THE CITY OF WATERTOWN

COMMON COUNCIL MEETING AGENDA

MONDAY, NOVEMBER 02, 2026 AT 7:00 PM

MUNICIPAL BUILDING - ROOM 0008 (LOWER LEVEL) – 106 JONES STREET, WATERTOWN, WI 53094

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. Meeting minutes from October 20, 2026
5. **COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

   Members of the public who wish to address the Council shall register their request in writing with the City Clerk prior to speaking. Speakers shall be permitted up to three minutes for their comments.
6. **REPORTS**
   - A. Finance Committee 2027 Budget Minutes from October 6-19, 2026
   - B. Police and Fire Commission minutes from October 12, 2026
   - C. Public Works Commission minutes from October 13, 2026
   - D. Parks, Recreation, and Forestry minutes from October 19, 2026
   - E. Senior Center Advisory Board minutes from October 20, 2026
   - F. RDA minutes from October 21, 2026
   - G. Public Works minutes from October 26, 2026
7. **COMMUNICATION & RECOMMENDATIONS**
   - A. Fire Department: September 2026 Monthly Data Report
   - B. Flock presentation (follow up) from Chief Dave Brower
8. **NEW BUSINESS**
   - A. 2027 Budget Proposal
   - 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 K. Albrecht)
   - C. Reconvene into open session
   - D. Review and take action: Claim of K. Albrecht
9. **MISCELLANEOUS BUSINESS**
   - A. Payroll Summary - September 30 through October 13, 2026
   - B. Cash and Investments - September 30, 2026
10. **ORDINANCES**

A. Ord. 26-29 - Amend Section 253-23 Fire Protection Systems of the City of Watertown General Ordinances (Sponsor: Ald. Davis From: Public Safety and Welfare Committee, Second Reading)

B. Ord. 26-30 - Amend sections 446-20(B)(3), 446-20 (C)(3), 446-20(D), 446-21(A), 446-28, and 446-29 of the City of Watertown General Ordinances (Sponsor: Ald. Arnett From: Public Works Commission, Second Reading)

C. Ord. 26-31 - Amend a portion of Section 500-5, One-way streets and alleys, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, Second Reading)

D. Ord. 26-32 - Amend a portion of Section 500-5, One-way streets and alleys, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, Second Reading)

E. Ord. 26-33 - Create a portion of Section 500-3(B), Stop Intersections, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, Second Reading)

F. Ord. 26-34 - Create a portion of Section 500-3(B), Stop Intersections, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, Second Reading)

G. Ord. 26-35 - Amend Section 500-9(A) Parking prohibited in specified places, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, Second Reading)

H. Ord. 26-36 - Create a Portion of Section 500-3(B) Stop Intersections of Chapter 500 Traffic Code (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, First Reading)

I. Ord. 26-37 - Amend Chapter 453, Article I Stormwater Management Utility of the City of Watertown General Ordinances (Sponsor: Ald. Arnett From: Public Works Commission, First Reading)

11. RESOLUTIONS

A. Exh. 9901 - Resolution to Close Fund 8 (TID #4) (Sponsor: Mayor Stocks From: Finance Committee)

B. Exh. 9902 - Resolution to Close Fund #12 (Riverfest) (Sponsor: Mayor Stocks From: Finance Committee)

C. Exh. 9903 - Resolution for EMS Billing Company Contract (Sponsor: Mayor Stocks From: Finance Committee)

D. Exh. 9904 - Resolution to approve Tax Incremental District No. 10 (Sponsor: Mayor Stocks From: Plan Commission)

12. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

Members of the public who wish to address the Council shall register their request in writing with the City Clerk prior to speaking. Speakers shall be permitted up to three minutes and shall confine their comments to agenda items only.

13. 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

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 October 20, 2026

CALL TO ORDER

Mayor Stocks called the regular meeting of the City of Watertown Common Council to order at 7:04 p.m. on Tuesday, October 20, 2026. 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, Berg, Nitecki, Blanke, Smith, Arnett (virtual), Haase, and Moldenhauer. City staff present were Fire Chief Tanya Reynen (virtual), Police Chief David Brower, City Attorney Ali Panagopoulos, Finance Director Mark Stevens, Streets Superintendent Stacy Winkelman, Public Works Director Andrew Beyer, and City Clerk Megan Dunneisen.

PLEDGE OF ALLEGIANCE

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

MINUTES OF PRECEDING MEETING

Mayor Stocks inquired if there were additions or corrections to minutes of the Common Council meeting held Tuesday, October 6, 2026. There being none, Ald. Berg moved to approve, seconded by Ald. Nitecki and carried by unanimous voice vote.

COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

Melanie Justin of 702 S. 6th Street, Rob Lund of 210 S. 8th Street, Tom Van Hecke 701 S. 8th Street, spoke opposing the change from one-way streets to two-way streets. David Helser of N250 Hwy K spoke on the ground water and gas lines on Dewey Ave. Eric Schmid of 605 Lafayette Street spoke on open records requests and opposing flock. Michelle Berry of 813 S. 10th Street spoke on the event End the Silence.

REPORTS

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

The following reports were received and filed: Licensing Board minutes from September 9, 2026 Plan Commission minutes from September 28, 2026, Public Safety & Welfare minutes from October 7, 2026, Tourism Commission minutes from October 8, 2026, Site Plan Review minutes from October 12, 2026.

COMMUNICATIONS & RECOMMENDATIONS

Mayor Stocks gave a reminder that next council meeting will be held on Monday November 2 in room 0008 (lower level) due to the Election. Mayor Stocks gave employee recognition to Donna Christian Wastewater Department for 25 Years. Baker Tilly gave an Auditor's Presentation of the 2025 Audit.

Ald. Blanke made a motion to move Ordinances to be after Communications and Recommendations, seconded by Ald. Berg and carried by unanimous voice vote.

NEW BUSINESS

Ald. Moldenhauer made a motion to convene into closed session per §19.85(1)(e) and (g): 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 closed session; Conferring 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 (Mary and Clark Development) (Oak Hill Cemetery Agreement), seconded by Ald. Nitecki and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ald. made a motion to reconvene into open session, seconded by Ald. and carried by r vote: Yes-0; No-0; Abstain-0.

MISCELLANEOUS BUSINESS

Payroll Summary - September 16, 2026 through September 29, 2026 and Paid Invoices Report - September 2026 were presented.

ORDINANCES

Ord. 26-29 - Amend Section 253-23 Fire Protection Systems of the City of Watertown General Ordinances (Sponsor: Ald. Davis From: Public Safety and Welfare Committee, First Reading). Ald. Davis moved for adoption of ordinance 26-29 on its first reading, seconded by Ald. Haase and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ord. 26-30 - Amend sections 446-20(B)(3), 446-20 (C)(3), 446-20(D), 446-21(A), 446-28, and 446-29 of the City of Watertown General Ordinances (Sponsor: Ald. Arnett From: Public Works Commission, First Reading). Ald. Blanke moved for adoption of ordinance 26-30 on its first reading, seconded by Ald. Berg and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ord. 26-31 - Amend a portion of Section 500-5, One-way streets and alleys, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, First Reading). Ald. Davis moved for adoption of ordinance 26-31 on its first reading, seconded by Ald. Lampe and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ord. 26-32 - Amend a portion of Section 500-5, One-way streets and alleys, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, First Reading). Ald. Davis moved for adoption of ordinance 26-32 on its first reading, seconded by Ald. Blanke and carried by roll call vote: Yes-6; No-3 (Berg, Nitecki, Haase); Abstain-0.

Ord. 26-33 - Create a portion of Section 500-3(B), Stop Intersections, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, First Reading). Ald. Davis moved for adoption of ordinance 26-33 on its first reading, seconded by Ald. Lampe and carried by roll call vote: Yes-9; No-0; Abstain-0.

Ord. 26-34 - Create a portion of Section 500-3(B), Stop Intersections, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, First Reading). Ald. Lampe moved for adoption of ordinance 26-34 on its first reading, seconded by Ald. Blanke and carried by roll call vote: Yes-5; No-4 (Berg, Nitecki, Smith, Haase); Abstain-0.

Ord. 26-35 - Amend Section 500-9(A) Parking prohibited in specified places, of Chapter 500 Traffic Code of the City of Watertown (Sponsor: Ald. Davis From: Public Safety & Welfare Committee, First Reading). Ald. Davis moved for adoption of ordinance 26-35 on its first reading, seconded by Ald. Berg and carried by roll call vote: Yes-9; No-0; Abstain-0.

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. 9897 - Resolution to enter into a three-year agreement with the Village of Clyman for Solid Waste and Recycling Collection (Sponsor: Ald Arnett From: Public Works Commission). Ald. Berg moved to adopt resolution 9897, seconded by Ald. Haase and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9898 - Resolution requesting exemption from Dodge County library tax (Sponsor: Mayor Stocks From: Finance Committee). Ald. Berg moved to adopt resolution 9898, seconded by Ald. Moldenhauer and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9899 - Resolution Library Tax Exemption Jefferson County (Sponsor: Mayor Stocks From: Finance Committee). Ald. Blanke moved to adopt resolution 9899, seconded by Ald. Smith and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9900 - Resolution to approve IGA with the City of Lake Mills for Watertown Media Services (Sponsor: Mayor Stocks From: Finance Committee). Ald. Blanke moved to adopt resolution 9900, seconded by Ald. Berg and carried by roll call vote: Yes-9; No-0; Abstain-0.

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. Lampe moved to adjourn, seconded by Ald. Davis, and carried by unanimous voice vote at 9:32 p.m.

Respectfully Submitted,

Megan Dunneisen, City 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

THE CITY OF WATERTOWN

FINANCE COMMITTEE MEETING MINUTES – 2027 BUDGET

TUESDAY, OCTOBER 06, 2026, THROUGH MONDAY, OCTOBER 19, 2026

MUNICIPAL BUILDING – 106 JONES STREET, WATERTOWN, WI 53094

Tuesday, October 6

Members present: Mayor Stocks, Alderpersons Arnett, Blanke, Moldenhauer, and Smith

Others present: Finance Director Stevens, Ald. Davis, Ald. Lampe, Ald. Nitecki, Ald. Haase, Ald. Berg, Fire Chief Reynen, Library Director Lopez, Attorney Panagopoulos, Park/Rec Director Schmidt, Jamie Hernandez, Public Works Director Beyer (video), Street Operations Manager Winkelman (video), Tim Hayden (video)

1. Call to order: Mayor Stock called the meeting to order at 6:22 p.m.
2. **2027 Budget Presentation**- Mayor Stocks highlighted a few items that have been incorporated into the budget proposal. All requests for new positions were included, but the only ones that the mayor is proposing be funded are one in IT and Parks. Further implementation of the McGrath pay study has been incorporated into the compensation proposal as part of this budget.
3. Mr. Stevens reviewed the budget book contents, the incorporated 2027 AMSO changes, and the General Fund compensation totals (pg 32) and impact to fund balance, Expenditure Restraint, and Contingency (pg 33).
4. **Debt [Fund 04**]: Mr. Stevens reviewed the projected payment schedule of principal and interest. The debt levy increases from $6,100,000 to $6,350,000.
5. **Capital Improvements [Fund 05**]: Mr. Stevens presented the latest iteration of the Capital Improvement Projects list with no time for meaningful discussion. The projects list proposed would require $8.1 M in General Obligation borrowing.
6. Adjournment. Ald. Blanke moved to adjourn at 7:11 pm, seconded by Ald. Arnett, and carried by unanimous voice vote.

Monday, October 12

Members present: Mayor Stocks, Alderpersons Arnett, Blanke, Moldenhauer, and Smith

Others present: Mark Stevens, Ali Panagopoulos, Mary Lopez, Lisa Schwartz, Deb Sybell, Stacy Winkelman (video), Ryan Schmidt (video), Lisa Famularo (video), Tanya Reynen (video)

1. Call to order: Mayor Stock called the meeting to order at 5:30 p.m.
2. Ald. Arnett moved, seconded by Ald. Moldenahuer, to **approve the minutes from September 28**, 2026. Unanimously approved.
3. Mr. Stevens reviewed the **General Fund income statement through September 30, 2026**.
4. Mr. Stevens provided a review of the decisions necessary to implement a **high deductible health plan (HDHP)** as an added option in the health insurance plan. Ald. Arnett, supported by Ald. Moldenhauer, moved to approve Dean plan 1-5 ($3500/$7000 embedded deductible/OOP limit)

paired with an HSA offering and city contributions of $1350 single and $2700 family (note: the contribution amount changed in the Oct 14 meeting). Unanimously approved.

Mayor Stocks relinquished the chair to Ald. Arnett for 2027 budget deliberations. Ald. Arnett began with a review of the structural deficit approach used in recent years that is not sustainable, nor able to be altered quickly.

5. **2027 budget** proposal discussion: **General Government** (Common Council, Mayor, Municipal Court, Attorney, Media Services/Communications, Information Technology, Human Resources, Employee Benefits, Finance, Elections, Assessor, Audit, Property/Liability Insurance) and **Public Service Enterprises**
   A. Consensus: revisit the Oak Hill Cemetery support. There should be a written arrangement to memorialize the relationship between the City and the cemetery organization before future support is provided through the Public Service Enterprise budget.
6. **2027 budget** proposal discussion: **Culture, Education, Recreation** (Library, Library Operations [Fund 11], Library Endowment/Trust [Funds 20 & 21])
   A. Consensus**:** revisit Contribution to Library (01-55-11-46)
7. **2027 budget** proposal discussion: **Other Funds** (Transit [Fund13], Tourism [Fund 22], Non-recurring Grants [Fund 24], Fiber Optic [Fund 25], Economic Development [Fund 60], CDB Housing [Fund 65], TIDs [Funds 08, 09, 10, 19, 23, 30, 31], Riverfest [Fund 12]
   A. Consensus: create resolutions to close TID #8 [Fund 08] and Riverfest [Fund 12]
   B. Consensus: create resolution to begin a new accounting fund for TID #10
8. **2027 budget** proposal discussion: follow-up from prior meetings
   A. Mr. Stevens presented a **hypothetical capital improvement financing model** from Baird outlining an initial borrowing of $7.5 million in 2027, followed by $7.5 million in each future year, with an increase of $2.0 million in 2028 to account for the anticipated purchase of the fire ladder truck as part of the overall financing plan.
9. Adjournment. Ald. Moldenhauer moved to adjourn at 7:08 pm, seconded by Ald. Arnett, and carried by unanimous voice vote.

Wednesday, October 14

Members present: Mayor Stocks, Alderpersons Arnett, Blanke, Moldenhauer, and Smith

Others present: Mark Stevens, David Brower, Carol Quest, Abby Kuehn, Ryan Schmidt, Tanya Reynen, Ald. Davis

1. Call to order: The meeting was called to order at 4:36 p.m. Mayor Stocks relinquished the chair to Ald. Arnett.
2. **2027 budget** proposal discussion: **Health** (Public Health, Environmental Health [Fund 14], Health Emergency Preparedness [Fund 15], Seal-a-Smile [Fund 18])
3. **2027 budget** proposal discussion: **Other Services** (Humane Society)
4. **2027 budget** proposal discussion: **Public Safety** (Police, Crossing Guards, Dispatch Center, Municipal Building, Fire, Emergency Government)

A. Consensus: revisit Police Compensation to consider the addition of an officer. Request Chief Brower provide officer-to-resident ratio statistics categorized by city population groups.

Ald Smith left the meeting to attend another municipal meeting.

5. **2027 budget** proposal discussion: **Culture, Education, Recreation** (Recreation, Pools, Senior/Community Center, Parks, Forestry, Parks Development [Fund 07], Town Square Future Fund [Fund 26]
   A. Consensus: add $30,000 to Fund 05 for Park pickup truck
   B. Consensus: add $50,000 to Fund 05 for Riverside Park electric improvements (to total $100K)
6. **2027 budget** proposal discussion: follow-up from prior meetings
   A. Further calculations have been completed to evaluate the incorporation of a HDHP and the cost savings compared to the City's current plan offerings. To maintain a consistent city contribution across all health plan options, employees who enroll in the HDHP would not be required to pay a shared premium. Our benefits broker noted that while roughly half of employers offering HDHPs contribute to an HAS, such contributions are common but not mandatory. In consideration of the upcoming benefits open enrollment period beginning next Monday, Ald. Blanke moved, seconded by Ald. Arnett, that the City **offer the HDHP to employees with a 0% shared premium and no city-funded HSA contribution**. Unanimously approved.
7. Adjournment. Ald. Moldenhauer moved to adjourn at 5:53 pm, seconded by Ald. Arnett, and carried by unanimous voice vote.

Thursday, October 15

Members present: Mayor Stocks, Alderpersons Arnett, Blanke, Moldenhauer, and Smith

Others present: Mark Stevens, Andrew Beyer, Brian Zirbes, Stacy Winkelman, Pete Hartz, Nathan Williams, Maureen McBroom, Ritchie Piltz, Jeff Baum (WI Aviation)

1. Call to order: The meeting was called to order at 4:36 p.m. Mayor Stocks relinquished the chair to Ald. Arnett.
2. **2027 budget** proposal discussion: **Public Works** (Airport, Engineering, Street Division), Wastewater [Fund 02], Water [Fund 03], Stormwater [Fund 16], Solid Waste [Fund 17], annual infrastructure [part of Fund 05]
   A. The airport manager requested a postponement of the lengthening of the taxi lane connected to runway 11/29 in exchange for funding preparations for hangar expansion area.
   B. Consensus: revisit Airport Capital Outlay (01-51-53-60) for flooring replacement
   C. The Street Division presented a modification in its Fund 05 requests, postponing the purchase of a truck and department gates to the future and requesting funding to complete a service door replacement instead.
   D. Consensus: revisit Wastewater Repair & Replacement (02-97-30-12) for dewatering equipment failure
   E. Consensus: revisit Water Supplies (03-90-30-18) for one-time billing equipment conversion costs

F. Request: update the Stormwater Capital Improvements list on the Capital Improvements 5-Yr list to synchronize with Fund 16 budget request for Capital Purchases.

3. **2027 budget** proposal discussion: follow-up from prior meetings

A. Notices were received to modify State payments for the services to state facilities. The revenue account (01-42-73-51) has been updated.

B. Mr. Stevens requested the committee act upon the requested **changes in the Street Division capital requests** in order to incorporate into an updated Capital Funds budget iteration before Monday's meeting. Ald. Blanke moved, seconded by Ald. Moldenhauer, to postpone the truck and department gates requests and add $45,000 for service door completion. Unanimously approved.

DATE	Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second	Vote
10/15/2026								
Pg 01	01-42-73-51	Services to State Facilities	(6,175)	(5,609)	(566)	State notice rec'd		
Pg 57	05-54-11-70	Street: Truck	300,000	-	-	BB	MM	4:0
Pg 57	05-54-11-70	Street: department gates	12,000	-	-			
Pg 57	05-54-11-70	Street: service doors	-	45,000	-			

4. Adjournment. Ald. Moldenhauer moved to adjourn at 5:43 pm, seconded by Ald. Blanke, and carried a vote by unanimous voice.

Monday, October 19

Members present: Mayor Stocks (video), Alderpersons Arnett, Blanke, Moldenhauer, and Smith

Others present: Mark Stevens, Pete Hartz, Ali Panagopoulos, Mary Lopez, Ryan Schmidt, Andrew Beyer, Maureen McBroom, Charity Chandler (Library Board chair), Stacy Winkelman (video), Tanya Reynen (video), Lisa Famularo (video), Carol Quest (video)

1. Call to order: The meeting was called to order at 5:34 p.m. by Ald. Arnett.
2. An **intergovernmental agreement for Media Services** provided to the City of Lake Mills was presented to document what had been provided to Lake Mills during the first quarter of 2026. Ald. Smith moved to approve, supported by Ald. Moldenhauer. Unanimously approved.
3. Resolutions were presented to request the **annual exemption from paying the library taxes** to Dodge and Jefferson Counties. The City provides more than the required minimum contribution to our own library. Ald. Smith moved, seconded by Ald. Moldenhauer, to recommend both resolutions (one for each county) for approval by the Council. Unanimously approved.
4. A draft **resolution to close Fund 08 (TID #4)** effective December 31, 2026 was presented. A motion was made by Ald. Moldenhauer, supported by Ald. Blanke, to recommend closure to the Council. Unanimously approved.
5. A draft **resolution to close Fund 12 (Riverfest Celebration)** effective December 31, 2026 was presented. A motion was made by Ald. Blanke, supported by Ald. Smith, to recommend closure to the Council. Unanimously approved.
6. **2027 budget** proposal discussion: follow-up from prior meetings

a. Accounts with requests to revisit from the prior week's budget meetings were reviewed and voted upon according to the chart below (motions, supports, votes listed).

b. One budget item prompted additional discussion: the **Library Contribution** (01-55-11-46). A motion was offered by Ald. Smith, seconded by Ald. Moldenhauer, to increase the budget amount by $25,000. An amendment was submitted by Ald. Blanke to change the $25,000 to $35,000. This motion seconded by Ald. Arnett was not passed due to a 2:2 tie vote. The original motion was passed 3:1.

DATE	Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second	Vote
10/19/2026								
Pg 38	02-97-30-12	WW: Repair or Replace	1,341,000	2,641,000		BB	FS	4:0
Pg 48	03-90-30-18	Wtr: Supplies	35,000	55,000				
Pg 57-60		Capital Improvements Projects						
Pg 58	05-54-53-70	Airport: taxi lane extension	50,000	-	-	FS	MM	4:0
Pg 58	05-54-53-70	Airport: hangar expansion prep	-	50,000	-			
Pg 58	05-55-41-70	Park: truck	-	30,000				
Pg 58	05-55-41-70	Park: Riverside Park imprvmnt	50,000	100,000				
Pg 3	01-44-21-25	EMS Charges	(1,130,000)	(1,130,000)	-	-	-	
Pg 8	01-51-41-18	Election Supplies	18,000	20,000	(2,000)	MM	BB	4:0
Pg 15	01-52-11-10	Police Salaries	3,454,026	3,567,411	(113,385)	FS	BB	4:0
Pg 15		"Police officers per 1,000" memo						
Pg 25	01-54-53-60	Airport: Capital Outlay	-	5,000	(5,000)	FS	MM	4:0
Pg 26	01-55-11-46	Library Contribution	~~750,000~~	~~785,000~~		~~BB~~	~~TA~~	~~2:2~~
			750,000	775,000	(25,000)	FS	MM	3:1
Pg 31	01-57-11-44	Oak Hill Cemetery	10,000		no change			

7. **2027 budget** proposal discussion: **Capital Purchases** [Fund 05]

a. Ald. Davis suggested that perhaps some Fund 05 funds might be available from completed projects of the past. Mr. Stevens reviewed the 2025 fund balances of all reserve and lapsing accounts. Most were either currently active accounts or funds for restricted purposes that have yet to be fulfilled (fire apparatus, airport runway, tree replacement, etc). A total of $242,500 was suggested that could reduce future borrowing for repurposing funds within the same departments for 2027 requests:

i. Concord Ave Micro Park 05-32-11-18 $6,392
ii. Recreation 05-55-20-70 $3,810
iii. Park 05-55-41-70 $20,000
- $30,000 Park pick-up truck

iv. Land Acquisition 05-32-11-48 $19,524
- $20,000 real estate acquisition

v. N Second St bridge 05-32-11-58 $51,077
- $50,000 annual streets projects

vi. Street Division 05-54-11-70 $120,000
- $75,000 patch roller
- $45,000 service doors

b. The fund balance list included the unassigned remainder of TID #4, $269,243. Ald. Smith, seconded by Ald. Moldenhauer, moved to **reallocate the available funds** to the 2027 requests

listed and **apply the TID #4 remainder** to Annual Street Projects, reducing the need to borrow for 2027 projects totaling $511,743 by using these “carryover” balances. Unanimously approved.

8. **2027 budget** proposal discussion: follow-up from prior meetings
   a. The original amount available to create a Contingency Fund and stay under the WI Expenditure Restraint Incentive Program was $239,594. After other considerations have been made, Ald. Smith moved, supported by Ald. Moldenhauer, to **assign $94,209 to the Contingency Fund** (01-51-81-56). Unanimously approved.
9. **2027 budget adoption**
   a. The **Debt levy** that has been proposed includes an **increase from $6.1 million to $6.35 million** for 2027 to adhere to the principal and interest debt management schedules of General Obligation debt.
   b. **General Fund**: The committee reviewed the General Fund tax levy. It was agreed to recommend a **3.9% increase of the General Fund levy from $10,560,000 to $10,972,000**. To maximize the Expenditure Restraint Program calculations, the contingency fund was funded to $94,209. The projected net decrease to the General Fund fund balance is <$1,251,834>, which would lower the **unassigned fund balance to 22.9%** of the annual expenditures budget, within the 20%-30% targeted range.
   c. **Capital Improvements**: The amount to be requested for the 2027 **borrowing for capital purchases will be $7,240,000**. The borrowed funds along with remaining “carryover” funds of approximately $1,002,000 will allow for **$8,435,000 of capital purchases**.
   d. A motion was made by Ald. Smith, supported by Ald. Moldenhauer, to **pass the modified budgets of all Funds** onto the Council for its approval. Approved by unanimous vote.
5. Adjournment. Mayor Stocks moved to adjourn at 7:07 pm, seconded by Ald. Blanke, and carried a vote by unanimous voice.

Attachment: document of all account changes

Respectfully submitted,

Mark Stevens, Finance Director

Note: These minutes have not yet been corrected. Any changes will be noted at the meeting where the minutes are officially approved.

2027 Budget Modifications			Attachment: Finance Com minutes of Oct 12-19, 2026					
Finance Committee								
DATE	Account	Name	Original	Modified	Impact to Fund 01 Bottom Line	First	Second	Vote
10/12/2026								
10/14/2026								
10/15/2026								
Pg 01	01-42-73-51	Services to State Facilities	(6,175)	(5,609)	(566)	State notice rec'd		
Pg 57	05-54-11-70	Street: Truck	300,000	-	-	BB	MM	4:0
Pg 57	05-54-11-70	Street: department gates	12,000	-	-			
Pg 57	05-54-11-70	Street: service doors	-	45,000	-			
10/19/2026								
Pg 38	02-97-30-12	WW: Repair or Replace	1,341,000	2,641,000		BB	FS	4:0
Pg 48	03-90-30-18	Wtr: Supplies	35,000	55,000				
Pg 57-60		Capital Improvements Projects						
Pg 58	05-54-53-70	Airport: taxi lane extension	50,000	-	-	FS	MM	4:0
Pg 58	05-54-53-70	Airport: hangar expansion prep	-	50,000	-			
Pg 58	05-55-41-70	Park: truck	-	30,000				
Pg 58	05-55-41-70	Park: Riverside Park imprvmnt	50,000	100,000				
Pg 3	01-44-21-25	EMS Charges	(1,130,000)	(1,130,000)	-	-	-	
Pg 8	01-51-41-18	Election Supplies	18,000	20,000	(2,000)	MM	BB	4:0
Pg 15	01-52-11-10	Police Salaries	3,454,026	3,567,411	(113,385)	FS	BB	4:0
Pg 15		"Police officers per 1,000" memo						
Pg 25	01-54-53-60	Airport: Capital Outlay	-	5,000	(5,000)	FS	MM	4:0
Pg 26	01-55-11-46	Library Contribution	~~750,000~~	~~785,000~~		~~BB~~	~~TA~~	~~2:2~~
			750,000	775,000	(25,000)	FS	MM	3:1
Pg 31	01-57-11-44	Oak Hill Cemetery	10,000		no change			
Pg 5	01-49-99-16	General Fund Levy	(10,971,841)		no change			
Pg 11	01-51-81-56	Contingency Fund	-		(94,209)	FS	MM	4:0
	Subtotal of Changes				(240,160)			
	Subtotal of Changes				**(240,160)**			
	Mayor's Original Budget				**(1,011,833)**			
	Finance Com Budget (Impact to Fund Balance)				**(1,251,993)**			
	Expenditure Restraint							
	2027 max Expenditures			22,524,930				
	Mayor's proposed			22,285,336				
	Original amount to meet ERP				(239,594)			
	Finance Com changes to Fund 01 Expenses				239,594			
	Revised impact in meeting ERP (must be negative number)				-			

Police and Fire Commission
Regular Meeting Minutes
October 12, 2026 4:00 PM

Present: Brad Kuenzi, Jim Schildbach, Kelly Kwapil and Bill Maron, Mark Kuehl
Also Present: Police Chief Brower, Fire Chief Reynen

Meeting was called to order at 4:00 PM

Mr. Maron moved to approve the September Minutes second by Mr. Schildbach, motion carried

Police

- Mr. Maron moved to approve two hires as recommended by Chief Brower, second by Mr. Kuehl, Pending background checks, motion carried
- Staff

- The Department is continuing to work on filling dispatch positions. There have been two resignations in the department administrative positions, they will work on filling these as soon as possible.
- The department has brought in some local chaplains and are training them in some department procedures. The chaplains will assist the Department with both citizen and officer needs.

- Training

- Multiple officers have completed training for self-defense, and arrest procedures. Two Field Training officers have gone to FTO school in preparation for taking over these positions.
- The WPD monthly activity report was passed out, the Commission had no questions at this time

Fire

- The Department is still in communications with Jefferson County regarding County EMS services, things have slowed down due to funding issues.
- The department is updating its policies and procedures as needed and to better represent the direction of WFD.
- A new union contract was approved; this includes additional health improvements for both physical and mental health.
- The Department is participating aggressively in Fire safety Month getting as many visits and safety information to the children and schools as time allows.
- Chief Reynen answered Commissioners' questions regarding Department Education and training and how MATC is being used to facilitate any of this.

Motion to adjourn was made at 4:45 by Mr. Schildbach, second by Mr. Maron, motion carried.

Next Regular meeting is scheduled for November 9, 2026.

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

Submitted by,
Kelly Kwapil, Secretary

PUBLIC WORKS COMMISSION

Tuesday, October 13, 2026
5:30 p.m.

The Public Works Commission met at the above date and time. The following members were present: Alderpersons Myron Moldenhauer, Ken Berg (arrived 5:31), Tony Arnett, Gina Nitecki, Citizen member Pete Thompson. Also present: City Staff Andrew Beyer, Maureen McBroom, Ali Panagopoulos.

1. **Call to order.** Chairperson Arnett called the meeting to order at 5:30 p.m.

2. **Comments and Suggestions from Citizens Present.** - James Kevin Jeffrey, 235 West Haven Dr., spoke concerning the West Haven subdivision pond, suggesting the City take some action.

3. **Review and take possible action. Minutes of PWC meeting of September 22nd, 2026.** Mr. Berg moved to approve the minutes, seconded by Ms. Nitecki. Motion carried by unanimous voice vote.

4. **Review and Approve Updates to Ordinance 446 –** These updates are just administrative corrections and clarifications. Mr. Moldenhauer moved to recommend to Council, seconded by Mr. Thompson. Motion carried by unanimous voice vote.

5. **Review and Approve: 3-Year Contract with Village of Clyman for Solid Waste & Recycling Collection** – This renews an existing agreement, with updated fee structure. Mr. Thompson asked if we are covering our costs. Stacy Winkelman confirmed we are. Mr. Thompson moved to recommend the agreement to Council, seconded by Ms. Nitecki. Motion carried by unanimous voice vote.

6. **Review and take possible action: West Haven Stormwater Pond Temporary Maintenance** – Director of Public Works Andrew Beyer briefly reviewed a memo ending with a recommendation to have the city remove about 6 mature trees from around pond. It will take about 1 week and cost an estimated $15,000 in equipment charges and personnel hours. Included in the recommendation was having the residents named in the stormwater association sign off on City access to the pond, as well as the tracking of hours and equipment charges. Mr. Berg asked if this was necessary, which the City Attorney confirmed as the pond is private property. Mr. Moldenhauer asked if residents signing off on access would mean they are agreeing to a Homeowner's Association. Staff stated it would not mean that. Ms. Nitecki expressed concern about setting a precedent that other owners of private flood control ponds would seek to leverage. Mr. Berg moved to approve the staff recommendation in its entirety, seconded by Ms. Nitecki. Motion carried by unanimous roll call vote.

7. **Review and take possible action: Approve scope of work for a scheduled plant power shutdown to inspect and test the high-voltage switchgear, emergency power transfer equipment, and plant transformers** – Pete Hartz presented 3 options: 2 involved renting, 1 involved purchasing. When taking into consideration this work will need to be done twice, the purchasing option was the least expensive. Mr. Berg moved to purchase the necessary equipment, seconded by Mr. Moldenhauer. Motion carried by unanimous voice vote.

8. **Review and take possible action: Presentation of near-term improvement for sludge dewatering options by Applied Technologies** – One of the two centrifuges has failed. This was slated for replacement in 2028. Three options were presented: repair it, replace it in 2027, or replace it by conversion to a screw. Mr. Thompson asked if the DNR would approve the screw conversion. Staff answered so long as the anaerobic processing was not affected, DNR would accept it. Mr. Berg moved to bring forward the replacement from 2028 to 2027, to include the screw conversion as an optional bid, and to approved $25,000 for Applied Technologies to do the plan and evaluation of the conversion option. Ms. Nitecki seconded. Motion carried by unanimous voice vote.

9. **Review and take possible action: Set date for Public Hearing regarding the Biosolids Dryer Project** – The public hearing is required by the State. Mr. Thompson asked if the proposed date of November 2nd allowed for sufficient public notice time. It was determined that November 17th would be better. Mr. Berg moved to set the public hearing date for November 17th. Mr. Thompson seconded. Motion carried by unanimous voice vote.

10. **Review and take possible action: Wastewater Department; approve biosolids land application agreement** – This would be a 4-year agreement. Because of anticipated changes in PFAS regulations, the other party in the agreement was asking for indemnification. Mr. Thompson moved to approve the agreement, contingent on approval by the City Attorney. Ms. Nitecki seconded. Motion carried by unanimous voice vote.

11. **Adjournment.** Mr. Moldenhauer moved to adjourn, seconded by Ms. Nitecki. Motion carried by unanimous voice vote at 6:29 p.m.

Respectfully submitted,

Tony Arnett, Chairperson

PARKS, RECREATION & FORESTRY COMMISSION

Monday, October 19, 2026 at 4:30 p.m.

The Parks, Recreation & Forestry Commission met on the above date and time at 514 S. First Street, Conley Hall. The following members were present: Kerry Kneser, Dana Davis, Julie Chapman, Rick Schultz, Brad Clark, Jennifer Clayton, and Kyle Krueger (online), as well as Ryan Schmidt, Hunter Karnitz, Ryan Thurow, and Andrea Draeger.

1. Call to Order

The meeting was called to order by Kerry Kneser at 4:31 p.m.

2. Review and Approval of Minutes

The Parks, Recreation & Forestry Commission minutes from September 21, 2026, were reviewed. Rick Schultz moved to approve the minutes, seconded by Julie Chapman, and carried by unanimous voice vote.

3. Review and Approval of Financial Reports

The financial reports were reviewed. Discussion included Bentzin Family Town Square (BFTS) expenses and whether a budget adjustment may have been appropriate after most programming moved to Main Street Program. Brad Clark moved to approve the financial reports as presented, seconded by Julie Chapman, and carried by unanimous voice vote.

4. Citizens to be Heard

There were no citizens to be heard.

5. Business

A. Review and Take Action: Add No Camping Ordinance Language to Department Policy Documents

The Commission reviewed the memo from Ryan Schmidt regarding incorporating the no-camping ordinance language into department policy documents following Common Council approval. The ordinance has been adopted. The policy language differs from the PRF ordinance by specifying procedures for personal effects. The recommendation is to add the approved language to the park reservation policies. Rick Schultz moved to approve the no camping ordinance language, seconded by Dana Davis, and carried by unanimous voice vote.

B. Review and Take Action: Building Supervisor Wage Increase

The Commission reviewed the memo from Ryan Schmidt regarding a wage increase for the Building Supervisor to $17.50/hr. Rates would continue to start at $15.00 for a probationary period of two months. Julie Chapman moved to approve the building super wage increase, seconded by Brad Clark and carried by unanimous voice vote.

C. Review and Discuss: Basketball Court at Deer Trail Park

The proposed basketball court location at Deer Trail Park was discussed. The item was to be brought back to the next meeting for action, with a memo and image showing the

proposed location. Potential community groups that may be willing to help support the project were also discussed by Kyle Krueger.

D. Review and Take Action: Bonfire Update to Facility Reservation Policies

The Commission discussed clarifications to the facility reservation policies following discussion of department events and bonfire components. Jennifer Clayton moved to approve the bonfire update, seconded by Julie Chapman, and carried by unanimous voice vote.

E. Review and Take Action: Park Facility Rental Classifications

Park facility rental classifications were reviewed, including options to provide higher subsidies to community organizations or provide higher cost recovery for the City. Ryan Schmidt will revise the options for the next meeting to include suggestions from the Commission to clarify partner groups and staff ability to classify and charge according to the policy. No action was taken.

6. Donations

Kwik Trip donated two roller grills and island serving table, valued at $1,000, to the Department for use at the Aquatic Center.

Bank of Lake Mills donated $1,700 for sponsorship of the Senior Center Veteran's Day event, including the meal and entertainment.

7. Director's Report and Project Updates

A. Parks Updates

Most park bathrooms are now closed for the season, with Riverside, Brandt-Quirk, and Washington remaining open to accommodate scheduled programming. Staff will begin winterizing parks and transition to fall cleanup and winter preparation. Baseball material was installed at Brandt-Quirk Park Diamond 1. Fifteen evergreens were planted at the fire station, completing that project. Pruning will continue, and approximately 50 tree removals remain at Oak Hill Cemetery for completion over the winter.

B. Recreation Programming Updates

Kris is coordinating Boo Bash, with 27 booths anticipated. Ten businesses have signed up for Make Your Business Sparkle, with a goal of 12. A Rock River Ridge Park development open house is scheduled for October 28, supported by a donation from the Greater Watertown Community Health Foundation related to the master plan. Hunter and Maura arranged a third fall swim lesson session, and Maura also added morning lap swim to the schedule. The department plans to transition to a City-domain email address in 2027. The office will be closed for Veterans Day.

Youth soccer and men's softball are wrapping up, and adult volleyball has started. The first dance and ballet session is ending, with additional sessions planned throughout the school year. Fitness classes will continue throughout the year. Gold Star Self Defense is scheduled for October 28

C. Senior & Community Center Updates

Updates included the elevator and front door projects and an ongoing art project from a Green Bay Packers Foundation grant in 2024. Upcoming events and fundraisers include the election, Veteran's Day event on November 10, Holiday Party on December 16, Holiday Train on December 9, Craft & Wrap on December 11, Badger Talk on November 13, and the Wine, Women & Dementia documentary screening on December 5. A new brain health

presentation series and webinar series are being planned for 2027. Staff are also preparing 2027 sponsorship opportunities.

8. Adjournment

Julie Chapman moved to adjourn, seconded by Brad Clark, and carried by unanimous voice vote at 5:18pm.

The next meeting is scheduled for November 16, 2026.

Respectfully submitted,

Andrea Draeger

Senior Center, Enrichment, and Office Manager

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

SENIOR CENTER ADVISORY BOARD

Tuesday, October 20, 2026
9:00 a.m.

The Senior Center Advisory Board met on the above date and time. The following members were present: Peggy Brown, John Wanke, Betty Jimenez, Dawn Justman, Tracy Rusch, Denis Greatens, as well as Andrea Draeger. Not present was Lynn Fredrick. No members of the public were present.

1. Call to Order

The meeting was called to order at 9:08 a.m.

2. Review and Approve Minutes

Betty Jimenez moved to approve the Senior Center Advisory Board minutes from August 18, 2026, seconded by Tracy Rusch, and carried by unanimous voice vote.

3. Review and Approval of Monthly Financial Report

Dawn Justman moved to approve the monthly financial report as presented, seconded by John Wanke, and carried by unanimous voice vote.

4. Citizens to be Heard

There were none.

5. Chairperson's Committee Reports

A. Fundraising Committee Report

The Board discussed recent and upcoming fundraising efforts, including cookouts, 50/50 raffles, the soup sale, cookie boxes, and the possibility of a live auction in conjunction with another event.

Discussion regarding future cookouts included menu options and the possibility of holding two cookouts next year.

Members discussed potential uses for future 50/50 raffle proceeds from October, November, and December. Potential building and equipment improvements included televisions for program rooms, a projector screen for the east wall of Conley Hall, a kitchen counter, and painting. The possibility of allowing bingo participants to suggest or vote on future uses of raffle proceeds was also discussed.

Planning for the upcoming soup sale included promoting the event as a social gathering, requesting that donated soups arrive hot and ready to serve, and increasing outreach to solicit donations. The possibility of organizing the event as a “Souper Bowl” party with participants voting for their favorite soup was also discussed.

The Board reviewed plans for the annual Cookie Box fundraiser, including the December 16–17 timeframe for selling cookie boxes, promoting the December 12 frosting and decorating day with a potluck, and encouraging participants to sign up at the front desk.

Cookie donations will be accepted through December 14 at noon with boxing in the afternoon. Additional discussion included advertising through social media and the newsletter and determining whether additional supplies need to be purchased.

The possibility of organizing a live auction in conjunction with another event was also discussed.

B. Membership Committee Report

The Board discussed current membership and the upcoming renewal process, including plans for membership renewals and the new membership rollover policy allowing memberships purchased beginning October 1 to carry over through the following calendar year.

C. Community Services Committee Report

The Board discussed future community service projects and donation drives, including the possibility of organizing another drive following the holidays and participating in the Joy Tree program.

Upcoming community events and programs were reviewed, including Boo Bash, the annual tree lighting, the Holiday Train, Family Craft & Wrap, and Family Bingo events. Dawn Justman volunteered to assist with the upcoming event on Friday, October 30.

The Board also discussed the December 5 screening of *Wine, Women & Dementia*, including opportunities to assist with event preparation, attend the screening, and distribute promotional flyers.

D. Program Committee Report

The Board reviewed upcoming programs and events, including the Gold Star self-defense program on October 28, the Badger Talk presentation on November 13, an upcoming travel show, and the cribbage tournament on November 22.

Planning for the Veterans Day celebration and Holiday Party included identifying volunteer needs for serving, ticket taking, and other event assistance. Dawn Justman volunteered to assist with both events.

Members also discussed upcoming program series and educational opportunities, including brain health programming, Wisconsin Institute for Healthy Aging (WIHA) webinars, additional programming through the ADRC including Stepping On, Healthy Living with Diabetes, and the Mind Over Matter program planned for May through September of 2027.

The Board revisited the 2027 movie license renewal. The anticipated cost for the movie license is $535.58, with Netflix costing an additional $240. The Board discussed the renewal and will continue to monitor cost.

6. Director's Report

A. Volunteer Policy, Volunteer Needs, and Art Project

Andrea Draeger provided updates regarding the City's revised volunteer policy and upcoming volunteer needs for Senior Center events and programs. Updates were also provided regarding the artist contract and plans for the building art and beautification project.

B. Building Updates

Updates were provided regarding the elevator modernization, which is still awaiting a construction timeline, and front door replacement, which is completed. Discussion also included whether program leader building keys should be returned and reviewed to ensure appropriate key access.

7. Adjournment

Betty Jimenez moved to adjourn the meeting, seconded by John Wanke, and carried by unanimous voice vote. The meeting adjourned at 10:31 a.m.

Next meeting date: Tuesday, December 15, 2026.

Respectfully submitted,
Andrea Draeger
Senior Center, Enrichment & Office Manager

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

THE CITY OF WATERTOWN

Redevelopment Authority for the City of Watertown

Turning Opportunity into Results

Wednesday, October 21, 2026, 6:00 pm
In-PERSON/VIRTUAL MEETING
Room 2044, City Hall

RDA STRATEGIC PRIORITIES

1) Strengthen and diversify RDA Revolving Loan Fund, both in size and scope

2) Exploring options for Business Continuity Funding for downtown businesses in preparation for 2028 Main Street Reconstruction project

3) Simplifying the process of starting or expanding a business in Watertown

1. Pledge of Allegiance
2. Roll Call
   A. Present: Ryan Wagner, Steve Board, Ald. Tony Arnett, Ald. Rita Haase, Jacob Maas, and Deb Sybell
   B. Absent: Todd Huhn

   Other attendees: John Kadish, Stef Broere
3. Determination of Quorum and Call to Order at 6:00 pm.
4. Approval of meeting minutes
   A. Regular board minutes 9.16.26.
      Board motioned to approve
      Maas seconded. Motion carried unanimously.
5. Public Comment
   A. None
6. Business
   A. Review and discuss: Creation of Community Development Authority
      Mayor Stocks presented, sharing the benefits of creating a Community Development Authority, timeline and process, including engagement of the Watertown Housing Authority Board in November.
7. Updates
   A. Priority work teams progress
      I. Business continuity
         The proposed plan for a city-guaranteed loan offered through partner banks will be reviewed by the Finance Committee.
      II. Ease of starting a business
         Alder Haase shared proposed website additions and reorganization linking to forms to assist entrepreneurs and business owners navigate the approval process.
      III. RDA Revolving Loan Fund diversity of funding sources and uses
         Wagner reported that work on this priority is on hold.
8. Reports
   A. Social media report

9. Adjournment at 6:40 pm

Ald. Arnett motioned to adjourn

Ald. Haase seconded. Motion carried unanimously. Meeting adjourned.

PUBLIC WORKS COMMISSION

Tuesday, October 27, 2026
5:30 p.m.

The Public Works Commission met at the above date and time. The following members were present: Alderpersons Myron Moldenhauer, Ken Berg, Tony Arnett, Gina Nitecki (remote). Members abset: Citizen member Pete Thompson. Also present: City Staff Andrew Beyer, Maureen McBroom, Stacy Winkelman, Ali Panagopoulos.

1. **Call to order.** Chairperson Arnett called the meeting to order at 5:30 p.m.

2. **Comments and Suggestions from Citizens Present.** - Barb Winkelman, 1608 Lakeside Terrace, asked the Commission to consider partnering with the residents around Lake Victoria on weed control. Courtney Krause, 1600 Lakeside Terrace, spoke about a damaged culvert near her property. Susan Hutson, 301 Franklin St., spoke about water flowing from Heiden Pond to Lake Victoria. Ellen Wollin, 1617 Neenah St, spoke about the weed control treatment costs the neighbors of Lake Victoria have been paying for many years.

3. **Review and take possible action. Minutes of PWC meeting of October 13th, 2026.** Mr. Berg moved to approve the minutes, seconded by Mr. Moldenhauer. Motion carried by unanimous voice vote.

4. **Review and discuss: Lake Victoria and Heiden Pond –** Public Works Director Andrew Beyer reviewed a memo covering the research staff had done at the direction of the Commission. This included recapping the legal status (both are owned by the State), permitting requirements, a vegetation study done by Jefferson County, and possible grant sources. Mr. Arnett highlighted the potential to use a Lake Association or Lake District to partner with the Lake Victoria neighbors on weed control. Ms. Nitecki asked if other cities are getting involved in similar ways in similar circumstances. Mr. Beyer replied that Wisconsin DNR staff were not aware of any other municipality getting directly involved in this type of issue. Mr. Berg urged the Commission to take some action, highlighting the inflow of water from the City's stormwater system into Heiden Pond. Mr. Moldenhauer questioned why the State is not taking an active role in this since both bodies of water are owned by the State. The Commission agreed by consensus to consider at a future meeting a proposal to work with a proposed Lake Association or Lake District and make a City contribution toward weed control (managed by the Lake Association or Lake District.)

5. **Review and take possible action: Revisions to Chapter 453, Article I Stormwater Management Utility and Review and take possible action: Stormwater Utility Rate Update** – This is a proposal to alter the administrative process for Stormwater Utility Rate Updates. Stormwater Utility Rates are the only utility rates that are reviewed by both the Public Works Commission and the Finance Committees (others are only reviewed by Public Works Commissions) and are executed by ordinance (others are done by Council resolution.) This proposal would align Stormwater Utility Rate process with the others. The rates included in the legislation are the rates previously approved by the Commission, with the addition of an Open Space/Parks rate category. Mr. Moldenhauer moved to recommend the legislation to Council, second by Ms. Nitecki. Motion carried by unanimous roll call vote.

6. **Review and approve Loader purchase for DPW - Street/Solid Waste Division** – This is a 2026 budgeted item and the low and best bid came in below budget. Mr. Berg moved to approve the purchase, seconded by Mr. Moldenhauer. Motion carried by unanimous voice vote.

7. **Review and Approve purchase of Tandem Axle Dump Truck for the DPW - Street/Solid Waste Division** – This is a 2026 budgeted item. It is a two-part purchase, with one bid for the chassis and the

second bid for the body. The combined lowest and best bids exceed the budgeted amount by $19,000. However, this is offset by the savings in the Loader purchase above. Mr. Moldenhauer moved to approve the two bids, seconded by Ms. Nitecki. Motion carried by unanimous voice vote.

8. **Adjournment.** Mr. Moldenhauer moved to adjourn, seconded by Ms. Nitecki. Motion carried by unanimous voice vote at 6:26 p.m.

Respectfully submitted,

Tony Arnett, Chairperson

WATERTOWN FIRE DEPARTMENT

Monthly Report / **September 2026**

Compassion, Dedication, Integrity, Accountability, Trust



Greetings!

This month, I am so pleased to share that the City of Watertown and IAFF Local 877 have approved a new two-year labor agreement that includes significant investments in firefighter health and wellness. Beginning in 2027, firefighters will receive bi-annual medical physicals through an NFPA 1582-trained provider, with testing focused on occupational risks such as cardiovascular disease, cancer, and respiratory conditions. Annual mental health check ins with a first responder-trained provider will also be included.

These are significant steps toward early detection, prevention, and supporting our firefighters throughout their careers and into retirement. Special thanks to the Fire Department's Health and Safety Committee for its work over the past year, and to the Union and City leadership for recognizing the importance of these investments!

Through September, the Watertown Fire Department requested mutual aid 37 times, with 22 requests (59%) involving medical emergencies. In some cases, a reserve ambulance was available, but personnel were already committed to other incidents, leaving no crew available to respond.

We appreciate our neighboring agencies' support, but these situations can mean longer waits for patients and reduced emergency coverage in surrounding communities. This reinforces the importance of adequate staffing to meet our community's growing emergency service needs.

The Fire Department continues advancing ordinance updates to support local fire protection plan reviews. These updates are progressing through City committees in October ultimately for Common Council consideration.

Bringing this service to Watertown will help streamline reviews, improve communication, and reduce delays for contractors, builders, and businesses while maintaining important fire safety standards.

Chief Tanya Reynen



Operational Statistics

Incident Count Statistics

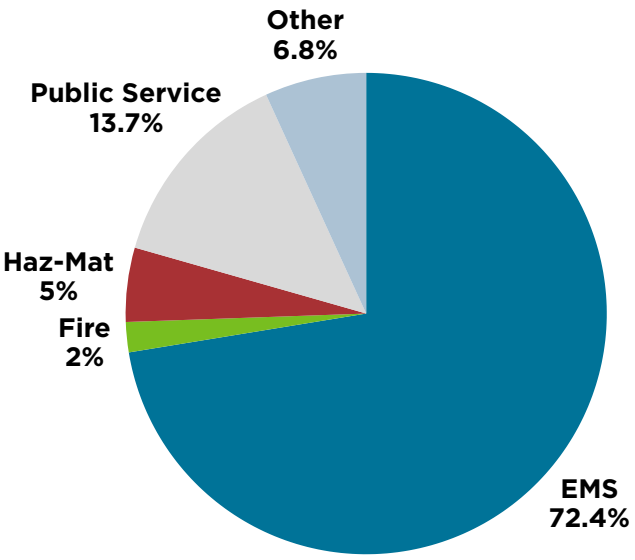
September 2026 Calls: 281

EMS	Fire	Haz-Mat	Public Service	Other
218	1	18	30	14

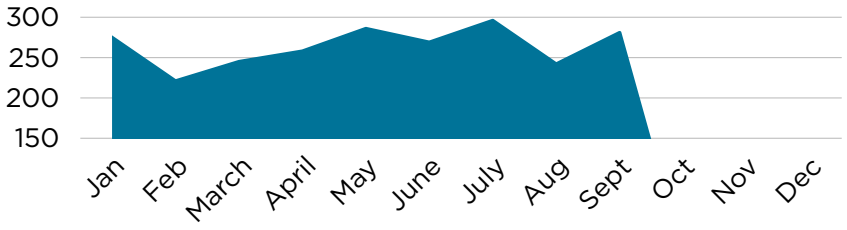
September Incidents by Year

2023	2024	2025	2026
244	266	272	281

Incident Percentages Year to Date



Incident count by Month

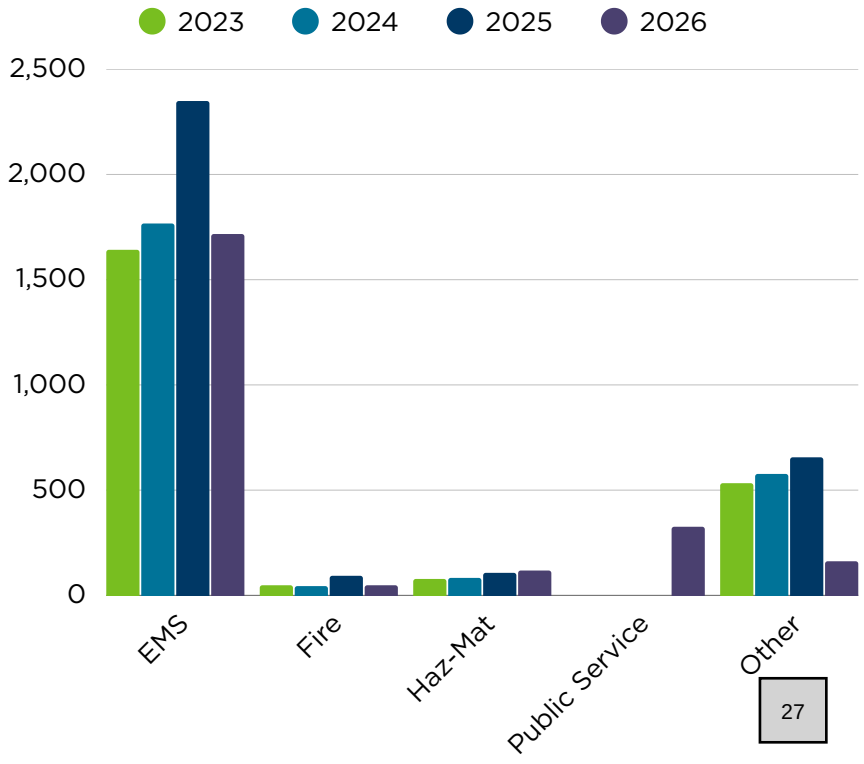


2026 Year-to-Date Incident Count: 2371

Public Service
The category Public service calls include lift assists, carbon monoxide alarms, and smoke alarm malfunctions

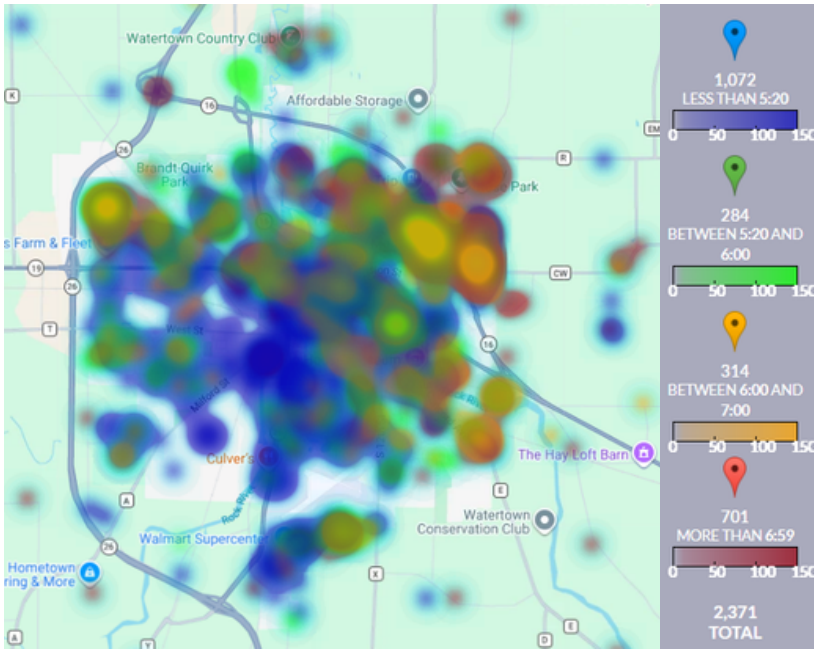
Other
Includes standby responses, canceled calls, reports of smoke in the area, incidents where no patient is found, and controlled burns

Year-to-Date Incidents by year and type

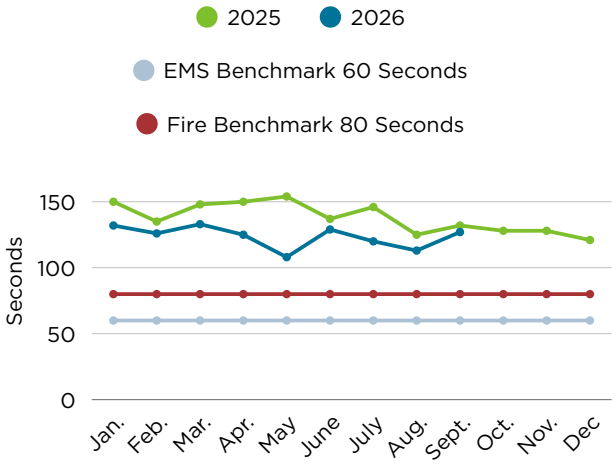


THE CITY OF WATERTOWN
Opportunity runs through it.

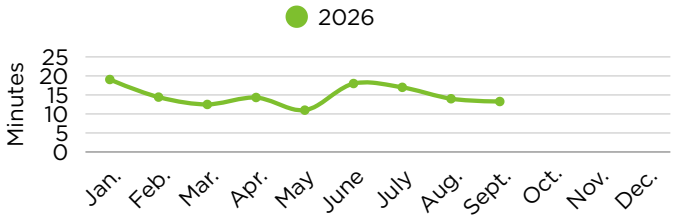
Year-to-Date Response Time Heat Map



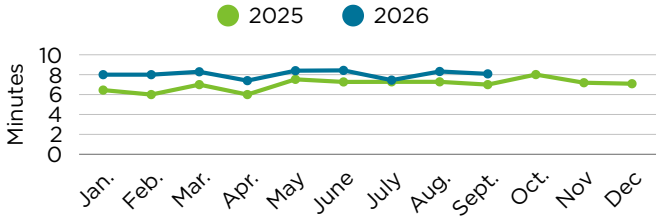
90th Percentile ALL ZONE TURNOUT TIME (Alarm>EnRoute)



90th Percentile TOWNSHIPS RESPONSE TIME (Alarm>First Unit Arrival)



90th Percentile CITY ZONE RESPONSE TIME (Alarm>First Unit Arrival)



Simultaneous Calls by Month- Year to Year

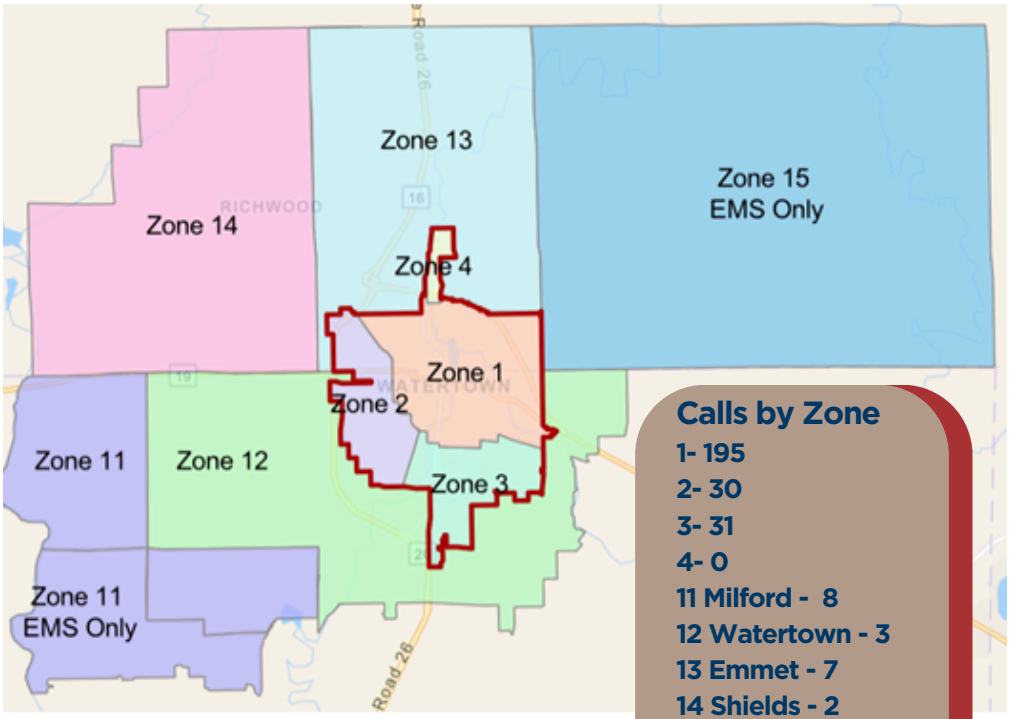
Simultaneous calls occur when the department receives another emergency call while personnel are already responding to or managing an incident.

	2024		2025		2026	
January	52	**19%**	79	**28%**	51	**25%**
February	39	**18%**	63	**28%**	26	**16%**
March	52	**22%**	93	**32%**	44	**23%**
April	31	**14%**	74	**28%**	49	**19%**
May	47	**20%**	103	**34%**	65	**23%**
June	68	**27%**	78	**27%**	68	**25%**

	2024		2025		2026	
July	57	**24%**	87	**30%**	69	**23%**
August	50	**22%**	60	**24%**	47	**20%**
September	66	**25%**	89	**33%**	96	**34%**
October	57	**22%**	70	**25%**		
November	64	**28%**	57	**24%**		
December	58	**28%**	80	**29%**		

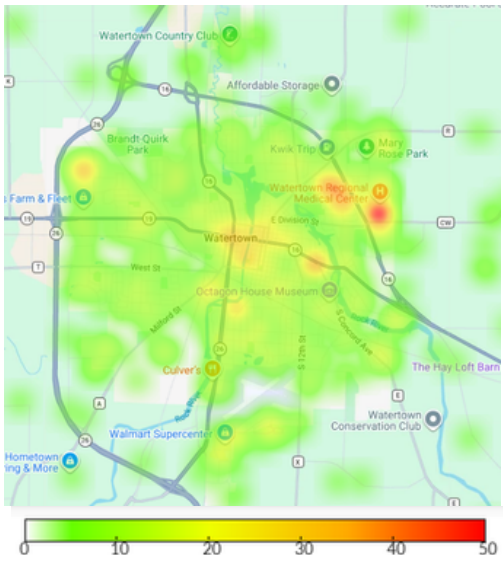
Simultaneous Call Average
2023 - 21.9%
2024 - 22.4%
2025 - 28.5%

Calls per Zone This Month



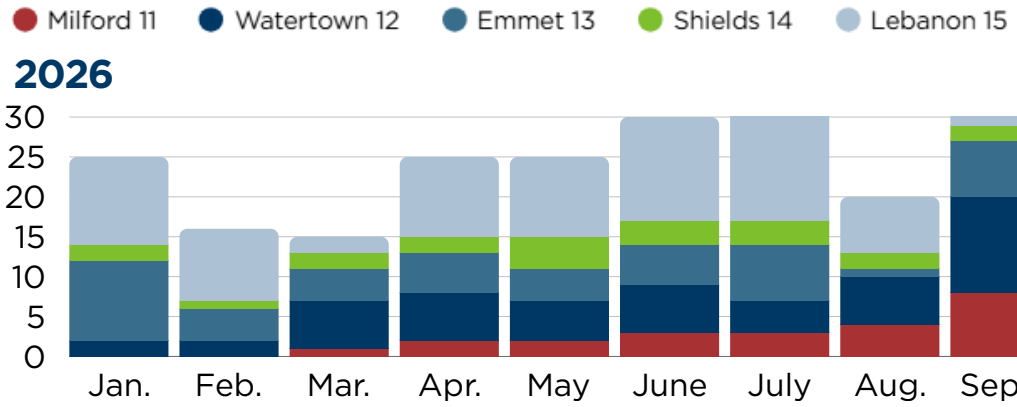
Calls by Zone
1- 195
2- 30
3- 31
4- 0
11 Milford - 8
12 Watertown - 3
13 Emmet - 7
14 Shields - 2
15 Lebanon- 4
Mutual Aid- 1

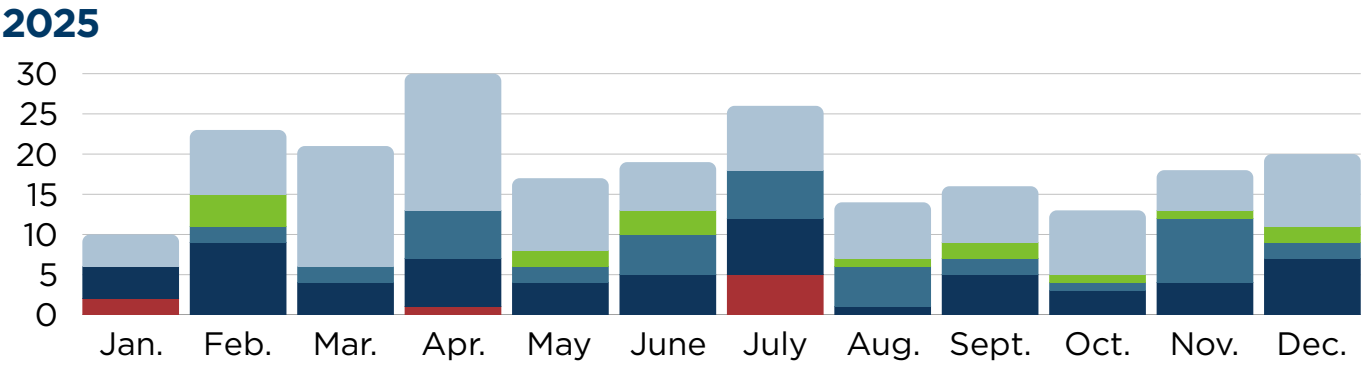
Year-to-Date Call Volume Heat Map





Calls by Township

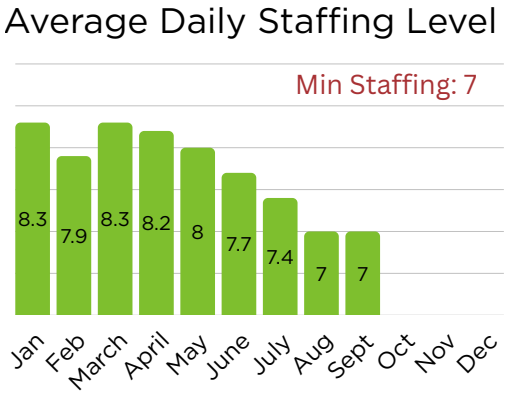




Department Staffing Overview

The department's minimum staffing level is seven personnel per shift, allowing us to staff one engine, one ambulance, and a command vehicle. At this level, all available personnel are assigned, leaving no additional staff to respond to overlapping incidents without reallocating resources or requesting assistance

Each shift has nine funded positions to help maintain minimum staffing during vacations, sick leave, and other absences. When all nine personnel are on duty, the department has greater flexibility to staff additional apparatus and respond to simultaneous emergencies.



Engine Crew
4
Firefighters required to safely staff and operate the engine on a response



Ambulance Crew
2
Paramedics required to staff and provide care



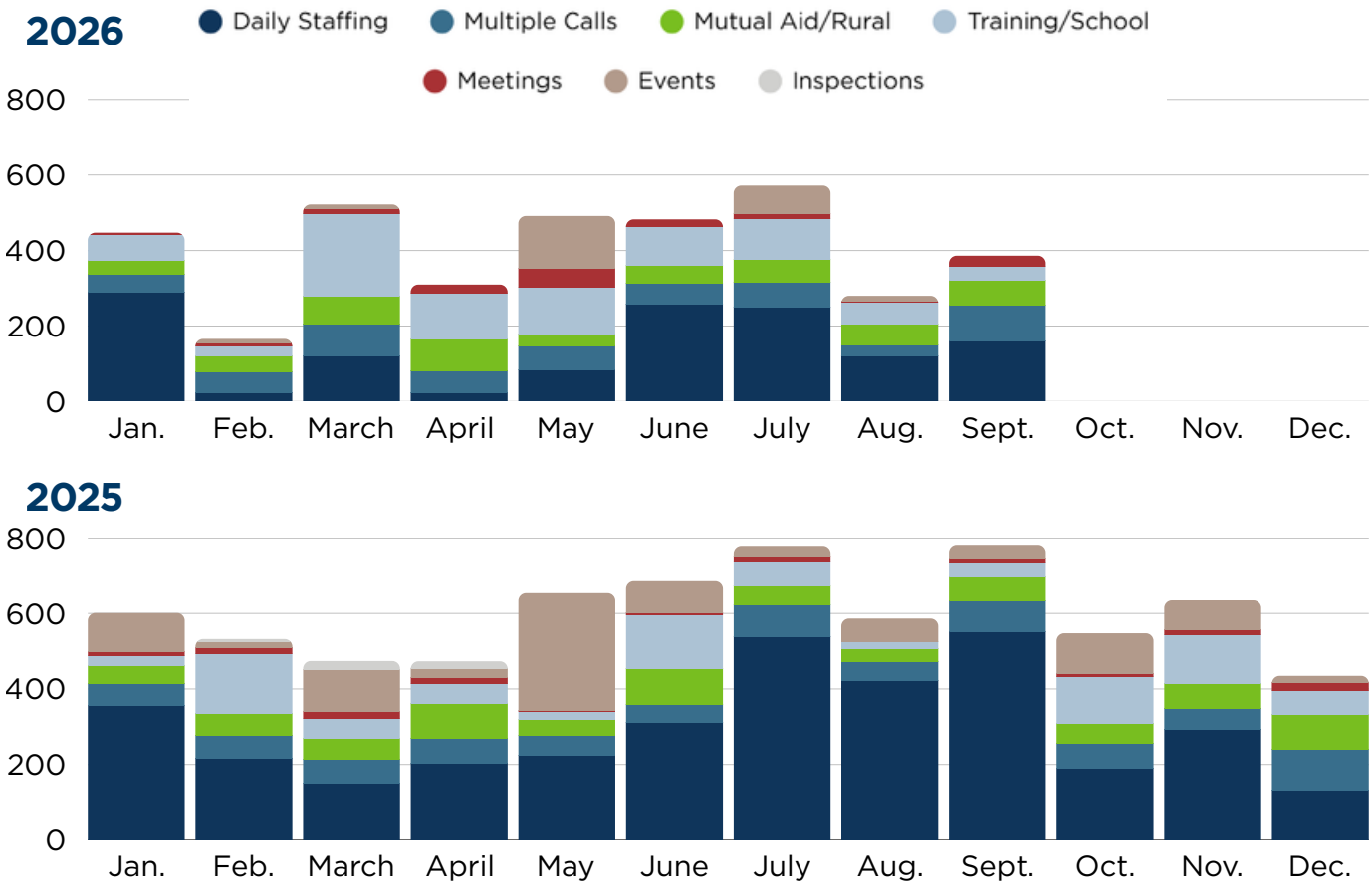
Shift Commander
1
Battalion Chief responsible for incident command and shift oversight



"Swing"
2
Provide staffing coverage for absences and support additional apparatus when available.



Total Monthly Overtime Hours



Fire Prevention Updates

Improving Emergency Building Access

The Fire Prevention Bureau is implementing a new identification and tracking system for business keys stored in Knox Boxes. These secure boxes allow firefighters to quickly access buildings during emergencies without causing unnecessary property damage. The updated process will improve key accountability for firefighters while maintaining secure and reliable emergency access to local businesses.

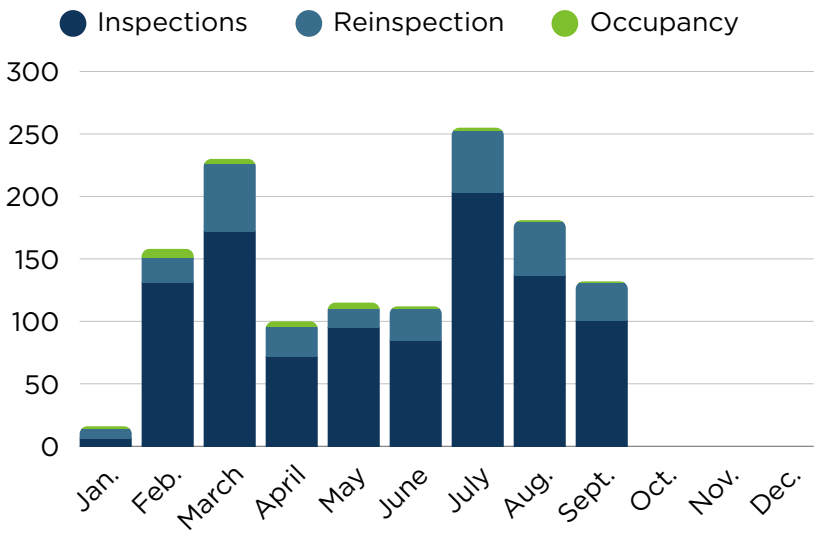
Bringing Fire Protection Plan Reviews Local

The Fire Department is preparing an ordinance update that would allow fire protection system plans, including fire alarms and sprinklers, to be reviewed locally by our Fire Marshal rather than through the State.

With the Fire Marshal now certified to conduct these reviews the department anticipates significantly reducing review times, with a goal of completing routine reviews within 24–48 hours while keeping associated review fees local. TThe goal is to improve communication and strengthen partnerships with local contractors

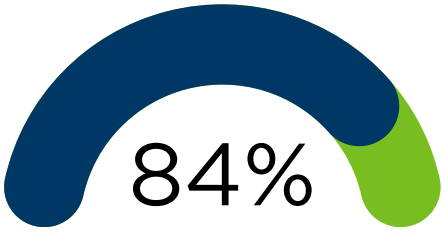
The proposed ordinance is being prepared for committee and Common Council consideration in October.

Inspections Completed



Inspection Progress

Total Known Inspectable Properties: 1,198



Fire Marshal Calls for Service

5 Incident Response

Plans Reviewed Year to Date

23

Fire & Safety Tip

As students settle into the new school year, September is a great time to review fire safety at home. Make sure everyone knows two ways out of each room, practice your family's fire escape plan, and check that smoke alarms are working properly. A few minutes of preparation can make all the difference when an emergency occurs.

Incidents, Training & Public Relations

Training Highlights

EMS-Operations
Live Fire Burn
Hose Deployment- Stairwell
Rescue & Extrication
Forcible Entry
Driver/Operator - Pump Operations
Ladder Truck Operations

Public Relations Highlights

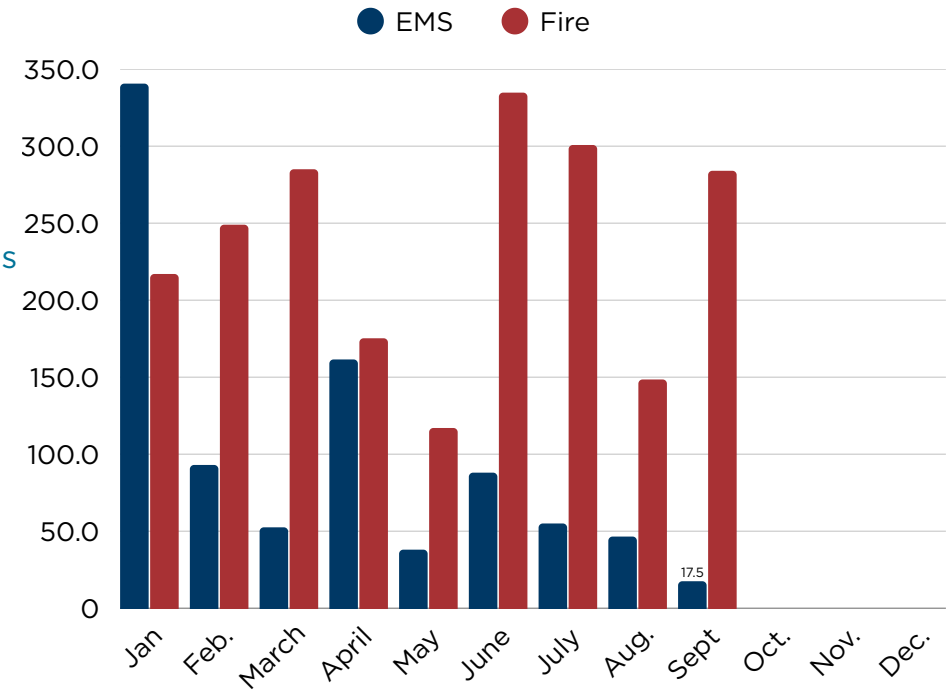
Annual Battle of Badges Softball Game

Hosted Jefferson County EMS Public Information Meeting

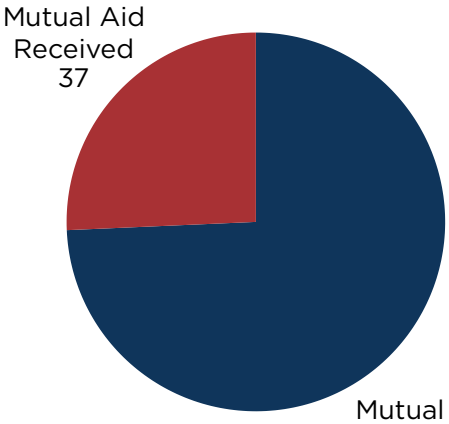
Fire Prevention Station Tours

9/11 Memorial Ceremony

Training Hours



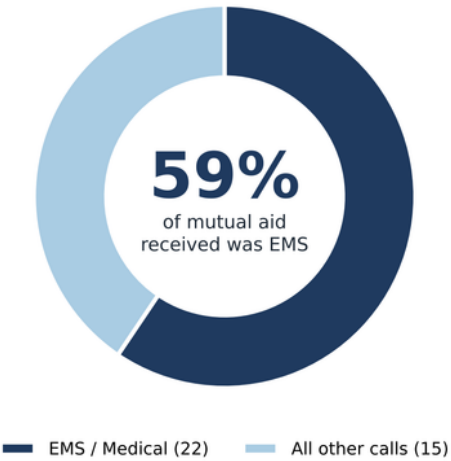
Mutual Aid Given/Received Year to Date







Mutual Aid Given 107



WATERTOWN PAYROLL SUMMARY

For the Period of: 9/30/2026 10/13/2026

Department	Employees FT	Employees PT	Regular Hours	Regular this Pay Period	Y-T-D Regular Actual	Annual Regular Budget	Overtime Hours	Overtime this Pay Period	Y-T-D Overtime Actual	Annual Overtime Budget
Administration	3	2	334	11,669	190,604	281,917	-	-	-	-
Alderpersons (2nd PR)		9	9	4,942	44,103	59,303	-	-	-	-
Attorney	3	-	240	9,059	157,234	222,321	-	-	-	-
Bldg. Inspection	3	3	295	10,642	198,924	286,891	-	-	-	-
Crossing Guards	-	9	131	1,474	14,306	28,000	-	-	-	-
Engineering	5	-	400	12,896	10,486	27,102	-	-	-	-
Finance	6	2	467	16,959	310,274	469,248	-	-	2,837	3,000
Fire	31	1	3,384	102,641	1,922,788	2,564,329	202	8,780	181,690	247,000
Forestry	2	-	160	4,504	49,635	134,680	1	-	-	-
Health	8	2	713	26,035	537,449	809,474	-	-	-	2,250
Library	8	15	1,068	29,672	484,175	500,677	-	-	-	-
Mayor	1	-	80	3,634	69,632	94,488	-	-	-	-
Media	2	3	188	5,503	101,200	263,120	-	-	-	-
Municipal Building	1	-	80	2,176	28,012	51,917	-	-	150	1,500
Municipal Court	1	1	100	3,418	63,311	89,258	-	-	-	-
Park	8	-	640	17,780	361,576	458,087	7	261	6,920	11,960
Park/Rec Admin	5	2	446	14,086	246,088	422,408	-	-	535	540
Police	54	1	4,203	165,594	3,027,133	4,213,498	299	17,287	162,585	236,600
Police Reserve	-	4	27	366	5,328	15,000	-	-	-	-
Recreation and Pools		31	277	4,673	160,159	187,341	-	-	1,539	4,500
Solid Waste	9	-	720	20,551	374,231	526,359	-	-	1,992	3,000
Street / Storm Water	24	1	1,951	59,905	1,143,357	1,604,333	3	174	14,125	35,500
Wastewater	10	-	800	26,861	517,998	779,039	17	968	25,728	18,000
Water Dept.	11	-	880	32,218	605,843	839,515	34	1,576	13,540	23,500
TOTALS	**195 FT**	**86 PT**	**17592**	**$587,257**	**$10,623,845**	**$14,928,305**	**561**	**$29,045**	**$411,641**	**$587,350**

CITY OF WATERTOWN

Cash & Investment Summary
9/30/2026

Available Cash on Hand		
9/1/2026	$ 1,014,409.25	
September Receipts	2,376,246.24	
Total Cash		$ 3,390,655.49
Disbursements		
Total Disbursements		(2,132,114.41)
TOTAL AVAILABLE CASH		**$ 1,258,541.08**
Cash on Hand (in bank) 09/30/26	$ 1,559,152.47	
Less Outstanding Checks	(300,611.39)	
TOTAL AVAILABLE CASH		**$ 1,258,541.08**

Total Invested Funds:

Local Government Investment Pool	$ 34,399,068.27
Ehlers Investment Partners	11,306,502.51
TOTAL INVESTED FUNDS	**$ 45,705,570.78**

Breakdown:

General	$ 12,764,339.89
Capital Projects	7,100,830.37
Library	184,933.86
TID #4	2,084.30
TID #5	889,545.83
ARPA	839,531.69
Developer Park Fees	372,308.10
Fire Station	225,245.96
Envrionmental Health	494,347.10
Wastewater Utility	12,505,582.72
Water Utility	7,168,280.04
Storm Water Utility	2,763,402.62
Solid Waste	395,138.30
TOTAL INVESTED FUNDS	**$ 45,705,570.78**

Interest YTD (net of fees)

Local Government Investment Pool	$ 1,113,338.38
Ehler's (does not include market depreciation/appreciation)	276,225.34
TOTAL INTEREST YTD (all funds)	**$ 1,389,563.72**

ORDINANCE TO AMEND SECTION 253-23(A), FIRE PROTECTION SYSTEMS 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 253-23(A) Fire protection systems is hereby amended as follows:

§ 253.23(A) Fire protection systems.

The following requirements are in addition to the requirement in IBC Section 901.

A. Application for permit; plans and specifications.

(1) General. No person may install, erect or construct any fire alarm system or fire suppression system or add to, enlarge, move, improve, alter, convert, extend or demolish any fire alarm system or fire suppression system, or cause the same to be done, or commence any work covered by this chapter on any fire alarm system or fire suppression system without first obtaining a fire alarm/fire suppression system permit therefor from the Fire Department. Such permit shall be issued in the name of the owner/contractor.

(2) Applications for fire alarm/fire suppression system permits shall be filed with the Fire Inspector in writing on a form to be furnished for that purpose. Such application shall describe the land and/or structure upon which the proposed installation or work is to be done by a general description which will readily identify and definitely locate the proposed installation or work and shall show the use or occupancy of all parts of the building and such other pertinent information as may be required by the Fire Inspector. The Fire Inspector or any inspector of the Fire Department shall, as a condition of granting a fire alarm/fire suppression system permit, have the right to enter the premises for which said permit was issued at any reasonable time during and throughout the course of such work and until final approval thereof has been granted, for the purpose of inspecting said premises and its compliance as to construction or use with all statutory and ordinance regulations in reference to the installation, modification, construction, repair, use and location of fire alarm/fire suppression systems.

(3) Working plans and specifications showing the location of each component element of the proposed fire alarm system and/or fire suppression system, all drawings, manufacturer's cut sheet for devices, calculations, material approvals, manufacturer's listed installations and design manuals, pre-engineered design specifications, design specifications, and the manufacturer model and type of each component element of such systems shall accompany every application for a permit and shall be filed in duplicate with the Fire Inspector. If the installation involves a building meeting the criteria in § **SPS 361.30(3)**, Wis. Adm. Code, the submittal will require approved plans by the ~~Department of Safety and Professional~~

~~Services~~ City of Watertown Fire Department. However, the Fire Inspector may authorize the issuance of a permit without plans or specifications for minor or inconsequential work.

(a) Plans submitted shall be drawn to scale ~~on substantial paper~~ and be submitted electronically via approved means. The submitted plans shall be working plans of sufficient clarity to indicate the nature and character of the work proposed and to show that the regulations which apply will be complied with. They shall be prepared in accordance with the provisions of this chapter and shall bear the name of the designer, professional engineer, contractor or other person who prepared them.

(b) Specifications shall be in detail. Any specifications in which general expressions are used to the effect that "work shall be done in accordance with the IBC and SPS 316" or "to the satisfaction of the Fire Inspector" shall be deemed imperfect and incomplete, and every reference to the IBC and Ch. **SPS 316**, Wis. Adm. Code, shall be to the section or subsection applicable to the material to be used or to the method of construction proposed.

(c) Automatic fire sprinkler system projects involving the alteration, addition or removal of fewer than 21 sprinklers in an already existing automatic fire sprinkler system must comply with the requirements of NFPA 1.

(d) Alterations to and/or modifications of an existing fire alarm system and/or fire suppression system may not, at the discretion of the Fire Inspector, require a complete set of plans as set forth above; however, each such application for a permit shall include appropriate supporting documentation establishing that the proposed alterations/modifications comply with all appropriate codes, ordinances and standards.

(e) For state-owned buildings, plans shall be approved by the appropriate state agency. A permit is required for said projects; a copy of the state plan approval letter is required as part of the permit application. The Fire Inspector shall inspect the fire protection systems in state-owned buildings. When a state agency specifies plan review and inspection by the City, a complete submittal is required.

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:	*Oct. 20, 2026*		*Nov. 2, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 2, 2026

_____

CITY CLERK

APPROVED November 2, 2026

_____

MAYOR

Ordinance 253.23 **Plan Review Fees for Fire Alarm and Suppression Systems**

Area (Square Feet)	Fees	
	Fire Alarm System Plans	Fire Suppression System Plans
Less than 2,500	$30	$30
2,500-5,000	60	60
5,001-10,000	100	100
10,001-20,000	150	150
20,001-30,000	200	200
30,001-40,000	350	350
40,001-50,000	500	500
50,001-75,000	700	700
75,001-100,000	1000	1000
100,001-200,000	1200	1200
200,001-300,000	3000	3000
300,001-400,000	4400	4400
400,001-500,000	5600	5600
Over 500,000	6400	6400

THE CITY OF WATERTOWN

FIRE DEPARTMENT

Main Office
920-261-3610

Tanya Reynen
920-206-4243

MEMO

TO: Public Safety & Welfare Committee

FROM: Don A. Dishno, Deputy Chief Fire Marshal

DATE: 9/1/2026

RE: Ordinance Change for Fire Plan Review

Background

Historically, the Watertown Fire Department did not have the capacity to review plans for fire alarm, fire sprinkler, or other fire-protection systems. These plans were submitted to the Wisconsin Department of Safety and Professional Services (DSPS) for review.

With a full-time Fire Marshal now in place, the department can conduct these reviews in-house. This allows the department to review plans for compliance not only with Building and Fire Codes, but with adopted local ordinances as well. We are then able to retain applicable plan-review fees locally rather than having them collected by the state and provide a substantially faster response to applicants.

DSPS review timelines may extend several weeks due to workload. The Watertown Fire Department anticipates completing in-house plan reviews within 24 to 48 hours.

Financial Impact

The Fire Marshal is already certified and approved by DSPS to conduct these reviews. No additional staffing, equipment, or other expenditures are required.

Therefore, no additional financial impact is anticipated, aside from the collection and revenue of plan-review fees authorized by state statute and local ordinance.

Recommendation

The proposed ordinance updates the City's plan-review process to authorize the Watertown Fire Department to conduct in-house reviews of fire alarm, fire sprinkler, and other fire-protection system plans. Adoption will align the ordinance with the department's current capabilities, establish the local process for review and fee collection, and allow applicants to receive timely, locally administered service.

ORDINANCE TO AMEND SECTIONS 446-20(B)(3), 446-20(C)(3), 446-20(D), 446-21(A), 446-28, AND 446-29 OF THE CITY OF WATERTOWN GENERAL ORDINANCES

SPONSOR: ALD. ARNETT
FROM: PUBLIC WORKS COMMISSION

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

SECTION 1. § 446-20(B), § 446-20(C)(3) and § 446-20(D) Residential collections of the Watertown Code of Ordinances is hereby amended to read as follows:

§ 446-20(B)(3) Disposal of materials.

(3) Brush acceptable for curbside pickup shall be a ~~maximum of three feet in length~~ minimum of four feet in length and shall not exceed ~~six~~ nine inches in diameter. Brush is to be piled in an easily accessible location at or near the curbside. Brush shall be piled with the cut ends facing one direction. Branches shall be limbed to a maximum width of four feet. All roots are to be removed, and no yard waste or other debris shall be placed in the brush pile.

§ 446-20(C)(3) Manner of collection.

(3) The collection, removal and disposal of all garbage shall be conducted under the supervision, direction and control of the ~~Street Superintendent~~ Public Works Manager or designee with assistance from the Health Officer as needed.

§ 446-20(D)

D. Items not collected curbside. Sofa sleepers, mattresses, box springs, and roll-away beds shall not be collected by the City ~~unless the steel or metal frames have been previously removed~~. The following items will not be collected: televisions, computer monitors, printers, CPUs, laptops, video displays, keyboards, mouse, external hand devices, fax machines, DVD players, VCRs, oil filters and microwaves, toasters, toaster ovens, pizza ovens, space heaters, electric fans, blenders, food processors, electric mixers, pots and pans, sump pumps, hair dryers, corded or uncorded household electronics and appliances, garbage disposals, water pipes and faucets, carpeting, carpet padding and carpet matting, oil filters and used oil. Residents are required to take the above items to the ~~Recycling Center~~ Department of Public Works–Street/Solid Waste Division for proper disposal.~~, except that all carpeting, carpet padding and carpet matting shall be taken by residents to Y's Way Flooring.~~ Construction debris will be collected by the City only if it is placed in City-approved containers. The size of any construction debris shall be so reduced that the cover of the container shall be closed at the time of pickup.

SECTION 2. § 446-21(A). Institutional collections of the Watertown Code of Ordinances is hereby amended to read as follows:

§ 446-21(A) Institutional collections.

A. Manner of collections.

(1) The collection and removal of garbage and refuse in institutional districts of the City shall be made by private contractors under this section.

(2) The collection, removal and disposal of all garbage and refuse under this section shall be conducted under the supervision, direction and control of the ~~Street Department~~ Department of Public Works–Street/Solid Waste Division. No private contractor shall be permitted to pick up and deposit in a licensed landfill any item identified as a recyclable item in Article **I**, Recycling, of this chapter.

SECTION 3. § 446-28 Collection charges of the Watertown Code of Ordinances is hereby amended to read as follows:

§ 446-28 Collection charges.

A. The City shall compute the amounts due to the City for solid waste collection charges and shall render a statement thereof, at periodic intervals, to the owner or occupant of any premises subject to such charge. Rates are established and updated periodically as fixed by resolution of the Common Council and maintained by the ~~Street Department~~ Department of Public Works-Street/Solid Waste Division as identified at Internet site ~~www.ci.watertown.wi.us~~ www.watertownwi.gov or as available by calling (920) 262-4080 during normal City business hours. Industrial, commercial and institutional businesses utilizing private services are exempt. Multifamily properties over the four-family capacity may elect to opt into the City's solid waste collection service at the then-current rate per unit upon written application by the owner. Once an owner has opted into the City's solid waste collection service, the owner agrees to continue participation and may not later opt out. In the event that the owner transfers ownership of the property to a bona fide purchaser with whom, or in which, the owner retains no financial interest, the new owner may elect to opt out of the City's solid waste collection service upon providing written notice to the City. The rates shall be reviewed by the Common Council ~~on an annual basis~~ as recommended by the Public Works Commission and adjusted as necessary. For each additional solid waste collection container requested by the owner or occupant of any premises subject to the above-listed charge, the requesting owner or occupant shall be responsible for an additional monthly charge, which shall be calculated at the rate of 66% of the current rate fixed by Common Council resolution.

B. The City currently computes the amount due to the City for recycling collection charges attributable to a single recycling container and owed by the owner or occupant of any premises subject to such charge, which amount is included in the rate established at Subsection A above. For each additional authorized recycling container requested from the City by the owner or occupant of the premises, the owner or occupant of any premises requesting the additional recycling container will be responsible for an additional fee calculated at ~~33%~~ 34% of the rate established at Subsection A above.

SECTION 4. § 446-29 Noncompliance of the Watertown Code of Ordinances is hereby amended to read as follows:

§ 446-29 Noncompliance.

A. Notice. If solid waste, garbage, recycling, refuse or any other item is placed at, near or about curbside or within the limits of the public right-of-way or otherwise in such conspicuous manner consistent with abandoning the item(s) in favor of collection or removal by the City or another entity or individual in violation of this chapter, a ~~Street Department~~ Department of Public Works–Street/Solid Waste Division representative shall affix a written notice of the noncompliance to the item(s), as reasonably possible providing notice of the noncompliance. If the noncompliance is not fully cured within 24 hours per the observation and investigation of the Community Service Officer or other law enforcement officer, the City shall deliver a notice letter to the occupant and to the property owner, if different, requiring the removal of the offending solid waste, garbage, recycling, refuse or any other item(s) within not more than six days from the date of personal service or first-class mailing of the notice letter. The notice letter may be personally delivered by the Community Service Officer or a law enforcement officer to the occupant or may be sent by first class mail to any reasonably ascertainable last known address of the occupant and property owner.

(1) Where removal is necessitated pursuant to Subsection B below, the failure to comply under the foregoing section shall constitute a separately citable offense under this chapter.

B. Removal; special charge. If the item(s) for which a notice letter is issued pursuant to Subsection A is not removed within the time specified under such notice letter, the City shall arrange and cause the removal of item(s) and shall charge the cost attributable thereto to the property owner as a special charge pursuant to § 66.0627, Wis. Stats., consistent with §§ 76-19 to 76-21 of this Code; however, the procedure under § 76-22 shall not be required for the levying of special charges for costs borne by the City under this chapter. If the special charge is not fully paid within 30 days of the date of issuance of billing thereof, the special charge or any balance of special charges remaining owing shall become a lien upon the serviced real property and, together with an administrative charge in an amount equal to $100, shall be added to the current or next tax roll, as statute dictates, for collection. The special charge provided for hereunder shall not preclude proceeding under any other ordinance, law or manner of enforcement relating to the same or other matter.

(1) The method of calculating the costs borne by the City under this section will include both direct and indirect costs, including human resource productive rates of pay, fuel and fleet usage. The ~~Street Superintendent~~ Public Works Manager shall ~~annually~~ determine and report to the City Treasurer and Chief of Police the minimum costs that would be borne by the City in any instance of remediating noncompliance under this chapter~~.~~ as recommended by the Public Works Commission.

(2) Any written communication issued to an occupant and/or property owner directing compliance under this section shall clearly identify such minimum cost to the City that may result in a special charge as well as the administrative charge.

C. Appeal. The imposition of a special charge and administrative charge hereunder may be appealed exclusively to the Public Works Commission. Appeals filed pursuant to this section shall be filed no later than 30 days from the date the bill is issued by the ~~Street Department~~ Department of Public Works–Street/Solid Waste Division for the recovery of special charge sums. The Public Works Commission shall hear and consider the appeal no more than 30 days following notice of receipt of the appeal and may, by simple majority vote, affirm or reverse but may not modify the imposition of the special charge or administrative charge. The only matters to be taken up under appeal shall be the necessity of rendering such current service under this chapter and certification of the actual rendering of such current service. The Chairperson of the Public Works Commission shall forthwith cause to be transmitted to the appellant and City Clerk a written decision by the Public Works Commission. Chapter 68, Wis. Stats., shall not apply to such an appeal.

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:	*Oct. 20, 2026*		*Nov. 2, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 2, 2026

CITY CLERK

APPROVED November 2, 2026

MAYOR

ORDINANCE TO AMEND A PORTION OF SECTION 500-5, "ONE-WAY STREETS AND ALLEYS" OF CHAPTER 500 TRAFFIC CODE OF THE CITY OF WATERTOWN

SPONSOR: ALDERPERSON DANA DAVIS
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE

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

SECTION 1. Section 500-5. "One-way streets and alleys", is hereby amended as follows.

Name of Street	Location	Direction of Travel
Eighth Street	From Western Avenue to ~~Main Street~~ Market Street	North

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:	*Oct. 20, 2026*		*Nov. 2, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 2, 2026

CITY CLERK

APPROVED November 2, 2026

MAYOR

ORDINANCE TO AMEND A PORTION OF SECTION 500-5, "ONE-WAY STREETS AND ALLEYS" OF CHAPTER 500 TRAFFIC CODE OF THE CITY OF WATERTOWN

SPONSOR: ALDERPERSON DANA DAVIS
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE

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

SECTION 1. Section 500-5. "One-way streets and alleys", is hereby amended as follows.

Name of Street	Location	Direction of Travel
~~Eighth Street~~	~~From Western Avenue to Market Street~~	~~North~~
~~South Seventh Street~~	~~From Jefferson Street to Western Avenue~~	~~South~~

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 on May 31, 2027.

DATE:	*Oct. 20, 2026*		*Nov. 2, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 2, 2026

CITY CLERK

APPROVED November 2, 2026

MAYOR

ORDINANCE TO AMEND A PORTION OF SECTION 500-3(B), "STOP INTERSECTIONS" OF CHAPTER 500 TRAFFIC CODE OF THE CITY OF WATERTOWN

SPONSOR: ALDERPERSON DANA DAVIS
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE

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

SECTION 1. Section 500-3(B). "Stop intersections", is hereby amended as follows:

Intersection	Corners	Restriction
Market Street and South Eighth Street	Northeast, ~~and~~ northwest, southwest, and southeast	~~Market Street shall stop for South Eighth Street~~ All-way stop

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:	*Oct. 20, 2026*		*Nov. 2, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 2, 2026

CITY CLERK

APPROVED November 2, 2026

MAYOR

ORDINANCE TO CREATE A PORTION OF SECTION 500-3(B), "STOP INTERSECTIONS" OF CHAPTER 500 TRAFFIC CODE OF THE CITY OF WATERTOWN

SPONSOR: ALDERPERSON DANA DAVIS
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE

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

SECTION 1. Section 500-3(B). "Stop intersections", is hereby amended to add the following:

Intersection	Corners	Restriction
Western Avenue and South Eighth Street	Northwest	South Eighth Street shall stop for Western Avenue

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 on May 31, 2027.

DATE:	*Oct. 20, 2026*		*Nov. 2, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 2, 2026

_____

CITY CLERK

APPROVED November 2, 2026

_____

MAYOR

ORDINANCE TO AMEND A PORTION OF SECTION 500-9(A), "PARKING PROHIBI IN SPECIFIED PLACES" OF CHAPTER 500 TRAFFIC CODE OF THE CITY OF WATERTOWN

SPONSOR: ALDERPERSON DANA DAVIS
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE

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

SECTION 1. Section 500-9(A). "Parking prohibited in specified places", is hereby amended as follows.

Name of Street	Side	Location
South Eighth Street	East	From ~~Main Street~~ Market Street to Western Avenue, except parking is allowed on Sundays ~~between Market and Dodge Streets on the east side~~ between the hours of 9:00AM and 12:00PM from a point 176 feet south of the south curbline of Market Street to a point 88 feet further south
~~South Seventh Street~~	~~East~~	~~From the south curbline of Market Street to the south curbline of Jefferson Street~~

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 on May 31, 2027.

DATE:	*Oct. 20, 2026*		*Nov. 2, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 2, 2026

CITY CLERK

APPROVED November 2, 2026

MAYOR

ORDINANCE TO CREATE A PORTION OF SECTION 500-3(B), "STOP INTERSECTIONS" OF CHAPTER 500 TRAFFIC CODE OF THE CITY OF WATERTOWN

SPONSOR: ALDERPERSON DANA DAVIS
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE

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

SECTION 1. Section 500-3(B). "Stop intersections", is hereby amended to add the following:

Intersection	Corners	Restriction
South Second Street and Bailey Street	Northeast	Bailey Street shall stop for South Second Street
South Fourth Street and Bailey Street	Northeast, Southwest,	Bailey Street shall stop for South Fourth Street
South Fifth Street and Bailey Street	Southwest	Bailey Street shall stop for South Fifth Street

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:	*Nov. 2, 2026*		*Nov. 17, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 17, 2026

_____

CITY CLERK

APPROVED November 17, 2026

_____

MAYOR

ORDINANCE TO AMEND SECTION 453-6B(1), RATES AND CHARGES, SECTION 453-7, MANAGEMENT OF UTILITY, AND SECTIONS 453-8B(2)(b) AND 453-8B(2)(d), STORMWATER SERVICE CHARGES OF ARTICLE I STORMWATER MANAGEMENT UTILITY OF THE CITY OF WATERTOWN GENERAL ORDINANCES

SPONSOR: ALDERPERSON ARNETT
FROM: PUBLIC WORKS COMMISSION

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

SECTION 1. §453-6B(1) Acquisition of facilities; rates and charges is hereby amended to read as follows:

§ 453-6B(1) Rates and charges. Rates and charges for the City of Watertown Stormwater Management Utility are as follows:

(1) ERU definition. One volume equivalent runoff unit (ERU) shall be equal to 2,900 square feet of impervious surface area. The number of ERUs assigned to each parcel shall be rounded to the nearest 0.50 ERU.

~~Service Charge Rates~~			
~~Customer Class~~	~~Monthly Administrative Charge per Customer~~	~~Monthly Volume Charge per ERU~~	~~Monthly Pollutant Charge per ERU~~
~~Single-family, condominium and duplex residential~~	~~$2.11~~	~~$6.49~~	~~$4.88~~
~~Multifamily residential~~	~~$2.11~~	~~$6.49~~	~~$3.71~~
~~Commercial~~	~~$2.11~~	~~$6.49~~	~~$5.26~~
~~Industrial~~	~~$2.11~~	~~$6.49~~	~~$4.33~~
~~Institutional and public authority~~	~~$2.11~~	~~$6.49~~	~~$2.69~~

The Common Council shall, by resolution and, set or adjust the service charge and ERU fee to reflect the costs of the City of Watertown Stormwater Management Utility. Stormwater fees will be kept on file with the City Clerk and copies kept in the offices of the Engineering Division.

SECTION 2. §453-7 Management of Utility is hereby amended to read as follows:

§ 453-7 Management of Utility.
A. Oversight by common council. The oversight of the Utility is hereby vested in the Common Council. The Council shall direct and delegate the management and operation of the Utility to City

staff and shall prescribe the functions thereof as may be necessary to operate and manage the Utility.

B. Public works commission. The Public Works Commission, appointed in accordance with Chapter 136, Article I, of the City of Watertown Municipal Code, shall make recommendations to the Common Council concerning the operation of the Utility and service charge rates and expenditures.

C. Finance committee. The Finance Committee of the Council, in consultation with the Public Works Commission, shall make recommendations to the Council concerning the Utility budget.~~, service charge rates and expenditures.~~

SECTION 3. §453-8B(2)(b) Determination of ERUs is hereby amended to read as follows:

§453-8B(2)(b) Condominium residential. The Public Works Director/City Engineer shall be responsible for determining the total impervious area of each condominium parcel based on the best available information, including but not limited to data supplied by the City Assessor, Building Inspector or Zoning Administrator; aerial photography; the property owner, tenant or developer; or actual on-site measurement. The total impervious area of the parcel shall be divided equally among the condominium units to determine the square feet of impervious area per unit. This amount shall be divided by the number of square feet per ERU as established by the Common Council and set forth in the Stormwater Service Charge Rate Table ~~in § 453-6B(1)~~ kept by the City Clerk, and copies kept in the offices of the Engineering Division to determine the number of ERUs to assign to each unit, except that in no case shall a condominium unit be assigned less than 0.5 ERU. The number of ERUs per unit shall be rounded to the nearest 0.5 ERU.

SECTION 4. §453-8B(2)(d) Determination of ERUs is hereby amended to read as follows:

§453-8B(2)(d) Industrial, commercial, public authority, ~~and,~~ institutional and parks and cemeteries property. The Public Works Director/City Engineer shall be responsible for determining the impervious area of each nonresidential parcel based on the best available information, including but not limited to data supplied by the City Assessor, Building Inspector or Zoning Administrator; aerial photography; the property owner, tenant or developer; or actual on-site measurement. The total impervious area of the parcel shall be divided by the number of square feet per ERU as established by the Common Council and set forth in a Stormwater Service Charge Rate Table ~~in § 453-6B(1)~~ kept by the City Clerk, and copies kept in the offices of the Engineering Division to determine the number of ERUs to assign to the parcel. The number of ERUs per parcel shall be rounded to the nearest 0.5 ERU.

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:	*Nov. 2, 2026*		*Nov. 17, 2026*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED November 17, 2026

_____

CITY CLERK

APPROVED November 17, 2026

_____

MAYOR

RESOLUTION TO
CLOSE FUND #08 FOR TID #4

SPONSOR: MAYOR STOCKS
FROM: FINANCE COMMITTEE

WHEREAS, Tax Increment District No. 4 ("the District") was created by the City of Watertown on August 16, 2005, pursuant to the authority granted under Wis. Stat. §66.1105 for the purpose of promoting tax base growth and community development within the designated project area; and,

WHEREAS, the City has reviewed the status of the District and determined that:

1. All project costs for which the District was created have been completed or are no longer necessary;
2. All outstanding financial obligations related to the District have been paid or satisfied, or provisions have been made for their full settlement;
3. The District has reached the point at which continued existence is no longer required or permitted under Wisconsin law; and

WHEREAS, the City has completed all statutory requirements for termination, including providing notice to the Joint Review Board (JRB) and filing the required final accounting documents with the Wisconsin Department of Revenue (DOR); and

WHEREAS, any remaining fund balance has been distributed in accordance with Wis. Stat. §66.1105, including the proportional distribution of surplus increment to overlying taxing jurisdictions.

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

- Tax Increment District No. 4 is hereby formally terminated, effective December 31, 2026.
- The Finance Director/Treasurer is authorized and directed to close the TID's financial fund in the City's accounting system as of the effective date of termination.
- The City Clerk shall maintain all records of the District in accordance with the City's records retention schedule and applicable state laws.

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	*NO*
DAVIS		
LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

ADOPTED November 2, 2026

_____

CITY CLERK

APPROVED November 2, 2026

_____

MAYOR

RESOLUTION TO CLOSE FUND #12 FOR RIVERFEST

SPONSOR: MAYOR STOCKS
FROM: FINANCE COMMITTEE

WHEREAS, the City of Watertown established Special Revenue Fund #12 for the purpose of accounting for the revenues and expenditures associated with the Riverfest Celebration; and,

WHEREAS, the City subsequently transferred responsibility and ownership of the Riverfest Celebration to Watertown Riverfest, Inc., a nonprofit organization; and,

WHEREAS, the City authorized the transfer of the December 31, 2022 fund balance of $45,121.89 from Fund 12 to Watertown Riverfest, Inc., as approved in Resolution #9479 on February 7, 2023; and,

WHEREAS, the City provided limited administrative assistance to Watertown Riverfest, Inc. for raffle-related transactions in 2023 and transportation-related transactions in 2023 and 2024; and,

WHEREAS, no financial activity has occurred in Fund 12 beyond 2024, and the fund is therefore no longer required for financial reporting or program administration; and,

WHEREAS, it is in the best interest of the City to formally close Special Revenue Fund #12 to ensure accurate financial reporting, streamline accounting processes, and eliminate inactive or obsolete accounts.

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

- Special Revenue Fund #12 (Riverfest Fund) is hereby officially closed, effective December 31, 2026.
- The Finance Director/Treasurer is authorized and directed to close all associated accounts in the City's accounting system as of the effective date of termination.

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	*NO*
DAVIS		
LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

ADOPTED November 2, 2026

_____

CITY CLERK

APPROVED November 2, 2026

_____

MAYOR

(November 2, 2026) Exhibit 9902

RESOLUTION TO
ENTER INTO AN AGREEMENT WITH
PARAMEDIC BILLING SERVICES, INC.

SPONSOR: MAYOR STOCKS
FROM: FINANCE COMMITTEE

WHEREAS, the Watertown Fire Department requests approval to enter into a contract with Paramedic Billing Services, Inc. as its new emergency medical services billing provider, replacing the Department's current provider, EMS|MC; and,

WHEREAS, this recommendation follows an internal review of the Department's current billing services, associated costs, customer service, and the overall needs of the Department and the residents it serves; and,

WHEREAS, the proposed contract with Paramedic Billing Services, Inc. would reduce the billing commission rate from 6.9% to 4.5%, while also offering a better fit for residents served by the Department, particularly with respect to customer service, communication, and the resolution of billing questions and concerns; and,

WHEREAS, based on an average annual EMS collections of $846,500, the lower commission rate represents an approximately 34.8% reduction in billing commission expense and estimated annual savings of $20,316, assuming collections remain consistent; and,

WHEREAS, these savings would allow the Department to retain a greater portion of its EMS revenue without increasing ambulance fees or imposing additional financial burdens on residents; and,

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

That the Department believes this transition will improve service to residents, strengthen billing operations, and achieve meaningful annual cost savings.

That the proper City officials be and are hereby authorized to execute an agreement with Paramedic Billing Services, Inc. for billing services on behalf of the Watertown Fire Department.

That this Resolution shall be in full force and effect upon its passage and adoption.

	YES	*NO*
DAVIS		
LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

ADOPTED November 2, 2026

_____

CITY CLERK

APPROVED November 2, 2026

_____

MAYOR

THE CITY OF WATERTOWN

Fire Department

Main Office
920-261-3610

Fire Chief Tanya Reynen
920-206-4243

Executive Assistant Andrea Peters
920-206-4242

MEMO

TO: Finance Committee

FROM: Andrea Peters & Fire Chief Tanya Reynen

DATE: 10/13/2026

RE: Approval of Contract for EMS Billing Services

Purpose
The Watertown Fire Department is requesting Finance Committee approval to enter into a contract with a new EMS billing company, replacing our current provider, EMS|MC. This recommendation follows a review of our current billing services, associated costs, customer service, and the overall needs of the department and the citizens we serve.

Vendor Selection
The department did not issue a formal Request for Proposals (RFP) due to the limited number of EMS billing companies available that provide services to municipalities in the Midwest. Rather than conducting a formal RFP process, we evaluated an alternative provider based on its experience, services, fee structure, and ability to meet the department's operational needs.

We believe the proposed company will provide a better overall fit for the department while improving the billing experience for our residents.

Financial Impact
One of the primary benefits of the proposed contract is a reduction in billing commission fees from our current rate of **6.9% to 4.5%**.

Based on average annual EMS collections of $846,500, the anticipated savings are as follows:

Description	**Annual Amount**
Average EMS Revenue	$846,500.00
Current Billing Commission (6.9%)	$58,408.50
Proposed Billing Commission (4.5%)	$38,092.50
Estimated Annual Savings	**$20,316.00**

This represents a reduction of approximately 34.8% in billing commission expenses, resulting in estimated annual savings of $20,316, assuming collections remain consistent.

These savings would allow the department to retain a greater portion of its EMS revenue without increasing ambulance fees or placing additional financial burdens on residents.

Customer Service and Operational Benefits
While cost savings are an important consideration, customer service is equally significant in our recommendation. Ambulance billing often involves individuals and families navigating stressful medical situations. It is important that our billing provider approaches these interactions with professionalism, compassion, and responsiveness.

Based on our evaluation, we believe the proposed provider offers a better fit for the citizens we serve, particularly in the areas of customer service, communication, and resolution of billing questions and concerns.

Additionally, we anticipate improved communication and collaboration between the billing company and department staff, allowing billing issues to be identified and resolved more efficiently.

Recommendation
The Watertown Fire Department recommends approval of the proposed EMS billing services contract. We believe this transition represents a positive opportunity to improve service to our residents, strengthen the department's billing operations, and achieve meaningful annual cost savings.

Requested Action: Recommend approval of the proposed EMS billing services contract and authorize the appropriate City officials to execute the agreement.

PARAMEDIC BILLING SERVICES, INC.
BILLING AGREEMENT
FOR
City of Watertown

Submitted By:

Firm Name:	PARAMEDIC BILLING SERVICES, INC.
Address:	395 W. Lake Street, Elmhurst, Illinois 60126
Telephone:	(630) 530-2991
Fax Number:	(630) 530-5099
Contact:	J Kevin Hunter

2026

SCOPE OF SERVICES

The primary function of PARAMEDIC BILLING SERVICES, INC. pursuant to this Agreement is to bill individuals or entities on behalf of the CITY OF WATERTOWN ("Client") for fire, ambulance, or other services authorized under Client's ordinances and to collect funds directly from individuals, entities, guarantors, or third-party payers, as applicable.

BILLING AGREEMENT
FOR
CITY OF WATERTOWN

THIS AGREEMENT made and entered into between the City of Watertown (hereinafter referred to as "Client"), located at 621 Bernard St. Watertown, Wi. 53094 and Paramedic Billing Services, Inc. (hereinafter referred to as "PBS"), located at 395 W. Lake Street, Elmhurst, lL 60126 each a "Party" and collectively "Parties" effective on the date of execution of the Agreement by Client.

WITNESSETH:

WHEREAS, Client provides fire, ambulance, or other services authorized under Client's ordinances (hereinafter "Services") for the residents of its community and the surrounding community (hereinafter "Recipients");

WHEREAS, PBS is in the business of billing for Services; and

WHEREAS, Client and PBS desire that PBS handle all of the billing functions for Services provided by Client.

NOW, THEREFORE, in consideration of the mutual recitals and the promises contained herein and other good and valuable consideration, the sufficiency and receipt of which is hereby acknowledged by both Client and PBS, the Parties agree as follows:

1) Incorporation of Recitals. The recitals set forth above are hereby incorporated by reference into this Agreement and made a part hereof as if set forth in their entirety.

2) Incorporation of Attachments. All appendixes attached to this Agreement shall be incorporated and made part of the Agreement as if fully set forth in the Agreement.

3) Procedures. PBS shall prepare all bills and claim forms for Services provided by Client. Billing procedures shall be in accordance with the procedures set forth in the attached Appendix A. PBS shall send bills and claim forms to third party payers and/or to Recipients/Recipient guarantors, as appropriate. Client shall report all collections and Explanation of Benefits ("EOBs") to PBS on a timely basis, as provided in the attached Appendix A.

4) Billing Guidelines. PBS shall prepare all bills and claim forms for Services provided by Client pursuant to the Billing Guidelines set forth in the attached Appendix B.

5) Lockbox Account. Funds collected for Client by PBS shall be maintained in an account at a bank designated by Client and in the name of the Client.

6) Reports and Accounting. On or before the 15th day of each month that this Agreement is in effect, PBS shall provide Client with an accounting of all sums collected during the previous month, indicating the name of the Recipient, the date of service, the amount billed, and the amount collected. Upon request, PBS shall provide Client with additional information that is reasonably required to verify the accuracy of the accounting.

7) Administration. PBS shall be responsible for processing all documentation, as required under federal, state, and local law, regulation, or guidance. If this Agreement or any documentation prepared in accordance with this Agreement is subject to or requested by any governmental agency, PBS shall have primary responsibility for complying with such request and shall truthfully respond to all agency requests, with notice to the Client, to the extent such notice is permitted by law or the applicable agency. If PBS or any third-party service provider engaged by PBS receives any legal notices, demands, subpoenas, or summons regarding this Agreement, to the extent allowed under law and deemed advisable by PBS counsel or its third-party service provider, PBS or it's third-party service provider shall notify Client and give Client the opportunity to review and assist in a response. PBS shall keep adequate records at PBS's principal place. Client and its agents shall have the right to inspect such records and shall be given access to such records upon reasonable notice and at any reasonable time upon Client's request. This provision shall survive the termination of this Agreement. PBS shall preserve such books and records for the legally required time period.

8) Programming. PBS shall provide a separate and complete Accounts Receivable program within PBS's computer billing system for the exclusive purpose of collections for Client.

9) Guidelines. Client shall provide PBS guidelines for sending the bills and claims. Client shall provide PBS or authorize PBS to receive all information necessary to issue bills or claims.

10) Fees. Client shall pay PBS a fee of 4.50% for all payments collected, based on the payments received in the preceding month, whether payment is made to PBS or sent directly by the payer to Client. When PBS sends claims to a third-party collection agency, Client shall pay the collection agency fee in addition to the fee due to PBS per this section. Client agrees to provide PBS with notice and documentation of any payments directly received by it within ten [10] calendar days of receipt of said payment. PBS shall issue invoices on or before the 15th (fifteenth) day of each month for the preceding month; if the 15th falls on a weekend or holiday, invoices shall be issued the next business day. Client agrees to pay each invoice within forty-five (45) calendar days.

    No other fees, besides those specified in this section, shall be paid by the Client to PBS, for services to be provided by PBS to the Client pursuant to this Agreement.

11) Billing in Name of Client. All the billing for Services shall be in the name of the Client and on its behalf.

12) Term. The term of this Agreement shall be for a period of five (5) years commencing on January 1, 2026, ("Initial Term") unless sooner terminated pursuant to this Agreement. This Agreement shall automatically renew for additional one-year terms pursuant to the same terms and conditions set forth herein, except as otherwise agreed to by the Parties, unless sooner terminated by the Parties.

13) Termination for Cause. Either Party shall have the right to terminate this Agreement immediately upon the filing of a petition of bankruptcy, assignment for the benefit of creditors or the issuance of a cease and desist order or other action by any appropriate state, federal or local governmental agency or court of competent jurisdiction, which prohibits or threatens to prohibit, in whole or in part, either Party from performing the services required under this Agreement.

14) Termination Without Cause. Any party may terminate this agreement at any time by providing at least ninety (90) days advance written notice to the other parties via certified mail. Upon Termination, PBS shall cease acceptance of any additional accounts from Client. The Parties agree that the termination will apply to both the receipt of new accounts and old accounts by the Client. PBS will discontinue its collection efforts on Recipient accounts already in its possession effective one hundred eighty (180) calendar days after the termination of this Agreement. Additionally, PBS will cease its efforts in collecting Recipient accounts already placed with any external agency effective one hundred eighty (180) calendar days after the Termination of this Agreement. PBS shall assess a fee and pass on any collection agency fees as outlined in Section 10, "Fees", on any amounts paid to Client for payment of a claim placed with any external agency regardless of whether the fee was directly obtained by the external agency.

15) Protection of Recipient Information. All records relating to Services rendered by Client, including but not limited to protected health information (PHI) as defined under the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all subsequent amendments thereto, such as claims and run reports, shall be and remain the sole property of Client. PBS shall comply with all applicable laws and regulations relating to Recipient confidentiality including but not limited HIPAA and shall not use or further disclose confidential information or PHI other than as permitted or required by this Agreement, by law, or by the Business Associate Agreement attached hereto as Appendix C.

16) Confidentiality. PBS understands and acknowledges that City is subject to Wisconsin's Public Records Law and may be required to disclose certain public records when requested. City will provide PBS with notification of and opportunity to redact any public records request for PBS' Confidential Information prior to release.

17) Relationship of the Parties. Notwithstanding anything to the contrary in this Agreement or elsewhere, PBS is an independent contractor with respect to the Client. There is no agency, employment relationship, partnership, or joint venture between the Contractor, its employees, and the Client and/or the Client's employees. No one connected with PBS, except in writing signed by the director of PBS has any right, power or authority to act or create any obligation or binding promises or agreements, express or implied except as specifically outlined herein.

18) Publicity. Neither party shall without the prior written consent of the other Party: (a) refer to, identify, or use the name or any trade name or trademark of the other Party or any of its employees in any advertising or communications in any form; (b) make publicity releases, promotional or marketing materials, announcements, customer listings, testimonials, or advertising regarding the other or any of its employees, this Agreement, the services or any related activities, or (c) take any photographs, video or other recordings of the property of each Party or any of its employees.

19) Payments to Third Parties. PBS shall comply with all federal, state, and local law, regulation or guidance regarding political donations and charitable contributions.

20) Entire Agreement. This Agreement contains the entire agreement and understanding between the Parties regarding the subject matter hereof and supersedes and replaces all prior agreements, negotiations, and arrangements concerning its subject matter; this Agreement is not subject to modification, alteration or amendment except by further written agreement signed by all Parties.

21) Non-Assignability. This Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns, provided, however, that this Agreement shall not be assignable by either Party without the prior written consent of the other Party that shall not be unreasonably withheld.

22) Non-Waiver. No waiver of any provision shall constitute a waiver of any other provision, nor shall any waiver be deemed continuing unless otherwise expressly so provided in writing by the Party against which the waiver is asserted.

23) Severability. If any portion of this Agreement is determined to be invalid by law or court interpretation: (1) the Parties agree to attempt in good faith to renegotiate the problematic provision to the mutual satisfaction of the Parties; or (2) if revision is deemed impermissible, that portion shall be removed from this Agreement. In the event the Parties are not able to mutually agree on modification of the problematic provision, then either Party may terminate this Agreement upon thirty (30) calendar days written notice to the other Party if the terminating Party has a good faith belief based on the advice of legal counsel that the problematic provision creates an unfavorable exposure under applicable laws. All other portions of this Agreement shall remain in full force and effect.

24) Choice of Law and Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Wisconsin without regard to its conflict of law principals. No provision of this Agreement shall be applied or construed in a manner inconsistent with applicable federal, state, and local law, regulation, or guidance. The Parties hereby agree that all actions or proceedings arising in connection with this Agreement shall be tried or litigated exclusively in the state courts located in Wisconsin, or in the federal district court located at Wisconsin Eastern District Court to the extent permitted by law and a Party elects to file an action in federal court. The Parties hereby waive all objections to personal jurisdiction, venue, and forum non-conveniens.

25) Compliance with Law. Notwithstanding any other provision in this Agreement to the contrary, both Parties remain exclusively responsible for ensuring that any service provided pursuant to this Agreement complies with all pertinent provisions of federal, state, and local law, regulation, or guidance.

26) No Third-Party Beneficiaries. It is the explicit intent of the Parties hereto that no person or entity other than the Parties hereto, except assignees as contemplated in Section 21 is or shall be entitled to bring any action to enforce any provision of this Agreement against either of the Parties hereto.

27) Notices. All notices that are required hereunder, of which either Client or PBS may desire to serve upon the other Party, shall be in writing, personally delivered, sent by certified mail, return receipt requested, with postage prepaid, or by a recognized overnight carrier, to the Parties at the following address, (or at such other or further addresses as the Parties may hereafter designate by like notice similarly sent). Notices shall be deemed received upon receipt (if personally delivered), two (2) business days after deposit in the United States Mail (if mailed), or one business day after deposit with a recognized overnight carrier. If either Party chooses to use a recognized overnight carrier to deliver such notice, then the notice shall be by restricted delivery and only the person or persons listed below are the authorized signatories:

If to Client:	**If to PBS:**
City of Watertown c/o City Clerk 106 Jones Street Watertown, WI 53094 With a copy to: City of Watertown c/o Fire Chief 621 Bernard St. Watertown, WI 53094	David B. Hill, III, President Paramedic Billing Services, Inc. 395 W. Lake St. Elmhurst, IL 60126 With a copy to: J Kevin Hunter, Client Liaison Paramedic Billing Services, Inc. 395 W. Lake St. Elmhurst, IL 60126

28) Subpoenas and Records Requests. PBS shall charge and retain fees as allowed under applicable federal, state, and local law, regulation or guidance for reproduction of medical records upon valid request. PBS shall charge Client a court appearance fee of $100.00 for each instance that a PBS employee is required to appear in court or at a deposition in any action related to the collection of a fee for Client.

29) Headings. The headings and subheadings in this Agreement are inserted for convenience of reference only and shall not affect the meaning or interpretation of this Agreement.

30) Signature. It is the responsibility of Client (when Client's employees are providing Services) to obtain the signature of the Recipient or verification that it could not be obtained for the HIPAA privacy notice, for consent to release records as necessary for payment, for assignment of benefits forms, and any other documents required by Medicaid, Medicare, or a third party payer (for purposes of this paragraph collectively "Payer") for any purpose including but not limited to establishing medical necessity. The Client shall (a) submit to PBS all signatures necessary to properly bill Payers or (b) verification that signatures could not be obtained. Upon receipt of the necessary signatures or verification, PBS shall bill the Payer. PBS shall send Client a list of accounts requiring signatures or verification. PBS shall also send an invoice to the Recipient containing a signature form notifying the Recipient that the signature form must be completed and sent to PBS for PBS to bill a Payer and that absent receipt, Recipient is responsible for payment.

31) Overpayments. In the event there are any overpayments, recoupments, refund demands, penalties, interest, or assessments due to or imposed by third party payers, or any governmental agency or program, based on Client's acts or omissions or for which PBS is otherwise not responsible (e.g. Client not obtaining signatures as required per Section 30 or Client not complying with the law as required in Section 32), PBS shall not assume any responsibility or liability for the overpayment or other amount and PBS shall keep the fees described in this Agreement. The foregoing shall also apply to the reasonable costs PBS incurs in responding to any audit, investigation, inquiry, or claim to the extent arising from Client's acts or omissions, including reasonable attorneys' fees.

32) Client's Compliance with Law*.* It is the responsibility of Client (when Client's employees are providing Services) to ensure compliance with local, state, and federal rules, statutes, and sub-regulatory guidance including but not limited to ensuring: i) crew are appropriately licensed and certified, ii) crew are not excluded from participation in federally funded healthcare programs, and iii) Services are appropriately documented.

33) Contract Interpretation. Each Party and its counsel have had the opportunity to participate fully in the review and revision of this Agreement. Any rule of construction to the effect that ambiguities are to be resolved against the drafting Party shall not apply in interpreting this Agreement. The language in this Agreement shall be interpreted in accordance with its plain meaning and not strictly for or against any Party.

34) Non-Solicitation. The Parties agree not to, directly or indirectly, solicit, or cause or induce on its own behalf of for any third party to solicit, for the purpose of hiring any of the Parties' employees to perform like services for the duration of this Agreement unless mutually agreed

by the Parties.

35) Execution. This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

36) Authority. PBS and Client represent that this Agreement is executed in accordance with the requirements of their respective organizations.

37) Amendment of Terms and Conditions. This Agreement may be amended or modified only by a written instrument signed by authorized representatives of both Parties. No proposed amendment shall be effective unless and until agreed to in writing by both PBS and Client.

38) Screenings. The Office of the Inspector General ("OIG") of the Department of Health and Human Services ("HHS") has the authority to exclude individuals and entities from federally funded health care programs pursuant to sections 1128 and 1156 of the Social Security Act. The OIG maintains a list of all currently excluded individuals and entities called the List of Excluded Individuals and Entities ("LEIE"). Exclusion databases are also maintained by state agencies that oversee the State Medicaid Program and by the

U.S. General Services Administration. Any health care entity or healthcare billing entity that hires or contracts with an individual or entity excluded from federally funded health care programs ("Excluded Person") may be subject to civil monetary penalties (CMP). To avoid exclusion and CMP liability, parties to health care contracts that involve the Medicare/Medicaid claim development and submission process and other processes affecting compliance with federal or state law need to routinely check exclusion lists to ensure that new hires, current employees, vendors, and subcontractors are not Excluded Persons. The primary effect of hiring or having an employee who is an Excluded Person or contracting or subcontracting with an Excluded Person is that no payment will be provided for any items or services furnished, ordered, or prescribed by the Excluded Person.

1. Both Parties represent and warrant that they, their new hires, current employees, vendors, and subcontractors are not excluded from, or proposed for exclusion from, participation in, and are not otherwise ineligible to participate in, a "Federal Health Care Program" as defined in 42 U.S.C. Section 1320a-7b(f) (or any applicable successor statutory section).

2. Each Party shall not knowingly employ or contract with any individual or entity that has been excluded from or barred from participation in any Federal Healthcare Program.

3. Each Party shall conduct exclusion screening of its new hires, employees, vendors, and subcontractors as required by applicable federal and state law and regulations pertaining to EMS and fire protection services, which shall minimally include:
   (i) the OIG List of Excluded Individuals/Entities;

(ii) any exclusion database maintained by the state agency that oversees the State Medicaid Program; and
(iii) the U.S. General Services Administration Excluded Parties List System

4. Each Party shall immediately, but no later than three (3) business days, disclose to the other any results of the background screening that may impact the Medicare/Medicaid or other government healthcare claim development and submission process and other processes affecting compliance with federal or state healthcare law.

5. Whether or not such notice is given, each Party may immediately terminate this Agreement without penalty or any other amounts owing as a result of such termination.

6. If either Party's failure to conduct a routine check or make a notification as provided herein impacts reimbursement under this Agreement or causes the OIG to assess CMP which impacts the other Party under this Agreement, the Party that was responsible for and failed to conduct the check or make the notification shall be responsible to the extent permitted by law (i) for reimbursing the other Party for services provided under this Agreement and (ii) for reasonable costs associated with any OIG inquiries and investigations related thereto.

39) Medicare and Medicaid Enrollment. The Parties shall maintain and update their respective provider status in the Medicare and State Medicaid programs throughout the term of this Agreement. The Parties shall share all information required to maintain and update their provider status and their employees' individual provider status within the Medicare and State Medicaid programs as new credentialing requirements are mandated by those programs and program contractors.

40) Indemnification**.**

Neither Party shall be liable to the other for indemnification for, and each Party hereby releases the other from, any liability for punitive, exemplary and consequential damages which may be suffered by such Party arising directly or indirectly out of the performance of this Agreement, including but not limited to the loss of use, loss of profits or business interruption (collectively, the "excluded damages"); provided that amounts owed as consideration under this Agreement shall not be deemed excluded damages.

Notwithstanding the foregoing, nothing contained within this Agreement is intended to be a waiver or estoppel of the Client, PBS, or its respective insurer's ability to rely upon the limitations, defenses and immunities contained within Wisconsin law, including, but not limited to Wisconsin Local Government Tort Immunity Act that may be applicable to the Client or PBS. To the extent that indemnification is available and enforceable, the parties or their respective insurers shall not be liable to indemnity or contribution for an amount greater than the limits of liability for claims established by law. Each Party's obligation to indemnify hereunder is subject to the availability and limits of applicable

insurance coverage. Under no circumstances shall either party be required to indemnify the other for its own negligent or intentional conduct.

For purposes of any defenses or immunities to claims and liabilities to third parties that the Client and/or its employees may be entitled under applicable laws, the parties agree that, to the extent permitted by law, PBS will be deemed the agent of the Client or standing in the shoes of the Client with respect to such defenses and immunities available to the Client.

This indemnification obligation shall be deemed to be contractual in nature and shall survive any termination of this Agreement.

41) Insurance.

a) **PBS Coverage**. Throughout the term of this Agreement and any renewal term, PBS shall purchase and maintain, and upon request shall provide evidence that it has secured, the following coverage:
   i) **Professional Liability / Errors and Omissions Insurance**, covering PBS's billing and collection services, with a limit of $1,000,000 per claim and $2,000,000 in the aggregate.
   ii) **Commercial General Liability Insurance**, including contractual liability, bodily injury, property damage, and personal injury coverage, with a limit of $1,000,000 combined single limit per occurrence and $2,000,000 in the aggregate.
   iii) **Cyber Liability and Privacy Insurance**, covering unauthorized access to, acquisition of, or disclosure of protected health information and other personal information, and including breach response and notification costs, with a limit of $1,000,000 per claim and $2,000,000 in the aggregate.
   iv) **Crime or Fidelity Insurance**, covering employee dishonesty, theft, forgery, and funds transfer fraud with respect to funds collected or held on behalf of Client, with a limit of not less than $500,000.
   v) **Workers' Compensation and Employer's Liability Insurance** in the amounts required by applicable law.

b) **Client Coverage**. Throughout the term of this Agreement and any renewal term, Client shall maintain, and upon request shall provide evidence of, the following coverage, which may be provided through a municipal insurance pool or program of self-insurance:
   i) commercial general liability coverage with a limit of not less than $1,000,000 per occurrence;
   ii) workers' compensation coverage in the amounts required by applicable law; and
   iii) Cyber Liability and Privacy coverage for claims arising from unauthorized access to, acquisition of, or disclosure of protected health information and other personal information in Client's possession, custody, or control, including information Client transmits to or receives from PBS, and including breach response and notification costs, with a limit of not less than $1,000,000 per claim and in the aggregate.
   iv) Client's participation in a municipal insurance pool shall satisfy this subsection to the extent the pool provides the coverage required above.

c) **Certificates and Notice**. Before PBS commences services under this Agreement, each Party shall furnish the other with certificates of insurance evidencing the coverage required by this Section. Each Party shall notify the other within thirty (30) days of any cancellation, non-renewal, or material reduction in the coverage required by this Section.

d) **Carriers**. All insurance required by this Section shall be placed with carriers authorized to write such coverage in the State of Wisconsin and reasonably acceptable to the other Party, except that Client may satisfy its obligations through a municipal insurance pool or program of self-insurance.
e) **Claims-Made Coverage**. If any coverage required by this Section is written on a claims-made basis, the Party maintaining such coverage shall maintain it, or obtain extended reporting period coverage, for not less than two (2) years following termination of this Agreement, with a retroactive date no later than the effective date of this Agreement.
f) **No Limitation of Liability**. The coverage limits set forth in this Section represent minimum requirements and shall not be construed to limit either Party's liability under this Agreement.
g) **Limitation of Municipal Liability**. Nothing contained within this Agreement is intended to be a waiver or estoppel of City or its insurer to rely upon the limitations, defenses, and immunities contained within Sections 345.05 and 893.80, Wis. Stats. To the extent that indemnification is available and enforceable, City or its insurer shall not be liable in indemnity, contribution, or otherwise for an amount greater than the limits of liability of municipal claims established under Wisconsin law.
h) **Survival**. The obligations of this Section shall survive termination of this Agreement with respect to claims arising from acts or omissions occurring during the term.

IN WITNESS WHEREOF, the Parties have hereunto set their seal this _____ day of October, 2026

CITY OF WATERTOWN	PARAMEDIC BILLING SERVICES, INC.
By: _____	By: _____
Printed Name: _____	Printed Name: David B. Hill
Its: _____	Its: President

APPENDIX A
Billing Procedures

1. PARAMEDIC BILLING SERVICES, INC. (PBS) shall provide electronic billing to all governmental and commercial carriers, where available. Otherwise, PBS shall provide paper billing on behalf of Client.

2. PBS will bill all appropriate government or commercial third-party payers as agreed to by Client or as required by federal, state, or local law, regulation, or guidance.

3. PBS will invoice all Recipients/Recipient guarantors as agreed to by Client or as required by federal, state, or local law, regulation, or guidance.

4. PBS shall issue invoices on a billing form specific to the Client.

5. PBS shall bill for Client's services in accordance with those rates determined by the Client or as required by the appropriate federal, state, or local law, regulation, or guidance. The Client shall provide PBS with current rates. For any rate changes that may be implemented, Client shall immediately provide PBS with written notice of the rate changes. 14 business day notice required.

6. Invoicing/collection activities will be conducted on the following schedule:

    a. Immediate first steps:
        i. PBS will verify patient insurance through portals, contact with patient, contact with receiving facility etc.

    b. Except as otherwise required by law, invoicing for Recipients with no insurance identified or for which insurance billing is not applicable:
        i. First invoice mailed within five business days after receipt of case source data.
        ii. Second invoice mailed 30 calendar days after first invoice.
        iii. Collection letter 30 calendar days after third invoice.
        iv. If there is no payment plan established, and the account remains unpaid after the billing cycle has been completed, then the account balance will be turned over to a third-party collection agency.

    c. Except as otherwise required by law, invoicing for Recipients with insurance identified:
        i. Claim submitted to insurance carrier within five business days after receipt of case source data.
        ii. If no payment is received within 45 calendar days from claim submission, an invoice will be sent to Recipient with message stating that there has been no payment or correspondence from their insurance carrier, and to please give the insurance carrier a call.
        iii. If Recipient is a resident, the claim will continue to follow the procedures listed above in "Invoicing for Recipients with no insurance identified." If

there is no payment plan established and the account remains unpaid after the billing cycle has been completed, the account balance is written off.

iv. If Recipient is a non-resident, the claim will continue to follow the procedures listed above in “Invoicing for Recipients with no insurance identified.” If there is no payment plan established, and the account remains unpaid after the billing cycle has been completed, then the account balance will be turned over to a third-party collection agency.

d. If an insurance payment is received on behalf of the Recipient for the service and a balance is remaining, PBS shall send its first invoice within five business days after receipt of the insurance payment and follow up in accordance with the schedule set forth in 6c above.

e. PBS reserves the right to change the procedures listed in this paragraph 6 as deemed necessary for operational, business, or legal reasons.

8. PBS accepts checks and all credit cards and may, in its discretion and in accordance with the law, absorb credit card fees to the cardholder.

9. PBS will set up payment plans where appropriate, consistent with standard policies and procedures and in accordance with law.

10. All payments shall be sent directly to the designated lockbox to allow rapid posting of payments. It is the client's responsibility to notify PBS of any payments received to Client within 72 hours of all payments, correspondence, explanation of benefits, etc. relating to the services described.

11. PBS will submit a monthly payment receipt recap, and a monthly trip report detailing transports billed from the previous month. It is the responsibility of Client to verify these reports and provide PBS with any missing data.

12. It shall be the responsibility of Client to audit the billing rates charged by PBS for the Services provided by Client on a quarterly basis to verify that the rates charged by PBS are the correct rates. Additionally, should Client decide to change the billing rates for the Services, Client shall notify PBS as required in Section 5 and thereafter complete any necessary follow-up with PBS to ensure that the changed rate is being applied by PBS.

INSERT APPENDIX B – BILLING GUIDELINES HERE

APPENDIX C
BUSINESS ASSOCIATE AGREEMENT

This HIPAA Business Associate Agreement (the "Agreement") is entered into on April ____, 2026 ("Effective Date") by and between the City of Watertown Covered Entity"), and Paramedic Billing Services, Inc. ("Business Associate") (each a "Party" and collectively the "Parties").

1. BACKGROUND

Business Associate performs functions, activities, or services for, or on behalf of, Covered Entity under an existing written agreement (the "Underlying Agreement") and Business Associate creates, receives, maintains, or transmits Protected Health Information ("PHI"), including Electronic Protected Health Information ("EPHI"), to perform such functions, activities, or services (referred to collectively as the "Services"). The purpose of this Agreement is to set forth the terms and conditions of disclosure of PHI by Covered Entity to Business Associate, to set forth the terms and conditions of Business Associate's use and disclosure of PHI, and to ensure the confidentiality, integrity, and availability of EPHI that Business Associate creates, receives, maintains, or transmits on behalf of Covered Entity. It is the intent of Covered Entity and Business Associate that this Agreement will meet the requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the American Recovery and Reinvestment Act of 2009, Public Law 111-5 ("ARRA"), the Privacy Rule, and the Security Rule, 45 C.F.R. Parts 160 and 164.

2. DEFINITIONS

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in HIPAA, ARRA, the Privacy Rule, and the Security Rule. Following are some of the key terms of this Agreement.

2.1 *Electronic Protected Health Information*. "Electronic Protected Health Information" or "EPHI" shall have the same meaning as the term "electronic protected health information" in 45 C.F.R. § 160.103, but shall be limited to the EPHI that Business Associate creates, receives, maintains, or transmits on behalf of Covered Entity.

2.2 *Individual*. "Individual" shall have the same meaning as the term "individual" in 45 C.F.R. § 160.103 and shall include a person who qualifies as a personal representative in accordance with 45 C.F.R. § 164.502(g).

2.3 *Minimum Necessary*. "Minimum Necessary" shall have the same meaning as "minimum necessary" described in 45 C.F.R. § 164.502(b) and Section 13405(b) of ARRA.

2.4 *Privacy Rule*. "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. Parts 160 and Part 164, subparts A and E.

2.5 *Protected Health Information*. "Protected Health Information" or "PHI" shall have the same meaning as the term "protected health information" in 45 C.F.R. § 160.103 but shall be limited to the information that Business Associate creates, receives, maintains, or transmits on behalf of Covered Entity.

2.6 *Required by Law*. "Required by Law" shall have the same meaning as the term "required by law" in 45 C.F.R. § 164.103.

2.7 *Secretary*. "Secretary" shall mean the Secretary of the United States Department of Health and Human Services or his designee.

2.8 *Security Incident*. "Security Incident" shall have the same meaning as "security incident" in 45 C.F.R. § 164.304.

2.9 *Security Rule*. "Security Rule" shall mean the Security Standards for the Protection of EPHI at 45 C.F.R. Parts 160 and 164, subparts A and C.

2.10 *Subcontractor*. "Subcontractor" shall have the same meaning as "subcontractor" in 45 C.F.R. § 160.103.

3. OBLIGATIONS AND ACTIVITIES OF BUSINESS ASSOCIATE

3.1 *Use and Disclosure*. Business Associate agrees to not use or disclose PHI other than as permitted or required by this Agreement and any Underlying Agreement(s) related to the Services, or as Required by Law. Business Associate shall also comply, where applicable, with the Privacy Rule and the Security Rule.

3.2 *Safeguards*. Business Associate agrees to use appropriate safeguards and comply, where applicable, with the Security Rule with respect to EPHI, to prevent use or disclosure of the information other than as provided for by this Agreement.

3.3 *Business Associate's Reporting Obligations.*

(a) *Reports of Non-Permitted Use or Disclosure.* Business Associate agrees to report to Covered Entity any use or disclosure of the PHI not provided for by this Agreement of which Business Associate becomes aware. Where applicable, such a report shall comply with the requirements outlined in Sections 3.3(b) and 3.3(c).

(b) *Reports of Breach of Unsecured PHI.*

1. For purposes of this Section, "Breach" and "Unsecured PHI" shall have the same meaning as "breach" and "unsecured protected health information," respectively, as such terms are defined by 45 C.F.R. § 164.402.

2. Following the discovery of a Breach of Unsecured PHI, Business Associate shall notify Covered Entity of the Breach. Such notification shall be made without unreasonable delay after discovering the Breach, but no later than sixty (60) calendar days after its discovery.

3. Business Associate's notice shall include, to the extent possible, the identification of each Individual whose Unsecured PHI has been or is reasonably believed by Business Associate to have been, accessed, acquired, used, or disclosed during or as a result of the Breach. Business Associate shall also provide Covered Entity with at least the following information: a description of the Breach, including the date of Breach and the date of discovery of the Breach, if known; a description of the types of Unsecured PHI involved in the Breach; any steps Individuals should take to protect themselves from potential harm resulting from the Breach;

a brief description of what Business Associate is doing to investigate the Breach, to mitigate harm to Individuals, and to protect against any further Breaches; and any other information Covered Entity is required to include in notification to the affected Individual(s) under 45 C.F.R. § 164.404(c). Business Associate will provide additional information to Covered Entity as such information becomes available.

(c) *Reports on Security Incidents*. Business Associate agrees to report to Covered Entity any Security Incident of which it becomes aware. Where applicable, such report shall comply with the requirements outlined in Sections 3.3(a) and (b). This Agreement serves as Business Associate's notice to Covered Entity that attempted but unsuccessful Security Incidents, such as pings and other broadcast attacks on Business Associate's firewall, port scans, unsuccessful log-on attempts, denials of service and any combination of the above, regularly occur and that no further notice will be made by Business Associate unless there has been a successful Security Incident.

3.4 *Subcontractors*. Business Associate agrees to ensure that any Subcontractor that creates, receives, maintains, or transmits PHI (including EPHI) on behalf of Business Associate agrees to substantially the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information, including but not limited to, compliance with the applicable requirements of 45 C.F.R. Parts 160 and 164. Such agreement between Business Associate and the Subcontractor must be made in writing and must comply with the terms of this Agreement and the requirements outlined in 45 C.F.R. §§ 164.504(e) and 164.314.

3.5 *Access to Designated Record Set.* The Parties do not intend for Business Associate to maintain any PHI in a Designated Record Set for Covered Entity. To the extent Business Associate possesses PHI in a Designated Record Set, Business Associate agrees to provide access, at the request of Covered Entity, to PHI in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 C.F.R. § 164.524. Business Associate is not required to provide such access where the PHI contained in a Designated Record Set is duplicative of the PHI contained in a Designated Record Set possessed by Covered Entity. If an Individual makes a request for access pursuant to 45 C.F.R. § 164.524 directly to Business Associate, or inquiries about his or her right to access, Business Associate will either forward such request to Covered Entity or direct the Individual to Covered Entity.

3.6 *Amendments to Designated Record Set*. The Parties do not intend for Business Associate to maintain any PHI in a Designated Record Set for Covered Entity. To the extent Business Associate possesses PHI in a Designated Record Set, Business Associate agrees to make available such PHI for amendment and incorporate any amendment(s) to PHI in a Designated Record Set that Covered Entity directs or agrees to pursuant to 45 C.F.R. § 164.526 at the request of Covered Entity or an Individual. If an Individual submits a written request for amendment pursuant to 45 C.F.R. § 164.526 directly to Business Associate, or inquiries about his or her right to amendment, Business Associate will either forward such request to Covered Entity or direct the Individual to Covered Entity.

3.7 *Accounting of Disclosures*.

(a) Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.

(b) Business Associate agrees to provide to Covered Entity or an Individual information collected in accordance with Section 3.7(a) of this Agreement, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528.

3.8 *Compliance with Law*. To the extent Business Associate is expressly obligated under the Underlying Agreement(s) to carry out one or more of Covered Entity's obligation(s) under the Privacy Rule, Business Associate shall comply with the requirements of the Privacy Rule that apply to Covered Entity in the performance of such obligation(s).

3.9 *Internal Practices.* Business Associate agrees to make internal practices, books, and records relating to the use and disclosure of PHI received from or created or received by Business Associate on behalf of, Covered Entity available to the Secretary for purposes of the Secretary determining Covered Entity's compliance with the Privacy Rule and Security Rule.

3.10 *Mitigation*. Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to Business Associate of a use or disclosure of PHI by Business Associate in violation of the requirements of this Agreement.

4. PERMITTED USES AND DISCLOSURES BY BUSINESS ASSOCIATE

4.1 *General Use and Disclosure.*

(a) Except as otherwise limited in this Agreement, Business Associate may use or disclose PHI to perform Services for, or on behalf of, Covered Entity as such services may be specified in any Underlying Agreement(s), provided that such use or disclosure would not violate the Privacy Rule or the Security Rule if done by Covered Entity.

(b) All uses and disclosures of PHI must comply with the Minimum Necessary requirements under the Privacy Rule. The Party disclosing PHI shall determine what constitutes the Minimum Necessary to accomplish the intended purpose of the disclosure.

4.2 *Specific Use and Disclosure*.

(a) Business Associate may use or disclose PHI to carry out Business Associate's legal responsibilities and for the proper management and administration of Business Associate, provided that any such disclosures are either (1) Required by Law, or (2) Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it becomes aware in which the confidentiality of the information has been breached.

(b) Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).

(c) Business Associate may use and disclose PHI to report violations of law to appropriate state and federal authorities, to the extent permitted or required by 45 C.F.R. § 164.502(j)(1) and state law.

(d) Business Associate may use PHI to create de-identified information in accordance with the requirements outlined in the Privacy Rule. Data that has been de-identified will no longer be subject to the terms of this Agreement.

5. OBLIGATIONS OF COVERED ENTITY

5.1 *Privacy Practices.* The Covered Entity will notify Business Associate of any limitation(s) in its notice of privacy practices in accordance with 45 C.F.R. § 164.520, to the extent that such limitation may affect Business Associate's use or disclosure of PHI. Covered Entity will provide such notice no later than fifteen (15) days prior to the effective date of the limitation.

5.2 *Notice of Changes Regarding Individual Permission*. Covered Entity will obtain any consent or authorization that may be required by the Privacy Rule, or applicable state law, prior to furnishing Business Associate with PHI. Covered Entity will notify Business Associate of any changes in, or revocation of, permission by an Individual to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI. Covered Entity will provide such notice no later than fifteen (15) days prior to the effective date of the change.

5.3 *Notice of Restrictions to Use or Disclosure of PHI*. Covered Entity will notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI. The covered Entity will provide such notice no later than fifteen (15) days prior to the effective date of the restriction. If Business Associate reasonably believes that any restriction agreed to by Covered Entity pursuant to this Section may materially impair Business Associate's ability to perform its obligations under the Underlying Agreement or this Agreement, the Parties will mutually agree upon any necessary modification of Business Associate's obligations under such agreements.

5.4 *Permissible Requests by Covered Entity.* Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the Privacy Rule or the Security Rule if done by Covered Entity, except that Business Associate may use or disclose PHI as set forth herein.

5.5 *Safeguards*. The Covered Entity shall use appropriate safeguards to maintain the confidentiality, privacy, and security of PHI in transmitting PHI to Business Associate pursuant to this Agreement.

6. TERM AND TERMINATION

6.1 *Term*. This Agreement shall be effective upon the Effective Date and shall remain in effect until all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with Section 6.3(b).

6.2 *Termination.*

(a) Termination Resulting from the End of Services. This Agreement shall terminate if the Underlying Agreement(s) under which Covered Entity discloses PHI to Business Associate terminates for any reason, or if the Services that give rise to the necessity of a business associate agreement terminate for any reason.

(b) Termination for Cause. Upon either Party's knowledge of a material breach of this

Agreement by the other Party, the non-breaching Party must either:

1. Provide an opportunity for the breaching Party to cure the breach or end the violation opportunity to cure the breach within thirty (30) business days, and if the breaching Party does not cure the breach or end the violation within thirty (30) business days, the non-breaching Party shall terminate this Agreement; or

2. Immediately terminate this Agreement if cure is not possible.

6.3 *Return or Destruction of PHI*.

(a) Except as provided in paragraph (b) of this Section, upon termination of this Agreement for any reason, Business Associate shall return or destroy all PHI received from Covered Entity or created or received by Business Associate on behalf of Covered Entity, that Business Associate still maintains in any form. This provision shall also apply to PHI that is in the possession of Subcontractors of Business Associate. Business Associate shall retain no copies of the PHI.

(b) In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate and its Subcontractors shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as Business Associate and/or its Subcontractors maintain such PHI.

7. MISCELLANEOUS

7.1 *Regulatory References.* A reference in this Agreement to a section in the Privacy Rule, the Security Rule, HIPAA, or ARRA, or any other reference to a law or regulation, means the section or law as in effect as of the date of this Agreement or as subsequently amended.

7.2 *Amendment*. The Parties agree to take such action as is necessary to amend this Agreement from time to time to comply with the requirements of the Privacy Rule, the Security Rule, HIPAA, and ARRA.

7.3 *Survival*. The respective rights and obligations of Business Associate under Section 6.3 of this Agreement shall survive the termination of this Agreement.

7.4 *Interpretation*. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits compliance with the Privacy Rule, the Security Rule, HIPAA, and ARRA.

7.5 *Relationship to Other Agreement Provisions.* If a provision of this Agreement is contrary to a provision of an Underlying Agreement or Agreements under which Covered Entity discloses PHI to Business Associate, the provision of this Agreement shall control. Otherwise, this Agreement shall be construed under, and in accordance with, the terms of such Underlying Agreement or Agreements between the Parties.

7.6 *Prior Business Associate Agreements*. Consistent with Section 7.5, this Agreement shall supersede any and all prior business associate agreement(s), or terms of other agreements addressing the privacy and security of PHI, between the Parties.

7.7 *No Third-Party Beneficiaries*. Nothing expressed or implied in this Agreement is intended to confer, nor shall anything herein confer, upon any person other than Covered Entity or

Business Associate any rights, remedies, obligations, or liabilities whatsoever.

7.8 *Modification of Agreement.* No alteration, amendment, or modification of the terms of this Agreement shall be valid or effective unless in writing and signed by Business Associate and Covered Entity.

7.9 *Relationship of Parties*. Business Associate, in furnishing services to Covered Entity, is acting as an independent contractor, and Business Associate has the sole right and obligation to supervise, manage, contract, direct, procure, perform, or cause to be performed, all work to be performed by Business Associate under this Agreement. Business Associate is not an agent of Covered Entity and has no authority to represent Covered Entity as to any matters, except as expressly authorized in this Agreement.

7.10 *Notices.* Any notices required or permitted to be given under this Agreement by either Party shall be given in writing: (a) by personal delivery; (b) by electronic facsimile with confirmation sent by United States first class mail; (c) by bonded courier or nationally recognized overnight delivery service; or (d) by United States first class registered or certified mail, postage prepaid, return receipt requested, addressed to the Parties at the addresses set forth below or to such other addresses as the Parties may request in writing by notice pursuant to this Section 7.10. Notices shall be deemed received on the earliest personal delivery, upon the next business day after delivery by electronic facsimile with confirmation that the transmission was completed or upon receipt by any other method of delivery.

Covered Entity: City of Watertown, 621 Bernard St. Watertown, Wi. 53094

Business Associate: Paramedic Billing Services, Inc., c/o Privacy Officer, 395 West Lake Street, Elmhurst, IL 60126

7.11 *Governing Law.* This Agreement shall be governed by and interpreted in accordance with the laws of the State of Wisconsin.

7.12 Counterparts. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original and when taken together shall constitute one agreement.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized officers and made effective as of the Effective Date.

Paramedic Billing Services, Inc.
Business Associate

By: _____
Print Name: _____
Title: _____
Date: _____

City of Watertown, Covered Entity

By: _____
Print Name: _____
Title: _____
Date: _____

Billing Guideline Agreement

PARAMEDIC BILLING SERVICES INC

Contract Start Date:_____

LEGAL ORGANIZATION NAME: _____

The client identifies as a:

- ☐ Fire Dept/Municipality
- ☐ Fire Protection District
- ☐ Other?

If Fire Dept/Municipality, is the client:

- ☐ Home Rule
- ☐ Non-Home Rule

Headquarters Address: _____

County: _____

Phone: _____

Fax: _____

Additional Municipal Building or Practice Locations: _____

_____

CONTACTS		
Provide Name/Title below:	**Identify primary billing contact**	**Provide email below**
Fire Chief:		
Deputy Chief:		
EMS Coordinator:		
Admin Support:		
Accounting/Financial Manager: (who pays invoice)		

ADMIN USER FOR INSURANCE SITES.
Information is necessary to provide for transition of all payment authorizations from previous billing agency to PBS.

Provide Name/Title below:	**Identify primary billing contact**	**Provide email below**
Change Healthcare:		
Payspan:		
Forward Health:		
Optum Pay:		

PARAMEDIC BILLING SERVICES INC

Billing Guideline Agreement

IMPORTANT IDENTIFICATION NUMBERS / AUTHORIZED OFFICIAL:	
Tax Identification Number:	
National Provider Identification Number:	
Medicare Provider Number:	
Medicare/PECOS Authorized Official & Email:	
Main & Satellite Fire Stations Address for PECOS Registration-Validation:	
1.)	
2.)	
3.)	
4.)	
5.)	
Public Aid Provider Number:	
Blue Cross/Blue Shield Provider Number:	
Railroad Medicare Provider Number:	
US Department of Labor OWCP Provider ID Number:	
Other State Medicaid Provider Numbers, if any: (i.e. California, Iowa, Missouri, Minnesota etc.):	
CAQH Provider Data Login Portal access (a.k.a. CAQH ProView):	
Previous Banking Information with OLD Agency	Name of Bank:_____ ACH Account #:_____ ACH Routing #:_____
Wintrust Lockbox Bank Authorized Contact	Contact Name: _____ Phone #: _____ Email: _____
Current Banking Information - If PBS owes Client money, please provide where to route EFT payments below:	Name of Banking Institution:_____ ACH Account #: _____ ACH Routing #:_____

Billing Guideline Agreement

PARAMEDIC BILLING SERVICES INC

EMS System Name:	
Medical Director Name:	
List all hospital locations department transports to:	
1.)	6.)
2.)	7.)
3.)	8.)
4.)	9.)
5.)	10.)

Software & PCR Transmission process:

Software in use

- ☐ ImageTrend
- ☐ ZOLL
- ☐ ESO
- ☐ EMSCharts
- ☐ Other: _____

How will PCR's be sent to Paramedic Billing Services

☐ FTP(PDF)		☐ FTP(Export)	
If Exporting, who owns the license?	☐ PBS	☐ CLIENT	☐ Other: _____

Resident Billing Procedures:

1.) Choose only one:

- ☐ The department **DOES** bill residents. (Proceed to #2)
- ☐ The department does **NOT** bill residents. (Proceed to Non-Resident Billing Procedures)

2.) Resident billing procedure, PBS should:

- ☐ For residents, accept insurance payment as payment in full. Any or all remaining charges are written-off. (If checked, proceed to Non-Resident Billing Procedures)
- ☐ Balance bill residents, after insurance pays for:

Choose all that apply:

- ☐ Any remaining balance. (All or partial)
- ☐ Insurance assigned patient deductible.
- ☐ Insurance assigned patient copay/coins.

Choose only one:

- ☐ If resident balance (All or partial) is not paid, balance will **NOT** be sent to external collections.
- ☐ If resident balance (All or partial) is not paid, balance **WILL** be sent to external

PARAMEDIC BILLING SERVICES INC

Billing Guideline Agreement

Non-Resident Billing Procedures:

Choose only one:

If there is a remaining balance (All or partial) for Non-Residents, PBS should:

- ☐ Bill to collect from the patient, but **DO NOT** send balance to external collections.
- ☐ Bill to collect from the patient, if unpaid, **SEND Non-Resident balance** to external collections.

EXTERNAL COLLECTIONS **Only applies if sending accounts to collections*

Choose only one:

- ☐ Send accounts to PBS' contracted collect agency
- ☐ Use client's contracted agency *(provide agency and contact info below)*

Other procedures/client's contracted agency (if applicable):

Mutual Aid Billing **Only applies if written mutual aid agreement exists for billing (not service alone)*

Client has written Mutual Aid billing agreements with the following agencies:

Copies of written agreements required.
Mutual Aid Agency names:

Write off Authorization

Y	N	*(Check (Y) yes or (N) no & describe other)*
☐	☐	Deceased patients: For Patients deceased on scene, we file a claim with any billable insurance able to be located. (BLS Base/No mileage) Any remaining unpaid charges are written off. If no insurance is located, the call is not billed. Is this acceptable?
☐	☐	Patients who are deceased after transport with remaining balances are written off. Is this acceptable?
☐	☐	Accounts with balances of $24.99 or less are written off. Is this acceptable?

If any "No" was selected on previous page responses, please outline next step procedures:

***Note* Any court ordered bankruptcies or adjustments are automatically written off.**

Billing Guideline Agreement

PARAMEDIC BILLING SERVICES INC

Hardships, Medical Records, Subpoenas, Attorney Settlements

Y	N	*(Check (Y) yes or (N) no & describe other)*
☐	☐	PBS standard procedure will be followed for claims where patient identifies financial hardship/inability to pay.
☐	☐	PBS will process requests for Medical Records from insurance groups & legal representatives
☐	☐	PBS will process subpoenas and present them to the Department/District as required
☐	☐	PBS will process attorney settlement reduction on behalf of the Department/District and seek approval from the Department/District if the reimbursement offer is below standard PBS procedure.

If any "No" was select, please outline next step procedures:

Miscellaneous Billing Support Requests

Y	N	*(Check (Y) yes or (N) no & describe other)*
☐	☐	On patient invoices, would you like to include a F.D. / F.P.D. logo /crest to your Town's issued statements? If you selected YES, submit a copy of your logo in JPEG format through the Submission Form on your Monday.com FD Board page.
☐	☐	Would you like to include a Resident Letter / Town Letter Signed by the Fire Chief along with your invoices? This is used as an explanation of charges and validation for PBS sending invoice to patient and requesting return mail to be sent to the Lockbox account address.

Access to monthly trip reports, billing invoice, collection and financial data
Allow access to:

NAME	**EMAIL**

Fiscal Calendar

Fiscal Year Begins – End (i.e. May 1- Apr 30)

When does the fire department's calendar begin & end:

Billing Guideline Agreement

PBS & Client Signature

*By signing below, you authorize PBS to bill according to the guidelines outlined above.

Client Signature: _____

Printed Name: _____ **Date:** _____

PBS Representative Signature: _____

Printed Name: _____ **Date:** _____

PARAMEDIC BILLING SERVICES INC

Billing Rates - _____

Please provide Paramedic Billing Services (PBS) all the specifics of your ordinance to by entering the rates below that are to be charged to individuals and/or businesses inside and/or outside of the department's/district's territory.

Rate Change Effective Date per Ordinance:_____

Will the Rate Change occur on the same date as the Effective Date above: ☐ Yes ☐ No

If No was selected above, provide an effective date for the rate change:_____

EMS Transport Rates		
Name of Charge	**Resident Fee**	**Non-Resident Fee**
BLS Transport		
ALS 1 Transport		
ALS 2 Transport		
Mileage fee		
Other:		
Other:		
Response and TNT charges		
Name of Charge	**Resident Fee**	**Non-Resident Fee**
Response (only) Charge		
Treat No Transport fee		
Other:		
Other:		
Miscellaneous/Other		
Name of Charge	**Resident Fee**	**Non-Resident Fee**
Helipad Charge		
Other:		
Other:		
Other:		

Fire Billing Charges			
Name of Charge	**Resident Fee**	**Non-Resident Fee**	**Per Hour (all veh) or Per Vehicle/Per Hour?**
Rescue Apparatus	$	$	
Rescue Worker per person per hour	$	$	
Consumables/Materials	Yes: ☐ No: ☐	Yes: ☐ No: ☐	
Extrication	$	$	
Other:			

Automatic Rates increases		
No Automatic increase until new ordinance is provided to PBS.	Yes: ☐	No: ☐
	If Yes is checked, do not respond to the below 2 sections. If No is checked, please choose response from one of the two sections below	
On the calendar date of _____, PBS shall increase your rates by your GEMT rates.	Yes: ☐	No: ☐
	If Yes is checked, do not respond to the below section. We will send a new form to complete at that time. If No is checked, please respond to the below section.	

PLEASE SEE 2ND PAGE PRIOR TO RETURNING TO PBS

PARAMEDIC BILLING SERVICES INC

Billing Rates (cont.)

Automatic Rates increases (cont.)	
On the calendar date of _____, PBS shall increase your rates by a specific formula.	Please select only one of the below responses ☐ Increase by _____ % ☐ Medicare increase or _____ % whichever is greater ☐ Medicare increase or _____ % whichever is less ☐ CPI increase or _____ % whichever is greater ☐ CPI increase or _____ % whichever is less ☐ GEMT or _____ % whichever is greater ☐ GEMT or _____ % whichever is less

*By signing below, you authorize PBS to bill according to the guidelines outlined above.

Client Signature: _____

Printed Name: _____ Date: _____

PBS Representative Signature: _____

Printed Name: _____ Date: _____

DRAFT

City of Watertown, Wisconsin

TAX INCREMENT DISTRICT #10

Plan Commission Hearing and Approval:	September 28, 2026
Common Council Action:	November 2, 2026
Joint Review Board Approval:	November 9, 2026

Prepared by:

VANDEWALLE & ASSOCIATES INC.
Madison . Milwaukee

ACKNOWLEDGEMENTS

Watertown Common Council
Robert Stocks, Mayor
Fred Smith, Common Council President
Dana Davis
Jonathan Lampe
Ken Berg
Gina Nitecki
Brad Blanke
Tony Arnett
Rita Haase
Myron Moldenhauer

Watertown Plan Commission
Robert Stocks, Chair
Andrew Beyer
Brian Zirbes
Ken Berg
Nick Krueger
Kerry Kneser
Joe Dittmann
Tom Levi

Watertown City Staff
Deb Sybell, Manager of Economic Development and Strategic Initiatives
Megan Dunneisen, City Clerk
Mark Stevens, City Treasurer
Andrew Beyer, PE, City Engineer
Alexandra Panagopoulos, City Attorney
Brian Zirbes, Zoning Administrator

Planning Assistance Provided by:
Vandewalle & Associates
120 East Lakeside Street
Madison, WI 53715
(608) 255-3988
www.vandewalle.com

Jeff Maloney – Principal
Sonja Kruesel, AICP – Associate Planner
Hilary Rottmann, AICP – Associate Planner
Dan Eckberg, AICP – GIS Planner

TABLE OF CONTENTS

ACKNOWLEDGEMENTS ii

TABLE OF CONTENTS ii

SECTION I. INTRODUCTION 1

SECTION II. DESCRIPTION OF HOW TAX INCREMENT DISTRICT #10 WILL PROMOTE THE ORDERLY DEVELOPMENT OF THE CITY OF WATERTOWN 5

SECTION III. TAX INCREMENT DISTRICT BOUNDARY DESCRIPTION AND EQUALIZED VALUES 5

SECTION IV. EXISTING USES AND CONDITIONS OF REAL PROPERTY 10

SECTION V. PROPOSED PUBLIC WORKS AND ESTIMATED COSTS 14

SECTION VI. NON-TAX REVENUES AND NON-PROJECT COSTS 20

SECTION VII. ECONOMIC FEASIBILITY ANALYSIS 20

SECTION VIII. AVAILABLE FINANCING METHODS 27

SECTION IX. CONSISTENCY OF ACTIVITIES WITHIN TAX INCREMENT DISTRICT #10 WITH THE CITY ZONING ORDINANCE, MASTER PLAN AND OTHER DEVELOPMENT ORDINANCES 28

SECTION X. ANNEXED PROPERTY 28

SECTION XI. ESTIMATE OF PROPERTY TO BE DEVOTED TO RETAIL BUSINESS 28

SECTION XII. STATEMENT ON RELOCATION 28

APPENDIX A: TID BOUNDARY LEGAL DESCRIPTION 29

APPENDIX B: IMPACT ON OVERLYING TAXING JURISDICTIONS 30

APPENDIX C: PLAN COMMISSION RESOLUTION RECOMMENDING ADOPTION OF TAX INCREMENT DISTRICT #10 31

APPENDIX D: COMMON COUNCIL RESOLUTION APPROVING THE PROJECT PLAN 32

APPENDIX E: JOINT REVIEW BOARD RESOLUTION APPROVING THE PROJECT 33

APPENDIX F: LEGAL OPINION 34

SECTION I. INTRODUCTION

Project Background

The City of Watertown proposes to create Tax Increment District #10 (TID #10), which encompasses land generally located south of the airport, east of High Road, and west of or along Gateway Drive. The district consists of industrial, office, residential, and commercially zoned properties. The industrial and office areas are primarily located in the northeastern portion of the district along Gateway Drive and Air Park Drive. Commercially zoned properties are concentrated in the southern portion of the district along Gateway Drive, Market Way, and High Road. Residentially zoned properties are located along Gateway Drive. As an important node of commercial activity and future industrial development, the City seeks to capture future growth in this area as well as new value from development and renovation activities in order to finance necessary public improvements and offer additional incentives for improving or redeveloping aging, vacant or outmoded parcels within the District.

The proposed boundaries of TID #10 include 29 parcels totaling approximately 141.09 acres, and approximately 19.63 acres of the district are wetlands. Some parcels are vacant and proposed for future development, others are developed lots that are actively used and well maintained, and others exhibit physical and market conditions that position the properties for redevelopment potential. The District is proposed to be designated as a Mixed-Use District, which provides a TID lifespan of up to 20 years and a 15-year spending period, and which may include a combination of industrial, commercial, and residential uses.

Targeted development and redevelopment of parcels in the District may, in the short term, generate increment that may be used to construct new public infrastructure, offset extraordinary redevelopment costs, and provide incentives for business improvements and expansion, in addition to promoting orderly and robust economic development in the coming years. In the immediate future, the City anticipates new multi-family residential development on Map ID parcel 18.

This Project Plan for TID #10 has been prepared in compliance with Wis. Stat. §66.1105. The Project Plan establishes the need for the District, lists proposed public improvements, provides an estimated time schedule for completion of priority projects, and their estimated costs. This Project Plan is to be adopted by resolution by the Common Council on recommendation of the Plan Commission as the official plan and guide for public and private sector development within the boundaries of TID #10.

Implementation of the Project Plan and construction of the listed public improvements will require a case-by-case authorization by the Common Council. Public expenditures for projects listed in the Project Plan should and will be based on market conditions and the status of development at the time a project is scheduled for construction. The Common Council is not mandated to make the public expenditures described in this plan but is limited to the types of expenditures listed herein. Changes to the types of projects will require a formal amendment to the Project Plan with public review (including meetings with the Joint Review Board and Plan Commission public hearing) and Common Council approval. Redistribution of project costs within the budget estimates will not require an amendment to the plan, provided that the projects meet the purpose and intent of the District.

As required by Wis. Stat. §66.1105(4)(f), a copy of this Project Plan will be submitted to the Department of Revenue and used as the basis of their certification of Tax Increment District #10 in the City of Watertown.

Type of District, Size and Location

TID #10 is proposed as a mixed-use district suitable for industrial, commercial/mixed-use, and residential development. It is comprised of 29 parcels totaling approximately 141.09 acres and approximately 19.63 acres of wetlands present in the district. As of January 1, 2025, the total equalized base value of the land and improvements located within the District was $24,689,000. A map of the proposed boundaries is located in Section III of this plan.

Estimated Total Project Expenditures

The purpose of TID #10 is to provide the necessary improvements in public infrastructure to encourage economic development and increase property values. During the 15-year expenditure period permitted under the Tax Increment Law, a total of $12,822,548 in project costs is proposed, excluding estimated finance charges and interest.

The City expects to evaluate and use several alternative financing methods for the projects in order to provide overall lower costs of financing, preserve debt capacity, mitigate risk to the City, and provide other advantages as determined by the Common Council. The Common Council is not mandated to make the public expenditures in this plan. The public expenditures are an itemization of eligible project costs that the City may undertake as well as a guide for the Plan Commission and Common Council to assist them in the decision-making process for public expenditures. Redistribution of project costs within the total budget estimate will not require amendments to the plan, provided that the project meets the purpose and intent of TID #10.

Economic Development

As a result of the creation of this District, the City estimates that additional land and improvement value of approximately $61,660,000 (in 2026 dollars) may be created as a result of development and appreciation in the value of the existing properties. Section VII of this Plan provides detailed assumptions as to the timing of new development and associated values. In addition, creation of the District is expected to result in other economic benefits as detailed in the Summary of Findings hereafter.

Expected Termination of District

Based on the Economic Feasibility Study located in Section VII of this plan, this District is expected to generate sufficient tax increments to recover all project costs by the year 2047, within the 20-year maximum life of this District.

Summary of Findings

As required by Wis. Stat. §66.1105, and as documented in this Project Plan and the exhibits contained and referenced herein, the following findings are made:

1. That “but for” the creation of this District, the development projected to occur as detailed in this Project Plan: 1) would not occur; or 2) would not occur in the manner, at the values, or within the timeframe desired by the City.
    - To support development within the District the City will need to make a substantial investment to pay for the costs of necessary public infrastructure and to close financing gaps as needed to make private development economically feasible. Due to the extensive

investment required, the City has determined that development of the area will not occur solely as a result of private investment. Accordingly, the City finds that absent the use of TIF, development of the area as described in the Plan is unlikely to occur.

2. The economic benefits of the Tax Increment District, as measured by increased employment, business and personal income, and property value, are sufficient to compensate for the cost of the improvements. In making this determination, the City has considered the following information:
   - As demonstrated in the Economic Feasibility Section of this Project Plan (see Section VII), the tax increments projected to be collected are expected to be sufficient to pay for the proposed project costs.
   - Redevelopment and/or expansion projects are expected to occur sporadically throughout the life of the District. Any increment generated by new residential, commercial or industrial construction may provide additional funding for infrastructure and development incentives.
3. The benefits of the proposal outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions.
   - If approved, the District's creation would become effective for valuation purposes as of January 1, 2027. As of this date, the value of all existing developments would be frozen and the property taxes collected on this base value would continue to be distributed amongst the various taxing entities as they are now. Taxes levied on any additional value established within the District due to new construction, renovation or appreciation of property values occurring after January 1, 2027, would be collected by the TID and used to repay the costs of TIF-eligible projects undertaken within the District.
   - Since the development expected to occur is subject to extraordinary site and other costs and requires significant improvements to public infrastructure, it is unlikely to take place or take place in the same manner or timeframe without the use of TIF. Because the District will generate economic benefits that are sufficient to compensate for the cost of the improvements, the City reasonably concludes that the overall benefits of the District outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing jurisdictions. It is further concluded that since the "but for" test is satisfied, there would, in fact, be no forgone tax increments to be paid in the event the District is not created. As required by Wis. Stat. §66.1105(4)(i)4., a calculation of the share of projected tax increments estimated to be paid by the owners of property in the overlying taxing jurisdictions has been made and can be found in Appendix B of this plan.
4. The improvement of such area is likely to significantly enhance the value of substantially all of the other real property in the District.
5. The equalized value of taxable property of the District, plus the value increment of all existing tax increment districts within the City, does not exceed 12% of the total equalized value of taxable property within the City.
6. Lands in the District proposed for newly platted residential use comprise approximately 17% of the total area of the District, which is below the statutory limit of 35%.

7. The City estimates that approximately 42.7% of the territory within the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wis. Stat. §66.1105(5)(b) and 66.1105(6)(am)1.
8. The Project Plan for the District is economically feasible and conforms with the Comprehensive Plan of the City.
9. Future residential development is planned at an average density that exceeds 3 dwelling units per acre, therefore complying with Wis. Stats. § 66.1105(2)(f)3 requirement for a minimum of 3 dwelling units per acre in newly platted development.
10. At least 50% of the parcels within TID #10 will be suitable for commercial or residential development in compliance with Wis. Stats. § 66.1105(4)(gm)(4)(a) requirement for at least 50% of the area to be suitable for mixed-use development.

SECTION II. DESCRIPTION OF HOW TAX INCREMENT DISTRICT #10 WILL PROMOTE THE ORDERLY DEVELOPMENT OF THE CITY OF WATERTOWN

Tax Increment District #10 has been created for the purpose of promoting the orderly development of this area in the City of Watertown. The District allows the City to purchase, prepare and redevelop available parcels in the area, and provide economic development incentives to retain and expand existing businesses, while also attracting new business, new housing, and incent redevelopment. The District will also help to finance critical road, sewer, water, and stormwater infrastructure easements and improvements needed to service the surrounding area.

The District boundary identified in this project plan has been designed to capture a number of properties with redevelopment, renovation or expansion potential. While not every anticipated project may require some form of TIF assistance, many are likely to generate tax increment that would provide revenue to the District that could be used to help fund some of the public improvements related to those projects as well as elsewhere in and near TID #10. Accordingly, the creation of a TIF district now would further catalyze all of these projects, and likely several others.

SECTION III. TAX INCREMENT DISTRICT BOUNDARY DESCRIPTION AND EQUALIZED VALUES

The boundaries of TID #10 are officially designated on Map 1a and include the parcels listed in Table 2. TID#10 encompasses land located south of the airport and east of High Road. The district consists of industrial, office, and commercially zoned properties. The industrial and office areas are primarily located in the northeastern portion of the district along Gateway Drive and Air Park Drive. Commercially zoned properties are concentrated in the southern portion of the district along Gateway Drive, Market Way, and High Road.

As of January 1, 2025, the real and personal property in TID #10 had an equalized assessed base value of $26,404,306, and the City’s total equalized value was $2,772,814,600. The TID #10 base value, plus $89,020,000 in value increment in the five existing TIF districts, equals $115,424,306 or 4.16% of the City’s total.

Table 1: Valuation Test Compliance

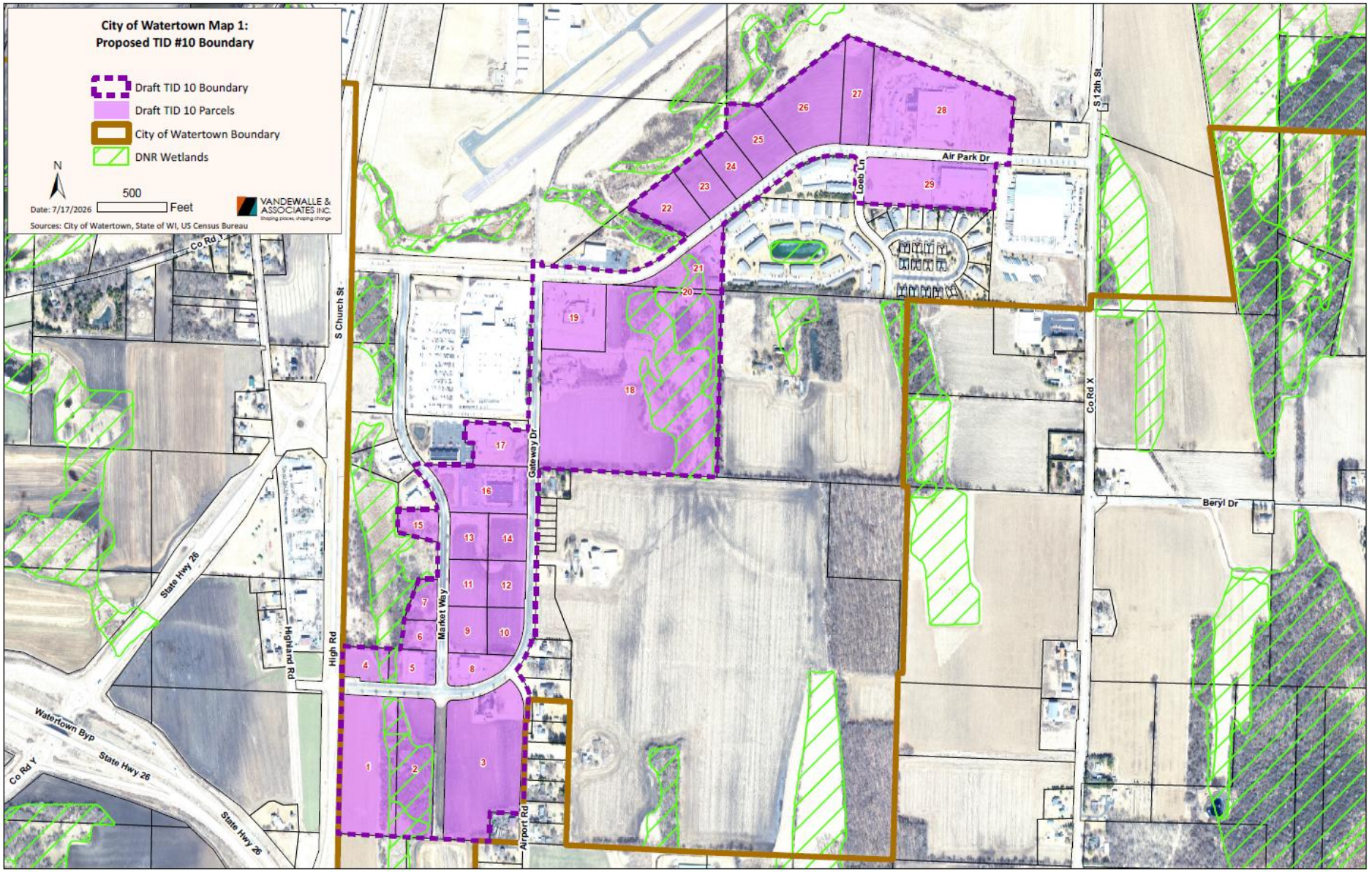
12% Equalized Value Test		
Total City EAV (2026)		$2,772,814,600
12% Test		$332,737,752
Increment of Existing TIDs		
TID #5 Incremental Value	1.14%	$31,576,400
TID #6 Incremental Value	0.16%	$4,306,700
TID #7 Incremental Value	1.31%	$36,371,000
TID #8 Incremental Value	0.32%	$8,899,600
TID #9 Incremental Value	0.28%	$7,866,300
Total Existing Increment	**3.21%**	**$89,020,000**
TID #10 Estimated Base Value		$26,404,306
Projected Base of TID #10	0.95%	$26,404,306
Total Value Subject to 12% Test		**$115,424,306**
Compliance	**4.16%**	**PASS**

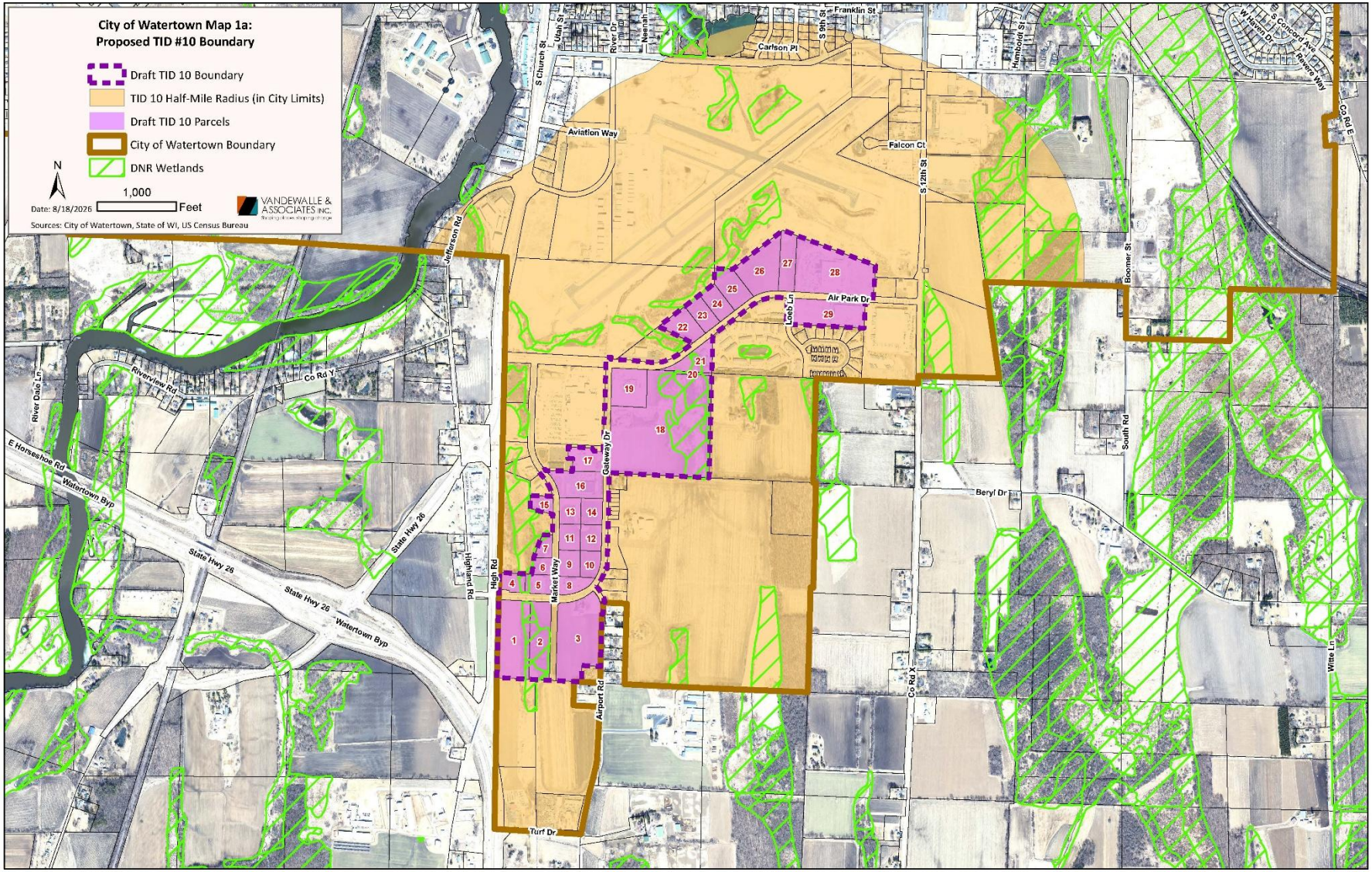
Table 2: Parcel List and Current Values

Map ID	Parcel ID No.	Acres	Wetland Acres	Dev. Acres	Assessed Value			Equalized Value[2]			Suitable Acres for Newly Platted Residential
					Land Value	Improvement Value	Total Value	Land Value	Improvement Value	Total Value	
1	291-0815-1633-001	9.202	1.2	8.0	$3,100	$0	$3,100	$3,315	$0	$3,315	
2	291-0815-1633-008	5.894	3.3	2.7	$11,800	$0	$11,800	$12,620	$0	$12,620	
3	291-0815-1633-007	14.442	0.0	12.0	$80,600	$137,400	$218,000	$86,200	$146,946	$233,146	
4	291-0815-1633-006	1.721	0.4	1.4	$700	$0	$700	$749	$0	$749	
5	291-0815-1633-005	1.842	0.3	1.6	$207,000	$1,770,900	$1,977,900	$221,382	$1,893,936	$2,115,318	
6	291-0815-1632-014	1.222	0.0	1.2	$400	$0	$400	$428	$0	$428	
7	291-0815-1632-013	1.223	0.1	1.1	$400	$0	$400	$428	$0	$428	
8	291-0815-1633-003	1.979	0.0	1.9	$230,000	$756,700	$986,700	$245,980	$809,273	$1,055,252	
9	291-0815-1632-002	2.051	0.0	2.1	$700	$0	$700	$749	$0	$749	
10	291-0815-1632-001	1.931	0.0	1.9	$700	$0	$700	$749	$0	$749	
11	291-0815-1632-003	2.076	0.0	2.1	$700	$0	$700	$749	$0	$749	
12	291-0815-1632-004	2.065	0.0	2.1	$700	$0	$700	$749	$0	$749	
13	291-0815-1632-006	2.078	0.0	2.1	$700	$0	$700	$749	$0	$749	
14	291-0815-1632-005	2.076	0.0	2.1	$700	$0	$700	$749	$0	$749	
15	291-0815-1632-011	1.294	0.0	1.3	$400	$0	$400	$428	$0	$428	
16	291-0815-1632-007	4.675	0.0	4.7	$815,000	$2,060,100	$2,875,100	$871,623	$2,203,229	$3,074,852	
17	291-0815-1623-007	2.763	0.0	2.8	$300,000	$3,320,700	$3,620,700	$320,843	$3,551,411	$3,872,254	
18	291-0815-1624-003	33.32	13.3	20.0	$46,100	$164,200	$210,300	$49,303	$175,608	$224,911	19.98
19	291-0815-1624-001	4.996	0.0	5.0	$500,000	$6,255,700	$6,755,700	$534,738	$6,690,324	$7,225,062	
20	291-0815-1624-007	0.371	0.2	0.1	$500	$0	$500	$535	$0	$535	
21	291-0815-1621-004	3.168	0.6	2.6	$95,000	$695,300	$790,300	$101,600	$743,607	$845,207	
22	291-0815-1621-002	3.04	0.0	3.0	$1,100	$0	$1,100	$1,176	$0	$1,176	
23	291-0815-1621-001	2.33	0.0	2.3	$800	$0	$800	$856	$0	$856	
24	291-0815-1612-004	2.33	0.0	2.3	$800	$0	$800	$856	$0	$856	
25	291-0815-1612-003	3.45	0.2	3.3	$1,200	$0	$1,200	$1,283	$0	$1,283	
26	291-0815-1612-002	6.43	0.0	6.4	$2,200	$0	$2,200	$2,353	$0	$2,353	
27	291-0815-1612-001	3.48	0.0	3.5	$1,200	$0	$1,200	$1,283	$0	$1,283	
28	291-0815-1611-003	12.65	0.0	12.8	$358,300	$4,534,600	$4,892,900	$383,193	$4,849,648	$5,232,842	
29	291-0815-1611-004	6.99	0.0	7.0	$187,800	$2,144,800	$2,332,600	$200,848	$2,293,813	$2,494,661	
Totals		**141.09**	**19.63**	**119.18**	**$2,848,600**	**$21,840,400**	**$24,689,000**	**$3,046,511**	**$23,357,795**	**$26,404,306**	**17%**

Footnotes:

1. Valuations listed reflect January 1, 2025 values. Actual District base value will be certified using January 1, 2027, valuations which are not yet available. Any increase in valuation occurring after January 1, 2027 will generate incremental value.
2. Represents assessed property values converted to equalized values using the City of Watertown's January 1, 2025, aggregate equalization ratio of 0.935036895.
3. Acreages are those listed on the Jefferson County land records database.
4. Wetlands estimated from DNR shapefiles, as shown in Jefferson County GIS Web Mapping Tool.


City of Watertown Map 1:
Proposed TID #10 Boundary
Draft TID 10 Boundary
Draft TID 10 Parcels
City of Watertown Boundary
DNR Wetlands
N
500
Feet
Date: 7/17/2026
VANDEWALLE & ASSOCIATES INC.
Sources: City of Watertown, State of WI, US Census Bureau
Co Rd Y
S Church St
Air Park Dr
Loeb Ln
S 12th St
Co Rd X
Gateway Dr
Beryl Dr
State Hwy 26
Highland Rd
High Rd
Market Way
Watertown Byp
Co Rd Y
State Hwy 26
State Hwy 26
Airport Rd
1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29


City of Watertown Map 1a:
Proposed TID #10 Boundary
Draft TID 10 Boundary
TID 10 Half-Mile Radius (in City Limits)
Draft TID 10 Parcels
City of Watertown Boundary
DNR Wetlands
N
1,000
Feet
Date: 8/18/2026
VANDEWALLE & ASSOCIATES INC.
Sources: City of Watertown, State of WI, US Census Bureau
Franklin St
Carlson Pl
Aviation Way
Falcon Ct
S 12th St
Air Park Dr
Loeb Ln
Boomer St
South Rd
Beryl Dr
Co Rd E
Co Rd X
White Ln
Jefferson Rd
Riverview Rd
Co Rd Y
River Dale Ln
E Horseshoe Rd
Watertown Byp
State Hwy 26
Highland Rd
High Rd
Market Way
Gateway Dr
Airport Rd
Turf Dr
S Church St
Utah St
River Dr
Neenah
S 9th St
Humboldt St
W Heaven Dr
S Concord Ave
Riviera Way

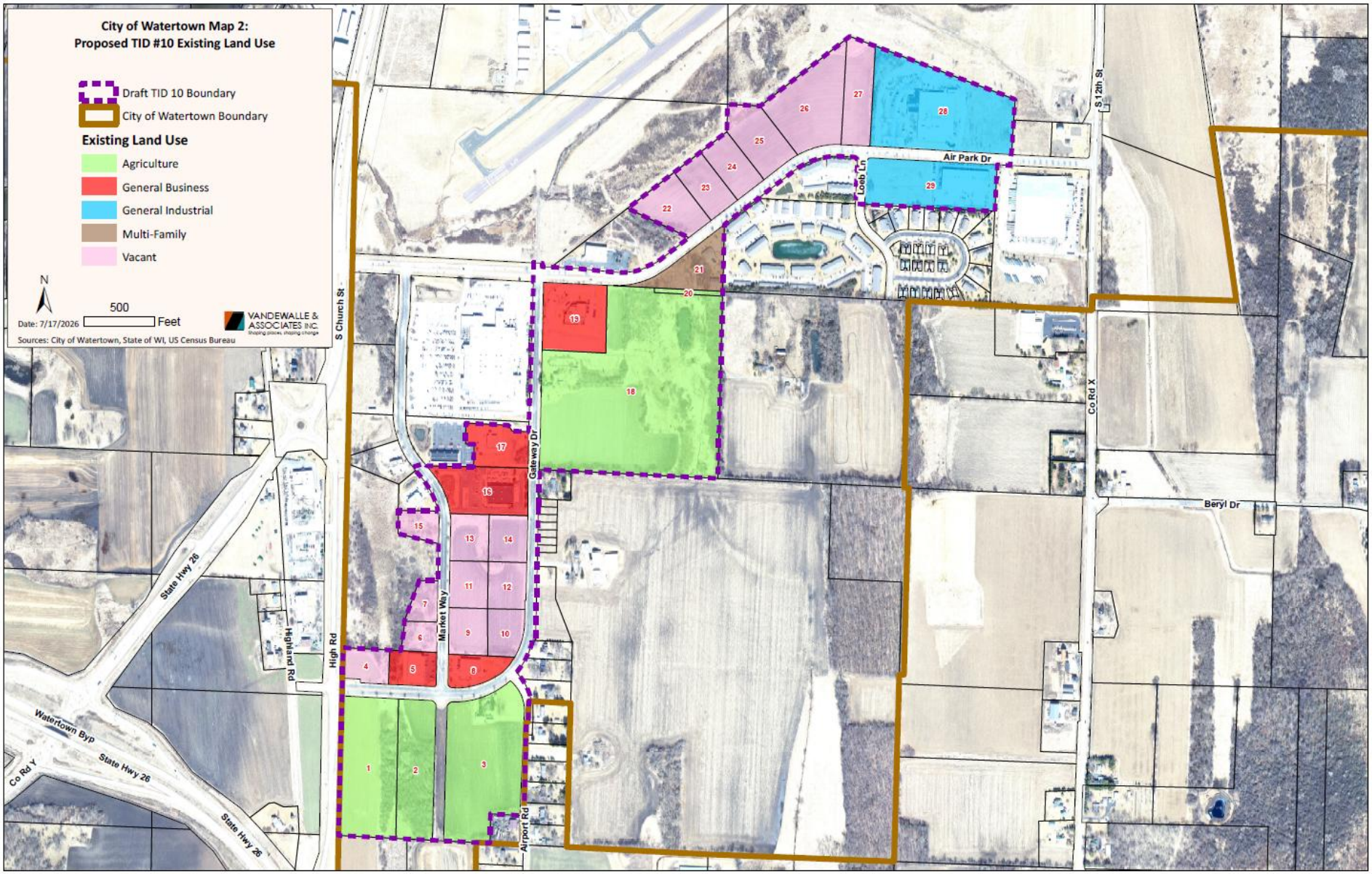
SECTION IV. EXISTING USES AND CONDITIONS OF REAL PROPERTY

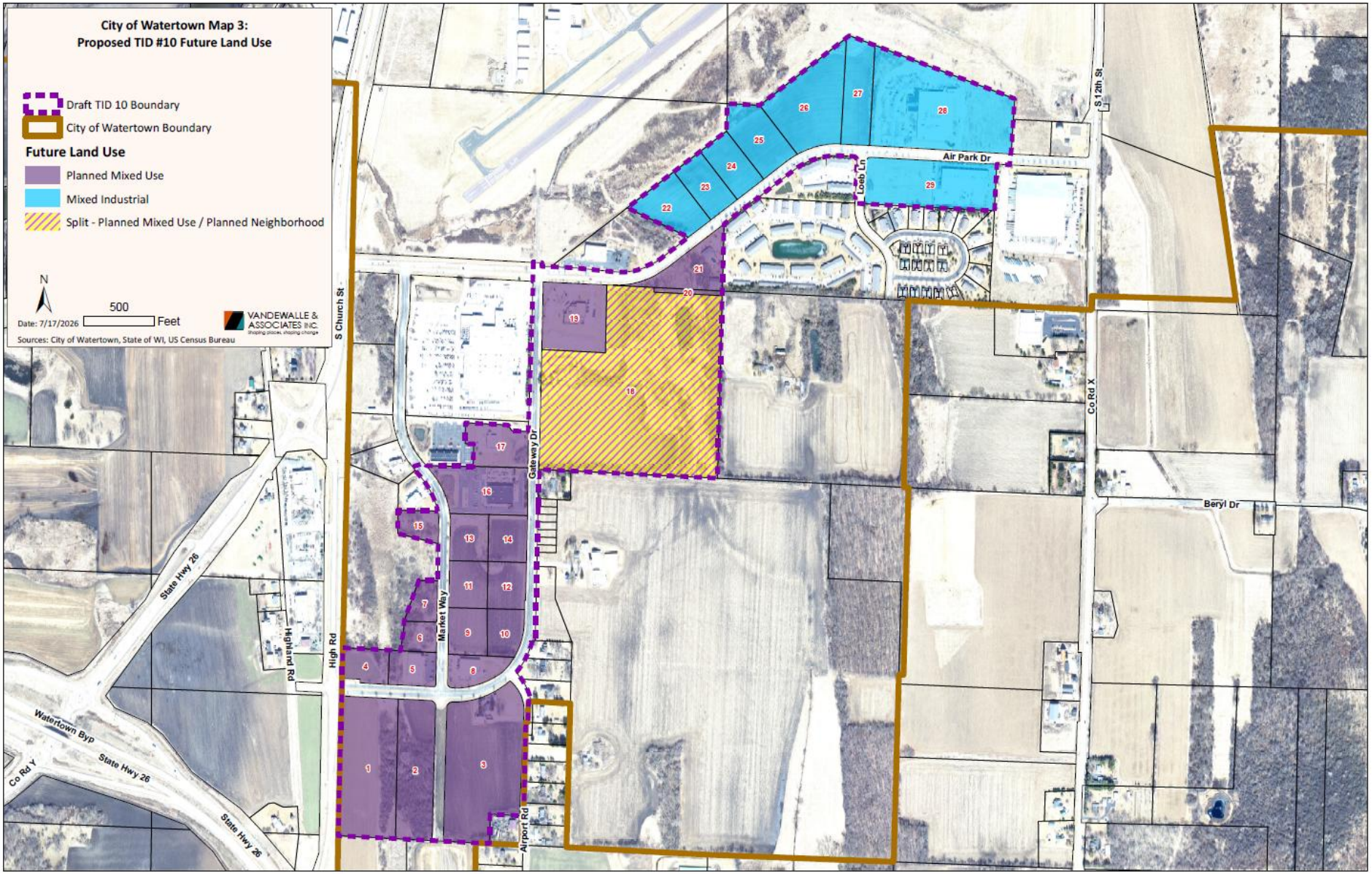
Map 2 depicts the existing land uses within the District. Portions of TID No. 10 consist of existing commercial development, along with vacant and agricultural lands planned for future commercial, office, and industrial development. The District boundary has been established to accommodate future development opportunities, including approximately 288 multifamily residential units across 24 buildings identified on Parcel Map ID 18, as well as additional development potential on vacant parcels and future expansions or improvements within the District.

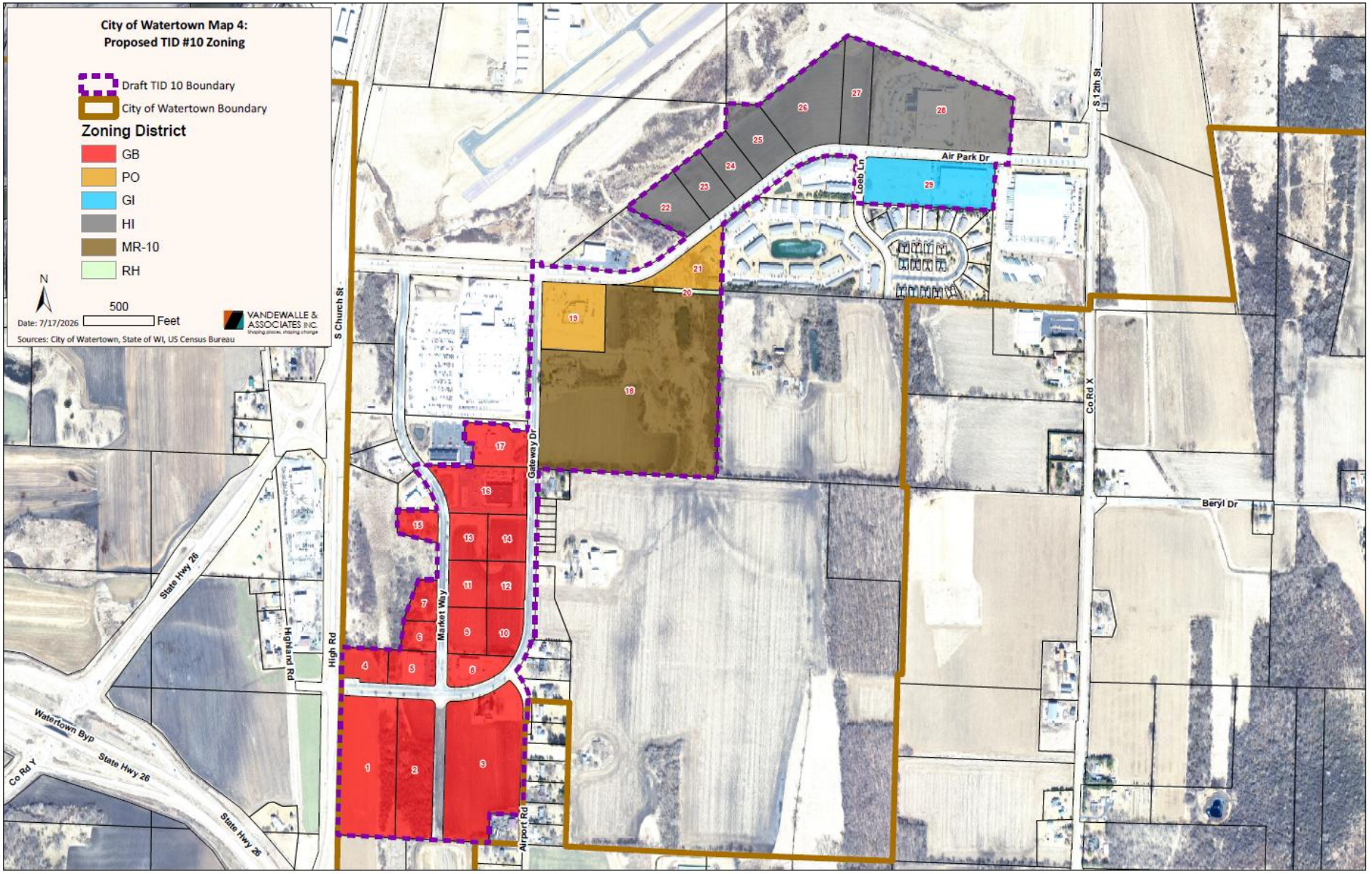
The anticipated uses of all parcels within TID #10 are generally consistent with the future land uses shown in the City of Watertown Comprehensive Plan. Future land uses within TID #10 include Planned Mixed Use, Mixed Industrial, and a combination of both Planned Mixed Use and Mixed Industrial, as shown on Map 3. The City will initiate a process to amend the Future Land Use Map for any parcels that are found to be inconsistent with this Project Plan. Until that change is made, development will be subject to current zoning and the current Future Land Use Map.

Tax Increment Law establishes a statutory limit of 35% of TID land that may be designated for newly platted residential use. “Newly Platted Residential” is defined as residential development on a parcel that has not previously been the site of permanent structures, other than structures used solely for agricultural purposes. Within TID #10, such development is anticipated on Parcel 18, which includes 19.98 developable acres. If developed for residential use, newly platted residential land would comprise approximately 17% of the total TID #10 area, well below the 35% statutory limit. There is no other land within TID #10 that is identified as suitable for residential development.

Map 4 reflects proposed zoning designations within TID #10. The most prevalent zoning types proposed in the District are General Business (41%), Multifamily (24 %), and Heavy Industrial (24%). The Comprehensive Plan allows the City to rezone property when and if demand for rezoning takes place to maintain compatibility with the Future Land Use Map.


City of Watertown Map 2:
Proposed TID #10 Existing Land Use
Draft TID 10 Boundary
City of Watertown Boundary
Existing Land Use
Agriculture
General Business
General Industrial
Multi-Family
Vacant
N
500
Feet
Date: 7/17/2026
VANDEWALLE & ASSOCIATES INC.
Sources: City of Watertown, State of WI, US Census Bureau
S Church St
Gateway Dr
Market Way
High Rd
Highland Rd
State Hwy 26
Watertown Byp
Co Rd Y
Airport Rd
Air Park Dr
Loeb Ln
S 12th St
Co Rd X
Beryl Dr


City of Watertown Map 3:
Proposed TID #10 Future Land Use
Draft TID 10 Boundary
City of Watertown Boundary
Future Land Use
Planned Mixed Use
Mixed Industrial
Split - Planned Mixed Use / Planned Neighborhood
N
500
Feet
Date: 7/17/2026
VANDEWALLE & ASSOCIATES INC.
Sources: City of Watertown, State of WI, US Census Bureau
S Church St
Gateway Dr
Market Way
High Rd
Highland Rd
State Hwy 26
Watertown Byp
Co Rd Y
Airport Rd
Air Park Dr
Loeb Ln
S 12th St
Co Rd X
Beryl Dr


City of Watertown Map 4:
Proposed TID #10 Zoning
Draft TID 10 Boundary
City of Watertown Boundary
Zoning District
GB
PO
GI
HI
MR-10
RH
N
500
Feet
Date: 7/17/2026
VANDEWALLE & ASSOCIATES INC.
Sources: City of Watertown, State of WI, US Census Bureau
S Church St
Gateway Dr
Market Way
High Rd
Highland Rd
State Hwy 26
Watertown Byp
Co Rd Y
Airport Rd
Air Park Dr
Loeb Ln
S 12th St
Co Rd X
Beryl Dr

SECTION V. PROPOSED PUBLIC WORKS AND ESTIMATED COSTS

Per the Joint Review Board's approval of this TID #10 Project Plan, the total level of authorized spending on direct project costs for TID #10 will be $12,822,548 exclusive of interest and finance charges, to facilitate growth and development over the District's 20-year life. As shown on Table 6 in Section VII, the City anticipates additional interest and finance charges of $0.

Below are descriptions of the major public improvement categories, which are necessary and standard improvements for promoting mixed-use redevelopment of the area. In addition to a general description, each category contains a list of the following types of proposed expenditures. These project expenditures are listed in Table 3 and their general locations are shown on Map 5.

Priority Expenditures are those that the City intends, but is not required, to undertake based on the projected tax increments to be received from the future redevelopment projects described in Section VII.

Expenditures within a Half-mile are those projects, or portions thereof, that may occur within one-half mile of the District boundary per Wis. Stat. §66.1105(2)(f)1.n. and are shown in the descriptions below and on Table 3 with an asterisk (*). In most cases, projects outside of the District boundary are incidental to or extensions of projects within the boundary that continue out of the District in order to be fully complete and of the greatest benefit to the District. All other expenditures within a half-mile not specifically identified herein will require an amendment to this Project Plan and approval of the Joint Review Board.

Implementation and construction of the proposed projects identified herein will require case-by-case authorization by the Common Council. Public expenditures for projects listed in this Project Plan should and will be based on market conditions and the status of development at the time a project is scheduled for construction and are eligible costs whether undertaken by public or private entities. The Common Council is not mandated to make the public expenditures described in this plan. Redistribution of project costs within the total spending estimate will not require an amendment to the Project Plan provided that the expenditures meet the purpose and intent of the District as expressed in the plan. Scheduling of project activities will be monitored to ensure that the projected economic stimulation is occurring prior to proceeding with other project activities. This monitoring will occur on an annual basis. If economic conditions are not altered by the proposed project activity, other project activities may be delayed and/or removed from the project schedule. The goal of the proposed projects is to provide the public improvements and inducements necessary to attract and stimulate private reinvestment and redevelopment.

The project costs shown in Table 3 are preliminary estimates provided by the City's departments and its consultants that may be adjusted and refined. The adjustments and refinements may include changing the year in which a project activity is undertaken and reallocating the cost of specific projects within the limitation of the total estimated project costs. For projects where the District would pay only a prorated share of the total cost, only the District's share has been included. The City reserves the right to increase these costs to reflect inflationary increases and other uncontrollable circumstances between 2026 and the time of construction. For project costs that may occur entirely or partially outside the boundary, the City may exercise reasonable discretion in determining the appropriate share of total project costs to be borne by the District, subject to available increment. The City also reserves the right to increase certain project costs to

the extent others are reduced or not implemented without amending the Project Plan. The tax increment allocation is preliminary and is subject to adjustment based upon the implementation of this Project Plan.

A. Infrastructure Projects

These costs include, but are not limited to, that portion of costs related to the construction or alteration of: sewerage treatment plants, water treatment plants, storm water detention/retention and treatment facilities, and other environmental protection devices including sustainable features for any of the foregoing as well as renewable and on-site energy systems related thereto; storm and sanitary sewer lines; water lines; amenities on streets; bike paths, trails and related facilities; and the rebuilding and expansion of streets, the construction, alteration, rebuilding or expansion of which are necessitated to carry out the goals of this Project Plan within the District and within a half-mile of the District. Infrastructure also can be installed further outside of the District if required to carry out the Project Plan, but only the portion which directly benefits the District is an eligible cost. Projects within the half-mile boundary are marked with an asterisk (*). The cost of land acquisition, design, construction management, and other soft costs related to any of the above also may be included.

Priority Infrastructure Projects

1. Gateway Drive Sidewalk
2. Market Way Sidewalk*
3. Gateway Drive Resurfacing
4. Air Park Drive Crack Filling and Sealcoating*
5. Air Park Drive Shared-Use Path Reconstruction*

B. Capital Cost Projects

These costs may include, but are not limited to: the actual costs of the construction of public works or improvements; new buildings, structures, and fixtures; the demolition, alteration, remodeling, repair or reconstruction of existing buildings, structures and fixtures other than the demolition of listed historic properties; the use of sustainable (“green”) building features and renewable and on-site energy systems; the acquisition of equipment to service the District; the removal or containment of, and the restoration of, soil or groundwater affected by environmental pollution; the clearing and grading of land, and waterway improvements to improve navigation, recreation and water quality. Also included are on-street and off-street parking facility improvements including: repair, expansion, reconfiguration and construction of existing and new parking facilities; developer assistance with parking; directional and regulatory signage; landscaping, screening and beautification of parking facilities; and similar improvements necessary to serve the parking needs of the District. Such projects may occur within the District or within a half-mile of the District as necessary to further District goals. The cost of land acquisition, design, construction management, and other soft costs related to any of the above also may be included.

Priority Capital Cost Projects

Although the City is not intending to undertake Capital Costs on its own, such projects undertaken by private entities within the District are eligible for funding as part of any Economic Development Incentives that may be offered as part of a development agreement.

C. Real Estate Acquisition and Relocation

These costs include, but are not limited to, any deficit incurred resulting from the purchase of property for public use or the resale or lease as lessor by the City of real or personal property for consideration that is less than its cost to the City. Also included are relocation payments made in certain circumstances as the result of the City or others acquiring property within the District as needed to accommodate new development or public improvement consistent with this Plan.

Priority Real Estate Acquisition and Relocation Projects

The City may deem it necessary to acquire property in this area to further development initiatives outlined in this Project Plan. The City has not earmarked specific properties for acquisition but intends to be prepared in the event acquisition is necessary to achieve development objectives.

D. Economic Development Incentives

These costs include, but are not limited to, cash grants, loans, incentives, and any expenditures of the type described in any of the other categories listed in this section by or on behalf of a developer to induce development and ensure project feasibility. All properties within the District are eligible for incentives, and, at Common Council discretion, properties in the immediate vicinity that may offer significant benefits to TID #10 or the City as a whole. All development projects that receive some form of direct or indirect TIF participation will first enter into a development agreement approved by the Common Council that specifies the terms of the TIF contributions and the obligations of the receiving property or business owner. Such contributions may be in the form of direct cash grants or in "pay-as-you-go" payments over time.

Priority Economic Development Incentive Projects

Economic Development Incentive payments may be provided to landowners, businesses, or leases anywhere within the District. The amount and form of TIF participation for a particular project, if any, will be determined on a project-by-project basis as described in a project development agreement depending upon a project's specific needs, funding availability, and the project's consistency with the goals and objectives stated in this plan and other City plans and policies. For the purposes of Table 3, all such incentives are assumed to be provided as pay-as-you-go payments to developers over the remaining life of the district.

E. Administrative Projects

These costs include, but are not limited to, those costs incurred for architectural, planning, engineering, financial, marketing and market analysis, legal advice, and other services necessary to implement this Plan. Among other services, these may include developer recruitment and negotiations, capital improvement and infrastructure design, site design, public space design, and similar services whether conducted by City staff, contractors, or one or more of the City's partner agencies. In addition, these costs include ongoing administration of the District, including cost recovery for service demands necessitated by and specific to the District's development as well as the completion of required annual reports, forms and audits, and similar efforts.

Priority Administrative and Professional Service Projects

Active project management will be a key activity and expenditure for successful implementation of the TID #10 Project Plan. It is the intent of the Watertown Common Council to offer a wide range of services which may include, but are not limited to: recruitment of appropriately-qualified developers for each potential redevelopment site; marketing the District for potential businesses; providing low-interest loans and/or interest write-downs for property rehabilitation and

redevelopment; providing grants for façade improvements; site acquisition and preparation; and cost recovery for service demands necessitated by and specific to the District's development.

Additional miscellaneous costs may include the following general implementation tasks, which City staff, contractors or partner organizations may reasonably undertake at the City's discretion. Any expenditures made outside District boundaries should have a direct benefit on the area within the TID.

- Conducting more detailed planning and engineering studies;
- Developing more refined land use and redevelopment plans for implementation;
- Developing standards for which development within the District will need to conform;
- General guidance and referral of actions to other City committees and the Common Council;
- Establishing and managing an economic development master fund;
- Identifying and applying for additional non-TIF revenue sources such as grants;
- Public infrastructure construction oversight;
- Developing and implementing a business marketing plan;
- Developer recruitment and negotiation;
- Business recruitment;
- Preparation of annual reports and submittal of required forms and fees to the state Department of Revenue; and
- Conducting audits.

F. Finance Charges and Interest

Finance charges and interest include, but are not limited to, interest paid on debt obligations incurred to pay for project costs, debt issuance costs, capitalized interest, coverage and reserve funds, and costs of redemption prior to maturity. This also may include interest paid to developers under pay-as-you-go provisions included in an approved development agreement.

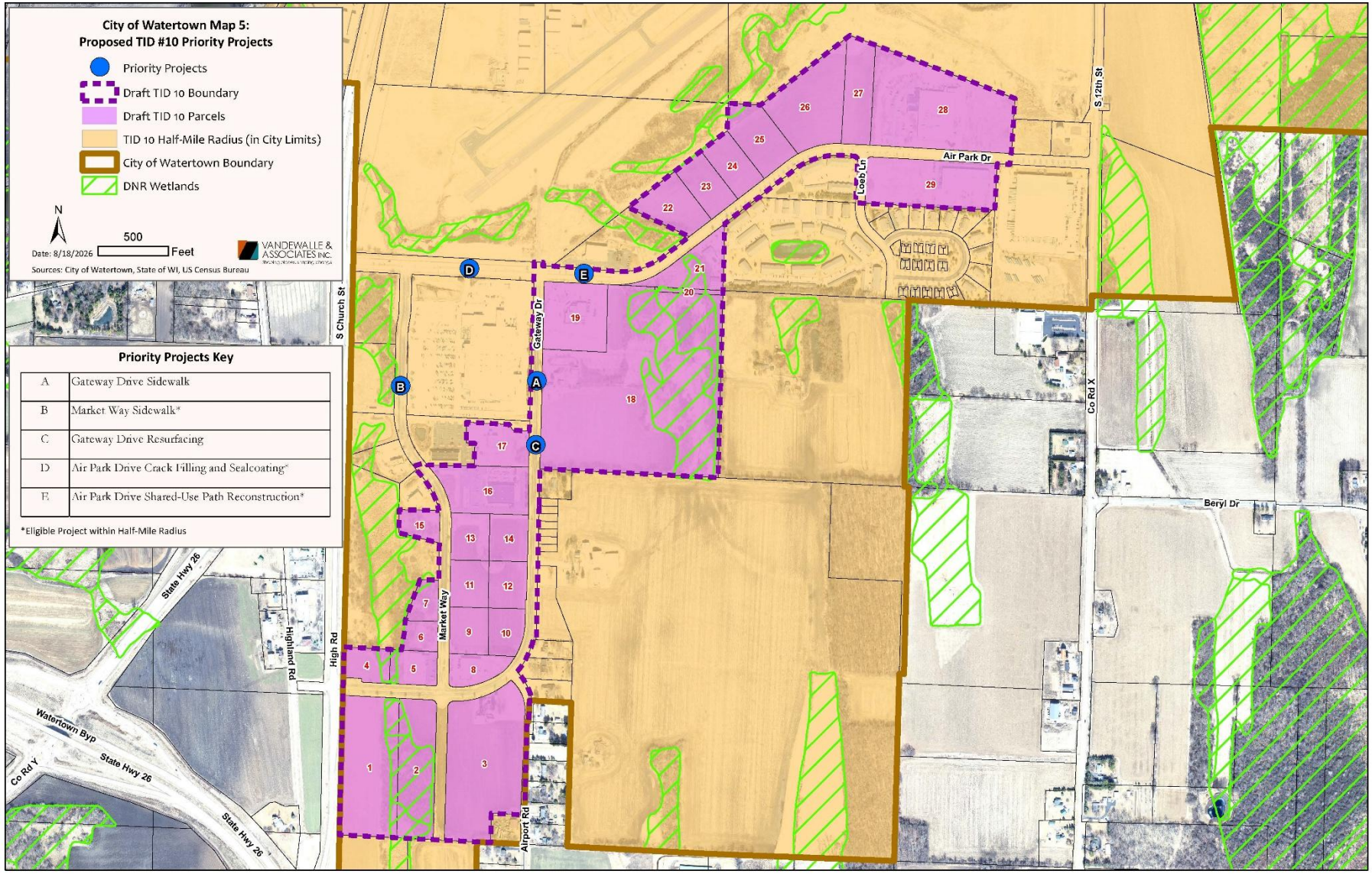
Priority Finance Charges and Interest

As described in Section VII, the City does not anticipate a standard borrowing for TID #10. The level of borrowing, timing, interest rates, and finance charges are estimates and will likely vary based on economic conditions and projected District cash flows at the time the obligations are incurred. Therefore, the costs shown in Section VII are subject to change without having to amend this plan.

Table 3: Priority Projects and Estimated Costs

#	Project Category/Description	Cost Estimate	Year
Infrastructure			
A	Gateway Drive Sidewalk	$340,200	2029
B	Market Way Sidewalk*	$228,900	2032
C	Gateway Drive Resurfacing	$729,000	2037
D	Air Park Drive Crack Filling and Sealcoating*	$79,200	2040
E	Air Park Drive Shared-Use Path Reconstruction*	$528,000	2042
	Total Infrastructure Costs	$1,905,300	
Capital Costs			
	(none)		
Real Estate Acquisition and Relocation			
	(none)		
Economic Development Incentives			
	Development Incentives (subject to development agreement)	$10,692,248	
Administration and Professional Services			
	Administrative Projects	$285,000	
Finance Charges and Interest			
	(none)		
Total Priority Project Expenditures		**$12,882,548**	

1. See Map 5 for project locations.
2. Expenditures marked with an asterisk (*) may take place within one-half mile of the District boundary.
3. All preliminary cost estimates are shown in 2026 dollars and subject to inflation and refinement as more information becomes available. The City reserves the right to increase these costs to reflect inflationary increases and other uncontrollable circumstances between 2026 and the time of construction. The City also reserves the right to increase certain project costs to the extent others are reduced or not implemented, without amending the Project Plan.


City of Watertown Map 5:
Proposed TID #10 Priority Projects
Priority Projects
Draft TID 10 Boundary
Draft TID 10 Parcels
TID 10 Half-Mile Radius (in City Limits)
City of Watertown Boundary
DNR Wetlands
N
500
Feet
Date: 8/18/2026
VANDEWALLE & ASSOCIATES INC.
Sources: City of Watertown, State of WI, US Census Bureau
Priority Projects Key
A Gateway Drive Sidewalk
B Market Way Sidewalk*
C Gateway Drive Resurfacing
D Air Park Drive Crack Filling and Sealcoating*
E Air Park Drive Shared-Use Path Reconstruction*
*Eligible Project within Half-Mile Radius
S Church St
Gateway Dr
Air Park Dr
Loeb Ln
S 12th St
Co Rd X
Beryl Dr
Market Way
High Rd
Highland Rd
State Hwy 26
Watertown Byp
Co Rd Y
Airport Rd

SECTION VI. NON-TAX REVENUES AND NON-PROJECT COSTS

Although the City may pursue grants and other funding sources to help pay for some of the project costs identified herein, the success of such efforts is hard to predict. Accordingly, the full costs attributable to TID #10 have been shown.

For projects where the District would pay only a prorated share of the total cost, only the District's share has been included. Accordingly, there are no non-project costs included in this Plan.

SECTION VII. ECONOMIC FEASIBILITY ANALYSIS

The information and exhibits contained within this section demonstrate that the proposed District is economically feasible insofar as:

- The City has available to it the means to secure the necessary financing required to accomplish the projects contained within this Plan.
- The City expects to complete the projects in multiple phases and can adjust the timing of implementation as needed to coincide with the pace of redevelopment.
- The development anticipated to occur as a result of the implementation of this Plan will generate sufficient tax increments to pay for the cost of the projects.

Table 3: Priority Projects and Estimated Costs (Section V), lists the priority projects and provides an estimated total cost for each category and/or project throughout the District's life. Hard costs are expected to be borrowed for and built within 1-2 year time frames, while soft costs for discretionary payments, administration and professional services, and finance charges/interest represent ongoing expenses. All costs are shown in 2026 dollars.

Within this section are several additional tables that, together, provide a cash flow model demonstrating that the projected tax increment collections and all other revenues available to the District will be sufficient to pay all project costs.

Each project will need to be addressed on an individual basis through negotiations and a review of project finances ultimately resulting in a development agreement. Each project also will be reviewed in a manner addressing the criteria of job creation, tax increment creation, blight elimination, and similar development criteria. One development project may address certain criteria while another may address different criteria. Consequently, the Common Council will review each project individually and make its determinations based on the project's implementation goals. The City reserves the right to implement only those projects that remain viable as the Plan period proceeds.

Table 4: Development Assumptions by Year, provides a more detailed schedule of expected development in TID #10 based on the potential for expansion or redevelopment potential of selected parcels over the life of the District. The actual pace of development is difficult to predict, but it is the City's goal to capture increment value from new construction projects to spur additional growth within the District over the next 20 years. A conservative estimate places the value increment from new construction within the District at approximately $61,660,000 projected new value in the form of new development, redevelopment, and renovation activity.

Table 5: Projected Tax Increment Revenues by Year estimates the tax increment to be generated from new construction in the District (shown in Table 4). Based on the type and intensity of development estimated to occur, new construction in the District is projected to yield equalized tax increment revenues of $14,187,100, assuming the City's current equalized TID interim tax rate of $14.69 per thousand of equalized value. Increment estimates are based on assessment data for comparable properties currently paying taxes in the City of Watertown and surrounding municipalities.

Financing for certain priority projects listed in Table 3 will be done on a case-by-case basis. The borrowing could be a mix of taxable and tax-exempt General Obligation (G.O.), Revenue Bonds, and Special Assessment B Bonds in order to maintain borrowing flexibility on future City projects. (See Section VIII for detailed descriptions of these and other financing methods available to the City.)

Table 6: Priority Project Expenditures by Year priority project expenditures. Note that the City does not anticipate borrowing for the priority project costs shown.

Table 7: Summary of Source and Uses (Cash Flow), shows TID #10 is expected to close on time with a projected positive cash balance of $1,305,447 available at the end of its statutory life (the final collection year of 2047).

The information and exhibits contained within this Section demonstrate that the proposed District is economically feasible insofar as:

- The City has available to it the means to secure the necessary financing required to accomplish the projects contained within this Plan. A listing of "Available Financing Methods" is included in Section VIII.
- The City expects to complete the projects in one or multiple phases and can adjust the timing of implementation as needed to coincide with the pace of private development. A discussion of the phasing and projected timeline for project completion is discussed under "Plan Implementation" within this Section.
- The development anticipated to occur as a result of the implementation of this Plan will generate sufficient tax increments to pay for the cost of the projects. Within this Section are tables identifying: 1) the development expected to occur, 2) a projection of tax increments to be collected resulting from that development and other economic growth within the District, and 3) a cash flow model demonstrating that the projected tax increment collections and all other revenues available to the District will be sufficient to pay all Project Costs.

Plan Implementation

To be successful, the District will need to be implemented in accordance with the following objectives:

- Identified projects will provide the necessary anticipated governmental services to the area. A reasonable and orderly borrowing sequence is shown on Table 6. However, public debt and expenditures should be made at the pace private development occurs to assure increment is sufficient to cover expenses.
- It is anticipated developer agreements between the City and property owners will be in place prior to major public expenditures. These agreements can provide for development guarantees or a payment in lieu of development. To further assure contract enforcement, these agreements might include levying of special assessments against benefited properties.
- The order in which public improvements are made should be adjusted in accordance with development and execution of developer agreements. The City reserves the right to alter the implementation of this Plan to accomplish this objective.
- Projected interest rates are based on current market conditions. Municipal interest rates are subject to constantly changing market conditions. In addition, other factors such as the loss of tax-exempt status of municipal bonds or broadening the purpose of future tax-exempt bonds would affect market conditions. Actual interest expense will be determined once the methods of financing have been approved and securities or other obligations are issued.
- If financing as outlined in this Plan proves unworkable, the City reserves the right to use alternate financing solutions for the projects as they are implemented.

Table 4: Development Assumptions

TIF Year	Construction Year	Collection Year	Residential	Commercial	Industrial	Total Development Value Increment by Year	Cumulative Value Increment
0	2025	2027				$0	$0
1	2026	2028				$0	$0
2	2027	2029	$18,390,000			$18,390,000	$18,390,000
3	2028	2030	$18,390,000			$18,390,000	$36,780,000
4	2029	2031		$1,190,000		$1,190,000	$37,970,000
5	2030	2032				$0	$37,970,000
6	2031	2033		$1,820,000		$1,820,000	$39,790,000
7	2032	2034				$0	$39,790,000
8	2033	2035		$1,810,000		$1,810,000	$41,600,000
9	2034	2036		$1,800,000		$1,800,000	$43,400,000
10	2035	2037		$1,140,000		$1,140,000	$44,540,000
11	2036	2038		$1,650,000		$1,650,000	$46,190,000
12	2037	2039			$2,580,000	$2,580,000	$48,770,000
13	2038	2040			$990,000	$990,000	$49,760,000
14	2039	2041			$1,130,000	$1,130,000	$50,890,000
15	2040	2042		$8,780,000		$8,780,000	$59,670,000
16	2041	2043		$1,030,000		$1,030,000	$60,700,000
17	2042	2044		$960,000		$960,000	$61,660,000
18	2043	2045				$0	$61,660,000
19	2044	2046				$0	$61,660,000
20	2045	2047				$0	$61,660,000
Totals			**$36,780,000**	**$20,180,000**	**$4,700,000**	**$61,660,000**	

1. Estimates based on 2026 assessment data and construction costs.
2. Uninflated annual increment at project buildout, based on 2026 tax rate and estimated costs.

Table 5: Projected Tax Increment Revenues by Year

TIF Year	Construction Year	Collection Year	Residential	Commercial	Industrial	Total Development Value Increment by Year	Cumulative Value Increment	Annual Tax Increment	Cumulative Tax Increment
0	2025	2027				$0	$0	$0	$0
1	2026	2028				$0	$0	$1,814	$1,814
2	2027	2029	$18,390,000			$18,390,000	$18,390,000	$273,849	$275,663
3	2028	2030	$18,390,000			$18,390,000	$36,780,000	$547,245	$822,908
4	2029	2031		$1,190,000		$1,190,000	$37,970,000	$569,280	$1,392,189
5	2030	2032				$0	$37,970,000	$573,941	$1,966,129
6	2031	2033		$1,820,000		$1,820,000	$39,790,000	$605,366	$2,571,496
7	2032	2034				$0	$39,790,000	$610,207	$3,181,703
8	2033	2035		$1,810,000		$1,810,000	$41,600,000	$641,667	$3,823,370
9	2034	2036		$1,800,000		$1,800,000	$43,400,000	$673,137	$4,496,507
10	2035	2037		$1,140,000		$1,140,000	$44,540,000	$695,067	$5,191,574
11	2036	2038		$1,650,000		$1,650,000	$46,190,000	$724,601	$5,916,175
12	2037	2039			$2,580,000	$2,580,000	$48,770,000	$767,947	$6,684,122
13	2038	2040			$990,000	$990,000	$49,760,000	$788,147	$7,472,269
14	2039	2041			$1,130,000	$1,130,000	$50,890,000	$810,505	$8,282,774
15	2040	2042		$8,780,000		$8,780,000	$59,670,000	$945,380	$9,228,153
16	2041	2043		$1,030,000		$1,030,000	$60,700,000	$967,055	$10,195,208
17	2042	2044		$960,000		$960,000	$61,660,000	$987,810	$11,183,018
18	2043	2045				$0	$61,660,000	$994,563	$12,177,581
19	2044	2046				$0	$61,660,000	$1,001,349	$13,178,930
20	2045	2047				$0	$61,660,000	$1,008,170	$14,187,100
Totals			**$36,780,000**	**$20,180,000**	**$4,700,000**	**$61,660,000**		**$14,187,100**	

Table 6: Priority Project Expenditures by Year

TIF Year	Expenditure Year	Infrastructure	Econ. Dev. Incentives (80% of Increment)	Admin./ Professional Services	Finance Charges and Interest	Non-Finance Expenses	Total Expenses by Year	Cumulative Expenses
0	2026			$0	$0	**$0**	**$0**	**$0**
1	2027			$0	$0	**$0**	**$0**	**$0**
2	2028			$15,000	$0	**$15,000**	**$15,000**	**$15,000**
3	2029	$228,900		$15,000	$0	**$243,900**	**$243,900**	**$258,900**
4	2030		$455,449	$15,000	$0	**$470,449**	**$470,449**	**$729,349**
5	2031		$459,178	$15,000	$0	**$474,178**	**$474,178**	**$1,203,527**
6	2032		$484,300	$15,000	$0	**$499,300**	**$499,300**	**$1,702,827**
7	2033	$340,200	$488,173	$15,000	$0	**$843,373**	**$843,373**	**$2,546,200**
8	2034		$513,310	$15,000	$0	**$528,310**	**$528,310**	**$3,074,510**
9	2035		$538,448	$15,000	$0	**$553,448**	**$553,448**	**$3,627,958**
10	2036		$555,955	$15,000	$0	**$570,955**	**$570,955**	**$4,198,913**
11	2037	$729,000	$579,638	$15,000	$0	**$1,323,638**	**$1,323,638**	**$5,522,551**
12	2038		$614,341	$15,000	$0	**$629,341**	**$629,341**	**$6,151,892**
13	2039		$630,546	$15,000	$0	**$645,546**	**$645,546**	**$6,797,438**
14	2040	$79,200	$648,489	$15,000	$0	**$742,689**	**$742,689**	**$7,540,127**
15	2041	$528,000	$756,404	$15,000	$0	**$1,299,404**	**$1,299,404**	**$8,839,531**
16	2042		$773,774	$15,000	$0	**$788,774**	**$788,774**	**$9,628,305**
17	2043		$790,429	$15,000	$0	**$805,429**	**$805,429**	**$10,433,734**
18	2044		$795,832	$15,000	$0	**$810,832**	**$810,832**	**$11,244,566**
19	2045		$801,262	$15,000	$0	**$816,262**	**$816,262**	**$12,060,828**
20	2046		$806,720	$15,000	$0	**$821,720**	**$821,720**	**$12,882,548**
Totals		**$1,905,300**	**$10,692,248**	**$285,000**	**$0**		**$ 12,882,548**	

Table 7: Summary of Sources and Uses (Cash Flow)

TIF Creation Year	2027	**Inflation Rate**	0.50%
Total Years of Spending Life	15	**Base Tax Rate**	14.693456
Final Expenditure Year	2042	**First Full Year on Tax Rolls**	2027
Spending Years Remaining	15	**First Full Year of Taxes**	2028
Total Years of Collection	20	**Base Value**	$24,689,000
TIF Expiration Year	2047	**Value Increment Potential**	

TIF Year	Const. Year	Year	Collection Year	Prior Year Value	Value Increment Added	Inflation Increment	Cumulative Value Increment	Total Value	Tax Rate	Annual Tax Increment	Cumulative Tax Increment
1		2027	2028	$24,689,000	$0	$123,445	$123,445	$24,812,445	0.014693	$1,814	$1,814
2	2027	2028	2029	$24,812,445	$18,390,000	$124,062	$18,637,507	$43,326,507	0.014693	$273,849	$275,663
3	2028	2029	2030	$43,326,507	$18,390,000	$216,633	$37,244,140	$61,933,140	0.014693	$547,245	$822,908
4	2029	2030	2031	$61,933,140	$1,190,000	$309,666	$38,743,805	$63,432,805	0.014693	$569,280	$1,392,189
5	2030	2031	2032	$63,432,805	$0	$317,164	$39,060,969	$63,749,969	0.014693	$573,941	$1,966,129
6	2031	2032	2033	$63,749,969	$1,820,000	$318,750	$41,199,719	$65,888,719	0.014693	$605,366	$2,571,496
7	2032	2033	2034	$65,888,719	$0	$329,444	$41,529,163	$66,218,163	0.014693	$610,207	$3,181,703
8	2033	2034	2035	$66,218,163	$1,810,000	$331,091	$43,670,254	$68,359,254	0.014693	$641,667	$3,823,370
9	2034	2035	2036	$68,359,254	$1,800,000	$341,796	$45,812,050	$70,501,050	0.014693	$673,137	$4,496,507
10	2035	2036	2037	$70,501,050	$1,140,000	$352,505	$47,304,555	$71,993,555	0.014693	$695,067	$5,191,574
11	2036	2037	2038	$71,993,555	$1,650,000	$359,968	$49,314,523	$74,003,523	0.014693	$724,601	$5,916,175
12	2037	2038	2039	$74,003,523	$2,580,000	$370,018	$52,264,541	$76,953,541	0.014693	$767,947	$6,684,122
13	2038	2039	2040	$76,953,541	$990,000	$384,768	$53,639,308	$78,328,308	0.014693	$788,147	$7,472,269
14	2039	2040	2041	$78,328,308	$1,130,000	$391,642	$55,160,950	$79,849,950	0.014693	$810,505	$8,282,774
15	2040	2041	2042	$79,849,950	$8,780,000	$399,250	$64,340,200	$89,029,200	0.014693	$945,380	$9,228,153
16	2041	2042	2043	$89,029,200	$1,030,000	$445,146	$65,815,346	$90,504,346	0.014693	$967,055	$10,195,208
17	2042	2043	2044	$90,504,346	$960,000	$452,522	$67,227,867	$91,916,867	0.014693	$987,810	$11,183,018
18	2043	2044	2045	$91,916,867	$0	$459,584	$67,687,452	$92,376,452	0.014693	$994,563	$12,177,581
19	2044	2045	2046	$92,376,452	$0	$461,882	$68,149,334	$92,838,334	0.014693	$1,001,349	$13,178,930
20	2045	2046	2047	$92,838,334	$0	$464,192	$68,613,526	$93,302,526	0.014693	$1,008,170	$14,187,100
TOTAL					**$61,660,000**	**$6,953,526**				**$14,187,100**	

TIF Year	Year	Tax Increment	Total Revenue Per Year	Non-Finance Expenses	Total Expenses Per Year	Annual Balance	Cumulative Balance
1	2027	$1,814	$1,814	$0	$0	$1,814	$1,814
2	2028	$273,849	$273,849	$15,000	$15,000	$258,849	$260,663
3	2029	$547,245	$547,245	$243,900	$243,900	$303,345	$564,008
4	2030	$569,280	$569,280	$470,424	$470,424	$98,856	$662,864
5	2031	$573,941	$573,941	$474,153	$474,153	$99,788	$762,653
6	2032	$605,366	$605,366	$499,293	$499,293	$106,073	$868,726
7	2033	$610,207	$610,207	$843,366	$843,366	($233,159)	$635,567
8	2034	$641,667	$641,667	$528,334	$528,334	$113,333	$748,901
9	2035	$673,137	$673,137	$553,510	$553,510	$119,627	$868,528
10	2036	$695,067	$695,067	$571,054	$571,054	$124,013	$992,542
11	2037	$724,601	$724,601	$1,323,681	$1,323,681	($599,080)	$393,462
12	2038	$767,947	$767,947	$629,357	$629,357	$138,589	$532,051
13	2039	$788,147	$788,147	$645,517	$645,517	$142,629	$674,680
14	2040	$810,505	$810,505	$742,604	$742,604	$67,901	$742,581
15	2041	$945,380	$945,380	$1,299,304	$1,299,304	($353,924)	$388,657
16	2042	$967,055	$967,055	$788,644	$788,644	$178,411	$567,068
17	2043	$987,810	$987,810	$805,248	$805,248	$182,562	$749,630
18	2044	$994,563	$994,563	$810,650	$810,650	$183,913	$933,543
19	2045	$1,001,349	$1,001,349	$816,079	$816,079	$185,270	$1,118,813
20	2046	$1,008,170	$1,008,170	$821,536	$821,536	$186,634	$1,305,447
		$14,187,100	**$14,187,100**	**$12,881,653**	**$12,881,653**	**$1,305,447**	

SECTION VIII. AVAILABLE FINANCING METHODS

Implementation of this Plan may require that the City issue debt obligations to provide direct or indirect financing for the Projects to be undertaken. The following is a list of the types of obligations the City may choose to utilize.

General Obligation (G.O.) Bonds or Notes

The City may issue G.O. Bonds or Notes to finance the cost of projects included within this Plan. The Wisconsin State Constitution limits the principal amount of G.O. debt that the community may have outstanding at any point in time to an amount not greater than five percent of its total equalized value. As of December 31, 2025, the City has a G.O. debt limit of $128,384,460, of which $87,579,460 is currently unused and could be made available to finance project costs.

Bonds Issued to Developers ("Pay as You Go" Financing)

The City may issue a bond or other obligation to one or more developers who provide financing for projects included in this Plan. Repayment of the amounts due to the developer under the bonds or other obligations are limited to an agreed percentage of the available annual tax increments collected that result from the improvements made by the developer. To the extent that the tax increments collected are insufficient to make annual payments, or to repay the entire obligation over the life of the District, the City's obligation is limited to not more than the agreed percentage of the actual increments collected. Bonds or other obligations issued to developers in this fashion are not general obligations of the City and, therefore, do not count against the City's statutory borrowing capacity.

Tax Increment Revenue Bonds

The City has the authority to issue revenue bonds secured by the tax increments to be collected. These bonds may be issued directly by the City or as a form of lease revenue bond by the Redevelopment Authority (RDA). Tax Increment Revenue Bonds and Lease Revenue Bonds are not general obligations of the City and therefore do not count against the City's statutory borrowing capacity. To the extent tax increments collected are insufficient to meet the annual debt service requirements of the revenue bonds, the City may be subject to either a permissive or mandatory requirement to appropriate on an annual basis a sum equal to the actual or projected shortfall.

Utility Revenue Bonds

The City can issue revenue bonds to be repaid from revenues of its various systems, including revenues paid by the City that represent service of the system to the City. There is neither a statutory nor constitutional limitation on the amount of revenue bonds that can be issued, however, water rates are controlled by the Wisconsin Public Service Commission and the City must demonstrate to bond purchasers its ability to repay revenue debt with the assigned rates. To the extent that the City utilizes utility revenues other than tax increments to repay a portion of the bonds, the City must reduce the total eligible Project Costs by an equal amount.

Special Assessment "B" Bonds

The City has the ability to levy special assessments against benefited properties to pay part of the costs for street, curb, gutter, sewer, water, storm sewers and other infrastructure. In the event the City determines that special assessments are appropriate, the City can issue Special Assessment B bonds pledging revenues from special assessment installments to the extent assessment

payments are outstanding. These bonds are not counted against the City's statutory borrowing capacity. If special assessments are levied, the City must reduce the total eligible Project Costs under this Plan by an amount equal to the total collected.

SECTION IX. CONSISTENCY OF ACTIVITIES WITHIN TAX INCREMENT DISTRICT #10 WITH THE CITY ZONING ORDINANCE, MASTER PLAN AND OTHER DEVELOPMENT ORDINANCES

The anticipated uses of all parcels within TID #10 are generally consistent with the future land uses shown in the City of Watertown Comprehensive Plan, as shown on Map 3.

This District is being created under the "mixed-use district" definition of Wis. Sta. § 66.1105, and the City has the flexibility of choosing to rezone any of the parcels to other types of zoning if and when demand for rezoning takes place. The only limitation is the amount of newly platted residential use that would be allowed (not more than 35% by area) if the City chose to rezone some of the land to residential with a newly platted residential subdivision.

The City has the flexibility of choosing to rezone those parcels shown on the Future Land Use Map as suitable for planned mixed use to other types of zoning if and when demand for rezoning takes place. The City will initiate a process to amend the Future Land Use Map for any parcels found to be inconsistent with this Project Plan. Until that change is made, development will be subject to current zoning and the current Future Land Use Map. Any zoning changes required to implement the projects listed herein will be made in accordance with the City's zoning ordinance on a project-by-project basis.

SECTION X. ANNEXED PROPERTY

There are no lands proposed for inclusion within the District that were annexed by the City within the past year prior to adoption of this Project Plan. The entire District is surrounded by property already in the City, so no future annexations are anticipated.

SECTION XI. ESTIMATE OF PROPERTY TO BE DEVOTED TO RETAIL BUSINESS

The City estimates that approximately 42.7% of the real property in the District will be devoted to retail business at the end of the District's maximum expenditure period, pursuant to Wis. Stat. §66.1105(5)(b).

SECTION XII. STATEMENT ON RELOCATION

In the event relocation or the acquisition of property by eminent domain becomes necessary at some time during the implementation period, the City will follow applicable provisions of Wis. Stat. Chapter 32.

APPENDIX A: TID BOUNDARY LEGAL DESCRIPTION

APPENDIX B: IMPACT ON OVERLYING TAXING JURISDICTIONS

Base Value: $24,689,000 (January 1, 2025)
Projected Value Increment: $61,660,000 (At district closure)
Projected Total Tax Increment $16,605,276 (From creation to closure)

Taxing Jurisdiction	Tax Rate	% of Mill Rate by Jurisdiction	2025 Taxes Collected on Base Value by Jurisdiction	Total Tax Increment Collected by the TID Over the Life of the District	Annual Taxes Collected After TID Closure by Jurisdiction	Increase in Annual Taxes Collected After TID Closure by Jurisdiction
County	2.37	16.13%	$58,502.76	$2,677,903.97	$250,024.29	$191,521.53
City	3.37	22.94%	$83,223.94	$3,809,490.92	$355,675.66	$272,451.71
School	8.44	57.41%	$208,258.45	$9,532,817.85	$890,037.89	$681,779.43
Tech college/other	0.52	3.52%	$12,781.58	$585,063.71	$54,624.86	$41,843.28
Total	**14.69**	**100%**	**$362,766.74**	**$16,605,276.45**	**$1,550,362.69**	**$1,187,595.96**

APPENDIX C: PLAN COMMISSION RESOLUTION RECOMMENDING ADOPTION OF TAX INCREMENT DISTRICT #10

APPENDIX D: COMMON COUNCIL RESOLUTION APPROVING THE PROJECT PLAN

APPENDIX E: JOINT REVIEW BOARD RESOLUTION APPROVING THE PROJECT

APPENDIX F: LEGAL OPINION

RESOLUTION TO APPROVE TAX INCREMENTAL DISTRICT NO. 10

COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN

SPONSOR: MAYOR STOCKS
FROM: PLAN COMMISSION

WHEREAS, pursuant to Wis. Stat. Section 66.1105, the City of Watertown Plan Commission has prepared a Project Plan for Tax Incremental District No. 10 (TID No. 10), encompassing 29 parcels and identifying eligible project costs, including capital improvements, infrastructure, and land acquisition projects and related expenditures within the TID No. 10 Boundary and within one-half mile of the district boundary; costs for promotion, development and administrative programs; and costs for providing assistance to owners, lessees, and developers of land within the district boundary; and

WHEREAS, on September 28, 2026, the City of Watertown Plan Commission met and held a public hearing for the proposed Tax Increment District No. 10 Project Plan; and

WHEREAS, such public hearing was properly noticed in the City's official newspaper, and a copy of such notification was duly transmitted to all local governmental entities having the power to levy taxes on property within the district, including Jefferson County, Madison Technical College, and the Watertown School District pursuant to Wis. Stat. § 66.1105(4)(a); and

WHEREAS, such public hearing afforded interested parties an opportunity to express their views on the proposed Tax Increment District No. 10 Project Plan; and

WHEREAS, pursuant to such procedure and after due reflection and consideration, the Plan Commission adopted the TID No. 10 Project Plan by Resolution and favorably recommended to the Common Council of the City of Watertown the TID No. 10 Project Plan and Boundary in the forms attached hereto as Exhibit "A".

NOW, THEREFORE, BE IT RESOLVED, that in accordance with Wis. Stat. §66.1105(4)(gm):

1. The Common Council of the City of Watertown hereby creates a tax incremental district which:

    a. Shall be named Tax Incremental District No. 10, City of Watertown ("TID No. 10") in Jefferson County;

    b. Shall be created effective upon adoption of this Resolution, with a creation year of January 1, 2027; and

c. Shall be designated as a mixed-use district.

2. The Common Council hereby finds and determines that only whole parcels are included within TID No. 10 and that all parcels are contiguous and not connected only by railroad rights-of-way, rivers or highways, as shown in the TID No. 10 Project Plan and Boundary.

3. The Common Council hereby finds and determines that not less than 50%, by area, of the real property within the TID No. 10 Boundary is suitable for mixed-use development as defined in Wis. Stat. § 66.1105(2)(cm).

4. The Common Council hereby finds and determines that the equalized value of TID No. 10 plus the value increment of all existing districts in the City of Watertown does not exceed 12 percent of the municipality's total equalized value.

5. The Common Council hereby finds and determines that all project costs within the TID No.10 Project Plan relate directly to promoting mixed-use development in the District.

6. The Common Council hereby finds and determines that the development expected in TID No. 10 would not occur without the use of tax increment financing; that the improvement of TID No. 10 is likely to significantly enhance the value of all other real property in the district; and that the project costs are consistent with the purpose for which the district is created.

7. The Common Council hereby finds and determines that the TID No. 10 Project Plan is feasible and in conformity with the master plan of the City of Watertown.

8. The Common Council hereby finds and determines that the percentage of territory within TID No. 10 devoted to retail business at the end of the expenditure period is estimated to be approximately 42.7%.

9. The Common Council hereby finds and determines that all parcels within the TID No. 10 boundary were annexed to the City more than three years prior to the creation of the District.

10. The Common Council hereby finds and determines that less than 35% of the district is land proposed for newly platted residential development and that all residential development will have a density greater than three units per acre.

11. The Common Council hereby finds and determines that the benefits of the proposal outweigh the anticipated tax increments to be paid by the owners of property in the overlying taxing districts.

12. The Common Council hereby approves, accepts, and adopts the TID No. 10 Project Plan and Boundary in the form attached hereto as Exhibit “A” in accordance with Wis. Stat. § 66.1105(4)(h)1.

This Resolution shall take effect upon approval by the Joint Review Board pursuant to Wis. Stat. § 66.1105(4m).

This Resolution was adopted at a regular meeting of the Common Council of the City of Watertown on the 2nd day of November 2026.

	YES	*NO*
DAVIS		
LAMPE		
BERG		
NITECKI		
BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

ADOPTED November 2, 2026

_____

CITY CLERK

APPROVED November 2, 2026

_____

MAYOR