THE CITY OF WATERTOWN

BOARD OF HEALTH MEETING AGENDA

TUESDAY, NOVEMBER 10, 2026 AT 3:30 PM

515 S. FIRST STREET - WATERTOWN HEALTH DEPARTMENT

1. **CALL TO ORDER**
2. **CITIZENS TO BE HEARD**

   Each individual who would like to address the Committee will be permitted up to three minutes for their comments
3. **REVIEW AND APPROVE**
   - A. Review and take action: Board of Health minutes from August 11, 2026
   - B. Review and take action: Finance Reports, Preliminary October 2026
4. **REVIEW AND DISCUSS**
   - A. Review and Discuss: 2027 Budget
   - B. Review and discuss: Update on new drive through building
   - C. Review and discuss: Costing and Capacity Assessment
   - D. Review and discuss: Public Health Emergency Preparedness Program Updates
   - E. Review and discuss: Public Health Environmental Health Program updates
   - F. Review and discuss: Public Health Community Health Program updates
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

Watertown Department of Public Health

Financial Report

End of Month Preliminary October 2026

Revenue

Acct #	Description	YTD Revenue	Budgeted Amount	Balance	%
01-427315	Health Dept Grants	$ 48,144.00	$ 67,300.00	$ 19,156.00	71.5%
443100	Health Dept Revenue Tax	910.11	1,500.00	$ 589.89	60.7%
443101	Health Rev Non-Tax	7,559.94	5,000.00	$ (2,559.94)	151.2%
443112	Health Check Revenue	6,026.38	7,000.00	$ 973.62	86.1%
Grand Total Revenue		**$ 62,640.43**	**$ 80,800.00**	**$ 18,159.57**	**77.5%**

01 - Expenses		YTD Expenses	Budgeted Amount	Balance	%
01-531210	Salaries	$ 265,548.63	$ 362,373.00	$ 96,824.37	73.3%
531214	Overtime	$ -	$ -	$ -	0.0%
531216	Part Time Salaries	$ 24,654.97	41,425.00	16,770.03	59.5%
531218	Supplies & Expenses	$ 7,220.43	12,850.00	5,629.57	56.2%
531219	Grant Expenses	$ 4,428.41	15,750.00	11,321.59	28.1%
531220	Repairs	668.09	900.00	231.91	74.2%
531222	Dues, Fees, Subs	883.73	1,500.00	616.27	58.9%
531223	Education & Seminars	2,537.32	4,000.00	1,462.68	63.4%
531226	Maintenance Supplies	5,601.65	7,000.00	1,398.35	80.0%
531228	Fuel	1,665.27	4,000.00	2,334.73	41.6%
531230	Electric	3,697.32	6,000.00	2,302.68	61.6%
531231	Water	859.16	1,100.00	240.84	78.1%
531232	Telephone	2,837.00	3,200.00	363.00	88.7%
531233	WI Retirement	19,812.67	27,070.00	7,257.33	73.2%
531234	Social Security	17,285.04	25,035.00	7,749.96	69.0%
531235	Medicare	4,042.33	5,855.00	1,812.67	69.0%
531236	Health Insurance	60,291.84	66,483.00	6,191.16	90.7%
531237	Life Insurance	832.62	1,069.00	236.38	77.9%
531238	Dental Insurance	2,789.06	4,540.00	1,750.94	61.4%
531242	Vaccinations	2,633.07	6,550.00	3,916.93	40.2%
531243	Mileage	1,221.01	1,200.00	(21.01)	101.8%
531260	Capital Outlay	0.00	0.00	0.00	0.00%
Grand Total Expenses		**$ 429,509.62**	**$ 597,900.00**	**$ 168,390.38**	**71.8%**

		YTD Actual	Budgeted	Difference	
City Tax Liability (revenue-expenses)		**$ (366,869.19)**	**$ (517,100.00)**	**$ (150,230.81)**	

Environmental Health

Financial Report

End of Month Preliminary October 2026

Revenue

Account #	Description	YTD Revenue	Budgeted Amount	Balance	%
14-429210	Jefferson Cty Consortium	29168.00	$ 35,000.00	$ 5,832.00	83.3%
429115	Cares Covid Grant	0.00	$ -	$ -	0.0%
429116	Body Art	0.00	0.00	0.00	0.0%
429120	Prevention Block Grant	4,263.00	7,967.00	3,704.00	53.5%
429140	Misc Enviro Rev	5,074.98	11,000.00	5,925.02	46.1%
429150	Transient Well Water Prog	55,624.75	48,000.00	(7,624.75)	115.9%
429152	Water Lab Rev	18,110.00	15,000.00	(3,110.00)	120.7%
429155	AG Inspections	318,179.00	290,000.00	(28,179.00)	109.7%
480510	Interest Income	7,571.98	22,320.00	14,748.02	33.9%
Grand Total Revenue		**$ 437,991.71**	**$ 429,287.00**	**$ (8,704.71)**	**102.0%**

14 - Expenses		YTD Expenses	Budgeted Amount	Balance	%
531310	Salaries	$ 246,039.32	$ 314,843.00	$ 68,803.68	78.1%
531314	Overtime	$ -	$ 2,000.00	$ 2,000.00	0.0%
531316	Part Time Administrative	$ 16,871.04	$ 26,353.00	$ 9,481.96	64.0%
531318	Supplies & Expenses	7,866.41	15,000.00	7,133.59	52.4%
531319	Agent Expenses	25,192.50	28,000.00	2,807.50	90.0%
531323	Education/Training	1,503.99	8,000.00	6,496.01	18.8%
531325	IT Share	0.00	0.00	0.00	0.0%
531326	Vehicle Maintenance	423.32	4,250.00	3,826.68	10.0%
531332	Telephone	1,709.08	4,000.00	2,290.92	42.7%
531333	WI Retirement	18,405.72	23,792.00	5,386.28	77.4%
531334	Social Security	15,419.07	22,948.00	7,528.93	67.2%
531335	Medicare	3,605.86	4,976.00	1,370.14	72.5%
531336	Health Insurance	67,441.98	81,675.00	14,233.02	82.6%
531337	Life Insurance	398.98	488.00	89.02	81.8%
531338	Dental Insurance	3,276.64	3,981.00	704.36	82.3%
531342	Gasoline/Mileage	3,234.98	4,000.00	765.02	80.9%
531344	Water Lab Supplies	11,740.54	15,000.00	3,259.46	78.3%
531350	Unemployment	0.00	0.00	0.00	0.0%
531360	Capital Outlay	59,818.48	145,000.00	85,181.52	41.3%
Grand Total Expenses		**$ 482,947.91**	**$ 704,306.00**	**$ 221,358.09**	**68.6%**
Projected Carry Over		**$ (44,956.20)**	$ (275,019.00)		

Emergency Preparedness Division

Financial Report

End of Month Preliminary October 2026

Revenue

Account #	Description	YTD Revenue	Budgeted Amount	Balance	%
15-42-92-10	Preparedness Consortium	$ 95,139.00	$ 67,262.00	$ (27,877.00)	141.4%
15-42-92-20	Building Project Revenue	$ 1,200.00	$ 90,359.00	$ 89,159.00	1.3%
Grand Total Revenue		**$ 95,139.00**	**$ 157,621.00**	**$ 62,482.00**	60.4%
Expenses 15		**YTD Expenses**	**Budgeted Amount**	**Balance**	**%**
531410	Salaries	$ 18,252.78	$ 22,246.00	$ 3,993.22	82.0%
531411	Salaries - LTE	$ -	$ -	$ -	0.0%
53-14-14	Overtime	$ -	$ 250.00	$ 250.00	0.0%
53-14-16	PT Salaries	$ 10,571.86	$ 18,364.00	$ 7,792.14	57.6%
53-14-18	Supplies & Expenses	$ -	$ 1,100.00	$ 1,100.00	0.0%
53-14-23	Education & Training	$ -	$ -	$ -	0.0%
53-14-33	Retirement	$ 1,822.23	$ 2,128.00	$ 305.77	85.6%
53-14-34	Social Security	$ 1,825.18	$ 2,549.00	$ 723.82	71.6%
53-14-35	Medicare	$ 426.99	$ 596.00	$ 169.01	71.6%
53-14-36	Health Insurance	$ 7,088.90	$ 7,506.00	$ 417.10	94.4%
53-14-37	Life Insurance	$ 19.44	$ 21.00	$ 1.56	92.6%
53-14-38	Dental Insurance	$ 510.30	$ 542.00	$ 31.70	94.2%
53-14-42	Mileage	$ -	$ -	$ -	0%
53-14-50	Unemployment	$ -	$ -	$ -	0.0%
53-14-60	Capital Outlay	$ 117,920.00	$ 120,032.00	$ 2,112.00	0.0%
Grand Total Expenses		**$ 158,437.68**	**$ 175,334.00**	**$ 16,896.32**	**90.4%**
		YTD Actual	**Budgeted**		
Emerg Prep Carry over (revenue-expenses)		**$ (63,298.68)**	**$ (17,713.00)**		

Seal A Smile

Financial Report

End of Month Preliminary October 2026

Revenue - 18

Account #	Description	YTD Revenue	Budgeted Amount	Balance	%
427815	SAS Grant	$ 4,891.65	$ 4,955.00	$ 63.35	98.7%
427816	M/A	4,954.08	12,500.00	7,545.92	39.6%
427818	Donation	0.00	0.00	0.00	0.0%
Grand Total Revenue		**$ 9,845.73**	**$ 17,455.00**	**$ 7,609.27**	**56.4%**

Expenses - 18		YTD Expenses	Budgeted Amount	Balance	%
531810	Salaries	$ 4,372.60	$ 8,120.00	$ 3,747.40	53.8%
531817	Contracted Staff	1,459.58	5,000.00	3,540.42	29.2%
531818	Supplies	3,645.35	4,500.00	854.65	81.0%
531820	Equipment	0.00	0.00	0.00	0.0%
531824	Travel	0.00	0.00	0.00	0.0%
531833	Wisconsin Retirement	314.79	585.00	270.21	53.8%
531834	FICA - Social Security	243.65	503.00	259.35	48.4%
531835	Medicare	56.97	118.00	61.03	48.3%
Grand Total Expenses		**$ 10,092.94**	**$ 18,826.00**	**$ 8,733.06**	**53.6%**

Watertown Department of Public Health		
Financial Report		
Proposed 2027 Budget		
Revenue		
Acct #	**Description**	**Budgeted Amount**
01-427315	Health Dept Grants	$ 65,204.00
443100	Health Dept Revenue Tax	1,500.00
443101	Health Rev Non-Tax	5,000.00
443112	Health Check Revenue	7,000.00
Grand Total Revenue		**$ 78,704.00**
01 - Expenses		**Budgeted Amount**
531210	Salaries	$ 394,461.00
531214	Overtime	$ -
531216	Part Time Salaries	53,095.00
531218	Supplies & Expenses	12,850.00
531219	Grant Expenses	15,750.00
531220	Repairs	1,000.00
531222	Dues, Fees, Subs	1,500.00
531223	Education & Seminars	4,000.00
531226	Maintenance Supplies	7,000.00
531228	Fuel	4,000.00
531230	Electric	6,000.00
531231	Water	1,100.00
531232	Telephone	3,500.00
531233	WI Retirement	29,862.00
531234	Social Security	27,749.00
531235	Medicare	6,490.00
531236	Health Insurance	108,081.00
531237	Life Insurance	1,063.00
531238	Dental Insurance	5,282.00
531242	Vaccinations	5,850.00
531243	Mileage	1,500.00
531260	Capital Outlay	0.00
Grand Total Expenses		**$ 690,133.00**
		Budgeted
City Tax Liability (revenue-expenses)		**$ (611,429.00)**

Environmental Health			
Financial Report			
Proposed 2027 Budget			
Revenue			
Account #	**Description**		**Budgeted Amount**
14-429210	Jefferson Cty Consortium	$	35,000.00
429115	Cares Covid Grant	$	-
429116	Body Art		0.00
429120	Prevention Block Grant		12,342.00
429140	Misc Enviro Rev		44,953.00
429150	Transient Well Water Prog		48,000.00
429152	Water Lab Rev		15,000.00
429155	AG Inspections		320,000.00
480510	Interest Income		15,000.00
Grand Total Revenue		**$**	**490,295.00**
14 - Expenses			**Budgeted Amount**
531310	Salaries	$	321,569.00
531314	Overtime	$	2,000.00
531316	Part Time Administrative	$	23,359.00
531318	Supplies & Expenses		13,000.00
531319	Agent Expenses		30,000.00
531323	Education/Training		5,500.00
531325	IT Share		0.00
531326	Vehicle Maintenance		2,500.00
531332	Telephone		3,500.00
531333	WI Retirement		24,723.00
531334	Social Security		21,509.00
531335	Medicare		5,030.00
531336	Health Insurance		85,869.00
531337	Life Insurance		287.00
531338	Dental Insurance		4,178.00
531342	Gasoline/Mileage		3,500.00
531344	Water Lab Supplies		15,000.00
531350	Unemployment		0.00
531360	Capital Outlay		20,000.00
Grand Total Expenses		**$**	**581,524.00**
Projected Carry Over		$	(91,229.00)

Emergency Preparedness Division			
Financial Report			
Proposed 2027 Budget			
Revenue			
Account #	**Description**		**Budgeted Amount**
429210	Preparedness Consortium	$	57,935.00
Grand Total Revenue		**$**	**57,935.00**
Expenses 15			**Budgeted Amount**
531410	Salaries	$	23,369.00
531411	Salaries - LTE	$	-
53-14-14	Overtime	$	-
53-14-16	PT Salaries	$	11,853.00
53-14-18	Supplies & Expenses	$	9,500.00
53-14-23	Education & Training	$	-
53-14-33	Retirement	$	2,200.00
53-14-34	Social Security	$	2,616.00
53-14-35	Medicare	$	612.00
53-14-36	Health Insurance	$	8,406.00
53-14-37	Life Insurance	$	19.00
53-14-38	Dental Insurance	$	378.00
53-14-42	Mileage	$	-
53-14-50	Unemployment	$	-
53-14-60	Capital Outlay	$	-
Grand Total Expenses		**$**	**58,953.00**
			Budgeted
Emerg Prep Carry over (revenue-expenses)		**$**	**(1,018.00)**

Seal A Smile		
Financial Report		
Proposed 2027 Budget		
Revenue - 18		
Account #	**Description**	**Budgeted Amount**
427815	SAS Grant	$ 6,350.00
427816	M/A	12,500.00
427818	Donation	0.00
Grand Total Revenue		**$ 18,850.00**
Expenses - 18		**Budgeted Amount**
531810	Salaries	$ 8,120.00
531817	Contracted Staff	5,500.00
531818	Supplies	4,500.00
531820	Equipment	0.00
531824	Travel	0.00
531833	Wisconsin Retirement	589.00
531834	FICA - Social Security	503.00
531835	Medicare	118.00
Grand Total Expenses		**$ 19,330.00**