Services - measurable financial costs which are above and beyond the normal levels of public health and safety services on a nonevent day. See the special event fee schedule for more information. Extraordinary services do not include the provision of police protection against hostile individuals targeting the event's message or intentions.

The applicant is liable for and must pay to the city clerk the actual cost of all extraordinary services provided by the city and is required to pay 50% of the estimated extraordinary services prior to the special event with the remaining amount billed at the conclusion of the event. Sales tax will be added if applicable. By signing the applicant acknowledges that they have been made aware of this information.

Signature of Applicant: [Signature] Date: 6/9/2026

Submit Special Event Application and fee (cash or check) in person or by mail to:

City Clerk 106 Jones Street
PO Box 477
Watertown, WI 53094
Questions: 920-262-4010 or email cityclerk@watertownwi.gov





WATERTOWN POLICE DEPARTMENT

David Brower, Chief of Police

Date: Tuesday, July 14, 2026

To: Public Safety and Welfare

From: Chief Dave Brower

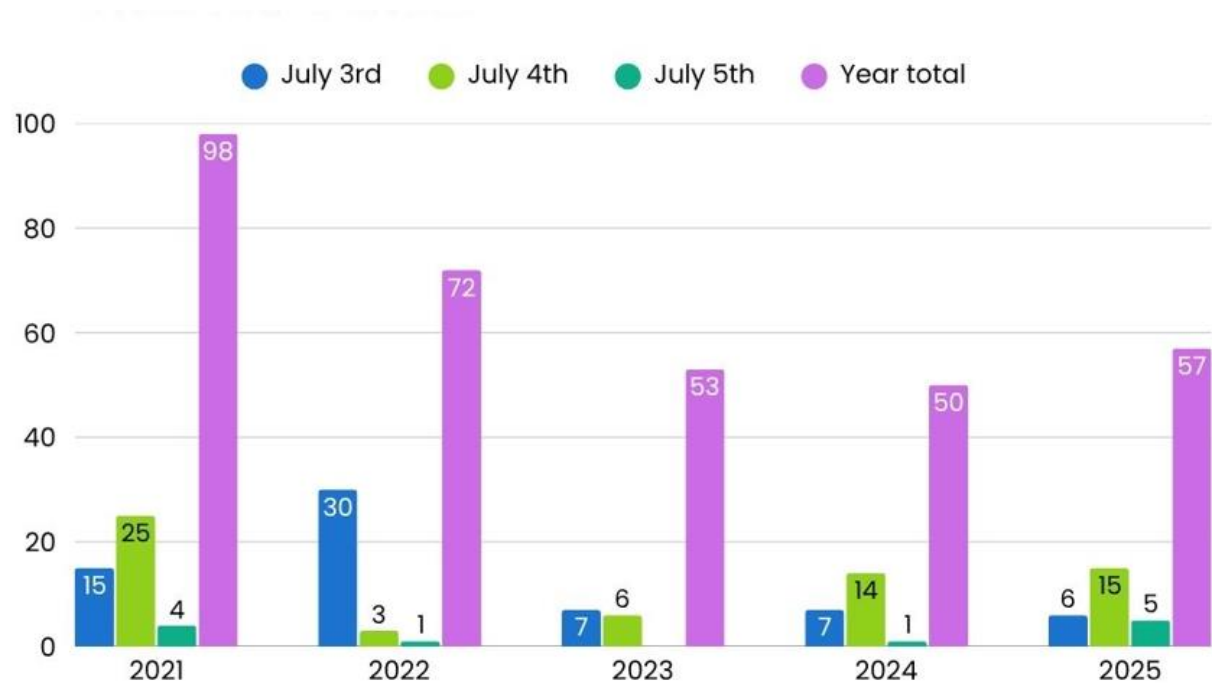
RE: Fireworks Complaints Discussion

So far in 2026, excluding July 3-5, we have taken 11 fireworks complaints. Of those, 8 were UTL (unable to locate) and 3 were verbal warnings.

On July 3, 2026 we took 5 complaints. Of those, 4 were UTL and one was a verbal warning.
On July 4, 2026 we took 15 complaints. Of those, 14 were UTL and one was a verbal warning.
On July 5, 2026 we took 8 complaints. Of those, 7 were UTL and one was a verbal warning.

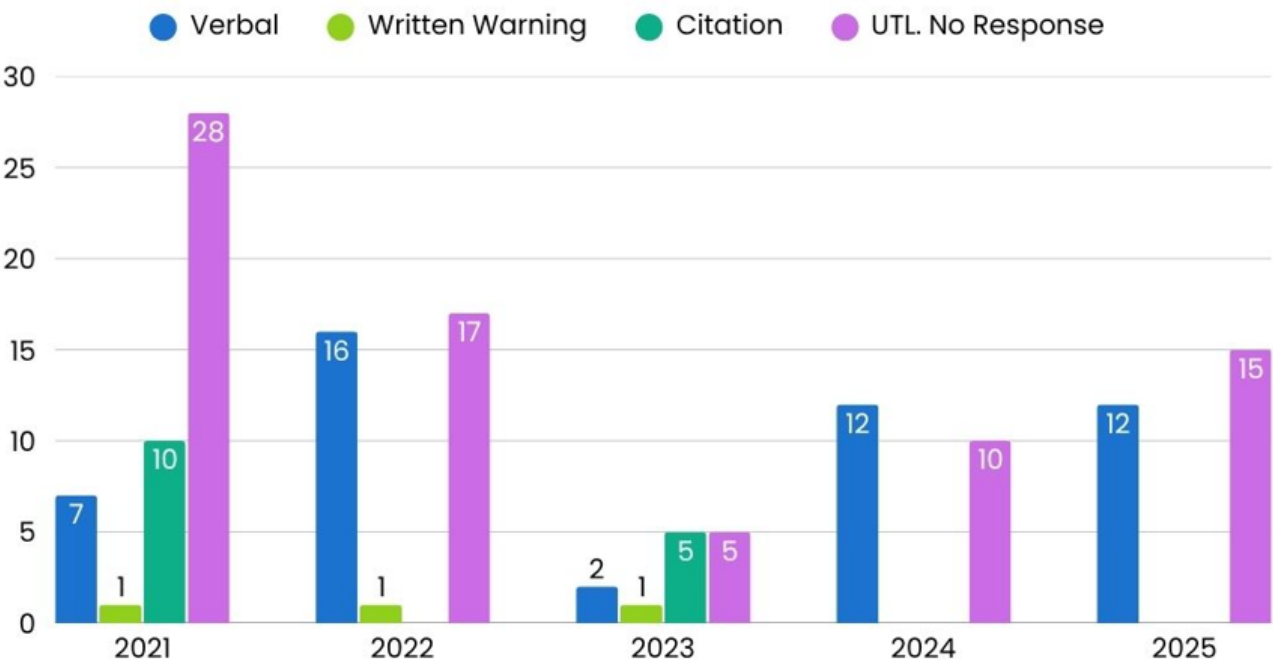
Additionally, please see the graphs below concerning the complaints and enforcement we have taken over the past five years.

Fireworks complaint totals over the past 5 years



WATERTOWN POLICE DEPARTMENT

Fireworks Enforcement Action Taken on July 3-5 over the past 5 years



MEMO

TO: Public Safety and Welfare Committee
FROM: Chief Tanya Reynen
DATE: July 13, 2026
RE: Fireworks Incident Data

Background

The Committee requested updated data on fireworks incidents and their impact on the Fire Department. This memo updates the department's memo of August 27, 2024 on the same subject.

Budget Goal

Maintains a safe and healthy community, with an eye toward future needs and trends.

Financial Impact

N/A

Recommendation

The Watertown Fire Department has no fireworks-related incidents to report for the past 24 months. During that period the department recorded no fireworks-caused fires, no fireworks-related injuries requiring an EMS response, and no fireworks-related property damage within the city that we were called to.

The Fire Marshal inspected all consumer fireworks sales tents operating in the city this season, as well as all permitted public fireworks displays, for compliance with applicable NFPA standards. The Fire Marshal was also on site during each public display. No violations or unsafe conditions requiring enforcement action were identified, and all displays were conducted without incident.

The department has also transitioned from NFIRS to the National Emergency Response Information System (NERIS), the federal incident reporting standard. NERIS includes a cause classification specific to fireworks, which addresses the records coding limitation noted in the 2024 memo and allows more precise tracking going forward.

For statewide context, the Wisconsin Department of Health Services reports 126 emergency department visits for fireworks-related injuries in 2023, 137 in 2024, and 120 in 2025.

I have no fire or medical concerns or trends related to fireworks use to bring to the Committee at this time, and I am not recommending any change to department practice. The department will continue to monitor and will report any emerging trend.

MEMO

Engineering Division of the Public Works Department

To: Chairperson Davis

From: Nathan R. Williams, Civil Engineer I

Date: July 30, 2026

Subject: Public Safety and Welfare Meeting of August 5, 2026

Review and take possible action: Oakwood Lane Traffic Study

Background

Concerns were received regarding speed and signage on Oakwood Lane from area residents. The section of Oakwood Lane under consideration is between Milford Street and Deer Trail. Currently, Oakwood Lane operates as the through street and local collector in this segment and has a speed limit of 25 miles per hour. Engineering understands the requests to be as follows:

- Consider reducing the posted speed limit on Oakwood Lane
- Consider stop sign installation along the corridor

Bittersweet Lane stops for Oakwood Lane at a T-intersection, and Cobblestone Way stops for Oakwood Lane at a four-way intersection. There is an all-way stop at the intersection of Oakwood Lane and Deer Trail.

Under Wisconsin law and accepted traffic engineering practice, changes to posted speed limits and stop control should be supported by engineering studies. Requests to modify a speed limit are evaluated in accordance with the WisDOT Traffic Guidelines Manual, while requests to install or modify stop signs are evaluated using the criteria established in the Manual on Uniform Traffic Control Devices (MUTCD). If the Committee wishes to pursue either request, it may direct staff to complete the appropriate engineering study and return with findings and recommendations for future Committee consideration.

Budget Goal

1. Create a community where all can feel safe and strive for economic success.
4. Involve those who are impacted before making decisions.

MEMO

Financial Impact

A speed study could be performed by seasonal Engineering Division staff and take approximately 16 hours. Equipment would be provided by the Police Department.

A stop sign study could be performed by seasonal Engineering Division staff and take approximately 8-12 hours. Existing equipment would be used.

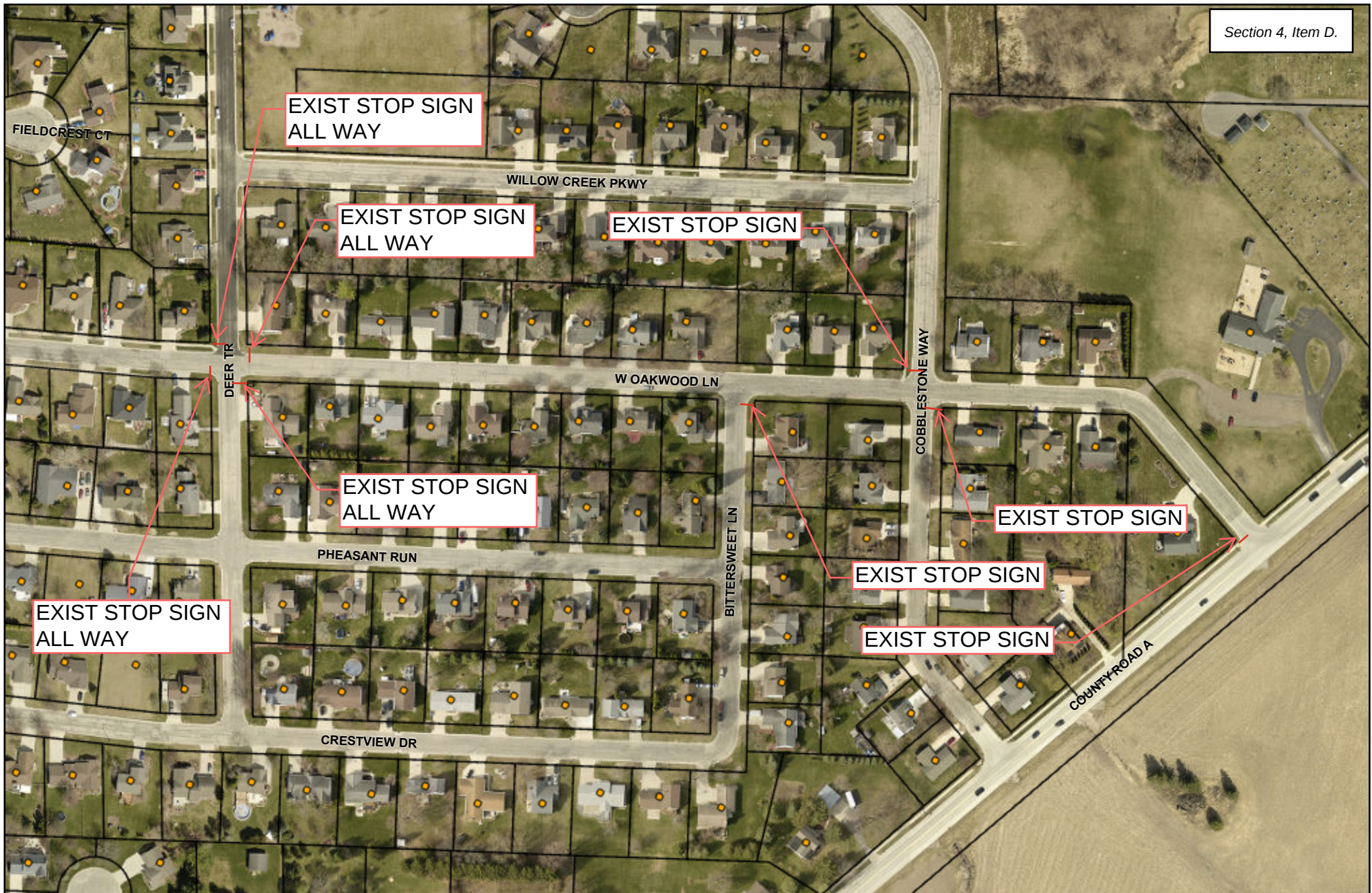
Recommendation

A speed study could be performed along this street, and if the Committee would like to pursue this option, data collection would need to wait until this winter or next summer to align with seasonal staff availability. A speed study would follow applicable guidelines, and result in a recommendation for a speed limit based on collected vehicle speeds. Typically, a speed study is used to align a road's speed limit with its characteristics & collected user speed data.

A stop sign study could be performed at Oakwood Lane and Cobblestone Way. If the Committee would like to pursue this option, data collection would need to wait until this winter or next summer to align with seasonal staff availability. This study would determine if the intersection could be switched to an all-way stop, or if the stop direction could be switched to have Oakwood Lane stop for Cobblestone Way. Per MUTCD, adding a stop sign is not considered an effective means of slowing down traffic, and placement is determined based on intersection geometry and traffic load.

Attachments:

- Site Map



MEMO

Engineering Division of the Public Works Department

To: Chairperson Davis

From: Nathan R. Williams, Civil Engineer I

Date: July 30, 2026

Subject: Public Safety and Welfare Meeting of August 5, 2026

Review and take possible action: Eighth Street Two-Way Conversion

Background

In 2025, the one-way street network was evaluated. The report was presented in a Committee of the Whole meeting and was well received. The report recommended further evaluation of each street, the development of a conversion plan with a scope of work, and stakeholder engagement. The intent, starting with this meeting, is to review one street per monthly Public Safety and Welfare meeting. Notices were mailed to property owners along this corridor informing them of this topic on July 22nd.

Eighth Street, between Main Street and Western Avenue, is being evaluated for conversion. The first block, between Main Street and Market Street, was referred back to committee at the July 7th, 2026, Common Council meeting. This block is under reconstruction and has been widened to accommodate two-way traffic operation. Eighth Street, between Market Street and Western Avenue, is at least 27 feet wide face-of-curb to face-of-curb (FOC to FOC), and has parking allowed only on the west side of the street. Upon conversion to two-way traffic, this existing parking restriction will allow for adequate two-way operation. The new street cross section would have two 10-foot-wide travel lanes and a 7-foot-wide parking lane on the west side of the street. This would function similar to Dewey Ave before the reconstruction.

Historically, the Watertown High School and YMCA operated between Dodge Street and Wisconsin Street. Since these facilities have moved elsewhere, traffic volumes have decreased in the area. A parking restriction, "No Parking This Side Except Sundays", is found on the east side of the road between Market Street and Eighth Street. This is believed to be in place due to the Advent Christian Church in this area. Should the roadway be converted to two-way traffic, this restriction will need to be revisited. As part of the reconstruction of Eighth Street between Main Street and Market Street, parking was added on the east side of the roadway and could serve as a replacement for the additional capacity needed on Sundays in this area.

MEMO

One of the challenges with converting traffic flow from one-way to two-way is to ensure that the public is informed of the change to prevent traffic incidents. A few measures are planned. The first is to distribute notices to property owners at least two-weeks in advance of the traffic change. The second measure is to post press releases to the city website and social media prior to the change. The third measure is to install temporary signs demarcating the area as a two-way traffic zone. This temporary signage plan is attached to this memo for reference.

Budget Goal

1. Create a community where all can feel safe and strive for economic success.
4. Involve those who are impacted before making decisions.

Financial Impact

All temporary signage required has been purchased previously and will be reused for this conversion.

Recommendation

The Engineering Division recommends converting Eighth Street from one-way to two-way traffic. Three options for the conversion, if desired, are as follows:

1. Pass a resolution to convert Eighth Street between Main Street and Western Avenue as a standalone project as soon as practicable.
2. Pass a resolution to convert Eighth Street between Main Street and Western Avenue at a future specified date. The intent would be to use this date for all other streets that can be converted, as evaluated at future Public Safety and Welfare meetings.
3. Hold conversion of all streets until each segment identified in the downtown one-way to two-way street conversion study can be evaluated. The intent would be to pass a resolution in the future with all of these evaluated segments, for conversion as soon as practicable.

Should more than one street be converted at the same time, additional temporary signs will need to be purchased.

Attachments:

- Conversion Signage Plan
- Letter to Property Owners









July 22, 2026

Re: S. Eighth Street one-way to two-way conversion

Dear Residents,

We would like to inform you about a potential traffic change affecting S. Eighth Street between Western Avenue and Main Street.

The City is considering converting this section of S. Eighth Street from a one-way street to a two-way street. This change may improve traffic flow, enhance accessibility for residents and local businesses, and increase overall safety in the area. The Public Safety and Welfare Committee will be reviewing this change on Wednesday, August 5th. There will be an opportunity for public comment, and we welcome any discussion and feedback regarding this proposed traffic change.

You are invited to attend the August 5, 2026 Public Safety and Welfare Committee meeting. It will be held at 5:00 P.M. in Room 0041 at City Hall, 106 Jones Street Watertown, WI 53094. If you cannot attend and wish to provide feedback, please call (920) 262-4060 or email engineeringdept@watertownwi.gov.

We appreciate your patience and cooperation as we work to improve our community's transportation network. If you have any questions or concerns, please contact the Engineering Division of the Department of Public Works.

Sincerely,
Andrew M. Beyer, P.E.
Public Works Director
City of Watertown