



COMMON COUNCIL MEETING - AMENDED AGENDA

TUESDAY, MAY 02, 2023 AT 7:00 PM

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

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

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

All public participants' phones will be muted during the meeting except during the public comment period. This meeting will be streamed live on YouTube, streamed live on WatertownTV.com (via YouTube), and aired live on Charter Channel 984. Watertown TV's YouTube page:

<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 April 18, 2023

5. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

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

6. REPORTS

A. Watertown Public Library Board Minutes from February 9, 2023

B. Senior Center Advisory Board Meeting Minutes from February 21, 2023

C. Historic Preservations and Downtown Design Commission meeting minutes from March 15, 2023

D. Watertown Public Library Meeting Minutes from March 9, 2023

E. Park, Recreation, and Forestry Meeting Minutes from March 20, 2023

F. Watertown Public Library Board Minutes from April 13, 2023

G. RDA meeting minutes from April 20, 2023

H. Public Works meeting minutes from April 25, 2023

7. COMMUNICATION & RECOMMENDATIONS

A. Presentation: Greater Watertown Community Health Foundation Watertown Southwest Side Conceptual Neighborhood Plan

B. Watertown Fire Department 2022 Annual Report

C. Watertown Public Library First Quarter Review

D. 2022 RDA Impact Report

E. Discussion on Recusing and Abstaining by City Attorney Chesebro

8. NEW BUSINESS

A. Review and take action: Committee Appointment

B. Review and take action: Procedure for filling of Vacant District 3 Alderperson

9. ACCOUNTS PAYABLE

- A. Accounts Payable

10. MISCELLANEOUS BUSINESS

- A. Payroll Summary - April 5, 2023 through April 18, 2023
- B. March 2023 Credit Card Over \$10k

11. ORDINANCES

- A. Ord. 23-09 Ordinance to Create Article XIII of Chapter 24 Town Square Programming Commission of the City of Watertown General Ordinances (Sponsor: Mayor Emily McFarland From: Park, Recreation and Forestry Commission, 2nd Reading)
- B. Ord. 23-10 to Amend Chapter 550 Official Zoning Map of the City of Watertown (Sponsor: Mayor McFarland From: Plan Commission, 2nd Reading) - Rezoning of 713 Milford Street
- C. Ord. 23-11 to Adopt Amendments to the 2019 City of Watertown Comprehensive Plan (Sponsor: Mayor McFarland From: Plan Commission, 2nd Reading) - 407 S. Washington Street
- D. Ord. 23-12 to Amend Chapter 550 Official Zoning Map of the City of Watertown (Sponsor: Mayor McFarland From: Plan Commission, 2nd Reading) - Rezoning of 407 S. Washington Street
- E. Ord. 23-13 Amend Section 500-7 C. Temporary Restricted Parking Of The City Of Watertown General Ordinances (Sponsor: Ald. Smith From: Public Safety And Welfare Committee, 2nd Reading)
- F. Ord. 23-14 to Amend Section 410-56 (A) Smoking in Prohibited Places, of the City of Watertown General Ordinances (Sponsor: Ald. Lampe From: Board of Health, 1st Reading)
- G. Ord. 23-15 - Ordinance to Amend Chapter 428 Article IV Annual Riverfest Celebration of the City of Watertown General Ordinances (Sponsor: Mayor Emily McFarland From: Finance Committee, 1st Reading)
- H. Ord. 23-16 - Ordinance to Amend Section 428-7(C) and Create Section 428-7(M) of the City of Watertown General Ordinances (Sponsor: Mayor Emily McFarland From: Finance Committee, 1st Reading)

12. RESOLUTIONS

- A. Exh. 9508 - Resolution for a budget amendment for design of repair for the West Side Industrial Park west most stormwater ponds (Sponsor: Mayor Emily McFarland From: Finance Committee)
- B. Exh. 9509 - Resolution to authorize write off of uncollectible delinquent personal property taxes (Sponsor: Mayor Emily McFarland From: Finance Committee)

13. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT

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

14. ADJOURNMENT

Persons requiring other reasonable accommodations of the above meeting may contact the office of the City Clerk by email mdunneisen@cityofwatertown.org, or by phone 920-262-4006.

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

**Common Council Minutes
Tuesday April 18, 2023**

Section 4, Item A.

CALL TO ORDER

Mayor McFarland called the regular meeting of the City of Watertown Common Council to order at 7:00 p.m. on Tuesday, April 18, 2023. This meeting was open for attendance in the council chambers as well as virtually.

INTRODUCE NEW & RE-ELECTED OFFICIALS AND OATH OF OFFICES

Mayor McFarland introduced the new and re-elected Alderpersons: District 1, Dana Davis; District 5, Brad Blanke; District 7, Eric Schmid; District 9, Myron Moldenhauer. Clerk Dunneisen administered the Oath of Office to the new and re-elected Alderpersons.

ROLL CALL

Roll call indicated the following Alderpersons present: Ald. Davis, Lampe, Bartz, Blanke, Smith, Schmid, Wetzel and Moldenhauer. City staff present were City Attorney Steven T. Chesebro, Fire Chief Travis Teesh, Deputy Fire Chief Rauterberg, Police Chief Robert Kaminski, Finance Director Mark Stevens, Public Works Director Jaynellen Holloway, Health Officer Carol Quest, Parks Director Kristine Butteris, and City Clerk Megan Dunneisen.

PLEDGE OF ALLEGIANCE

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

ELECTION OF COUNCIL PRESIDENT

Mayor McFarland called for nominations for Council President. Ald. Bartz nominated Ald. Lampe, Ald. Blanke nominated Ald. Smith and Ald. Wetzel nominated Ald. Schmid. A secret ballot vote was taken. Clerk Dunneisen and Finance Director Stevens counted the ballots and proclaimed Ald. Smith as Common Council President.

ELECTION OF PLAN COMMISSION MEMBER

Mayor McFarland called for nominations for representative to the Plan Commission. Ald. Smith nominated Ald. Blanke. By unanimous voice vote Ald. Blanke was elected Common Council Plan Commission representative.

MINUTES OF PRECEDING MEETING

Mayor McFarland inquired if there were additions or corrections to minutes of the Common Council meeting held Monday April 3, 2023. There being none, minutes were accepted as presented.

COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT

Joe Kallas of 1217 Douglas Ave spoke on the New Fire Station.

REPORTS

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

The following reports were received and filed: Plan Commission Minutes from February 27, 2023, Site Plan Review Minutes from February 27, 2023, Licensing Board meeting minutes from March 8, 2023, Site Plan Review Minutes from March 13, 2023, Finance meeting minutes from March 13, 2023, Site Plan Review Minutes from March 27, 2023, Public Safety and Welfare meeting minutes from April 5, 2023, Site Plan Review Minutes from April 10, 2023, were presented.

COMMUNICATIONS & RECOMMENDATIONS

A moment of silence was held for Mayor David. Mayor McFarland gave a five-year employee recognition to Wanda Fredrick in the Engineering Department and Lynne Uttech with the Library. Public Works Director Jaynellen Holloway also gave recognition to Wanda Fredrick.

NEW BUSINESS

Ald. Lampe made a motion to approve the committee assignments as presented, seconded by Ald. Davis and carried by unanimous voice vote.

ACCOUNTS PAYABLE

(Complete listing of accounts payable is open for public inspection the Finance Department.)

Certified accounts were presented. Ald. Moldenhauer moved to pay all certified accounts, seconded by Ald. Wetzel and carried by roll call vote: Yes-8; No-0; Abstain-0.

MISCELLANEOUS BUSINESS

Payroll Summary - March 22, 2023 - April 4, 2023 and Cash and Investments - March 31, 2023 were presented.

LICENSES:

Ald. Bartz moved to approve the application for A temporary Class "B" License for the Town Square Grand Opening by Watertown Rotary Club on May 20, 2023, seconded by Ald. Blanke and carried by unanimous voice vote.

Ald. Smith moved to approve the application for temporary Class "B" License for Watertown Riverfest by Watertown Riverfest Inc. on August 10, 2023 - August 13, 2023, seconded by Ald. Bartz and carried by voice vote with Ald. Lampe abstaining.

Ald. Lampe moved to approve the temporary Premises Amendment application by Erin Schroeder for Run-Inn Erin's 700 N 4th St. for the dates May 8, 15, 22, 2023, June 5, 12, 18, 26 2023, July 10, 17, 24, 31, 2023, and August 7, 14, 21, 2023 during the hours of 6:00 pm - 10:00 pm, seconded by Ald. Smith and carried by unanimous voice vote.

ORDINANCES

Ord 23-09 Ordinance to Create Article XIII of Chapter 24 Town Square Programming Commission of the City of Watertown General Ordinances (Sponsor: Mayor Emily McFarland From: Park, Recreation and Forestry Commission, 1st Reading). Ald. Bartz moved for adoption of ordinance 23-09 on its 1st reading, seconded by Ald. Lampe. Ald. Smith made a motion to postpone this ordinance for consideration at the next council meeting, seconded by Ald. Moldenhauer and failing by a roll call vote: Yes-4; No-5 (Mayor breaking tie vote). Original motion carried by roll call vote: Yes-5; No-4 (Mayor breaking tie vote).

Ord 23-10 to Amend Chapter 550 Official Zoning Map of the City of Watertown (Sponsor: Mayor McFarland From: Plan Commission, 1st Reading) - Rezoning of 713 Milford Street. Ald. Blanke moved for adoption of ordinance 23-10 on its 1st reading, seconded by Ald. Lampe and carried by roll call vote: Yes-8; No-0; Abstain-0.

Ord 23-11 to Adopt Amendments to the 2019 City of Watertown Comprehensive Plan (Sponsor: Mayor McFarland From: Plan Commission, 1st Reading) - 407 S. Washington Street. Ald. Lampe moved for adoption of ordinance 23-11 on its 1st reading, seconded by Ald. Bartz and carried by roll call vote: Yes-8; No-0; Abstain-0.

Ord 23-12 to Amend Chapter 550 Official Zoning Map of the City of Watertown (Sponsor: Mayor McFarland From: Plan Commission, 1st Reading) - Rezoning of 407 S. Washington Street. Ald. Lampe moved for adoption of ordinance 23-12 on its 1st reading, seconded by Ald. Bartz and carried by roll call vote: Yes-8; No-0; Abstain-0.

Ord 23-13 Amend Section 500-7 C. Temporary Restricted Parking of The City Of Watertown General Ordinances (Sponsor: Ald. Smith From: Public Safety And Welfare Committee, 1st Reading). Ald. Smith moved for adoption of ordinance 23-13 on its 1st reading, seconded by Ald. Schmid and carried by roll call vote: Yes-8; 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. 9504 - Resolution to Enter into the Agreement for 2023 Tourism Promotion Services between the Watertown Tourism Commission, the City of Watertown and the Watertown Area Chamber of Commerce (Sponsor: Mayor Emily McFarland From: Finance Committee). Ald. Wetzel moved to adopt resolution 9504, seconded by Ald. Lampe and carried by roll call vote: Yes-8; No-0; Abstain-0.

Exh. 9505 - Resolution to Enter into a Property Management Agreement between the City of Watertown and the City of Watertown Redevelopment Authority (Sponsor: Mayor Emily McFarland From: Finance Committee). Ald. Lampe moved to adopt resolution 9505, seconded by Ald. Davis. Ald. Smith a motion to postpone this resolution for consideration at the next council meeting, seconded by Ald. Moldenhauer and failed by a roll call vote: Yes-4, No-5 (Mayor breaking tie vote). Ald. Lampe made a motion to create Section 3.12. - Termination. Notwithstanding any other provision of this agreement, either Party may terminate this Agreement, without cause or penalty, by giving the other party sixty (60) days advance written notice of its intent to terminate this Agreement on or after April 30, 2026, seconded by Ald. Wetzel and carried by roll call vote: Yes-8; No-0. Ald. Davis made a motion to strike the last sentence of Section 2.1- This full-time staff person shall report the Recreation and Parks Director as well as to an independent committee that will oversee the programming and activities of the Benztin Family Town Square, seconded by Ald. Lampe and carried by roll call vote: Yes-8; No-0. Original motion to adopt carried by roll call vote: Yes-5; No- 4 (Mayor breaking tie vote).

Exh. 9506 - Resolution to create Town Square Future Fund and approve 2023 budget (Sponsor: Mayor Emily McFarland From: Finance Committee). Ald. Lampe moved to adopt resolution 9506, seconded by Ald. Davis and carried by roll call vote: Yes-6; No-2); Abstain-0.

Exh. 9507- Resolution To Enter Into First Amendment Of The Development Agreement 111 S. Water Street, Watertown, Wisconsin (Sponsor: Mayor McFarland From: Finance Committee). Ald. Smith moved to adopt resolution 9507, seconded by Ald. Moldenhauer and carried by roll call vote: Yes-8; 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. Wetzel moved to adjourn, seconded by Ald. Blanke, and carried by voice vote at 9:10p.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 office the Finance Department. Video recording available at Watertown TV's YouTube page: <https://www.youtube.com/c/WatertownTV>

WATERTOWN PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
FEBRUARY 9, 2023

1. Call to order/Roll Call

The meeting was called to order by Board President Chris Koppes at 5:30 pm
Members present: Rahfaldt, Oudenhoven, O'Neill, Lapin, Rodriguez, Gerike, Koppes.
Staff members present: Checkai, Peerenboom, Antonopoulos, Hernandez

2. Review Correspondence

Peg shared a letter from a patron and a thank you note from Governor Evers following his visit to the library.
Peg also shared a concern from a patron re: why a restroom is labeled "transgender neutral". No restroom is labeled this way.

3. Citizens To Be Heard

None

4. Appearances

A. Darren Shretter: Studio GC Review library expansion/renovation project status.
Payment of \$596,232.96 payment approved, \$77,934.06 retainage secondary to line item disagreement.
Flag Plaza, general consensus of Board to change plaza to more of a green space, Darren will submit rendering at next meeting.

******MOTION #1 per Koppes, seconded per Jarrod to endorse Studio GC'S recommendation to pay application 022.**

Votes to approve: Rahfaldt, Oudenhoven, O'Neill, Jarrod, Lapin, Rodriguez, Gerike, Koppes.

Motion carried.

5. New Business

A. Review and take action on Pay Application 022, motion carried per above.
B. Review and take action on Unacceptable Conduct Policy
Discussion per board.

******MOTION #2 per Gerike, seconded per Lapin to approve modified Unacceptable Conduct Policy.**

Motion approved per voice acclimation.

C. Review and take action on Library Internet Policy
Discussion per board.

******MOTION #3 per Jarrod, seconded per Rahfaldt to approve modified Library Internet Policy for Adults.**

Motion approved per voice acclimation.

D. Review and take action on 2022 state annual report.

Year end \$480,681.79 fund balance.

Budget deadline 3/1/2023. Carol from Bridges still needs to review. Board to have Zoom meeting 2/23/2022 at 4:30 to approve Library 2022 State Annual Report.

Peg will send Zoom meeting reminder to Board.

6. Review status of request from Watertown Police Department

A. This pertains to video camera sharing and Chris Koppes is continuing to work on it.

7. Director's Report

A. Review monthly highlights, budget figures and statistics.

Peg reports that there are good numbers of patrons attending the library. The library has received \$10,000.00 grant from the Greater Watertown Community Health Foundation. Heating system is still being worked on. Coffee sponsors needed. On 2/28/2023 John Hart will be at the library for a program highlighting his photography.

8. President's Report

A. Review contacts in official capacity.

Chris has met with Tim Fick (President of Fort Atkinson Library) and they shared ideas, specifically closing out project billing.

Peg and Chris will attend the League of Municipalities Meeting to be held at the Library.

9. Personnel and Policy

A. Take action on Resolution 2023-5: Cindy Krynski, 20 years service.

Discussion per board

******MOTION #3 per Lapin, seconded per Oudenhoeven to approve Resolution 2023-5.**

Motion approved per voice acclimation.

10. Consent Agenda

Items were reviewed per Board. One highlight to designate a quiet area in Library.

******MOTION #5 per Lapin, seconded per Rodriguez to approve Consent Agenda.**

Votes to approve: Oudenhoeven, O'Neill, Jarrod, Lapin, Rodriguez, Gerike, Rahfaldt, Koppes.

Motion carried.

11. Adjournment

******MOTION TO ADJOURN per Lapin, seconded per O'Neill.**

Motion approved per voice acclimation.

Meeting adjourned at 6:30pm

Respectfully submitted,
Kate Lapin

Zoom meeting via Zoom on 2/23/2023 at 4:30pm.

Next Board Meeting on 3/9/2023 at 5:30pm at Watertown Public Library.

**Watertown Senior Center
Advisory Board Minutes
February 21, 2023**

1. Call to Order

The Senior Center Advisory Board met in person on February 21, 2023, at 9:00 am. The meeting was called to order by board President Phyllis Krahn. Present: Phyllis Krahn, Beth Beckett, Becky Shult, Kerry Kneser, Also present was: Andrea Draeger. Not present: Kimberly Henze, Justin Munzel, and Teddi Flahive.

2. Review and Approve the December Minutes

Becky Shult motioned to approve the minutes from the December 20, 2022. Beth Beckett seconded. Motion carried.

3. Review and Approve the Monthly Financial Report

Kerry Kneser motioned to approve the 2022 year-end financial report. Phyllis Krahn seconded. Motion carried.

4. Citizens to be Heard

Phyllis Krahn referenced tasks to be completed including creating rules and a meeting with program leaders, inquiries regarding past incident reports, and progress made on art and furniture for the building.

5. Business

None

6. Chairperson's Committee Report

a. Update Fundraising Committee on Current Efforts

The soup sale was successful and raised over \$300. The fundraising committee will be meeting after this board meeting to discuss annual fundraisers and the potential for new as well as grant opportunities. Discussion also occurred regarding outdated line items in the fundraising financial report.

b. Update Membership Committee on Current Memberships and Renewals

We have seen many new members at the center since the beginning of the year. A new member packet is being developed and will be available soon.

c. Update Community Services Committee on Projects/Efforts

Most recently we have collected can tabs and shoes for a local church.

d. Update Program Committee on Program Attendance & New Programs

The program committee will meet soon to discuss current, new, and potential programming ideas. Activities for Valentine's Day occurred last week and other holiday-themed activities will occur throughout the year.

7. Director's Report

a. Update on Upcoming Events

Holiday-themed events will be planned. The next large event will be the Volunteer Recognition Event and Annual Meeting in May.

b. Update on 2023 Advisory Board Election

Three board positions will be available on the ballot this year. Any interested candidates should notify the office by mid-March for ballot submission in the April newsletter.

8. Adjournment

Next meeting is scheduled for Tuesday, April 18 at 9:00 am. Kerry Kneser motioned to adjourn. Beth Beckett seconded. Motion carried.

City of Watertown Historic Preservation
& Downtown Design Commission
Meeting Minutes
March 15, 2023

Section 6, Item C.

Members present: Steven Board, Melissa Lampe, Barry Ashenfelter, Mike Trego, Jill Nadeau, Jacob Maas and Tim Little.

1. Call to Order.
Chairperson Board called the meeting to order at 6 p.m. Jacob Maas was welcomed to the commission as a citizen member.
2. Review and approve minutes from Jan. 18, 2023 meeting.
Motion by Nadeau, second by Little, to approve as presented. Motion carried.
3. Review/approve façade enhancement for 208 S. Third St.
Lampe presented the proposed façade enhancement plan for Rampage on behalf of building owner Ruth Mack. The commission reviewed the new siding materials and colors proposed, as well as color placement. Lampe also shared an image of the logo that would be used for the new sign. Motion by Ashenfelter, second by Nadeau, to approve colors and materials as presented. Motion carried.
4. Discuss 2023 preservation projects.
Commission members discussed the planned update to the Intensive Survey of Historic Properties to occur this fall, the need to replace the decorative trash receptacles on Main Street and the opportunity to create historic markers/plaques for buildings on Main Street. Lampe said she and Nadeau would collaborate on a design for the plaques.
5. Adjournment
Motion by Maas to adjourn, second by Trego. Motion carried.

Respectfully submitted,
Melissa Lampe
Commission Secretary

WATERTOWN PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
March 9, 2023

1. Call to order/Roll Call

The meeting was called to order by Board President Chris Koppes at 5:35pm.
Member present: Rahfaldt, Oudenhoven, O'Neill (arrived at 5:55pm) Lampe, Lapin, Rodriguez, Gerike, Koppes.
Staff members present: Checkai, Peerenboom, Hernandez

2. Review Correspondence

None

3. Citizens to be heard

None

4. Appearances

a. Darren Shretter: Studio GC Review library expansion/renovation status

On Monday March 6, following leaking east window wall during storm, Stacie from Miron visited on site, Nick and Darren were involved per zoom call. RE: 1984 building and leaks. Repaint metal work, contractor (Miron) to seal all joints as directed in the contract. The metal has pulled away from the building. Discussion on Monday re: Miron's responsibility. Could put up tarp.
Miron looking for their final payment of \$77K. Darren Shretter advises to hold off on that payment yet.

On Monday March 12 Poblocki will be installing the 100 Extraordinary Women sign. Darren contacted the City of Watertown outside signage, thickness of sign and depth of letters. Poblocki's plan is ¼" thick. Outdoor signage estimated at \$9K.

Flag Pole Plaza

Renderings were reviewed by board and discussed. Darren will bring cost estimates to the April meeting.

5. New Business

a. Review GWCHF Scorecard Information

Jamie Hernandez reviews scorecard with the Board. The report addressed programming, children's material check out, satisfaction with Talk, Read, Play Program. Families just starting to come back in previous numbers. Surveys were also distributed, first question: "What did you learn?".

Second question related to dual language programming. Four bilingual families are involved in the programming.

Overall, the families are happy with the programming.

- b. Review and discuss how trustees would like to proceed with evaluating library policies.

It was discussed and agreed upon that policies would first be reviewed by staff, then proceed to the Personnel and Policy Committee and then progress to the Board for discussion and approval. A few policies will be reviewed at each meeting.

- c. Review and take action on proposed Memorandum of Understanding between Library Board of Trustees and Watertown Police Department regarding surveillance camera access.

Discussion included camera access and timing of sharing camera content. Overall feeling that it was good to cooperate with the Police Department

******MOTION #1 per Lampe seconded per Rodriguez to approve the proposed Memorandum of Understanding between the Watertown Public Library and the Watertown Police Department regarding surveillance camera access.**

Votes to approve: Rahfaldt, Oudenhoven, Lampe, Lapin, Rodriguez, Gerike Koppes.

Votes against: O'Neill.

Motion carried.

- d. Review and take action on outdoor signage proposal from Poblocki.

Discussion follows re: Lisa Famularo of the City approving the signage proposal

******MOTION #2 per Gerike, seconded per Rahfaldt to approve the Poblocki signage proposal pending approval from the City of Watertown.**

Votes to approve: Rahfaldt, Oudenhoven, O'Neill, Lampe, Lapin, Rodriguez, Gerike, Koppes.

Motion carried.

6. Unfinished Business

None

7. Director's Report

Peg reviews her statics from the past month.

This year's JigJog (Watertown Educational Foundation Fund Raiser) will work out of the Community Room of the Library on March 17 and 18, 2023. Hoping that parking will not be an issue.

Pie Day will be Tuesday 3/14/2023. This is a fundraiser for the Friends of the Library.

8. President's Report

Chris Koppes reports that the State Lieutenant Governor Sarah Rodriguez visited last week. Chris noted that Peg and Staff did a great job in welcoming her. Chris also continues to work on marketing. He is planning to meet with the President of the Friends of the Library. Chris will also be in touch with Nick from Miron.

9. Personnel and Policy

None

10. Review and take action on consent agenda items.

The following was discussed:

- a. Review and take action on minutes: Library Board of Trustees – 2/9/2023
- b. Review and take action on minutes: Library Board of Trustees – 2/23/2023
- c. Review and take action on library expenditures and finances.
- d. Review and take action on library expansion expenditures.

******MOTION #3 per Lapin, seconded per Rodriguez to approve the consent agenda items.**

Votes to approve: O'Neill, Lampe, Lapin, Rodriguez, Gerike, Rahfaldt, Oudenhoven, Koppes.

11. Adjournment

******MOTION #4 per Oudenhoven, seconded per Gerike to adjourn today's meeting.**

Motion approved per voice acclimation.

Meeting adjourned at 7:35pm.

Respectfully submitted,
Kate Lapin

PARKS, RECREATION & FORESTRY COMMISSION

MINUTES

Monday, March 20, 2023

1. Call to order

The Watertown Parks, Recreation & Forestry Commission in person on March 20, 2023. The meeting was called to order by Brian Konz. Members present were: Julie Chapman, Brad Clark, Ald. William Licht, Brian Konz and Jennifer Clayton. Not present were: Emily Lessner and Kyle Krueger. Also present were: Kristine Butteris (virtually), Jeff Doyle, Steven Chesebro, Andrea Draeger, and Bonnie Hertel (with members of the Leadership Watertown group).

2. Review and approval of minutes:

Jennifer Clayton motioned to approve the February 20, 2023 Parks, Recreation & Forestry Commission meeting minutes as written. Julie Chapman seconded. Motion carried.

Brian Konz motioned to approve the December 20, 2022 Senior Center Advisory Board meeting minutes as written. Ald. William Licht seconded. Motion carried.

3. Review and approval of financial reports

There were no financial reports for 2023, as of yet, to approve.

4. Citizens to be heard

There were none.

5. Business

a. Review and take action: Create Watertown Municipal Code of Ordinances Article XIII of Chapter 24, Town Square Programming Commission

Kristine Butteris reviewed the need for one person from this commission to be on the Town Square Programming committee; anyone interested should contact the Mayor. There is a need to approve the creation of the committee through an updated ordinance, which will be comprised of the Chamber of Commerce, the school district, etc. for community input. The new Programming Event Coordinator will be chairing this committee. Brian Konz motioned to approve the creation of the Town Square Programming Commission. Brad Clark seconded seconded. Motion carried.

b. Discuss and take possible action on addition of Instructor Rate for private swim lessons

Currently, the pay rate is the same for all swim instructors. A private swim instructor has more responsibilities than other instructors and should have a separate position and a higher pay rate. Brian Konz motioned to create a private swim lesson instructor position, with pay starting at \$21.25 per hour with \$0.25/yr increments. Ald. William Licht seconded seconded. Motion carried.

c. Discuss and take possible action on Bike Rental at Interurban Trail

The Leadership Watertown's group connected with Kristine for their community project this year regarding bike rentals at the Interurban Trailhead. Through a recommendation from Jefferson County, bike rentals would be operated through Surf-Shack Rentals and this commission would need to approve the space at the trailhead for this purpose. Potential partnerships were discussed. Surf-Shack Rentals would operate the program, maintain ongoing expenses, and would receive the rental revenue; 10% of the revenue will go towards

vouchers. Leadership Watertown would provide start-up funds for the equipment. Ald. William Licht motioned to approve the use of land at the Interurban Trailhead for bike rentals. Ald. William Licht seconded. Motion carried.

d. Discuss and take possible action on Tree Program pricing for 2023

Kristine presented the option to increase the cost of a tree to \$100 within the Tree Planting Program this year due to increased tree costs. Questions were raised regarding the cost-sharing program and the original language from the estate will be included here: A percent of the estate "to the City of Watertown PARK AND RECREATION DEPARTMENT, specifically to reforest street-side boulevards. I request that the PARK AND RECREATION DEPARTMENT use these funds to establish a matching grant program for property owners." Brad Clark motioned to increase the cost share of the Tree Planting Program to \$100. Jennifer Clayton seconded. Motion carried.

e. Discuss and take possible action on endorsed Senior & Community Center rentals

Brian Konz motioned to table this item for a future meeting. Brad Clark seconded. Motion carried.

f. Review and approve purchase of parks mower

Jeff Doyle provided information on bid options and which mower would be preferred and recommended. Brad Clark motioned to approve the recommended bid. Julie Chapman seconded. Motion carried.

6. Director's Report:

a. Project updates:

i. Aquatic Center updates

We are working with the concrete manufacturer to redo the deck work, which should be completed this spring, along with the slide restorations.

ii. Parks Updates –

- a. Special meeting for bids – Will be put on hold for now.
- b. Riverside Restrooms update – Based on a request from the Finance Committee, research is still occurring and will be presented at the next finance meeting on April 10. Brian Konz and Ald. William Licht provided context from previous commission and finance meetings.
- c. Town Square Programming Committee – Committee will work with new hire for programming.

iii. Recreation Updates

Programming Event Coordinator position – Interviews were completed today and an offer will be made.

iv. Senior & Community Center Updates

None at this time

v. Forestry Updates

Tree removals are completed and stump removals will begin soon.

a. Update on programming:

i. Recreation programming

Kyle, our previous recreation intern, will be coming back for a couple of months to assist with training new interns/program supervisors for the upcoming season. Soccer and baseball registrations are live along with new sessions of dance, fitness classes, adult softball, etc. Plans are continuing for summer programs including Kart Park, day

camp, tree climbing, kickball, etc.

Section 6, Item E.

ii. Senior and enrichment programming

Last week we hosted a few days of St. Patrick's day events with the Senior Center, including themed bingo, a potluck, and leprechaun coin hunt. Next week we will be holding Spring Break events for all ages, including a puzzle hustle contest, family bingo, make your own terrarium, and the start of a spring park passport scavenger hunt.

iii. Aquatics update

Ali is working on revamping and adding aquatic fitness programs. Summer swim lessons will be live on April 3. Themed days are being planned for the Aquatic Center.

7. Adjournment – Next meeting date April 17, 2023

Brad Clark motioned to adjourn the meeting. Brian Konz seconded. Motion carried.

**WATERTOWN PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
April 13, 2023**

1. Call to order/Roll call

The meeting was called to order by Board President Chris Koppes at 5:30pm.

Members present: Kim Rahfaldt, Sarah Oudenhoven, Erin O'Neill, Jarrod Burke, Justin Lampe, Kate Lapin, Mariella Rodriguez, Betsy Gerike, Chris Koppes.

Library staff present: Peg Checkai, Barb Antonopolis, Jamie Hernandez

Also in attendance: Mayor Emily McFarland, Steven Chesebro, Mark Stevens, Chief Robert Kaminski, and Dave Brower

2. Review Correspondence

A. City Engineering: project work, Emmet Street and South Washington water main work to be done this summer/fall.

B. Email to Peg from Library Patron who is concerned about library stance on LBGQT and did not like the rainbows at the doors.

3. Citizens to be heard

None

******Motion #1 per Koppes seconded per Lampe to move 6A up on the agenda.**

Motion carried per voice acclimation.

6. Unfinished Business

A. Review with possible action on MOU with Watertown Police.

Discussion follows as to how to implement MOU concerning sharing camera footage with the Watertown Police Department.

The MOU was proposed and approved in March 2023 per the Board of Trustees to give the Police Department access to audit tapes when needed.

- Jamie (library staff) feels that this information should not be shared, that the library should be a safe place for all without continuous police monitoring
- Danielle (library staff) shares that she feels that there should be no "at will" police observation.
- Apollo (library staff) notes that the police should emphasize safety in the library rather than just worrying about the aftermath of an incident. She also notes that there is a definite community fear/bias of oppression

- Captain Brower and Chief Kaminski from the City Police Department feel that the department does not want to alienate patrons.
- Jonathon Lampe notes that the MOU has been sent to the City Attorney for review of the legality of the document.
- Steven Chesebro, City Attorney, also in attendance at tonight's meeting notes that he will return his opinion on 4/14/2023 or 4/17/2023.
- Mariella Rodriguez notes that she supports the MOU
- Kim Rahfaldt supports the MOU.
- Betsy Gerike notes that police presence and cameras in the schools helps minorities feel safer.

******Motion #2 per Lapin, seconded per Lampe that no further action will be taken on the MOU approved at the March meeting pending opinion of City Attorney.**

Votes to approve: Rahfaldt, Oudenhoven, Burke, Lampe, Lapin, Rodriguez, Gerike, Koppes.

Votes against: O'Neill

Motion carried.

5. New Business

A. Review 2024 budget process and library staffing needs.

Present at tonight's meeting were Mayor Emily McFarland, City Attorney Steven Chesebro and City Finance Director Mark Stevens.

Discussion of budget process and staffing needs process, no action taken.

******Motion #3 per Koppes, seconded per Oudenhoven to change order of meeting, moving order of the meeting to 5 G, New Business**

Approved per voice acclimation

******Motion #4 per Koppes, seconded per Lampe to move into closed session**

Approved per voice acclimation.

5. G. Convened into closed session per Wis. Stas. Sec 19.85(1)(g) to confer with legal counsel of 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. East window leakage and water damage.

******Motion #5 per Lampe seconded per Rodrigues to return to open session.**

Approved per voice acclimation.

4. Appearances

- A. Darren Schretter: Studio GC Review library expansion/renovation project status.

- Darren was unable to make tonight's meeting Peg shares her discussion with him regarding outdoor signage. The city had no recommendation regarding thickness of lettering on the signs. Darren will submit to the Board proposals of 1" and 2" thickness of the letters. Currently the thickness is set to ¼" and Darren did not feel that would be adequate.

******Motion #6 per Koppes, seconded per Rodriguez to approve 2" thick signage from Poblocki proposal for up to \$15,000.00 cost.**

Votes to approve: O'Neill, Burke, Lampe, Lapin, Rodriguez, Gerike, Rahfaldt, Oudenhoven, Koppes.

Motion carries.

- Flag Poll bids will be out in 2-3 weeks. Darren is checking on rain water run off to street. Possible cost around \$50,000.00
- Donor sign still at printers.

B. Review and take action on Library Meeting and Study Room Policies and Procedures: Access after library is closed.

******Motion #7 per Koppes, seconded per Rahfaldt to table item 5. B to May meeting. Approved per voice acclimation.**

- C. Review and take action of maintaining contract with collection agency.
- We have a budget of \$1,500.00 with Unique Collections Reports note that 85% of materials are returned prior to calling in collections. The library is paying out more than it is collecting.

******Motion *8 per Koppes, seconded per Gerike to cancel the Library's Contract with Unique Collections**

Votes to approve: Oudenhoven, O'Neill, Burke, Lampe, Lapin, Rodriguez, Gerike, Rahfaldt, Koppes

Motion carries.

D. Review and take action on coat rack in Community Room
No action at tonight's meeting. Peg to come back to the board with proposals for acceptable coat racks for Community Meeting Room.

E. Review and take action on Spanish signage around facility.
No action taken, Peg to come to next meeting with Spanish signage suggestions and costs.

F. Review and take action on investing remaining expansion/renovation donations.

******Motion # 9 per Koppes, seconded per Lapin to table item 5. F to May meeting.**

Approved per voice acclimation.

7. Director's Report

- Peg notes that there were two resignations, Regina (Reference) and Carly B (Children's). Regina will fill an open Library Page II position. Position information has been sent to city HR to get these positions filled ahead of summer reading programs.
- There will be 4 board positions open this summer. Kim has already stated that she will not be returning. The other board members are Betsy Gerike, Mariella Rodriguez and Kate Lapin.
- In March Jamie celebrated her 5th year of employment at the library.
- Jig Jog went well.
- 100 Extraordinary Woman signage was installed in the Main Street hallway area.
- Kevin and Peg continue to meet with Stacie (Miron) and Darren to complete punch list items.

8. President's Report

- Chris reports that he is continuing to meet with Peg and city personnel.

9. Personnel and Policy

- The P&P Committee will meet on Sunday April 16.

10. Review and take action on Consent Agenda Items.

The following were discussed.

- A. Review and take action on minutes: Library Board of Trustees – 3/9/23.
- B. Review and take action on library expenditures and finances.
- C. Review and take action on library expansion and expenditures.

******Motion #10 per Rahfaldt, seconded per Burke to approve the consent agenda items.**

Votes to approve: Burke, Lampe, Lapin, Rodriguez, Gerike, Rahfaldt, Oudenhoven, O'Neill, Koppes.

Motion carried

******Motion #11 per Lapin seconded per Gerike to adjourn meeting.
Motion carried per voice acclimation.**

Meeting adjourned at 8:45pm.

These meeting minutes are uncorrected and stand as such until approved at the next Library Board meeting.

Respectfully submitted,
Kate Lapin



Redevelopment Authority for the City of Watertown
Turning Opportunity into Results

Thursday, April 20, 2023

12:00 pm

In-PERSON/VIRTUAL MEETING

Room 0041, City Hall

By Phone or GoToMeeting:

<https://global.gotomeeting.com/join/471703029>

For the Public, Members of the media and the public may attend by calling: (US) +1 (872) 240-3412

Access Code: 471-703-029

All public participants' phones will be muted during the meeting except during the public comment period where applicable.

RDA STRATEGIC PRIORITIES

- 1) ~~100 W. Main St. block demolition, Town Square design etc., and publicizing town square project for possible funding from sources other than the City.~~
- 2) Facilitating quality development in downtown, and
- 3) Creating an approach and working to attract development projects downtown.

AGENDA

1. Pledge of Allegiance
2. Roll Call
 - a. Present: Becker, Bartz, Salas, Wagner
 - b. Virtual: Zastrow, Zimmermann
 - c. Absent: Kuenzi, Lampe
 - d. Also Present: Mayor McFarland and City Atty. Steven Chesebro
3. Determination of Quorum and Call to Order at 12:05 pm
4. New Business
 - a. Discussion of the amended Property Management Agreement between the city of Watertown and the Watertown Redevelopment Authority. **Zimmermann motioned to approve the agreement as presented. Bartz seconded the motion. Motion carried unanimously.**
5. Adjournment

Bartz motioned to adjourn, Zastrow seconded the motion. Motion carried unanimously. Meeting adjourned at 12:50pm.

Commission members present: Alders. Bartz, Smith, Wetzels, Comm'r. Thompson

City employees present:

Public Works Director/City Engineer Jaynellen Holloway

Wastewater Utility Manager Pete Hartz

Assistant Wastewater Utility Manager Tim Hayden

City Attorney Steven Chesebro

City Finance Director Mark Stevens

1. Call to order

Meeting called to order at 5:31 p.m.

2. Comments and suggestions from citizens present

3. Review and approve minutes

- Public Works Commission meeting minutes from March 14, 2023
- Bike & Ped Task Force meeting minutes from August 23, 2023

Motion to approve Ald. Bartz

2nd Comm'r Thompson

Motion carried by unanimous voice vote

4. Business

Review and take possible action: Request for pavement improvements for Woodbridge Terrace and Fieldcrest Court

Mr. Charles Otto of Woodbridge Trail was present to request the City consider reworking his street and Fieldcrest Court. The Engineering Division received an email from a resident (Mr. Otto) sharing concerns about the above two streets and asking when the City would be addressing these streets. Engineering replied back stating that the two streets in question, Woodbridge Trail and Fieldcrest Court, were not in the City's 5 year capital plan for the Annual Street program. Engineering had identified them as possible additional resurfacing projects for this year, pending budget balance later this summer. Engineering brings these streets before this Commission for discussion and possible action.

Jayne Ellen stated that in a future PW meeting consideration will be included concerning additional streets to be added to the 2023 street program. Mr. Otto and the neighbors will be informed of the time of this meeting.

Review and take possible action: transfer up to 58.996 acres of land from the Wastewater Department to General City Fund

Ald. Bartz recalled the 2020 meeting and asked City Treasurer Stevens to give background as to why these funds were unrestricted

Ald. Bartz also asked if the water quality trading would be jeopardized in any way.

Pete Hartz assured that there would be no infringement on the trading and that there is plenty of room for more trading.

Comm'r. Thompson is there a specific delineation between land to be developed and land not to be developed.

Pete Hartz was not sure

Jaynellen stated that the wetlands delineation was not sure

Ald. Smith asked where the rental revenue for the land has been going since 2020 and Pete Hartz stated that it went to the Wastewater Utility.

Ald. Smith asked why the City is not purchasing the parcel.

Att. Chesebro stated that there is no issue with the City paying nothing.

Ald Smith asked the opinion of the Wastewater manager

Pete Hartz said the property has been under the purview of the Wastewater Utility and the price should be repaid to the Utility whether up front or by payments.

Pete Hartz asked why the Waste Water Utility could not market the property

Att. Chesbro said that Utilities are restricted in marketing product

Everyone was in agreement that the marketing of the property is in the best interest of the City.

Motion Ald Smith:

Postpone the current discussion of this resolution until legal certainty can be authenticated by our legal counsel

2nd Comm'r Thompson

Carried by unanimous voice vote

5. Adjournment

Motion to adjourn Ald. Smith

2nd Ald. Bartz

Carried by unanimous voice vote

Meeting adjourned at 6:27 p.m.

Respectfully submitted,

Bob Wetzel

Public Works Commission Chair

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

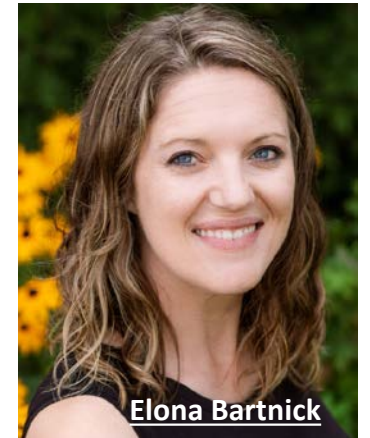
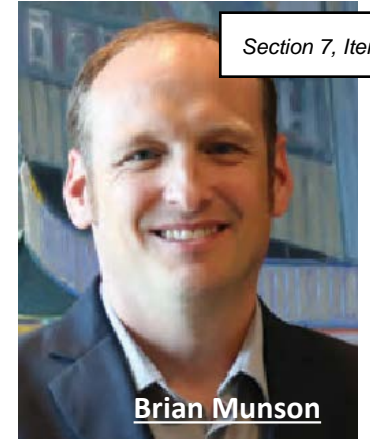


WATERTOWN SOUTHWEST SIDE CONCEPTUAL NEIGHBORHOOD PLAN



Introductions

- Brian Munson – Principal Neighborhood Designer
- Elona Bartnick – Lead Associate Designer
- Ben Rohr – Associate Planner



Meeting Purpose

- Provide background information, context, and site analysis
- Present conceptual Neighborhood Plan
- Gather feedback from you
- Revise and refine Neighborhood Plan

Cover Today



Project goals and process



Key design principals and formats



Draft conceptual development plan review



Project next steps and discussion

WHY NOW?

Rock River

We Have a Housing Problem

• Issues

- Housing availability
- Housing affordability
- Rising costs
- Unfilled jobs/employer retention
- Demographic shifts
- Personal preference shifts
- Stagnant population/housing growth

• Opportunities

- Land availability
- New housing
- Partnerships
- Achieve goals and vision
- Reverse trends
- Turn over housing stock
- Attract new residents

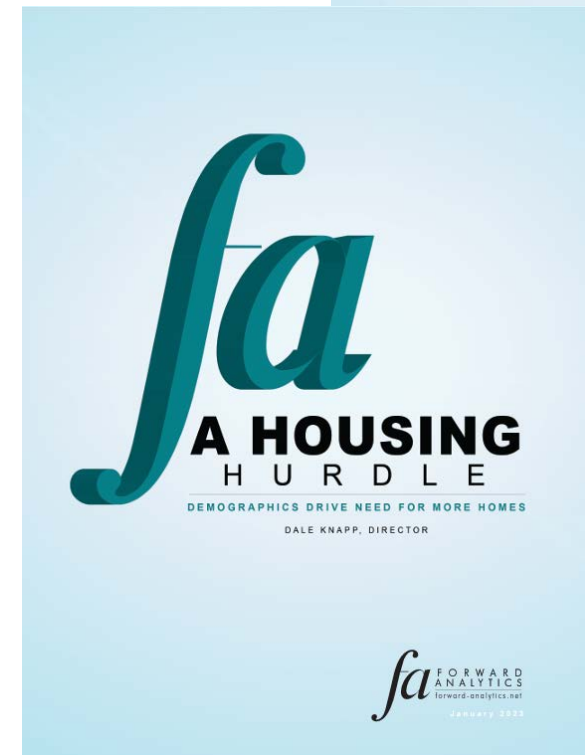
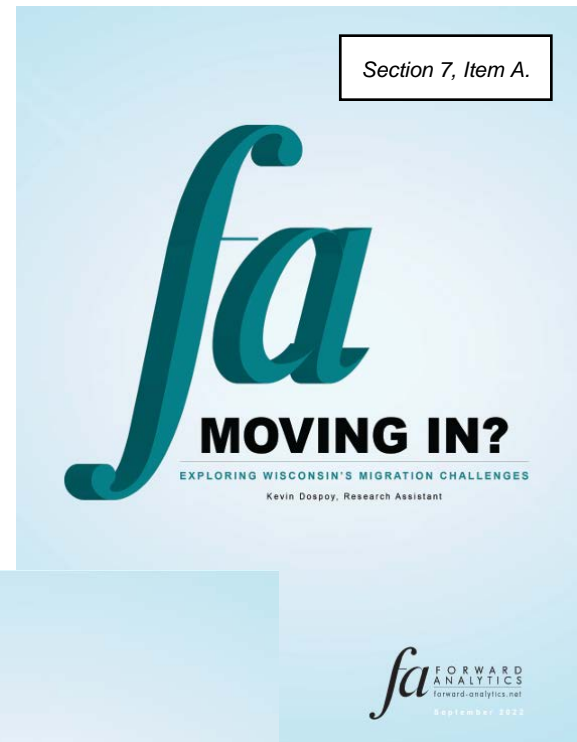
Solution: Increase Diverse Housing

Housing and Market Analysis

- **State-Wide Studies (2022-23)**

- State lost 106,000 workers under the age of 26 between 2012-2020
- Working Wisconsin residents will decline by 130,000 by 2030, unless migration occurs
- Wisconsin needs 140,000 new housing units by 2033 to keep up with demand
- Baby Boomers will remain in their homes for the next 10-20 years = less available workforce housing stock

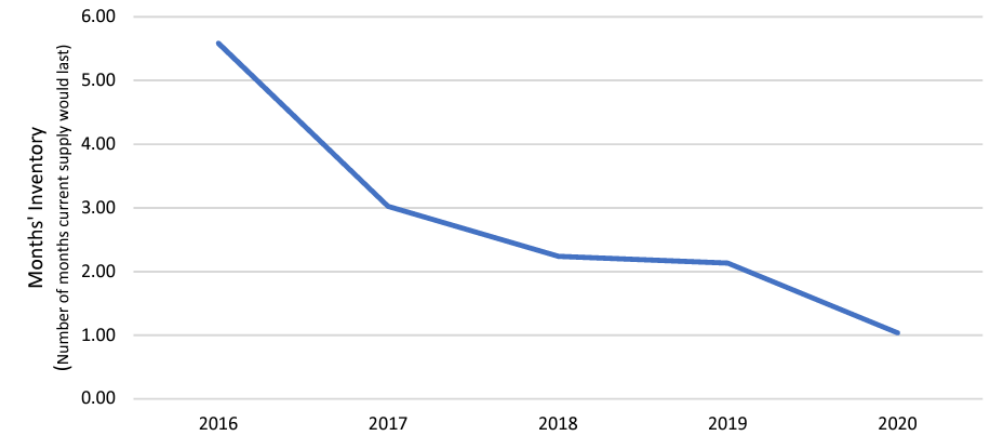
Source: Forward Analytics, 2023



Housing and Market Analysis

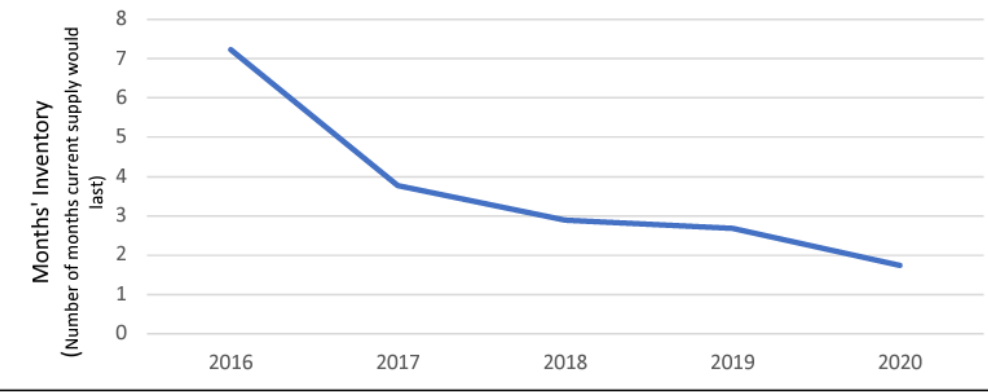
- **Dodge and Jefferson County Housing Studies (2021)**
 - High demand for single-family units, shortage of units
 - Need for additional rental units, especially affordable units
 - Increasing home appreciation values and gross rents, low inventory
 - Without intervention, the problem will only get worse

Figure #1: Dodge County Months' Inventory



*Source: Realtor.com and Wisconsin Department of Revenue

Figure #1: Months' Inventory: Jefferson County



*Source: Realtor.com and Wisconsin Department of Revenue

**Only includes available 2020 data (from January – October)

Housing and Market Analysis

- **Tracy Cross Residential Market Study Findings (2022)**
 - City needs new market rate housing for rentals and owners
 - Rental and owner options are in short supply with adequate demand
 - Underserved unit types:
 - Apartments (seniors, market rate, and affordable)
 - Townhomes and rowhouses (owner and renter)
 - Duplexes (owner or renter)
 - Alley-loaded single-family
 - Front-loaded single-family

Residential Market Analysis
-- Strategy Planning Guidelines --
Watertown, Wisconsin

Prepared on behalf of:

Greater Watertown Community Health Foundation
600 East Main Street, Suite 200
Watertown, WI 53094-3827

October 20, 2022

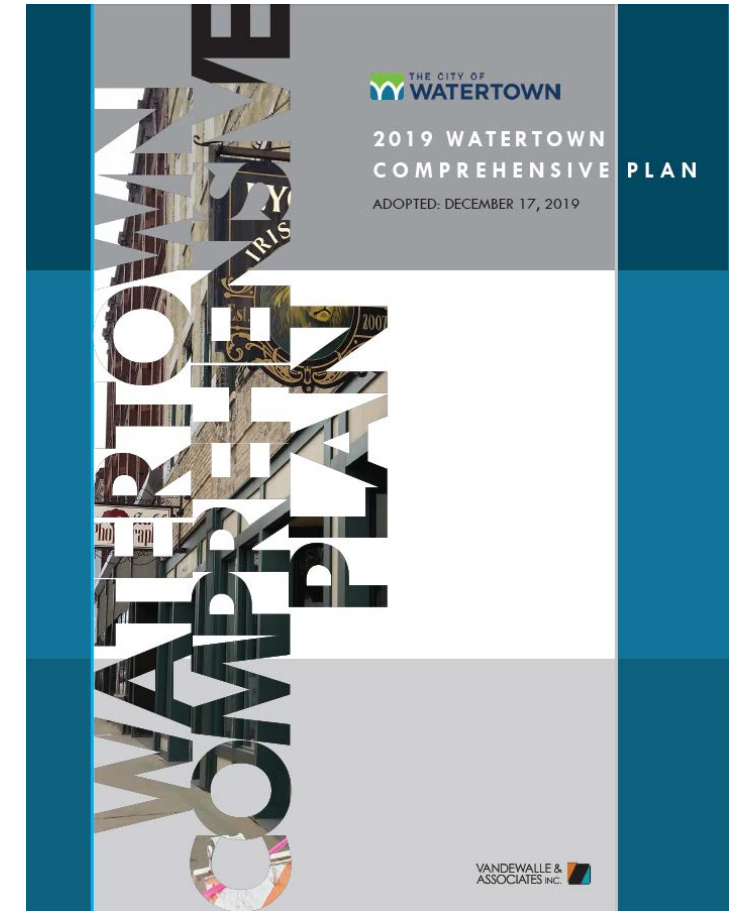
Underserved Unit Types



Established Goals and Objectives

- **City Goals and Objectives**

- Promote traditional neighborhood design
- Foster new entry-level workforce housing
- Require high-quality design
- Retain existing businesses and attract new diverse businesses
- Preserve and highlight natural resources
- Provide quality public outdoor recreation and adequate open space



Established Goals and Objectives

- **Foundation Goals and Objectives**

- Diverse, mixed density neighborhood for all
- Integrate public health and community character in all components
- Build a model for sustainability and positive environmental impacts



Photo Credit: DJHCP, Kim Hiller

2022

Dodge-Jefferson Healthier Community
Partnership
Community Health Needs Assessment
Dodge & Jefferson Counties, WI



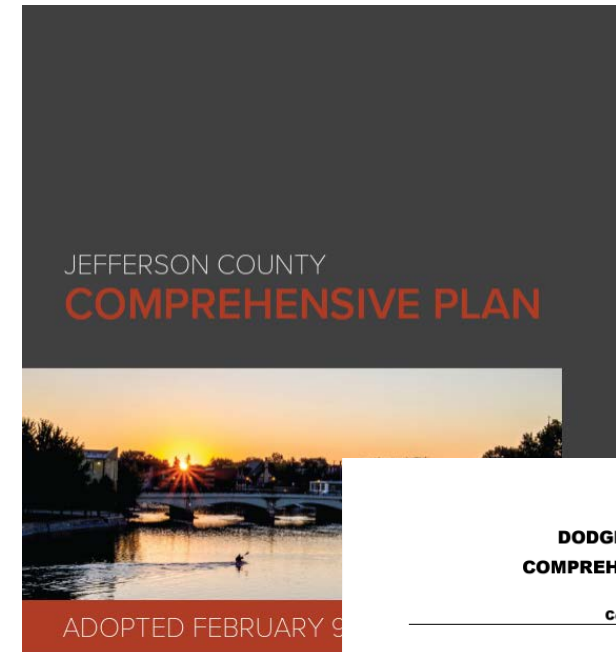
Established Goals and Objectives

• Dodge County Goals and Objectives

- Increase housing supply
- Provide housing for all income levels
- Offer a range of housing choices

• Jefferson County Goals and Objectives

- Promote housing diversity
- Ensure housing options for the county's workforce
- Provide housing that meets the needs of residents



DODGE COUNTY COMPREHENSIVE PLAN

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2. Housing	2-1
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2.2 Housing Characteristics	2-1
2.3 Housing Unit Projections	2-5
2.4 Housing for All Income Levels	2-6
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2.6 Promoting Availability of Land for Development/Redevelopment of Low-Income and Moderate-Income Housing	2-7
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2.9 Housing Goals and Objectives	2-8
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2.11 Housing Programs	2-10
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3.3 Functional Classification of Roads	3-2
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3.9 Transportation Programs	12



Established Goals and Objectives

- **Regional (THRIVE ED) Goals and Objectives (2022)**

- Additional diverse housing
- Thriving businesses
- Activate workforce
- Foster partnerships

- **State (DOA) Goals and Objectives (2022)**

- Provide decent, affordable housing
- Create suitable living environments
- Create economic opportunity
- Provide housing availability, affordability, and sustainability



THOUGHTS AND QUESTIONS?

APPROACH

Rock River

Goals

- Integrate diversity of housing types to accommodate a variety of lifestyles, age groups, formats, and price point.
- Ensure long-term provision of community character and high-quality of life.
- Provide housing, parks, and community uses within walking distance.
- Blend multi-modal transportation options into design.
- Preserve environmental systems.
- Reduce demand on resources for infrastructure and services.

Integrate Diverse Housing Types

- Variety of housing types are created to offer housing format and price point options
- One size does not fit all

Ensure Long-Term Preservation of Community Character

- Neighborhood should advance the overall character and desirability of the greater community
- Design neighborhoods around community gathering places
- Integrate environmental features as common open space for recreation and public gathering



Provide a Variety of Land Uses and Walkability

- Create attractive and active streetscapes
- Integrate neighborhood-scale destinations within walking distance (YMCA)



Facilitate Transportation Options

- Facilitate pedestrian and bicycle movement within and between neighborhoods
- Interconnect streets and trails
- Accommodate on-street parking and traffic calming measures



Preserve Environmental Systems

- Integrate environmental features throughout the neighborhood
- Provide active and passive recreational opportunities
- Buffer development to preserve natural features



Reduce Demand for Resources

- Design neighborhood to foster sustainability and promote public health
- Utilize density and mixing of land uses to reduce infrastructure and utility costs



Neighborhood Examples

- Grandview Commons (Madison, WI)

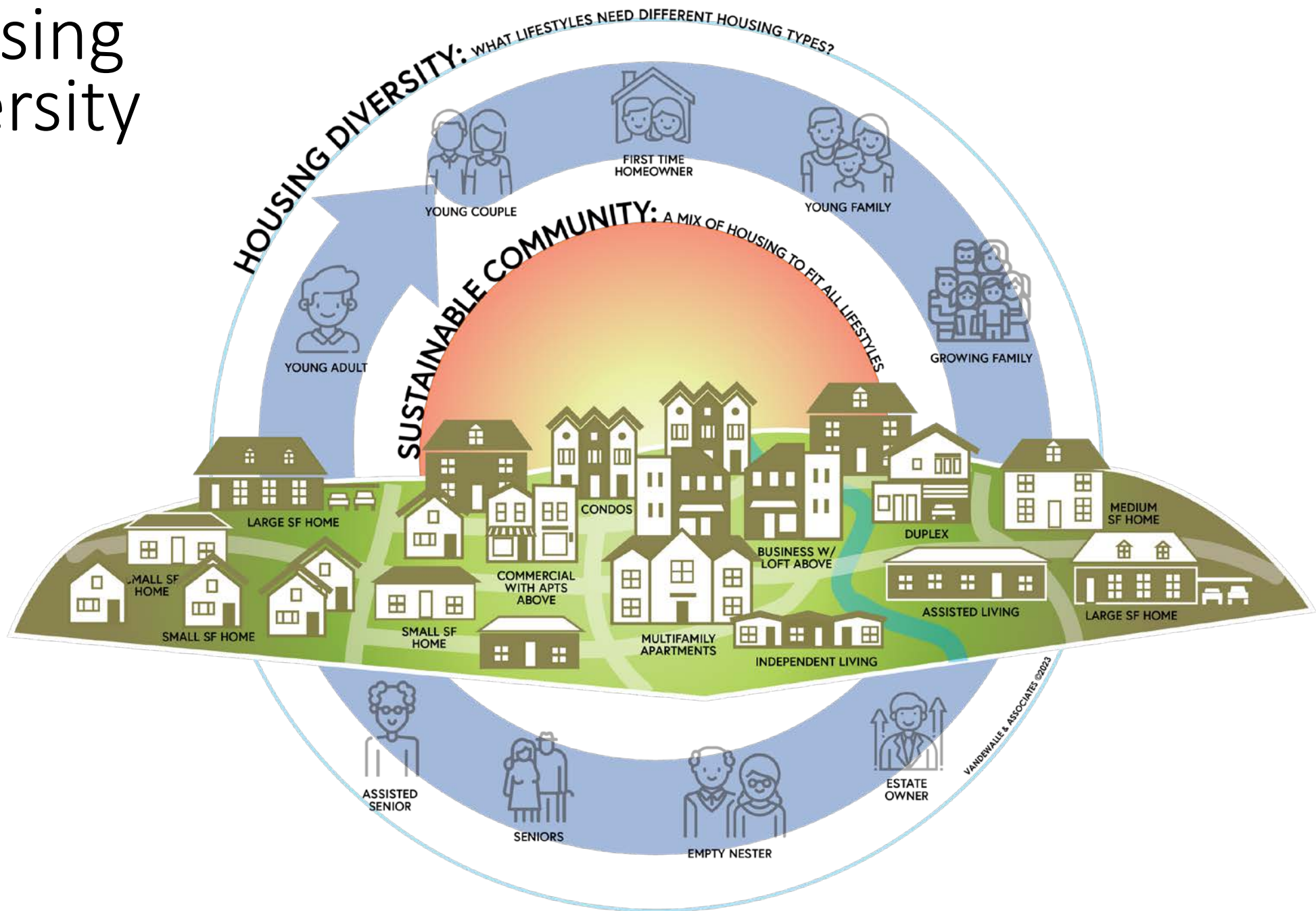


Neighborhood Examples

- Smith's Crossing (Sun Prairie, WI)



Housing Diversity



Single Family

Section 7, Item A.



Single Family

Section 7, Item A.



Twin Home (Duplex or Side by Side)



Twin Home (Duplex or Side by Side)



Townhome & Multi-Family



Townhome & Multi-Family

Section 7, Item A.



Open Space & Trails

Section 7, Item A.



Open Space & Trails

Section 7, Item A.



Community Facilities (YMCA)

Section 7, Item A.



THOUGHTS AND QUESTIONS?

CONCEPT

Rock River

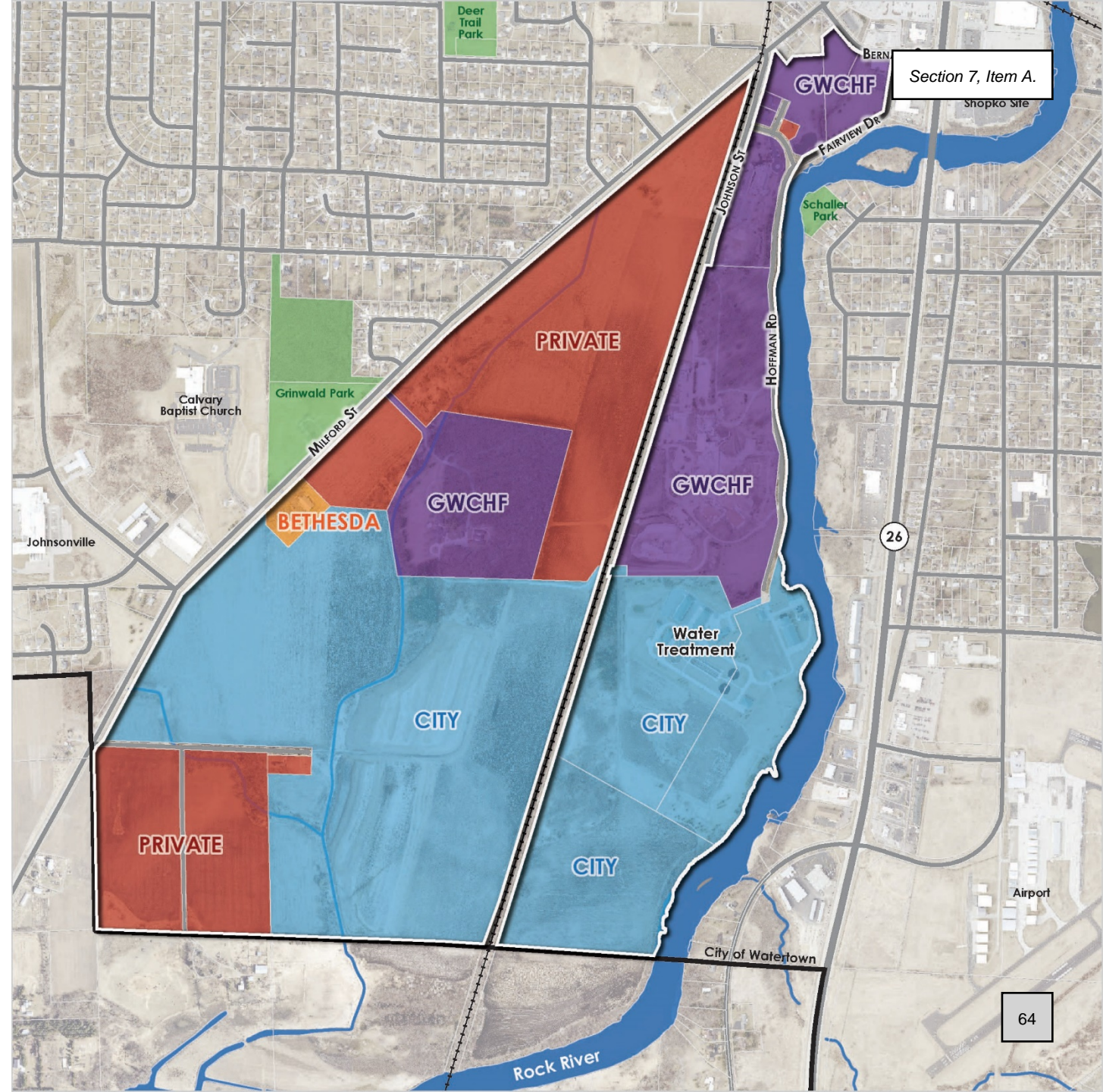
Conceptual Neighborhood Plans

- Site understanding and analysis that led to conceptual plans
- Plans are vision for the future
 - Not subdivision plat or site plan
- Implementation will take a phased approach
 - Not happening over night
- Project of this scale will take many years to develop
 - 10+ year build out

Study Area

STUDY AREA OWNERSHIP

-  Study Area
-  GWCHF Ownership
-  City of Watertown Ownership
-  Private Land Owners
-  Bethesda Ownership
-  Municipal Boundary
-  Streets
-  Railroad
-  Parcels
-  Existing Parks
-  Open Water



Adopted Comp Plan (2019)

Future Land Use Urban Area

Map 6b

City of Watertown Comprehensive Plan

Land Use Categories

	Agricultural		Rights-of-Way
	Single-Family Residential - Unsewered		Neighborhood Mixed Use
	Single-Family Residential - Sewered		Planned Mixed Use*
	Two-Family Residential		Central Mixed Use
	Multi-Family Residential		Riverside Mixed Use***
	Planned Neighborhood**		Mixed Industrial
	Institutional		Parks & Recreation
	Airport		Environmental Corridor
			Surface Water

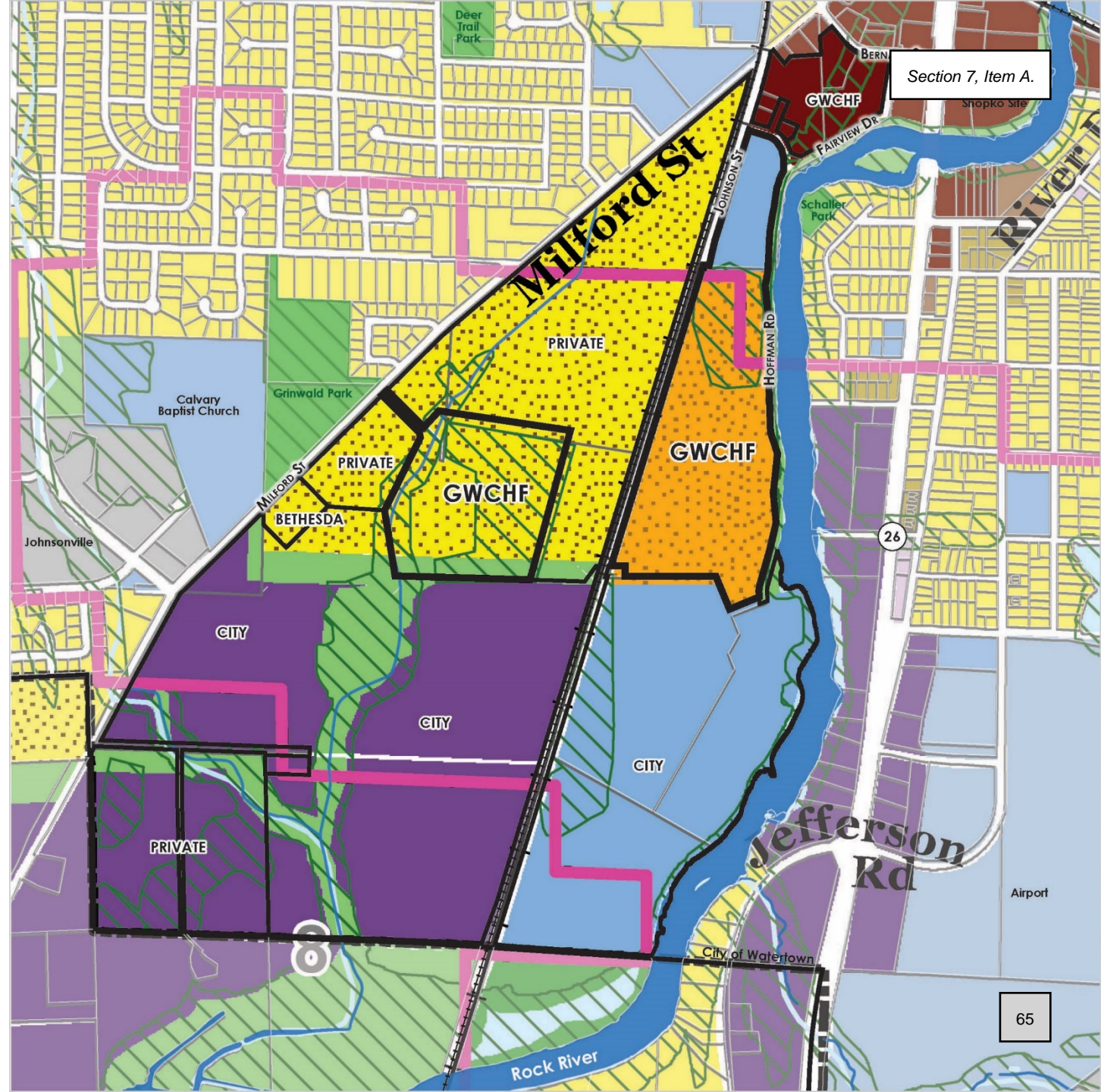
**"Planned Neighborhoods" should include a mix of the following:

1. Single-Family - Sewered (predominant land use)
2. Two-family Residential
3. Multi-Family Residential
4. Institutional
5. Neighborhood Mixed Use
6. Parks & Recreation



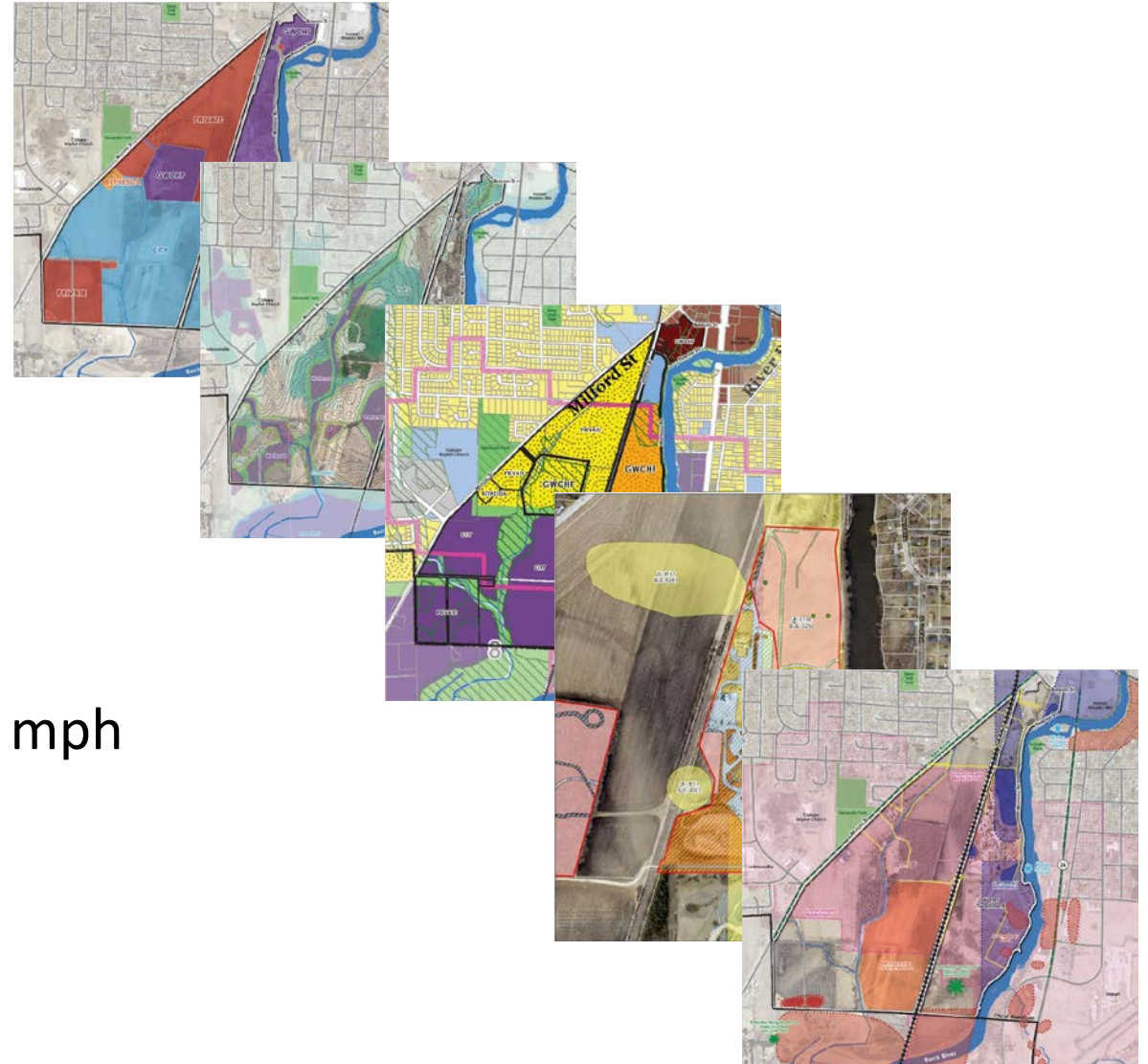
***Each "Riverside Mixed Use Area" may include mix of:

1. Office
2. Single-Family - Sewered
3. Two-Family Residential
4. Multi-Family Residential
5. Commercial Services/Retail
6. Institutional
7. Parks & Recreation



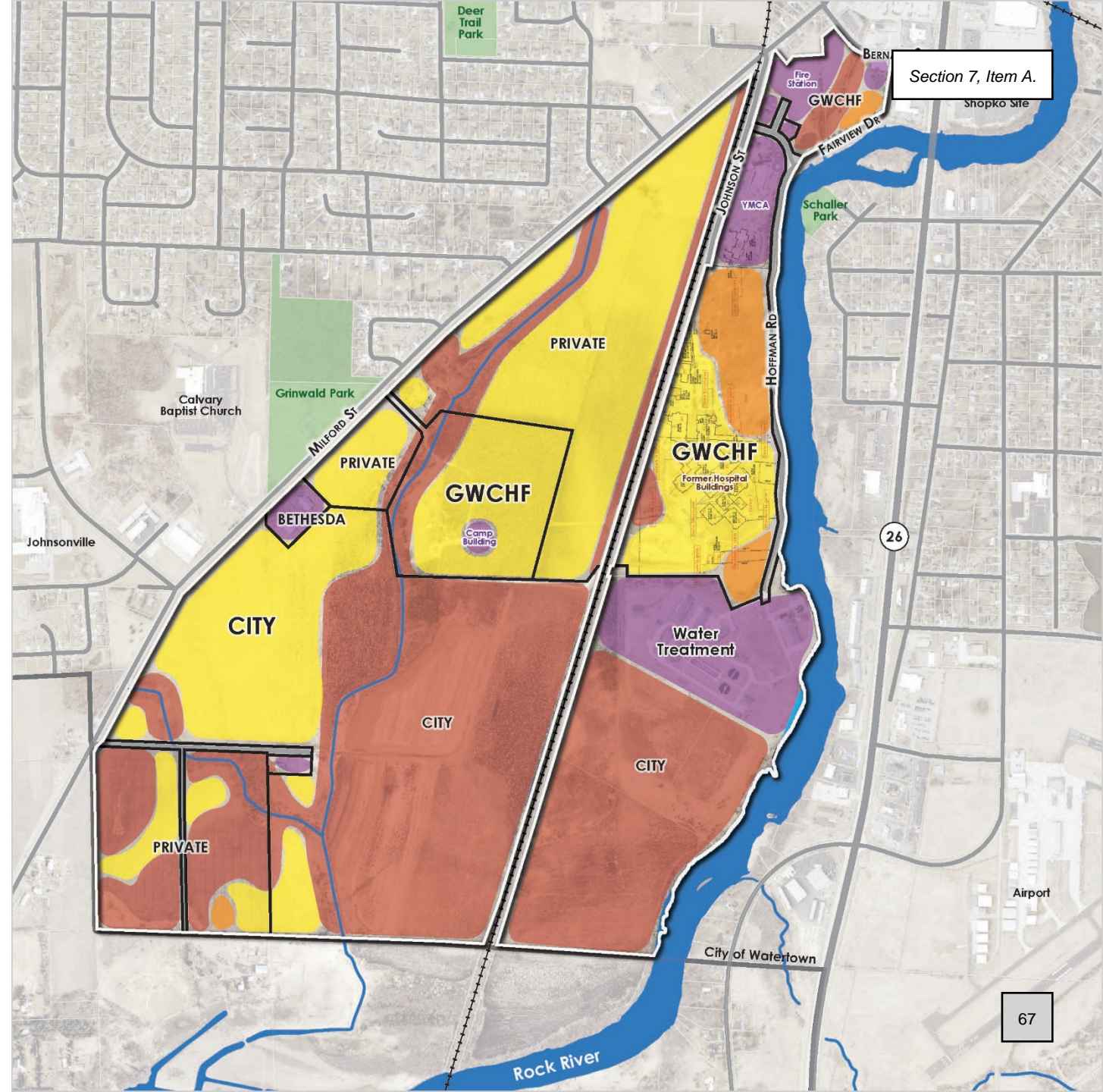
Site Constraints

- Ownership
- Environmental/Topography
- Existing/Ongoing Development
- Archeological
- Railroad and Airport
 - 1 train per day, average speed of 10 mph
- Roads, Utilities, and Access



Opportunity Analysis: “DEVELOPABLE” AREAS

- Areas Likely Developable
- Areas Potentially Developable, but with Highest Likelihood of Archaeological Conflicts
- Area Undevelopable
- Areas with Existing or Planned Development

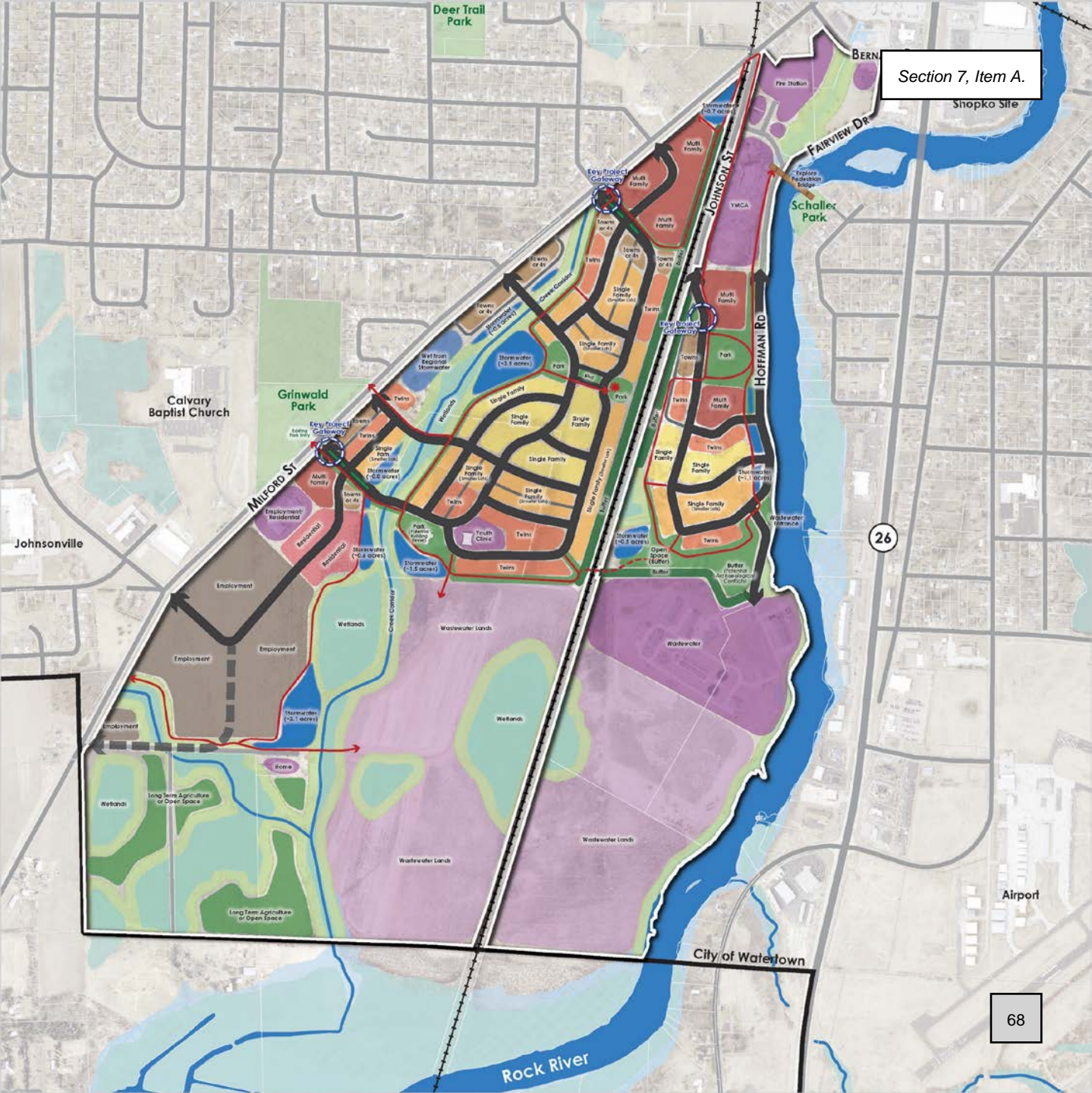


Draft Conceptual Neighborhood Plan

- Existing Uses
- Environmental Constraints
- Environmental Buffers
- Stormwater
- Circulation (Street Rights of Way)
- Potential Alley or Private Drive
- Open Space
- Trail Network
- City Parcel Employment (~36 acres)
- City Parcel Residential (~6 acres)

Potential Housing







- Single Family (4 du/ac, ~65 units)
- Mixed Residential (6-8 du/ac, ~335 units)
- Single Family (Smaller Lots)
- Twinhomes (Duplex)
- Townhomes or 4 Units
- Multi Family (20 du/ac, ~300 units)

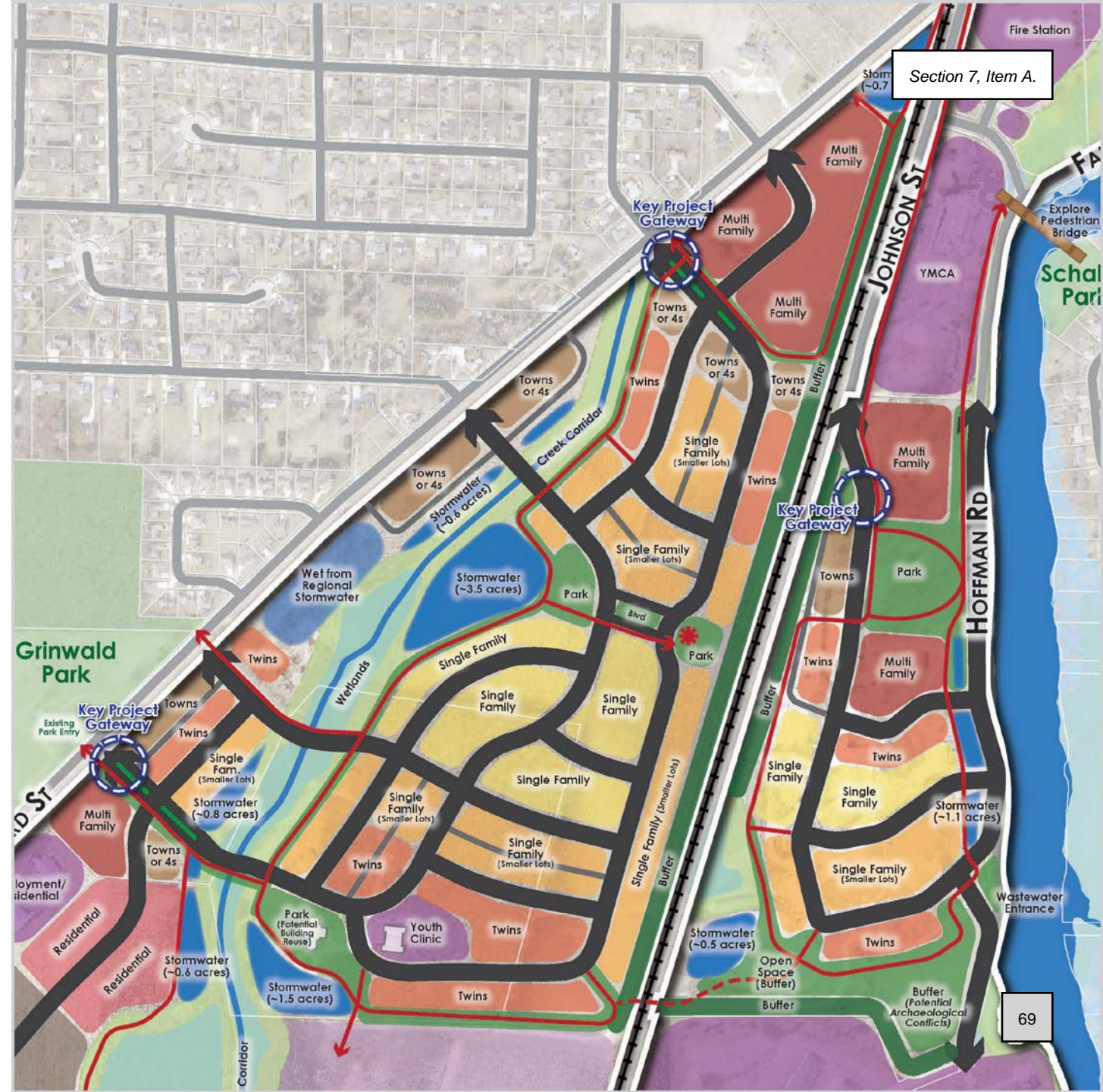


Draft Conceptual Neighborhood Plan

-  Existing Uses
-  Environmental Constraints
-  Environmental Buffers
-  Stormwater
-  Circulation (Street Rights of Way)
-  Potential Alley or Private Drive
-  Open Space
-  Trail Network
-  City Parcel Employment (~36 acres)
-  City Parcel Residential (~6 acres)







Potential Housing

-  Single Family (4 du/ac, ~65 units)
-  Mixed Residential (6-8 du/ac, ~335 units)
-  Single Family (Smaller Lots)
-  Twinhomes (Duplex)
-  Townhomes or 4 Units
-  Multi Family (20 du/ac, ~300 units)



Draft Conceptual Neighborhood Plan

Potential Housing

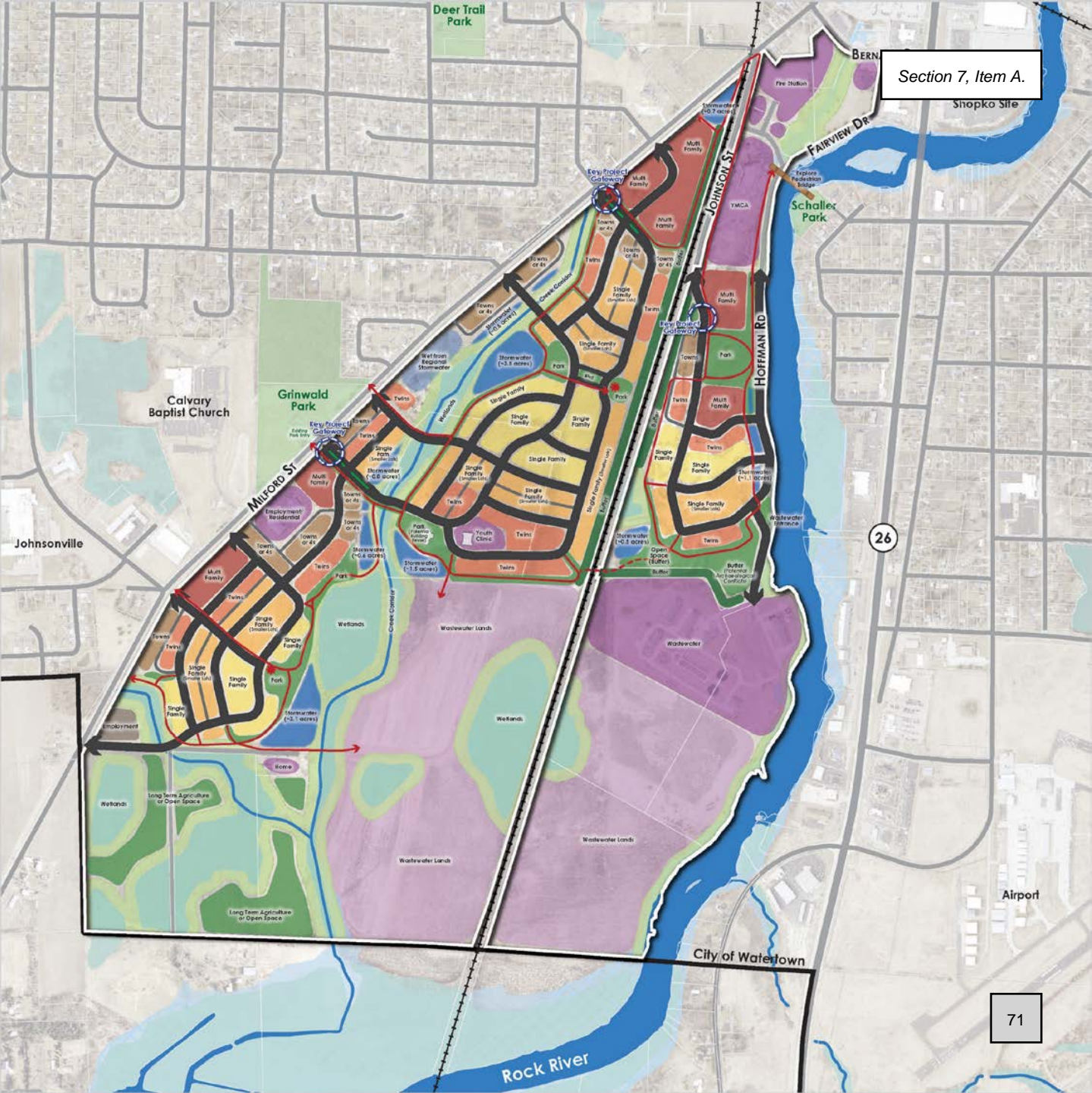
-  Single Family (4 du/ac, ~65 units)
-  Mixed Residential (6-8 du/ac, ~335 units)
-  Single Family (Smaller Lots)
-  Twinhomes (Duplex)
-  Townhomes or 4 Units
-  Multi Family (20 du/ac, ~300 units)

Total ~700 units

Draft Conceptual Neighborhood Plan

City Land Alternative






- Existing Uses
 - Environmental Constraints
 - Environmental Buffers
 - Stormwater
 - Circulation (Street Rights of Way)
 - Potential Alley or Private Drive
 - Open Space
 - Trail Network
 - City Parcel Employment (~1.5 acres)
- Potential Housing**
- Single Family (4 du/ac, ~90 units)
 - Mixed Residential (6-8 du/ac, ~470 units)
 - Single Family (Smaller Lots)
 - Twinhomes (Duplex)
 - Townhomes or 4 Units
 - Multi Family (20 du/ac, ~360 units)

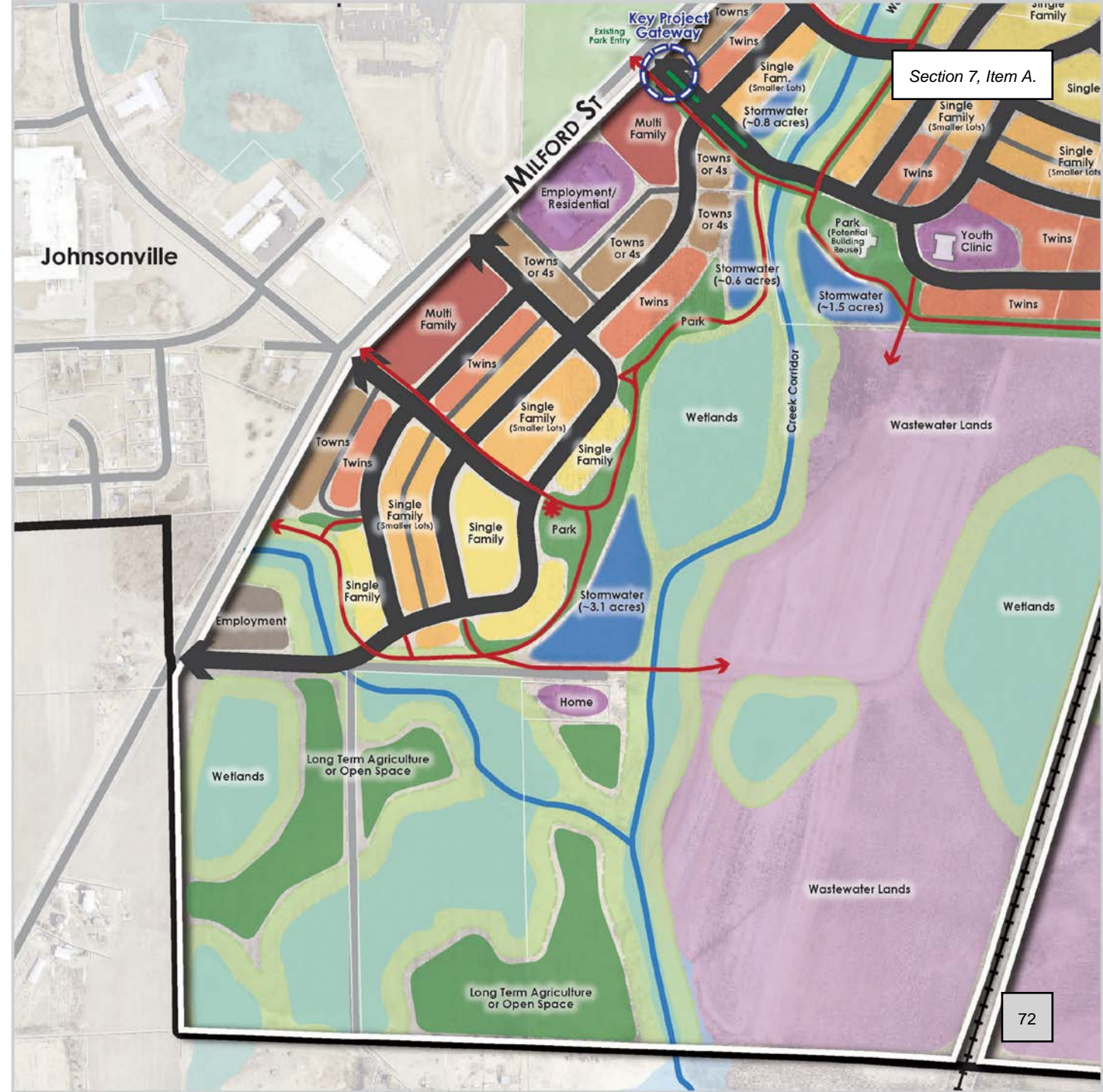


Draft Conceptual Neighborhood Plan City Land Alternative

-  Existing Uses
-  Environmental Constraints
-  Environmental Buffers
-  Stormwater
-  Circulation (Street Rights of Way)
-  Potential Alley or Private Drive
-  Open Space
-  Trail Network
-  City Parcel Employment (~1.5 acres)

Potential Housing

-  Single Family (4 du/ac, ~90 units)
-  Mixed Residential (6-8 du/ac, ~470 units)
-  Single Family (Smaller Lots)
-  Twinhomes (Duplex)
-  Townhomes or 4 Units
-  Multi Family (20 du/ac, ~360 units)



Draft Conceptual Neighborhood Plan

City Land Alternative

Potential Housing



Single Family (4 du/ac, ~90 units)

Mixed Residential (6-8 du/ac, ~470 units)



Single Family (Smaller Lots)



Twinhomes (Duplex)



Townhomes or 4 Units



Multi Family (20 du/ac, ~360 units)

Total ~920 units

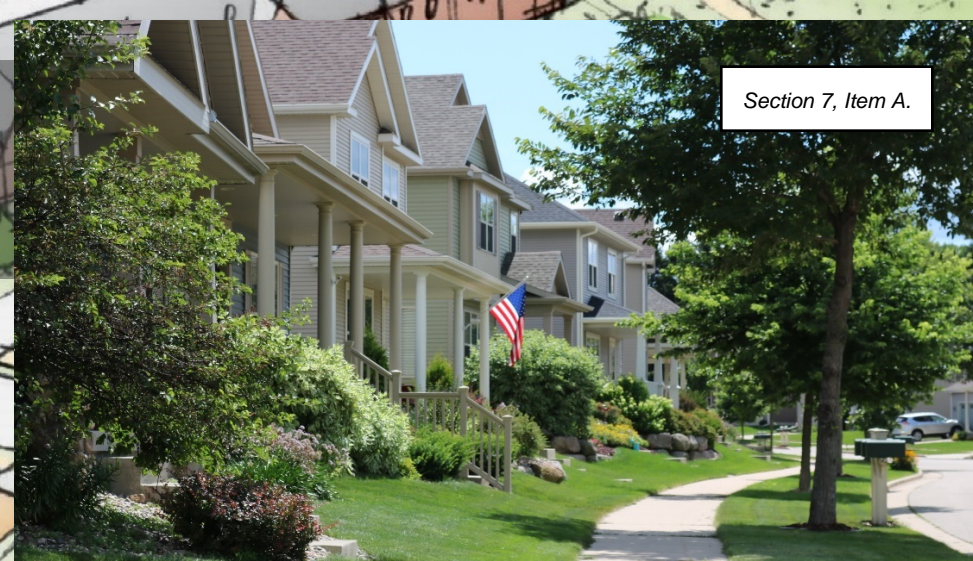


Vision Graphic
Neighborhood Development Plan
Watertown, Wisconsin

Section 7, Item A.

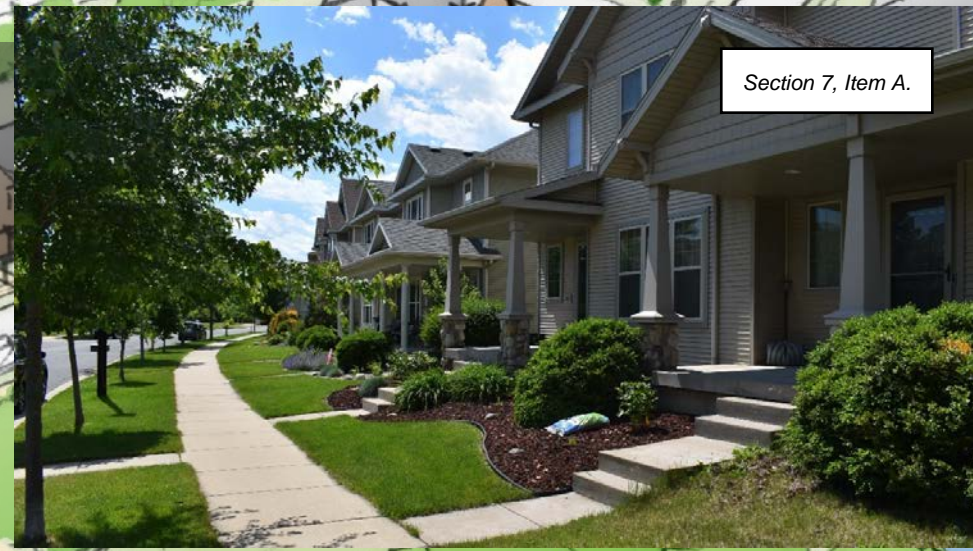


Single Family

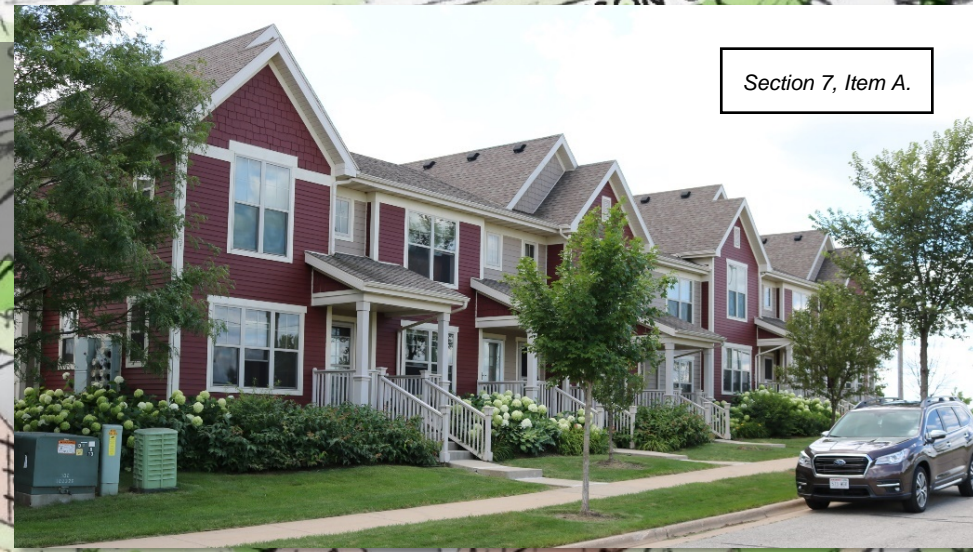


Section 7, Item A.

Twin Home (Duplex)



Townhomes



Multi Family

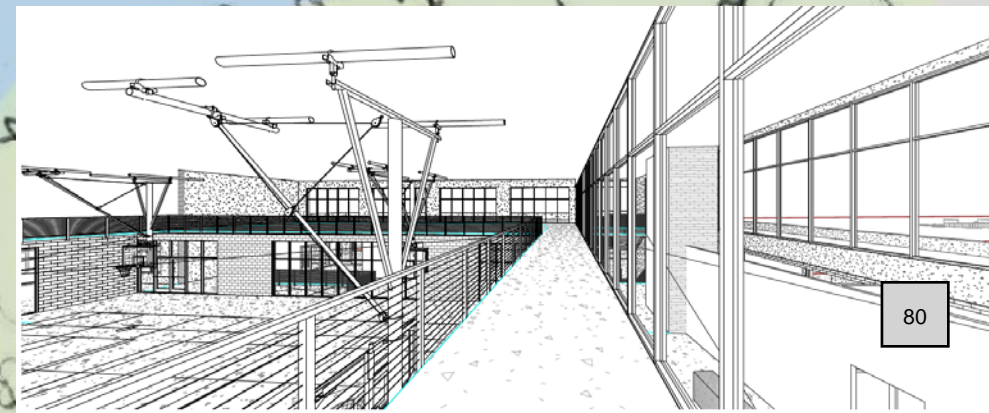
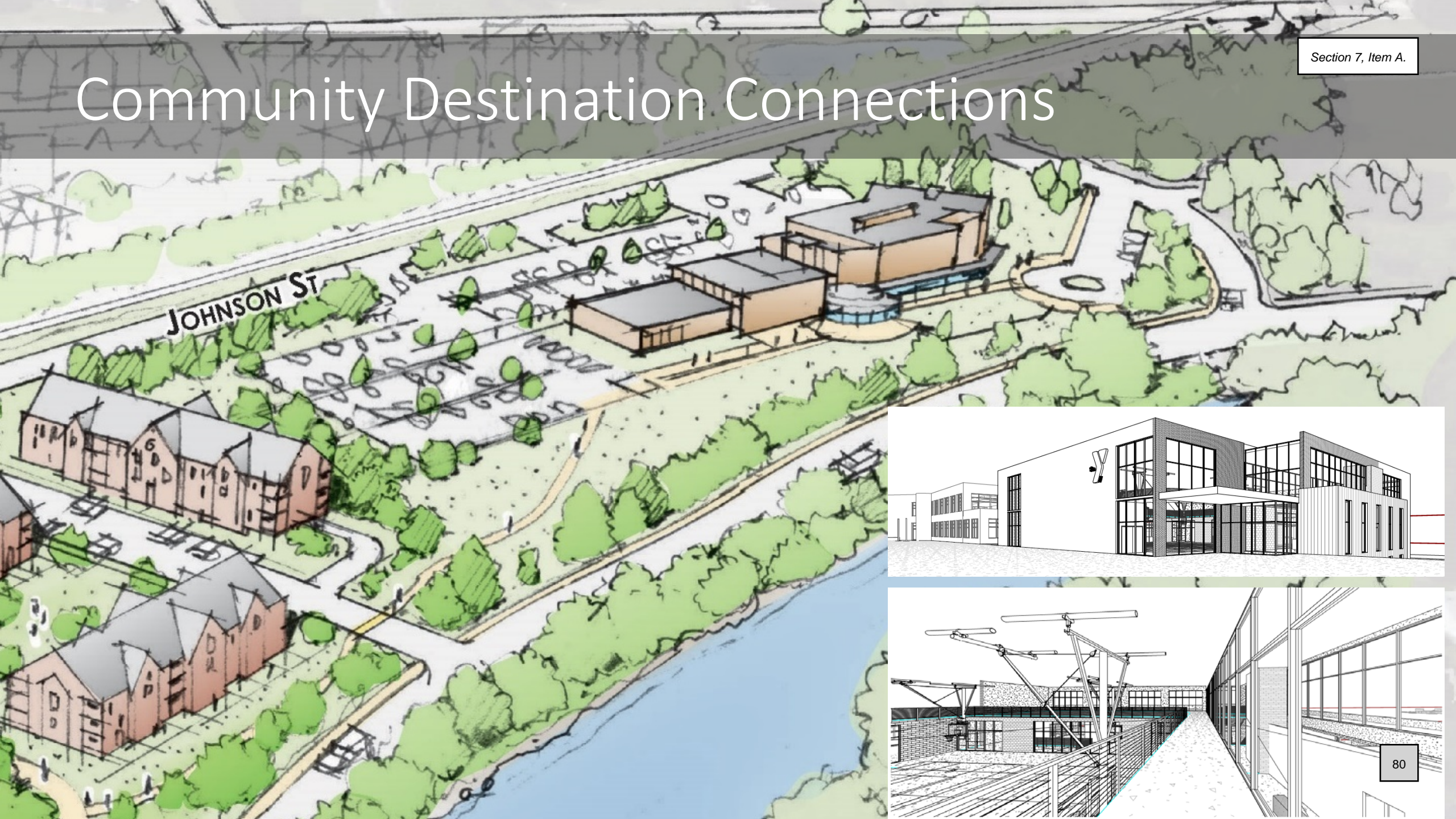
Section 7, Item A.



Parks, Open Space & Riverfront



Community Destination Connections



Project Process

Timing	Task
October	Property Site Tour and Stakeholder Meetings
November	Site Analysis and Madison Tour
December/January	Develop Draft Concept Plans
January	Initial Discussions
April 24	Plan Commission Conceptual Review
TODAY	City Council Conceptual Review
May 18	Public Informational Meeting 5:30 PM @ Watertown Country Club
June/July	Plan Adoption

THOUGHTS AND QUESTIONS?



2022 ANNUAL REPORT

Watertown Fire Department

Duty | Pride | Service



Mission Statement

The Duty of the Watertown Fire Department is to serve the public through the preservation of life, property, and the environment with the highest level of dedication, professionalism, compassion, and pride.

Vision Statement

The Watertown Fire Department will provide the highest level of service and excellence, and have the capabilities and confidence of equipment and personnel to deal with all emergency responses.

Core Values

Dedication
Respect
Courage
Innovation
Professionalism
Accountability



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ABOUT THE DEPARTMENT



City Population:
22,926

Calls for service:
2,841

Call Growth:
3%

Average per day:
7.7 Calls

Response Area:
Fire: 101.1 sq. mi
EMS: 155.1 sq. mi

City:
12.4 Square Miles

ISO:
Class 2

Dispatch Centers:
Watertown City
Jefferson County
Dodge County

Station 41
106 Jones St.
Watertown, WI 53094

For Each Shift:
Battalion Chief
Lieutenant
4-7 Firefighter/Paramedics



**Watertown Fire
Department**
Training Center

The Watertown Fire Department was organized in 1857 to provide fire protection to the citizens of Watertown. In 1975, the Department provided EMS service and was the first paramedic service in Dodge and Jefferson County in 1993.

Watertown is an urbanized city with 68.9% residential, 21.6% commercial, 6.5% manufacturing, and 3% of other properties. The Watertown Fire Department covers an additional 88.7 squares miles surrounding the City of Watertown through a fire and EMS contact with the Townships of Watertown, Milford, Emmet, Shields, and Lebanon.

In 2022, we ran a record 2,841 incidents with 79% of responses were for medical services, 17% being fire related, and 4% being motor vehicle related.

Message From the Chief

Dear Citizens of Watertown, Police and Fire Commissioners, The Honorable Mayor Emily McFarland, and Common Council Members:

It is my honor and privilege to present the Watertown Fire Department 2022 Annual Report. This document serves as a highlight of the accomplishments achieved by the dedicated professional men and women that protect this community. Each of these individuals serves with a passion and desire to help others. Their devotion makes Watertown a wonderful city in which to live, work, and visit. As fire chief, I am truly grateful for their devotion and commitment to each other, our department, and this community.

2022 was a record year for the department. We responded to 2,841 calls for service. Twenty percent (1 in 5) of our calls were simultaneous, meaning multiple units were responding at the same time to separate calls.

Highlights for 2022 included:

- **New tender design**
- **Fire station land purchase**
- **Power-load system for MED 53**
- **Acquired structure live burn training**

Our mission is: *to serve the public through the preservation of life, property, and the environment with the highest dedication, professionalism, compassion, and pride.* We accomplish this through the talent and commitment of our firefighters and support staff along with the guidance and support of the Mayor, the Police & Fire Commission, and the City of Watertown Common Council.

Sincerely,
Travis J. Teesch

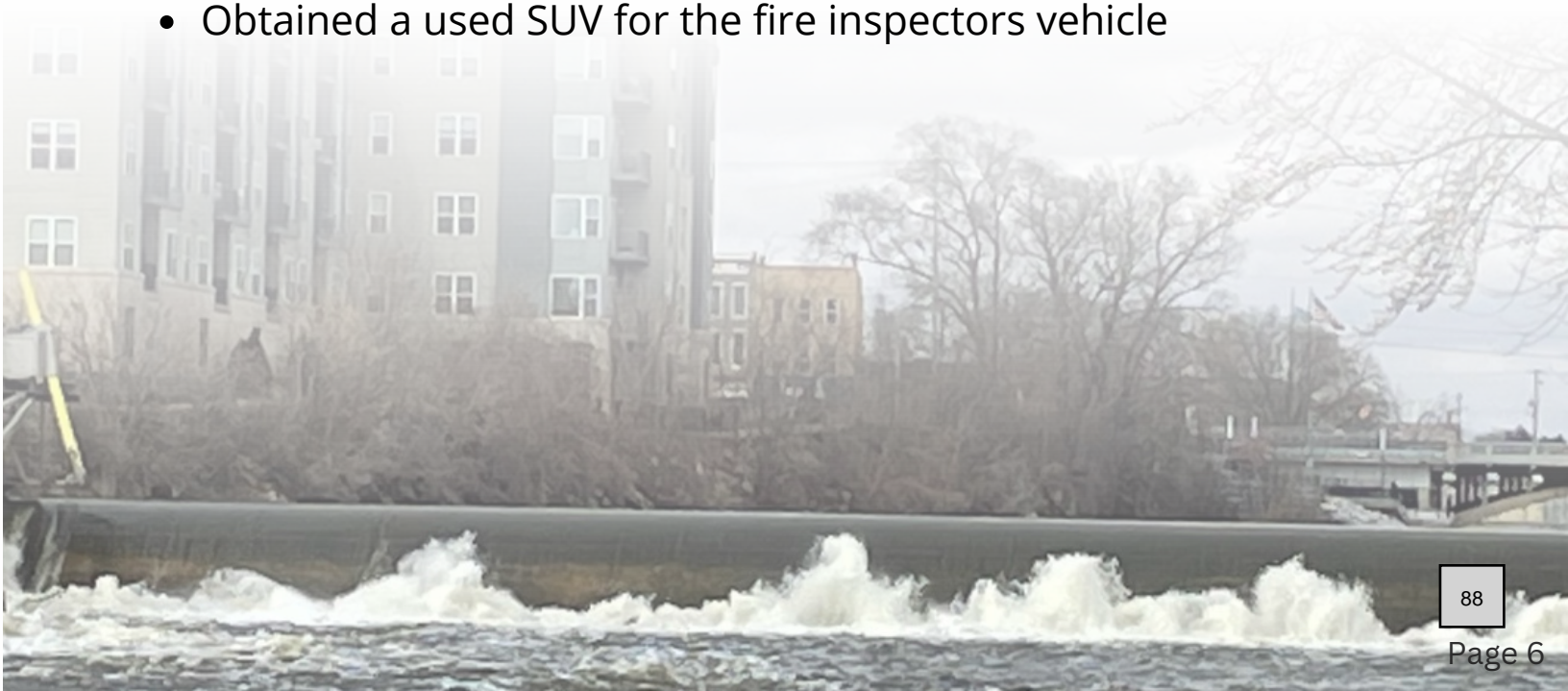


Budget

Total Budget:	3,362,104
Cost Per Capita Per Year:	\$146.91
Cost Per Day:	.40
Total Public Safety Spending:	47%

Accomplishments

- Stryker Power-load system in MED 53
- Report writing software
- New Stryker Power cot purchased with the help of grant money
- New Zoll X-Series cardiac monitor
- New fire training dummies
- New medical vacuum splints and pelvic binder
- Obtained a used SUV for the fire inspectors vehicle



Personnel A-Shift



Battalion Chief
Brad **Fox**



Lieutenant
Greg **Wellach**



FF/Paramedic
John **Duvernell**



FF/Paramedic
Pat **Schultz**



FF/Paramedic
Ian **Stemper**



FF/Paramedic
Autumn **Steggall**



A-Shift Job Duties



Battalion Chief
Brad Fox

As the Battalion Chief of A-Shift, I oversee the day-to-day operations for the shift. I also oversee the annual testing of all the fire hose and order all EMS supplies and equipment.

Uniforms:

Members of the Watertown Fire Department receive an annual uniform allowance. Each member is responsible to purchase and maintain their own uniforms. For the majority of their twenty four (24) hour shift, firefighters wear a short or long sleeve button down (Class B) shirt or polo shirt (Class C) and the option of wearing shorts in warmer month.

Class A Dress uniforms are reserved for ceremonies, receptions, funerals, and other special occasions, not for everyday wear. These uniforms display the fire department badge, the firefighter's rank, and any earned service medals. Lieutenants will have the addition of collar insignia, and silver stripes on the wrists of their coat, Chief Officers also have collar insignia and gold stripes on the wrist. All fire officers wear a white hat while all other firefighters wear blue.

WFD currently utilizes three vendors for uniforms. Wolff Pack Apparel of Watertown (formally Triana's) for t-shirts, hats and embroidery. An online shop set up through Mid-City Sports of Hartland is used for bi-annual group orders of Class C uniforms and other apparel, and Galls Uniforms in Oak Creek for the purchase of Class A uniforms as well as other uniform and clothing needs.

As the Lieutenant on A-shift, I am the direct supervisor of the crew. I am responsible for the crew operations and training. I oversee the apparatus ordering and apparatus maintenance.



Lieutenant
Greg Wellach

Personnel B-Shift



Battalion Chief
Chad Butler



Lieutenant
Matt Pieper



FF/Paramedic
Kyle Esmeier



FF/EMT
Brent Kurtz



FF/Paramedic
Alex Braunschweig



FF/Paramedic
Jaden Scully



FF/Paramedic
Cory Schultz



B-Shift Job Duties



Battalion Chief
Chad **Butler**

I'm in charge of a shift crew of seven (1 lieutenant and 6 firefighters). Some of my duties include responding to calls, writing reports and quality insurance of runs that the crew writes, training, maintaining staffing levels, and overseeing daily operations.

Things that I'm responsible for: Personal protective gear (PPE), turnout pants & coats, helmets, gloves, flashlights, Emergency management, Station Committee (have been head of this committee for the last three years), and I Am Responding (IAR) (computer aided software that helps us in dispatched calls, mapping, hydrant locations, hazards, and off duty responding.)

I currently serve as the Lieutenant on B shift. As the lieutenant, I am the direct supervisor of the crew. I am responsible for the crew operations and training. For the department I oversee hand tools, small engines, gas meters and water rescue.



Lieutenant
Matt **Pieper**

Personnel C-Shift



Battalion Chief
Chad **Butzine**



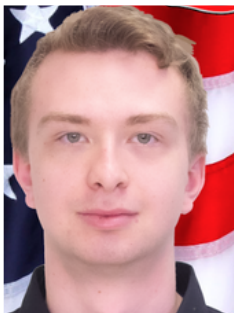
Lieutenant
Layne **Fohr**



FF/Paramedic
Scott **Kreilkamp**



FF/Paramedic
Brandon
Wojnowski



FF/Paramedic
Tanner **Hanson**



FF/Paramedic
Matt
Winchester



FF/EMT
Josh **Archibald**



C-Shift Job Duties



Battalion Chief
Chad Butzine

As the Battalion Chief of C-Crew, I have the distinct pleasure to command our Lieutenant and five firefighter\medics. My daily responsibilities as shift commander are to ensure the crew has all pertinent updated information and assignments to best suit the needs of the department and the community. Ensuring that our daily tasks, events, and training are accomplished while still responding to our calls for service.

Additional job duties include:

Department wide training program, which outlines the training that will be accomplished throughout the year across all three crews. Assessing and evaluating the trainings to ensure the firefighters are prepared to answer a wide variety of emergencies. Creating standards and plans for instruction, also testing of the Watertown Fire Department Skill Standards.

Probationary training which includes an Academy for new members, so when they go to their shifts they have a very basic knowledge of assignments and expectations on an emergency scene. This also includes monthly testing of probationary firefighters on their development and retention of skills needed, which are outlined in the probationary manual. Assessing and evaluation of the probationary manual to confirm our skills and techniques are suitable to prepare our firefighters to serve our community.

Self-Contained Breathing Apparatus\SCBA Compressor

Maintenance of the SCBA's that our firefighters wear into Hazard Zones including, annual fit testing and air quality testing and maintenance of the SCBA Compressor.

Some of my duties are Geo/Mapping for the department, fire extinguisher accountability, MABAS information updates.

Geo/ Mapping- making sure all maps in the alarm room and all apparatus is up to date.
Fire Extinguishers- making sure all extinguishers are accounted for, currently tested, and in good working order.

MABAS cards- making sure current cards are in computers and in each apparatus.



Lieutenant
Layne Fohr

Administrative Staff



Chief
Travis **Teesch**



Deputy Chief
Anthony
Rauterberg



Executive Assistant
Andrea **Peters**



Admin Assistant
Steph **Mazzoni**



Fire Inspector
Anthony
Schwegel



Fire Inspector
Jesse **Bell**



Pastor
Katie **Van Der
Linden**



Medical Director
Dr. Nestor
Rodriguez

Personnel Updates

New Hires:

Fire Chief:

Travis Teesch

Probationary Firefighter/Paramedic:

Matt Winchester

Josh Archibald

Autumn Steggall

Fire Inspector:

Jesse Bell

Resignations:

Firefighter/Paramedic:

Josh Brant

Ryan Iwamoto

Seth Lane

Jayce Harder

Dan Karrels

Joseph Wegerbauer

Fire Inspector:

Adam Dorn

Retirements:

Fire Chief:

Kraig Biefeld, 22 years

Milestone

Anniversaries:

20 Years

Kyle Esmeier, FF/P

Brent Kurtz, FF/EMT

5 Years

Pat Schultz, FF/P

Classes Taken:

National Fire Academy: *Executive Fire Officer Year 1*

IBC Significant Changes

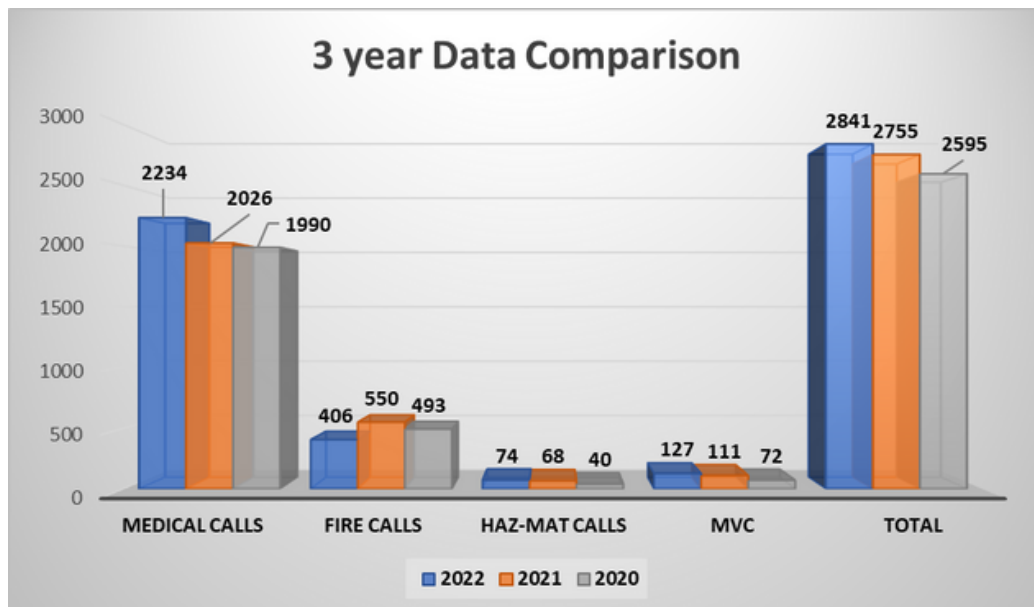
Water on the Fire-Engine Ops

Revolutionary Fire Tactics

EMS Billing & Compliance

CFT Leadership and Tactics

Run Statistics



2,841 CALLS FOR SERVICE

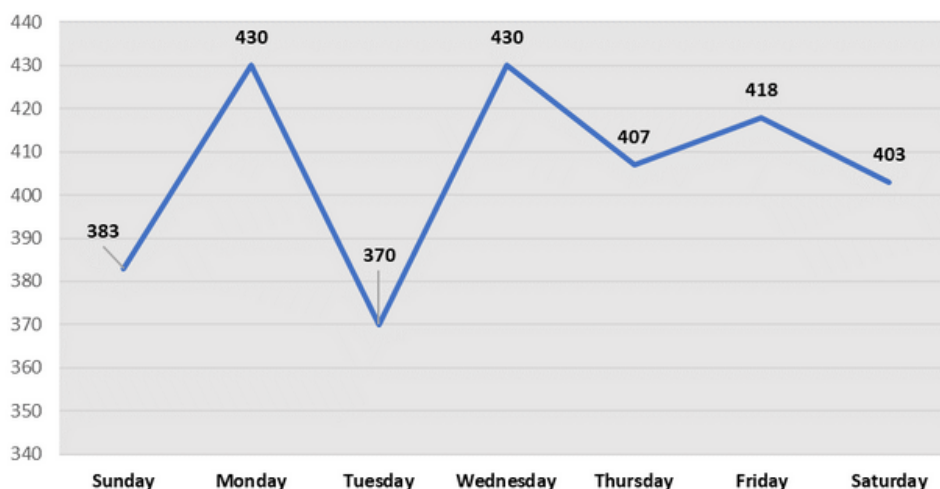
Quick Stats

79%
EMS Calls

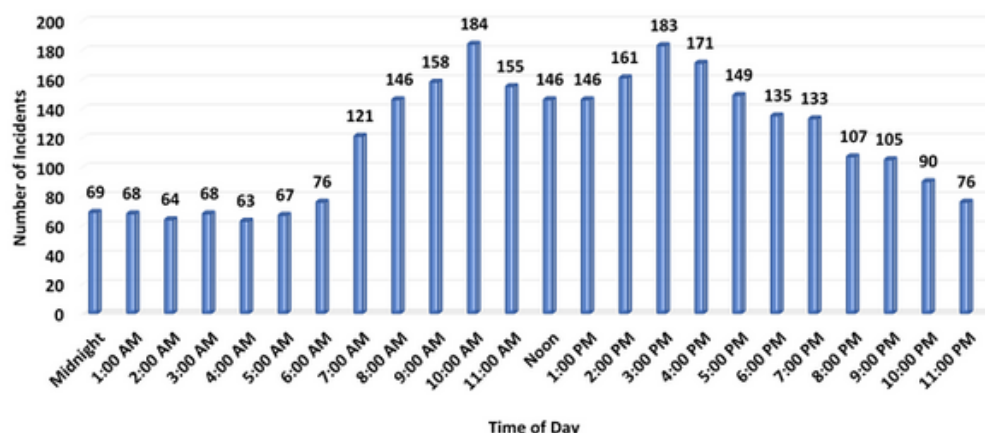
17%
Fire Calls

4%
Motor Vehicle Collision Calls

CALLS BY DAY OF WEEK

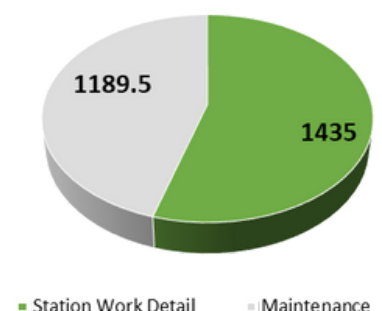


Call Volume by Hour



Other Department Activities

2,624.5
Staff Hours



■ Station Work Detail ■ Maintenance

Run Statistics

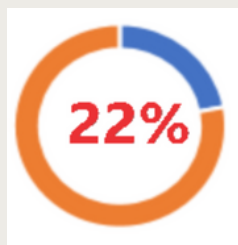
Quick Stats

2,481
All-time record
for calls for service

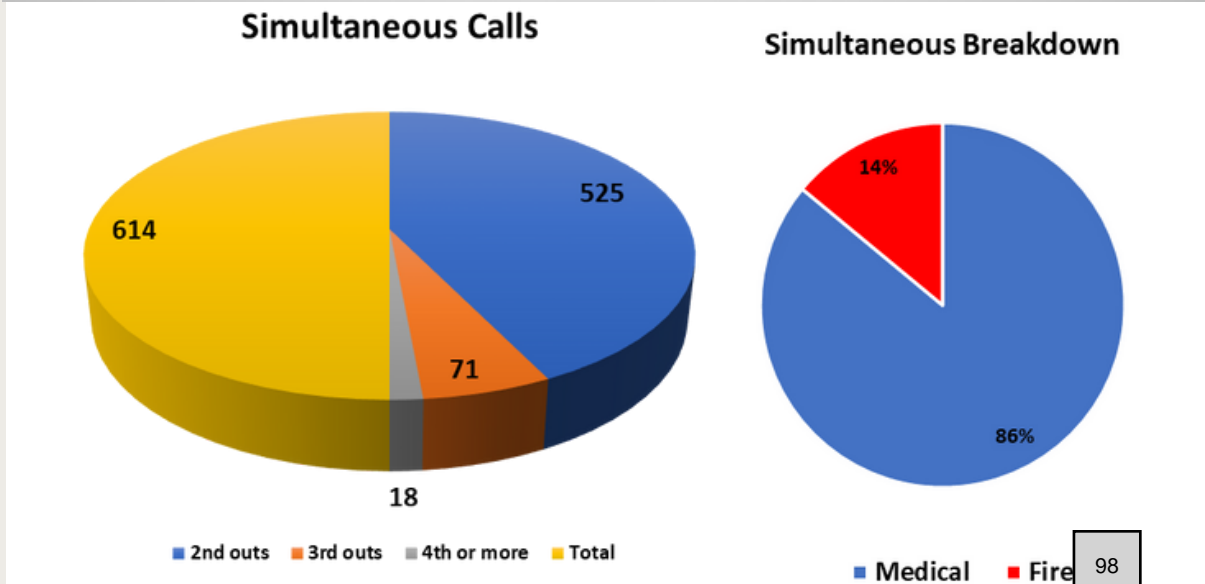
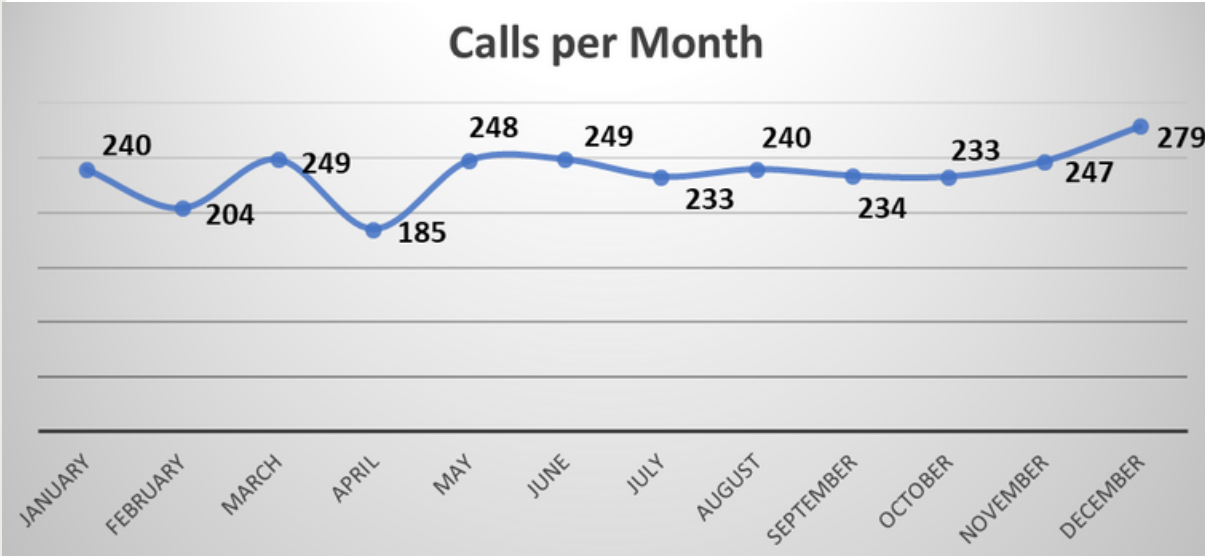
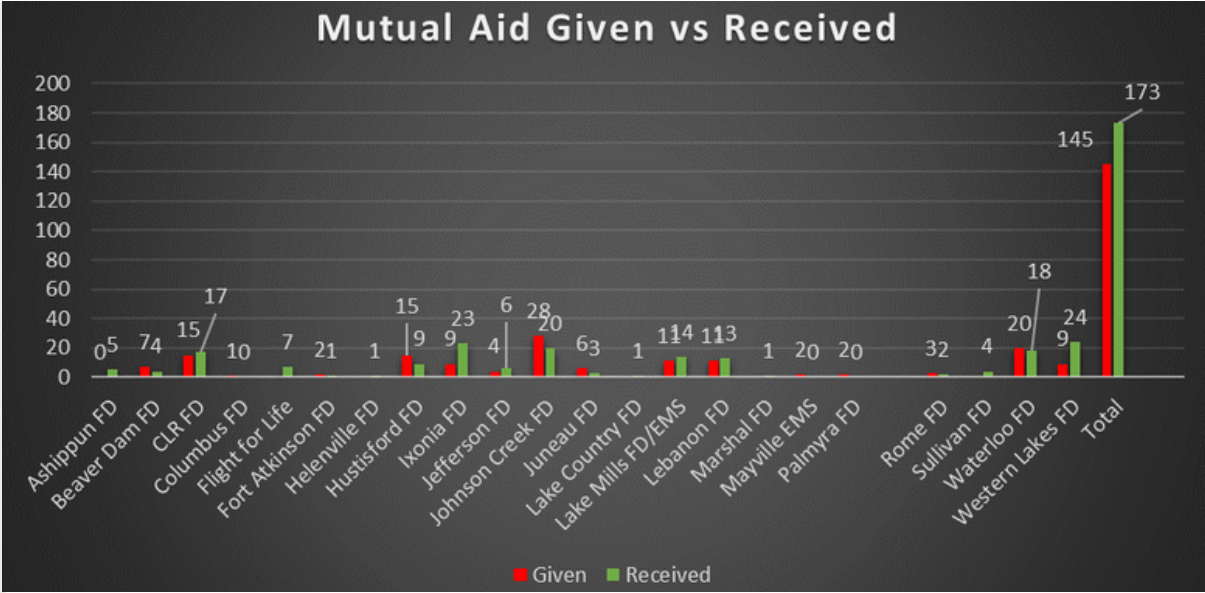
4
All-time record
months:
March
May
November
December

34%
Call increase over 10
years

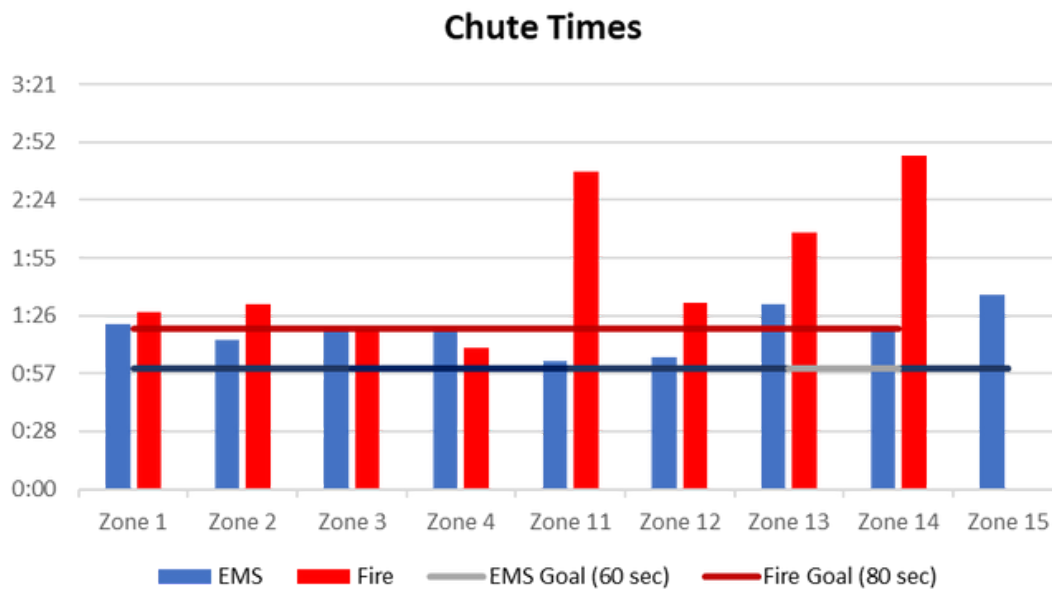
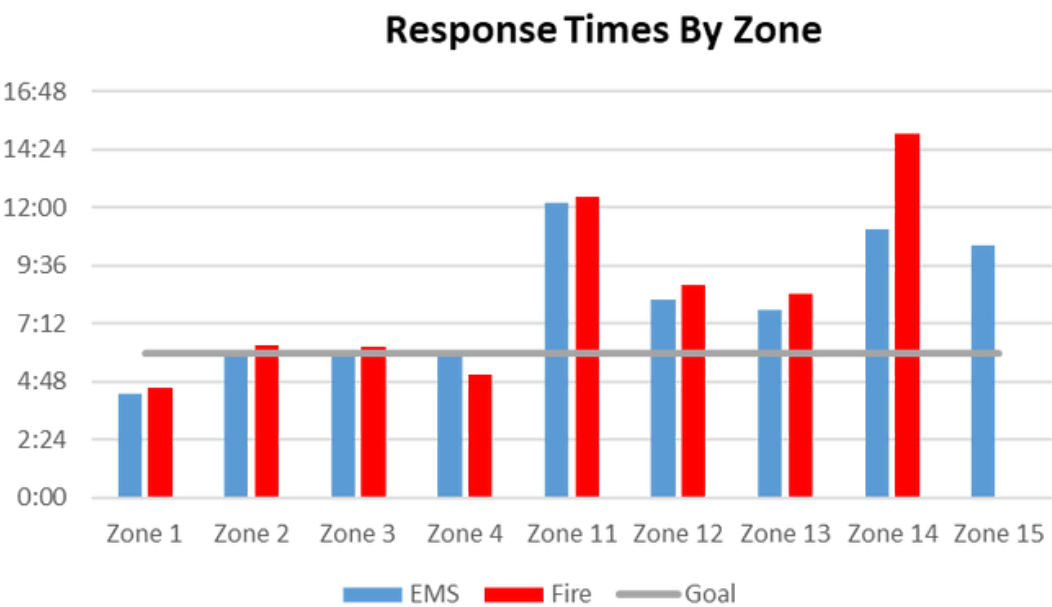
13%
Increase in
simultaneous calls
from 2021



1 in 5 calls are
Simultaneous



Response Statistics



Benchmark Standards

When lives and property are at risk, every second of the response cycle counts. The WFD has adopted standards for emergency response. The Department has laid out goals for both chute and response times.

Components of response time

Call Processing:

Dispatch to receive, gather, and enter the information into the Computer Aided Dispatch (CAD) system

Chute times:

Responding personnel receive the dispatch, dress in PPE, mount the vehicles, and leave the fire station

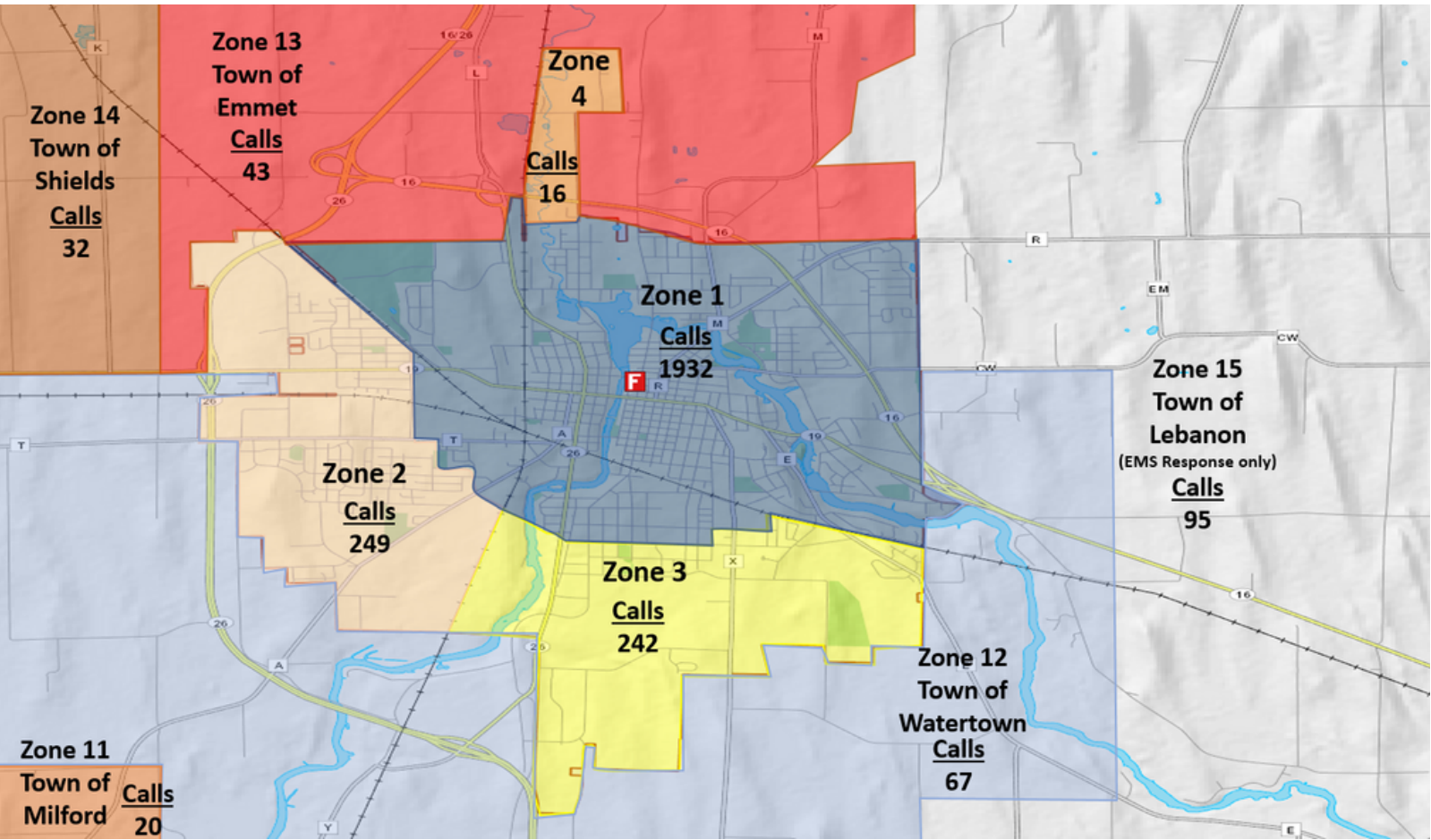
Travel time:

Time required to drive to the incident location

Factors that could affect travel times include:

Distance, traffic conditions, road conditions, route taken, and weather conditions

Incidents By Zone



5-year Comparison

INCIDENT TYPE	2018	2019	2020	2021	2022
FIRE	537	560	533	618	480
EMS	1,952	2009	1989	2026	2234
MVC	107	68	72	111	127
TOTAL	2596	2637	2594	2755	2841

MUTUAL AID	2018	2019	2020	2021	2022
MUTUAL AID GIVEN	136	139	94	120	145
MUTUAL AID RECIEVED	32	36	25	54	173

FIRE LOSS	2018	2019	2020	2021	2022
PROPERTY SAVED	N/A	N/A	\$18,302,000	\$979,150	\$2,646,880
PROPERTY LOSS	\$183,000	\$1,183,000	\$774,600	\$300,750	\$1,007,225

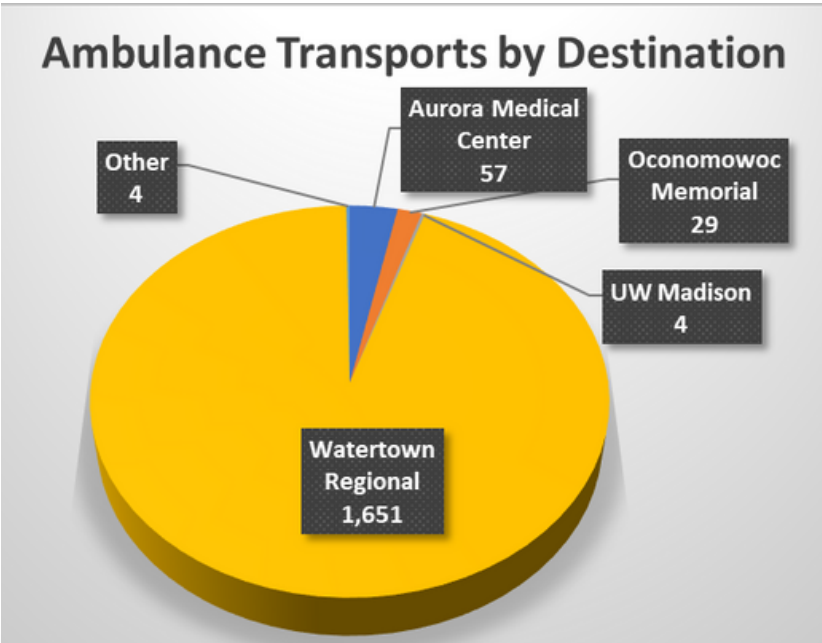
WORKLOAD	2018	2019	2020	2021	2022
INSPECTIONS	843	677	536	674	791
TOTAL VIOLATIONS	N/A	153	N/A	379	681
COMMUNITY OUTREACH	Not tracked	Not tracked	Not tracked	19,542	21,124
PUBLIC EVENTS	Not tracked	Not tracked	Not tracked	80	256
STATION TOURS	Not tracked	Not tracked	Not tracked	32	49
INSTALLED SMOKE & CO DETECTORS	N/A	N/A	N/A	8	105
TOTAL TRAINING HOURS	N/A	5,626.3*	6,616.35*	6,159.2	5,777.65

*Includes POC training

Emergency Medical Services

The Watertown Fire Department provides the highest level of pre-hospital care to the citizens and visitors of the City of Watertown. In 2022, the department responded to **2,361** EMS related incidents, with three frontline advanced life support ambulances and one reserve. Our crews serve dual roles as firefighter/paramedic/EMT's, which require extensive training. These members are the core to our service delivery and provide compassionate care at the highest level.

In 2022, the Department received a new cardiac monitor, vacuum splint, and Stryker Power-load system for MED 53. We also provided CPR, fall prevention, stroke and chest pain awareness, and medical emergency training to citizens and community businesses.



Quick Stats

Number of patients: **1,888**

Top Ten Drugs Administered:

- Fentanyl
- Epi 1:10,000
- Aspirin
- Zofran
- Nitro
- Duoneb
- Narcan
- Ketamine
- Dilaudid
- Dextrose 50%

Medical Procedures

IV Starts: **990**

Intubations: **24**

STEMI patients: **15**

Stroke Scene Time: **12:28**

IO Starts: **28**

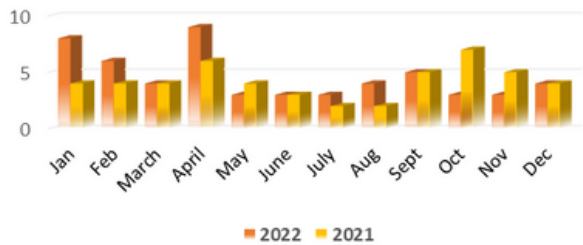
CPR given: **34**



Emergency Medical Services

Service Demand- Location

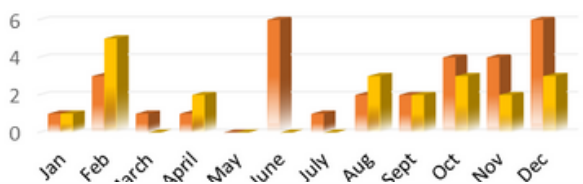
HERITAGE HOMES



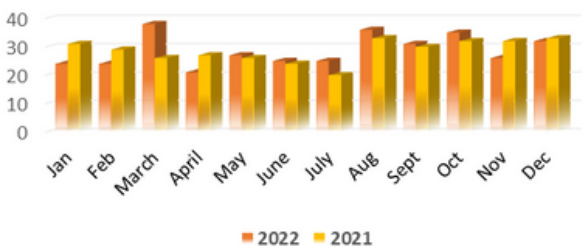
RIVERVIEW



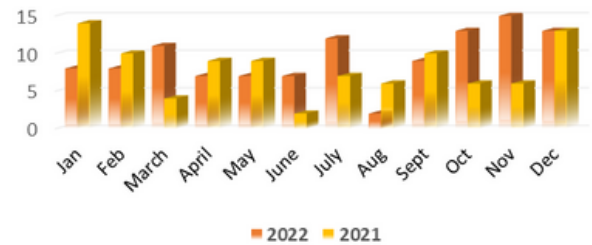
RIVER MILL



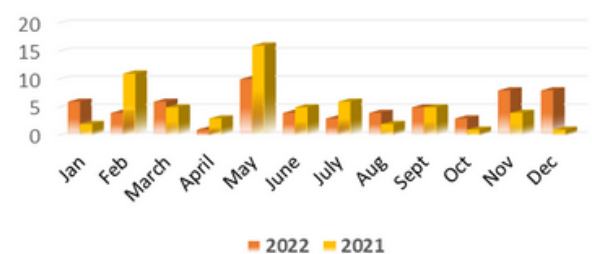
MARQUARDT VILLAGE



WATERTOWN HEALTHCARE



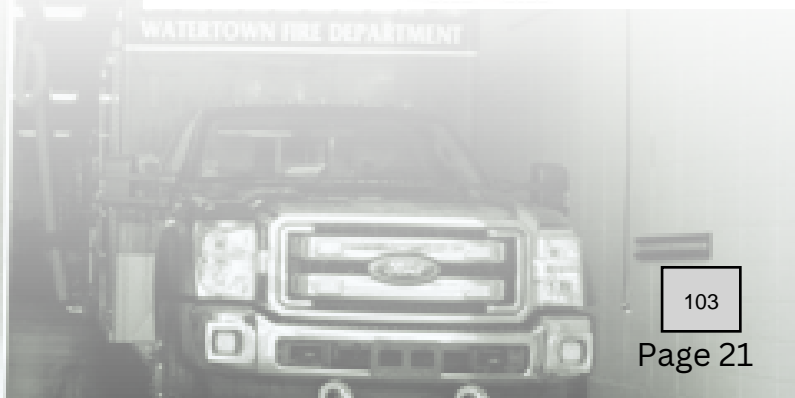
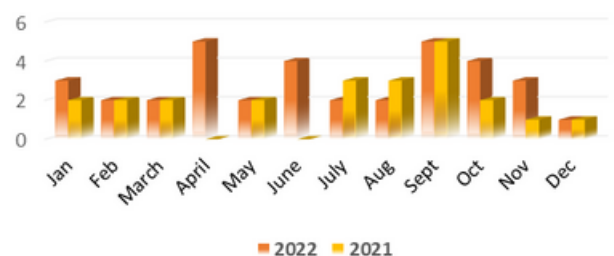
HIGHLAND VILLAGE



RIVERVIEW COMMONS

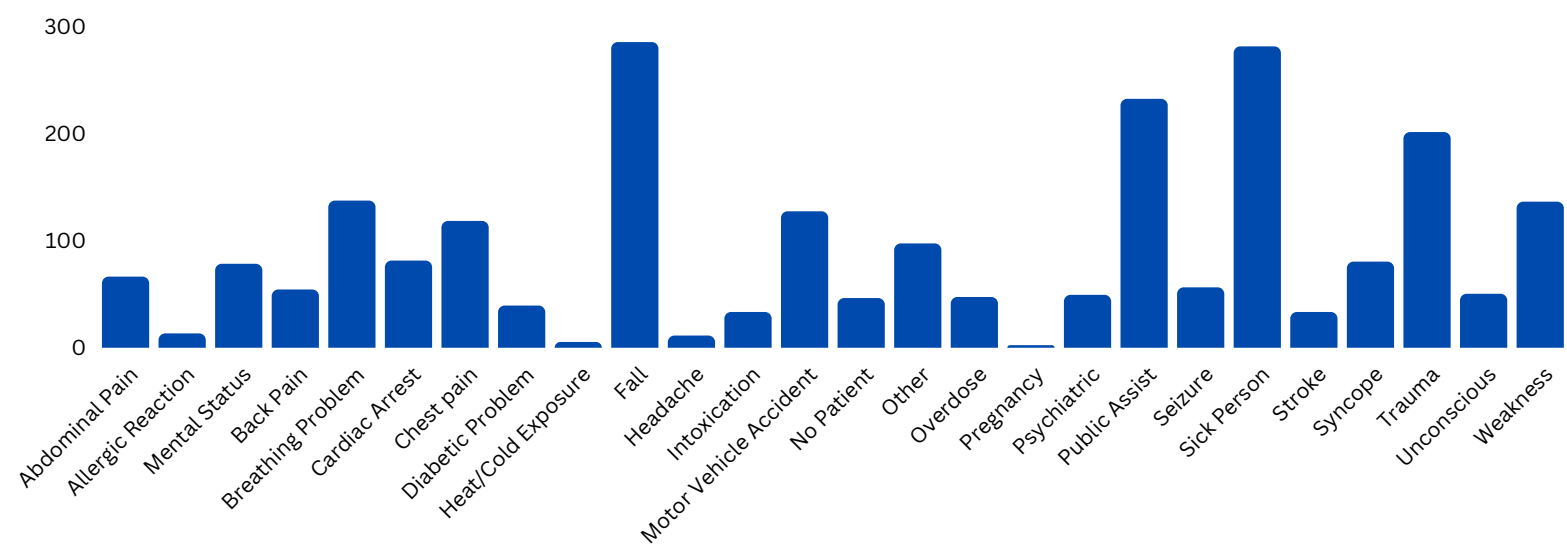


JOHNSON ARMS

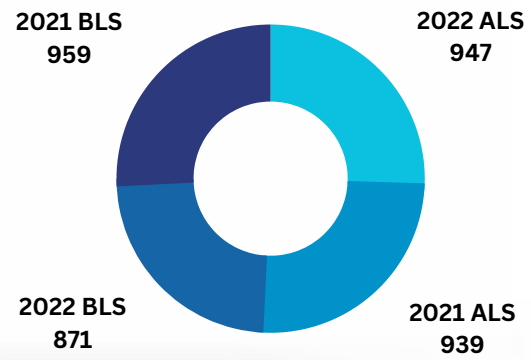


Emergency Medical Services

Service Demand



*Trauma includes trauma injuries, burns, assaults, and animal bites
*Other calls includes medical alarms, transfers, canceled enroute, stand-bys



Emergency Medical Services



New Powerboard System



New Power Cot



New Cardiac Monitor



Airway Training



MVC



MVC



12-Lead Training



Fire Incidents

Quick Stats

\$2,646,880

In Property Saved

\$1,007,225

In Property Loss

406

Fire Related

74

Haz-Mat Calls

29%

decrease in fire related incidents from 2021

4

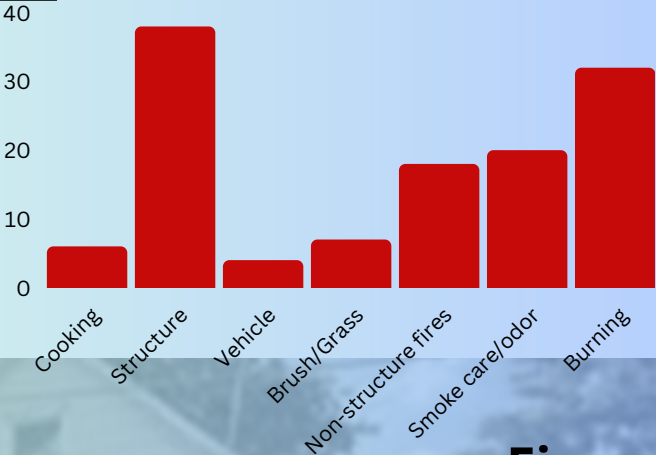
Civilian fire deaths

Service Demand

In 2022, the Watertown Fire Department responded to **480** fire related calls for service, which was a decrease from 2021.

The goal of the Fire Division is to save lives and property by providing emergency and non-emergency response to residents and visitors of Watertown. **We protect over \$1.9 billion** in assessed value.

Call Type Breakdown



Fires



Non-Fire



Fire Incidents

Significant Fires

January 23: W5400 Blk. Navan Rd.

February 2: 600 Blk. N. Fourth St.

April 8: Apartment Fire, 1100 Blk. Boughton St.

July 2: Barn Fire, W7100 Blk. Five Mile Rd.

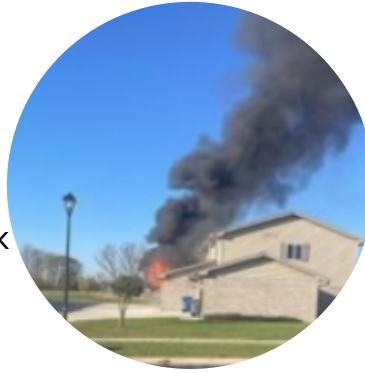
September 16: 100 Blk. Deer Crossing, Johnson Creek

October 7: Barn Fire, Lowell

October 28: House Fire, 300 Blk. Lauren Ln.

December 9th: House Fire, 100 Blk. Western Ave

December 25: Cattle Barn Fire W8300 Blk. Ebenezer Rd.



October 28, 2022 | House Fire



December 9, 2022 | House Fire



July 7, 2022 | House Fire



April 27, 2022 | House Fire



June 8, 2022 | House Fire



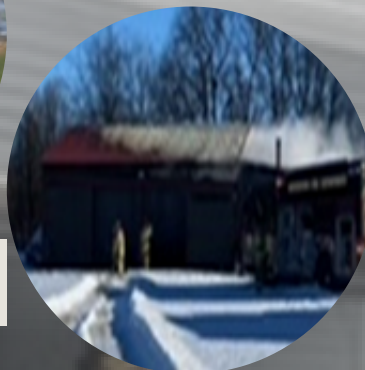
December 25, 2022 | Cattle Barn Fire



February 2, 2022 | House Fire



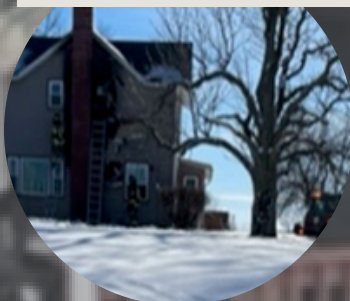
October 7, 2022 | MA Barn Fire



January 9, 2022 | Shed Fire



July 2, 2022 | Barn Fire



January 23, 2022 | House Fire

Apparatus



Fire Suppression

- Engine 61- 2016 Spartan/Marion Gladiator
- Engine 62- 2004 E-One pumper
- Engine 63- 1998 Pierce pumper
- Brush 81- 2012 Ford F-350
- Ladder 71- 2007 E-One

Ambulances

- MED 54- 2020 Ford/Lifeline F-450
- MED 53- 2014 Ford/Lifeline F-450
- MED 52- 2006 International/Braun
- MED 51- 2006 International/Braun

Tenders (Township owned)

- Tender 91- 2006 Peterbilt/Welch 3,000 gallons
- Tender 92- 1987 International/3D F2554 2,800 gallons

Staff Cars

- Car 83- 2013 Ford Taurus command car
- Car 84- 2013 Ford Explorer command car
- Inspector vehicle- 2015 Ford Escape
- MCI truck- 2004 GMC pick-up (County owned)

Trailers/Support

- CP Railroad Response Trailer
- MCI Trailer
- Tech. Rescue/Foam Trailer
- Boat 1- 2018 Mirro Craft



Maintenance

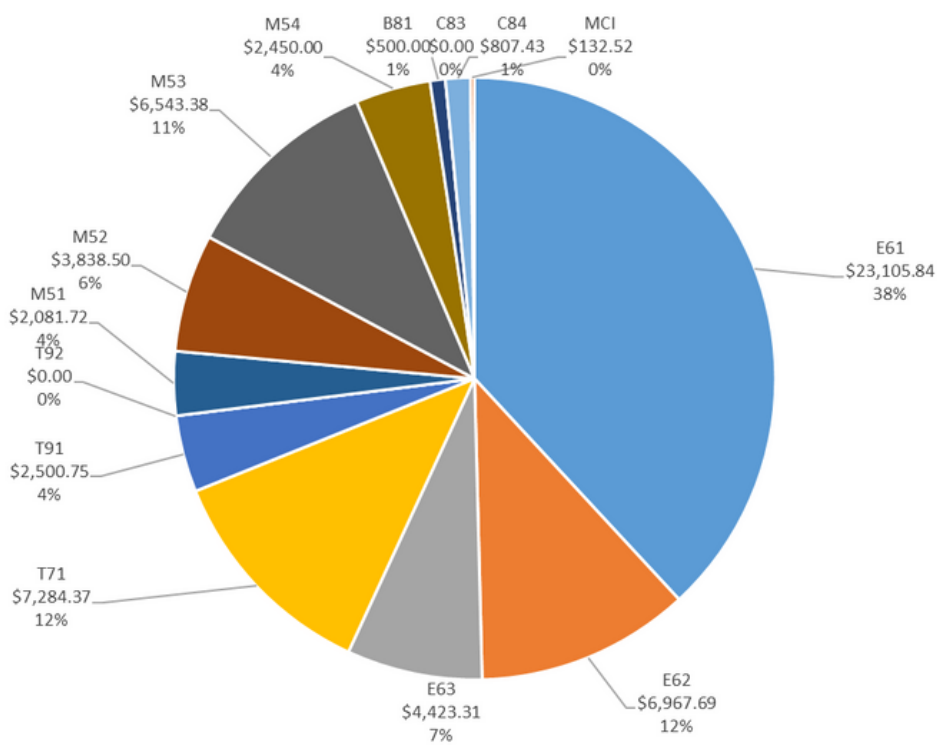
The Watertown Fire Department operates with a fleet of 15 vehicles which include, 3 engines, 1 ladder, 2 tenders, 4 ambulances, 1 brush truck, 1 boat, 2 command cars, and the Jefferson County MCI truck. The average age of Department vehicles is 15 years old, the vehicles range from 1987 to 2020.

During 2022 the Department Committee and the Townships group placed an order for a new tender to replace the aging 1987 Tender 92. The expected delivery of the new unit is roughly late 2024.

While less hospital diversions helped reduce our overall mileage for 2022, increase in call volume increased hours overall. While mileage reduced from 2021 it was still increased over all from previous years due to higher call volume.

MED 54 logged 16,949 miles and 1,403 hours during 2022. Med 53 and Med 54 combine as first and second out Med units for a total of 20,057 miles and 1,664 hrs. In 2022 roughly an 8.71% decrease from 2021 first and second out units. Total miles traveled by all apparatus for 2022- 36,490 miles a decrease of 8.67% from 2021. Total hours all apparatus ran for 2022 - 3,172 Hours an increase of 1.29% from 2021.

Repair & Maintenance Cost Tracking



Maintenance

Apparatus Points Chart

The Department uses a points system to assist in analyzing the condition and life of apparatus. The department currently has 8 apparatus that fall into the "RED" category which needs immediate consideration for replacement.

The chart covers all Repairs and Preventative Maintenance for each apparatus in 2022 with cost and percent of total for each unit. Tender 91 & 92 cost are reimbursed by the townships.

2022 we replaced and upgraded door hardware on Engine 61 that lead to an increased repair amount for that unit but will allow better operation and prevent future repairs and damage.

Med 53 saw an increase in repairs also due to its high miles, Med 53 has the most miles of any fire department unit currently at 109,560 miles.

Vehicle	Age	Miles/Hours	Type of Service	Reliability	M & R Costs	Condition	Total
	1 point for every year of chronological age, based on in-service date.	1 point for each 10,000 miles or 1,000 engine hours of use.	1, 3 or 5 points are assigned based on the type of service the unit is exposed to. For instance, fire pumpers would be given a 5 because it is classified as severe duty service. In contrast, an admin vehicle would be given a 1	Points are assigned as 1, 3, or 5 depending on the frequency that a vehicle is in the shop for repair. A 5 would be assigned to a vehicle in the shop two or more times per month on average, while a 1 would be assigned to a vehicle in the shop and average of once every three months or less.	1 to 5 points are assigned based on the total life M & R costs (not including repair of accident damage). A 5 is assigned to a vehicle with life M & R costs equal or greater than the vehicle's original purchase price, while a 1 is given to a vehicle with life M & R costs equal to 20% or less than its original purchase cost.	This category takes into consideration body consideration, rust, interior conditions, accident history, anticipated repairs, and so on. A scale of 1 to 5 points is used with five being poor condition.	< 18 pts -Condition I - Excellent 18-22 pts-Condition II- Good 23-27 pts-Condition III- Qualifies for replacement 28 + pts -Condition IV- Needs immediate consideration
E-61	6	4.3	5	3	2	2	22.3
E-62	17	7	5	3	2	3	37
E-63	26	7.3	3	1	2	5	44.3
TK-71	16	2.6	5	2	3	3	31.6
BR-81	9	2.6	3	1	1	2	18.6
T-91	17	1.1	5	2	1	3	29.1
T-92	36	2.1	5	4	3	5	55.1
MED 51	17	6.5	3	2	2	3	33.5
MED 52	17	6.8	3	3	2	3	34.8
MED 53	7	10.1	4	3	2	3	29.1
MED 54	2.25	3.5	4	1	1	1	12.75
C-83	10	4.8	1	1	1	2	19.8
C-84	10	5.4	1	1	1	3	21.4

Emergency Management

2022 Wisconsin Statewide Tornado Drill

Thursday, April 7th, 2022

1:45pm and 6:45pm

Please reserve these times to discuss and practice your tornado and severe weather safety and sheltering plans.

What will happen:

- NOAA Weather Radio Weekly Test
- Some municipalities will sound sirens.
- Some TV/radio stations will briefly cut into programming
- Social Media Posts

What will NOT happen:

- Wireless Emergency Alerts
- Push notifications on phones
- Test Watch/Warning



The City of Watertown had another busy year that involved our emergency management team. In 2022, the Debris Management Plan was updated. This plan helps facilitates response and recovery activities to return the community back to normalcy quickly. This also ensures an effective use of resources, minimizes costs, and aids in complying with local, state, and Federal regulations.

2022 also saw severe storms that rolled through Watertown. This included a tornado warning in the area, severe thunderstorms with flooding around the city and a snowstorm that prompted emergency shelters around the city to open and be ready if needed.



DAMAGING WINDS

Home Safety

Most frequent type of severe weather, vulnerable if outside

Camping (under a tree)
Boating (motor/canoe)

Note: Strong winds can come before rain starts

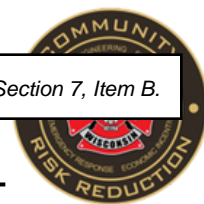


July 19, 2019
Pearson, WI
Julie Collins



City Wide Tornado Drill

Community Risk Reduction



Quick Stats

2

Part-time Fire Inspectors

21,124

People Outreached

Top 5 Code Violations:

- Fire Extinguisher maintenance
- Fire alarm system past due
- Exit signs not illuminated
- Obstructed exits
- Misuse of extension cords and power strips

15%

Increase in fire code inspections

208

Vial of Life Forms Given

29

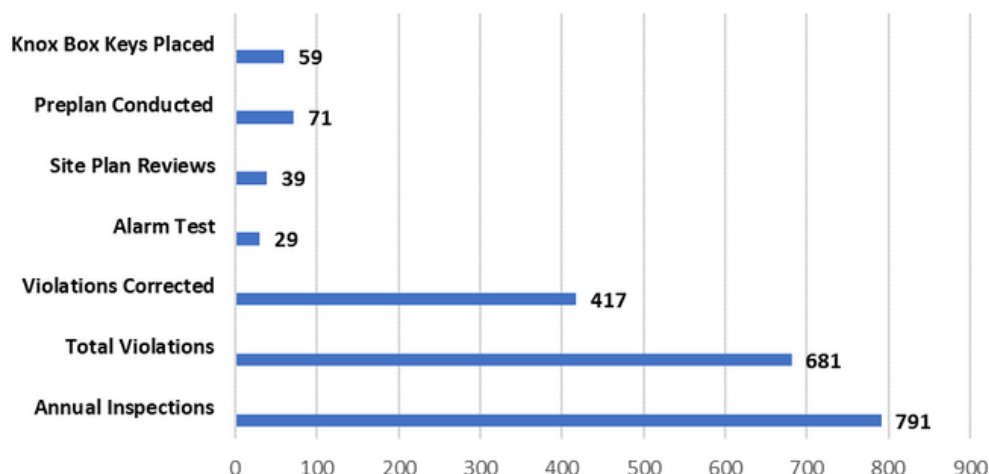
Unsafe
Situation
Assessments/
Community
Referrals

2

Immunization
Clinic Assistance

The Community Risk Reduction Bureau is responsible for overseeing the reduction of preventable emergencies within our community. This includes fire inspections, fire and EMS safety education, community events, smoke alarm installations, building plan review, investigation of fires, data analysis, records request review, and community outreach.

Code Compliance



The WFD conducts annual fire safety inspections throughout the City's commercial properties, four-family or more residences, businesses and public buildings.

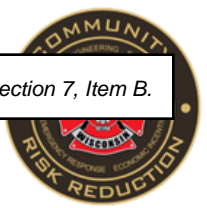
Fire inspections can help reduce chances of a fire occurring, allow for proper detection/notification of fire, and ensure that all people inside are able to escape if an event occurs.

The WFD made it a priority to ensure all city buildings have AED access within them. 7 AED's along with bleeding control kits were placed in service. This is a great testament to the dedication the city has to ensuring the safety of all.



Community Risk Reduction

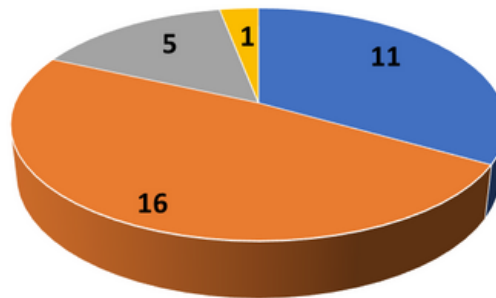
Section 7, Item B.



The Community Risk Reduction Bureau attended **518** outreach programs and reached **21,124** citizens.



Placed in public locations



■ AED's ■ Bleeding Control Kits ■ Knox Boxes ■ Fire Extinguishers Given

- 24** Public Speaking Events
- 11** Fire Safety Talks
- 5** Home Safety Checks
- 82** Smoke Detector Installs
- 23** CO Detector Installs
- 46** Smoke Detector Battery Changes
- 8** Fire Extinguisher Trainings
- 14** CPR Trainings
- 17** Public Relations Events
- 8** Football/Event Stand-Bys
- 1** Block Party
- 26** Fire Drills Conducted
- 2** Bike Helmets Given Out
- 1** Stop the Bleed Class
- 3** Parades
- 104** Student/Public Riders
- 49** Station Tours



Community Risk Reduction



Lights and Sirens



Station Tour



Extinguisher Training @ River Mill



Leadership Watertown



4th of July Parade



CPR Training



Extinguisher & CPR Training @ MHC



Extinguisher Training @ McFarlandale Dairy



Watertown High School Career Fair



Pumpkin Patch



Christmas Train



Airport Event

Training

Quick Stats

5,777.65

Total Training Hours

204.5

Training Facility Hours

2,927.15

Fire Training

864.5

EMS Training

The Watertown Fire Department continues to strive for community safety through our training program. With our members sharpening their skill sets in multiple areas of EMS and fire, as our responses are numerous and vary in a wide spectrum of instances responding to extremely dynamic scenes. Constant training enables us to keep up on our skills and also keeps us learning about new tactics and which drives us to examining possible changes to responses and operations within the department. Our firefighters need to be trained to be able to do multiple functions on each scene, from rescue to fire attack to ventilation. We train on these functions so we can rapidly respond to a variety of situations and mitigate the scene.

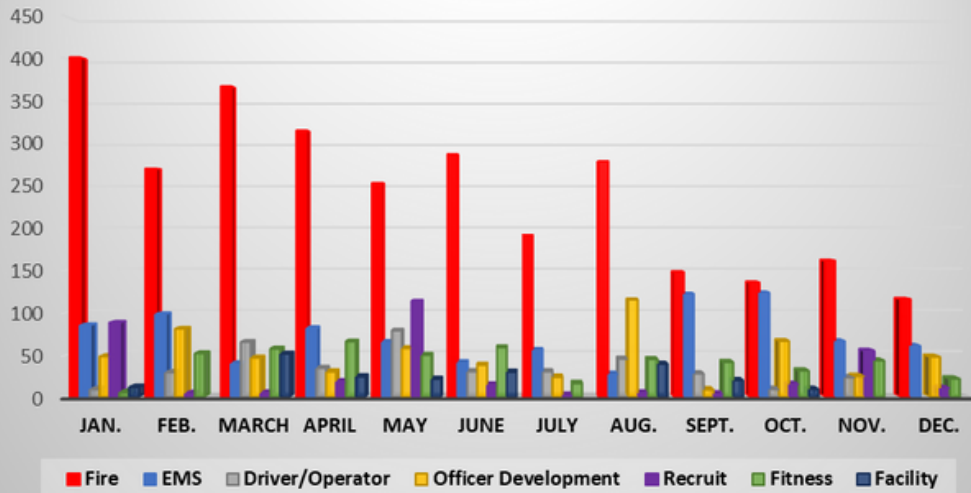
In the past year we were able to host Battalion Chief Corley Moore, who is a Nationally known speaker which conducted lectures on leadership and the fire service servitude. **Over 70 people from 24 departments and 4 states** were in attendance here in Watertown.

We were also able to utilize a acquired structure for live fire training for our members and surrounding mutual aid companies. These types of trainings are instrumental in teaching our firefighters how to apply their skills under realistic conditions.

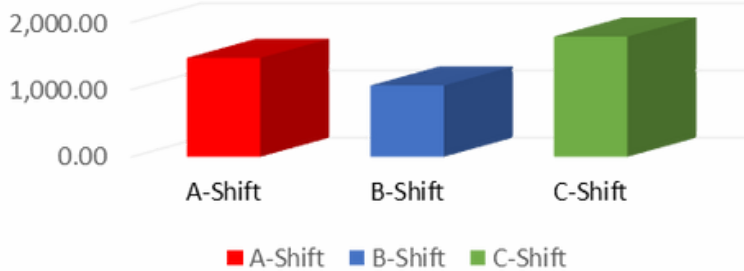


Training

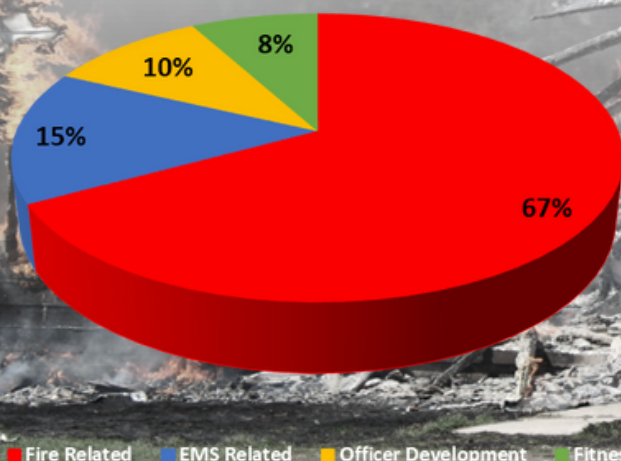
Training Hours By Discipline



SHIFT TRAINING HOURS



Training Percentage By Topic



Training



Here Loads



Training Burn



Pump Training



Monthly joint training with school district



ACLS Renewal



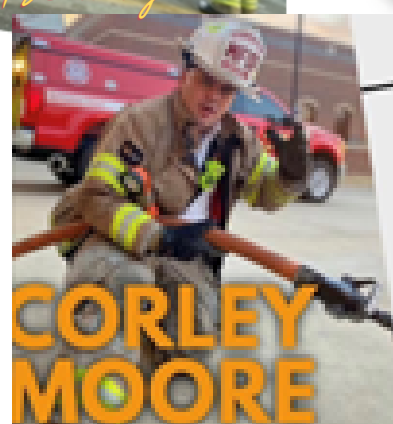
Ladder Training



RIT



VES



CORLEY MOORE



Hose Testing

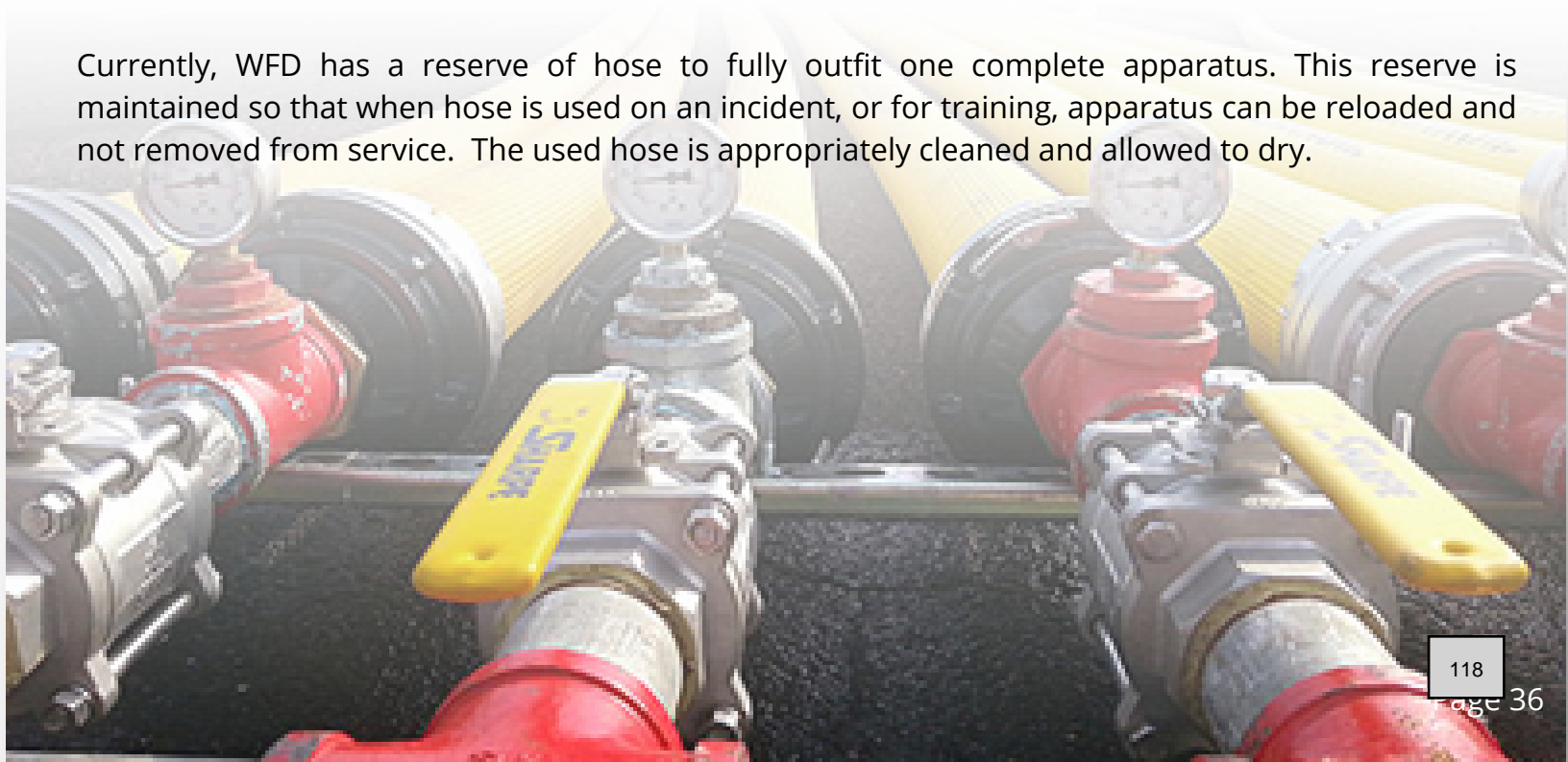
Annual testing is an NFPA requirement that helps to ensure the fire hose used by the department will withstand the rigors of use on a fire scene, and help identify hose that may be on the verge of failure due to damage or normal wear and tear.

Beginning in 2019, WFD began to use a third party company to conduct these tests. In 2022, the fire department re-entered into a three-year pricing agreement with Fire Catt for hose testing. In mid-summer, just as we were expecting to get notification of testing dates, we were contacted by Fire Catt. Due to their inability to obtain or retain staff, they were cancelling all remaining testing in our region for the year. This left WFD, as well as several other departments in our area, scrambling to find an alternative.

Great Lakes Testing Inc., based out of Green Bay, WI, was able to fit us into their schedule with a price that we could fit into our budget. Hose testing was completed over 5 days in late fall.

This year's hose testing found several sections of fire hose that did not pass the testing process due to external damage, leaks or failure of the internal lining. Each year we anticipate 5-10 sections of hose to not pass testing. The failures this year were mostly in 2 ½" hose and a few sections of older 1 ¾" hose. The hoses that had critical failures such as cuts or delaminated linings were destroyed and disposed of. Other hoses that had life left in them but did not meet NFPA service requirements, were offered out to other departments within the city.

Currently, WFD has a reserve of hose to fully outfit one complete apparatus. This reserve is maintained so that when hose is used on an incident, or for training, apparatus can be reloaded and not removed from service. The used hose is appropriately cleaned and allowed to dry.



Personal Protective Equipment (PPE)

At the beginning of the COVID-19 pandemic, the WFD personal protective equipment inventory was well stocked, but not to the levels that would be required to last through the year and beyond. Through 2020 and into 2021, the fire department received assistance in obtaining PPE from Jefferson County Emergency Management as well as several donations of N95 and KN95 from various businesses and organizations. The assistance and donations made it possible for our members to have the appropriate PPE while waiting for backordered PPE supplies to ship. Some orders that were placed in late winter of 2020 were not filled until spring of 2021. In 2022 we finally saw the supply meet the demand. We now have replenished the PPE required to keep ourselves protected during the pandemic and are now better prepared for a future event.

The fire department also continues to manage the City PPE stockpile and is available for distribution to all city departments. This PPE supply consists of eye, face and respiratory protection, as well as gloves, gowns and hand sanitizer. Department heads can contact Chief Teesch, Deputy Chief Rauterberg, or Battalion Chief Fox to request PPE.



Chief Biefeld Retirement



YOU'RE INVITED TO JOIN US FOR AN
OPEN HOUSE IN HONOR OF

CHIEF KRAIG BIEFELD

AS WE CELEBRATE HIS RETIREMENT FROM
A 29 YEAR CAREER IN THE FIRE SERVICE

MONDAY, MAY 2ND, 3-6 PM

WATERTOWN FIRE STATION - 106 JONES ST.
PRESENTATION AT 5 PM

PLEASE RSVP TO ANDREA PETERS: APETERS@CITYOFWATERTOWN.ORG

After 29 years in the fire service, Chief Kraig Biefeld retired. Thank you for your dedication to the City of Watertown and the Watertown Fire Department. Enjoy your retirement.



Chief Teesch Swearing In

Travis Teesch was sworn in as the new Fire Chief. We are excited to have him here with us and look forward to working under his leadership. Welcome Chief!



Swearing In Ceremony

Firefighter/Paramedic Alex Braunschweig and Firefighter/Paramedic Jaden Scully both successfully completed their probationary first year. Congratulations guys!



2022 In Pictures

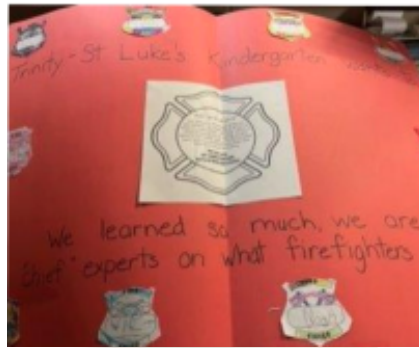


2022 In Pictures



Words of Thanks

Dear Firefighters and emergency responders,
My heartfelt thanks goes out to you! Your quick response did not go unnoticed. We appreciate you pulling some belongings and tarping others.
Thank You!



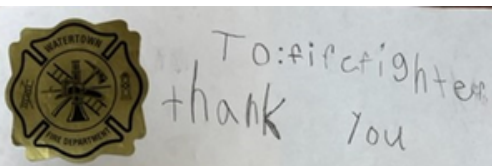
Thank you for taking the time to present at Lincoln today! We could not have events like this without great community members like you! The students enjoyed learning about the different careers they could have in the future. We know how much planning goes into volunteering for events like this, so please accept this small gift as a token of our appreciation!

-Lincoln STEM Elementary Staff

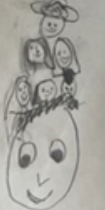
"I want to take a moment to thank one of your firefighters for helping me last night.

As I was driving north on Church St. about 5:30, the car in front of me unknowingly hit a cat. I stopped and got it out of the road. It was dead. I could not leave him out on the sidewalk so I wrapped it in a towel and put it in my car. I debated on what I could do and came up with going to the fire station for help. The firefighter (whose name I missed) was wonderful. He took the cat for me and said he would take care of it. He was so polite and helpful!

I have no doubt that taking care of a dead animal is NOT in this young man's job description but he stepped up anyway to help me and for that I am grateful. Could you please pass along my thanks?"



for keeping us safe!



Love: Ofelia

Bless!

to the heroic angels who walk among us. I never learned your names nor saw your faces, but I will never forget you. You saved my life + were there for me + my small family within moments of me asking for help. You saw me at my absolute worst yet treated me with the utmost dignity, respect + compassion. To the woman who asked if she could pull my hair back - thank you for reading my mind. I'm so sorry I never got to thank you in person but I hope this letter can help

to all the road. with all my love, gratitude, appreciation and respect -

Thank you for all that you do all day, every day. Happy holidays to you - yours ♡

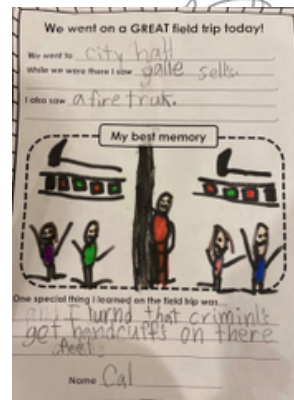
Watertown Fire & Rescue

Thank you for your selfless acts of kindness & service everyday.

Oliver, Tower's parade rider, said it was "AMAZING"! It was the 3rd best experience of his life.

- 1- Being born to Mom + Dad
- 2- Disney Cruise
- 3- Riding in parade on Fire Truck + being being honk director

God BLESS YOU ALL



C Crew"-

Thank you for being there for my family last week,

I appreciate all the work you do, not only for them, but on a daily basis. Respectfully

Fire Dept,

Thanks for all you do for our city!!

Hello,
Wanted to give a shout out to the department for coming to help with a jammed/malfunction door on our inpatient unit last. Many thanks to the crew members that came.

Thank you.



This report would not be made possible without the support of our members who contribute throughout the year by providing pictures and conveying information. Thank you for your dedication to our department.



Contact Us

106 Jones St., Watertown, WI 53094
(920) 261-3610 | **For Emergencies, Dial 911**

Connect with us



FIRST QUARTER IN REVIEW

WATERTOWN PUBLIC LIBRARY
JAN - MARCH 2023



42,300
VISITORS TO THE LIBRARY

DAILY AVERAGES
JAN: 423 FEB: 461 MARCH: 571



152
PROGRAMS
OFFERED



2,906
PROGRAM
ATTENDANCE

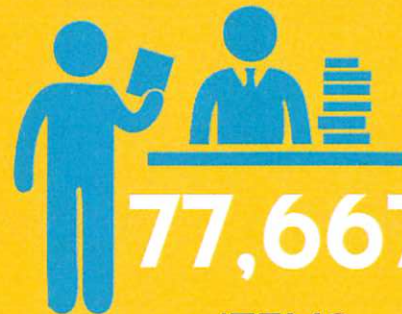


4,098
REFERENCE
QUESTION
INTERACTIONS



MEETING ROOM
RESERVATIONS

(DOES NOT
INCLUDE STUDY
ROOM USES)



77,667
ITEMS
WERE CHECKED OUT



2,086
PUBLIC COMPUTER
SESSIONS



4,300
FACEBOOK
FOLLOWERS



2,310 WEBSITE VISITS
3,466 WIFI LOGINS



12,210
DIGITAL
CHECK OUTS

MOST CIRCULATED
ADULT FICTION

22 SECONDS
9TH MONTH

MOST CIRCULATED
LIBRARY OF THINGS

ART MUSEUM PASSES
MITCHELL PARK DOMES
PASSES
PUZZLE COLLECTION



396
NEW CARDHOLDERS



Watertown Public Library

100 South Water Street
Watertown, Wisconsin 53094 | (920) 262-4090
<https://www.watertownpubliclibrary.org/>

Watertown **Redevelopment Authority**



The Bentzin Family Town Square - November 30, 2022

2022 IMPACT REPORT



EXECUTIVE BOARD (until 4/2023)

CHAIR:

Nate Salas

nsalas@cityofwatertown.org

VICE-CHAIR:

Ryan Wagner

rwagner@cityofwatertown.org

BOARD MEMBERS:

Chris Ruetten

cruetten@cityofwatertown.org

City Council

Dan Bartz

dbartz@cityofwatertown.org

City Council

Brad Kuenzi

bkuenzi@cityofwatertown.org

Matt Zastrow

mzastrow@cityofwatertown.org

David Zimmermann

dzimmermann@cityofwatertown.org

EXECUTIVE DIRECTOR:

Mason Becker

mbecker@cityofwatertown.org

(920) 206-4266



Dear Friends and Community,

This is the year! After multiple delays, the community of Watertown finally broke ground for its \$4.5M Town Square located on the south side of the 100 block of West Main Street. The idea for this project, outlined in the "2014 Watertown Riverfront/Downtown Redevelopment Initiative" report, was to become the RDA's first major and top priority.

Rob Marchant, RDA Chair, offered this reflection at the April 25 ceremony, "Today is more than a groundbreaking. ...We are here today as a result of a belief in what was once unimaginable is joined with a commitment of collaboration and a roll up your sleeves can-do attitude. I will always think of this Square as a monument to collaboration and what can get done when people really work together."

Along with overseeing design and construction of the Town Square, the RDA raised over \$4.5M in donations and grants, including a \$1M gift from the Bentzin Family. In addition, \$350,000 was donated to a Future Fund, set up to provide funding for ongoing programming and operations at the Bentzin Family Town Square.

Another priority of the RDA is to invest in urban renewal projects. In Q1, the RDA's revolving loan program reached a milestone: providing well over \$1M in loans and grants to support 16 redevelopment projects in the downtown commercial corridor. This investment has already paid dividends by increasing downtown activity, opening doors to more employment opportunities, and encouraging other business owners to update their properties.

These major initiatives could not have been accomplished without the ongoing support of the RDA board including Rob Marchant, who after serving as chair of the RDA, resigned his position. Thank you Rob for your vision and leadership these past six years.

We also thank Alex Allon who, as the RDA's first full time executive director, significantly advanced the work of the RDA including overseeing the fundraising and construction of the Bentzin Family Town Square. In September, Alex resigned, taking a position closer to his home. Alex, we wish you our best and offer our sincere thanks for the role you played in guiding Watertown to its future.

2022 has been a year of completions and change. We are grateful to all who continue to offer their support, encouragement, and inspiration. Thank you.

Nate Salas
2023 Board Chair

Ryan Wagner
2023 Board Vice Chair



April 25, 2022 – Groundbreaking Ceremony at the Bentzin Family Town Square.

The Town Square is a major project of the RDA. The creation of this centralized gathering place fosters a sense of community while honoring the past. It enhances the economic vitality of the downtown, increases land and building values, and attracts private investment to stimulate job growth and support the expansion of local businesses. Upon completion, the Bentzin Family Town Square will transition to the City of Watertown and be managed by a new Programming Events Coordinator and maintained by the City of Watertown's Park, Recreation, and Forestry Department.

About the Watertown Redevelopment Authority

MISSION OF THE RDA:

The Watertown Redevelopment Authority (RDA) was established in December 2016 to:

- Develop urban renewal projects
- Encourage private/public reinvestment in under-utilized areas resulting in:
 - New infill housing and commercial developments
 - Job creation
 - Expanded tax base
 - Improved quality of life for the citizens of Watertown

MANAGEMENT/OVERSIGHT

The City of Watertown Strategic Initiatives and Development Coordinator serves as the Executive Director of the RDA.

The RDA Board, appointed by the Mayor and approved by the Watertown Common Council, is made up of seven members from the Watertown community who are involved in enhancing the economic vitality of the City through their professional and/or civic affiliations. The Board is the governing body that meets on a regular basis to provide guidance by contributing to the organization's strategic purpose and advocating on behalf of the RDA's redevelopment efforts.



Dear Friends and Community,

First, thank you for offering me the privilege to serve you, the people of Watertown. My first day as your new RDA Executive Director and the City of Watertown's Strategic Initiatives and Development Coordinator was November 28, 2022. I am grateful for the warm welcome I received from the Watertown community, local business owners, and City leadership.

Although I have been in this role for less than 3 months, I already have a good sense that support for economic development and improvement in Watertown is strong. As a small business owner myself, I not only have experienced the day-to-day challenges owners face, but understand the workings of local government and the role it needs to play in advancing growth and prosperity. Know that I am here to help owners, developers, and this community find the right resources needed for this area to improve, grow, and thrive.

I was encouraged to learn of the RDA's revolving loan fund. Access to programs like these clearly generate many positive outcomes. Congratulations RDA on reaching the \$1M mark in providing loans and grants to local businesses. In addition, thank you Bank First, Bank of Lake Mills, and Ixonia Bank for your continued investment and support. Given the changing rate environment, the program is currently being reevaluated. We hope to begin taking new applications soon.

One highlight of my first few days on the job was a visit to the Bentzin Family Town Square. This beautiful and inviting space is sure to become the central gathering place for community activities and gatherings. Plans are to officially open the Town Square on May 20, 2023. At that time, the property will transition to the City of Watertown and be maintained by the Park, Recreation, and Forestry Department. A Programming Events Coordinator, hired by the City, will organize and manage year-round activities to attract diverse audiences to the downtown. As a catalyst for economic activity, the success of the Bentzin Family Town Square plays a key role in revitalizing downtown Watertown.

As I write this, finishing touches are being put on the Town Square to ready its transfer to the City. Soon, the RDA will be entering a pivotal point in its story as it seeks out new projects and programs to advance the business community, attract new investment, and improve the quality of life for all.

I look forward to this challenge and the many opportunities it will provide for Watertown.

Mason Becker

Executive Director - Watertown Redevelopment Authority

RDA Revolving Loan Program

Established in December 2017, the Commercial Rehabilitative Revolving Loan Program is designed to:

- Foster business growth and expansion
- Facilitate the development of high-quality upper-level residential units
- Update and preserve historic structures
- Increase the overall economic vitality of downtown Watertown

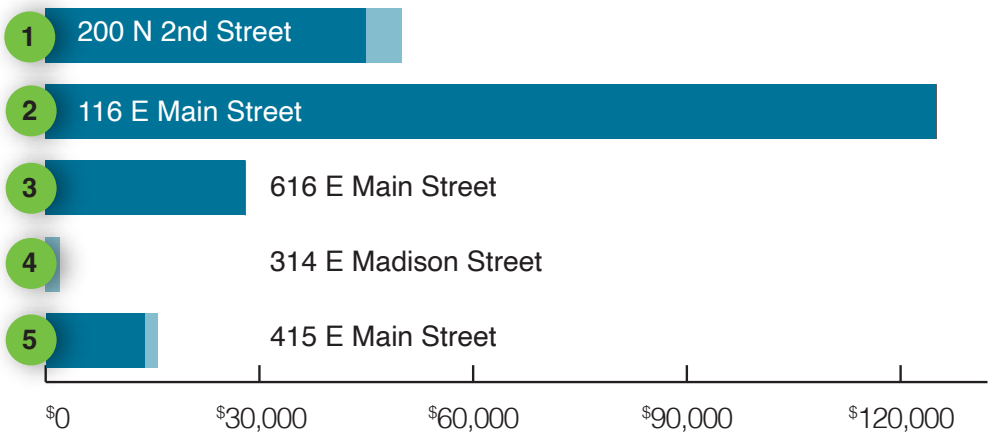
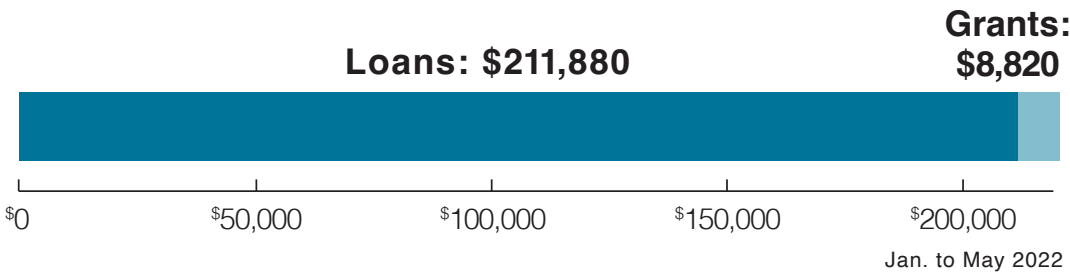
The purpose of this Program is to attract private investment, which in turn increases property values, attracts more businesses, and provides a destination where people can live, shop, dine, and enjoy.



Loan Program Boundary Map

The Program had seed funding from a portion of the City’s surplus TIF dollars. In addition, three community-focused institutions – Bank First, Ixonia Bank and Bank of Lake Mills, provide funding for projects. To date, the program has provided \$111,277 in grant funds and \$953,210 in low interest loans for 15 downtown properties/16 projects.

Projects Financed (January 2022 to December 2022)





1 200 N 2nd Street

Receiving a loan and grant from the RDA Program, “helped us do it right. We didn’t have to cut corners because we had those extra funds.”

- Lydia Sobol, Owner Elias Inn



4 314 E Madison Street



2 116 E Main Street



5 415 E Main Street



3 616 E Main Street

The Bentzin Family Town Square



TOWN SQUARE

- Mission:** Provide a sense of place for building community.
- Vision:** Create a world-class, open-air gathering space for people of all ages and abilities to enjoy.
- Goals:** The Town Square was designed with the goals of:
- Honoring the past and creating a world-class gathering space.
 - Integrating the new Library into the Town Square.
 - Creating a low maintenance, attractive place.
 - Providing a place for people to connect with the Rock River.
 - Accommodating guests of all ages and abilities.
 - Attracting redevelopment downtown and sparking economic development.
 - Offering events for Watertown’s residents and guests.



2022 BENTZIN FAMILY TOWN SQUARE HIGHLIGHTS

JANUARY

- Finalized plans and specifications for the Town Square.
- Fund raising goal reached.

FEBRUARY

- Construction bid packages prepared.

MARCH

- Bids received. Maas Bros. Construction Co. selected to build the Town Square.

APRIL

- Art installation taken down in anticipation of the start of construction.
- Water Street closed to traffic.
- Ground breaking ceremony and naming of the Town Square.

MAY

- Seawall reconstruction begins.
- Underground infrastructure installed.
- Future Fund established to provide seed funding for Town Square programming and operations.
- Future Fund receives major gifts from the Joseph and Sharon Darcey Foundation and the Watertown Regional Medical Center.
- Over \$350,000 raised for the Future Fund.

JUNE

- Dr. John Beltz unveils the Bertrum Beltz Community Plaza.
- Seawall completed.

JULY

- Interactive water feature piping installed.
- Installation of pavers and seating blocks begin.

OCTOBER

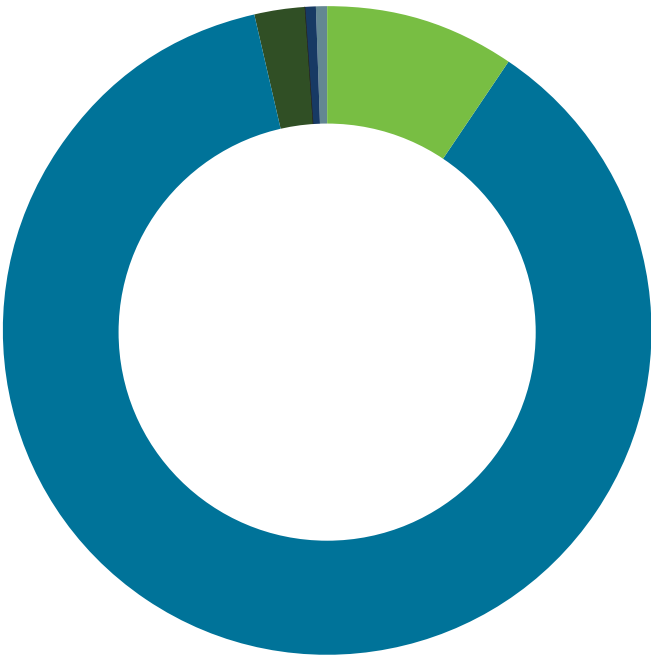
- The Bentzin Family Town Square sign installed.
- Water brought to site for interactive fountain.
- Supply chain issues delay Grand Opening.
- Sign Art Studio selected to design/build the Watertown history feature. A gift to the people of Watertown from the Bentzin Family.

DECEMBER

- Water Street reopens to through traffic.
- Railings and electrical components arrive and are installed.

Ribbon Cutting & Grand Opening Ceremony
scheduled for
Saturday, May 20, 2023

FINANCIAL REPORT

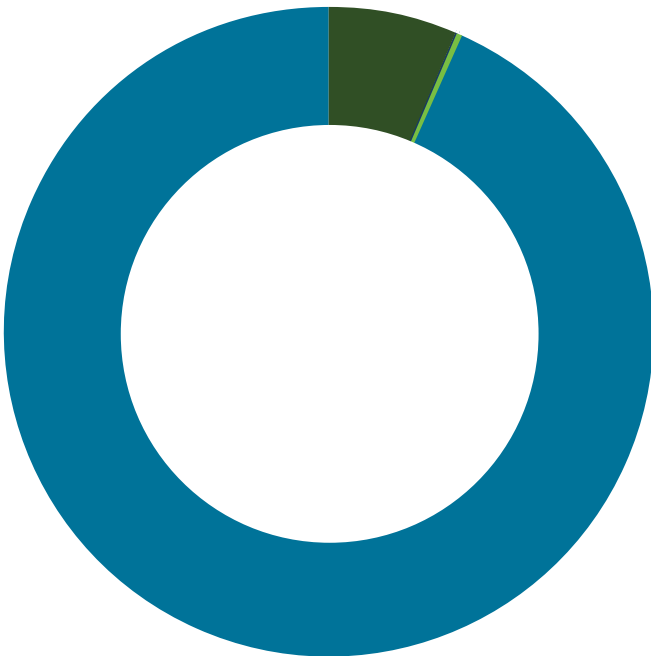


Revenue

Grants	\$155,323	9.5%
Town Square Donations	1,421,000	87%
Other Donations	40,500	2.5%
Loan App. Fees	150	.01%
Interest Rec'd	8,467	.5%
Revolving Loan Fund Interest Rec'd	8,097	.49%
<hr/>		
TOTAL	\$1,633,537	

Expenses

Administration	\$111,788	6.5%
Projects and Programs	2,240	.15%
Debt Service Interest	4,200	.35%
Town Square	1,613,695	93%
<hr/>		
TOTAL	\$1,731,923	



TO: MEMBERS OF THE COMMON COUNCIL

I would appreciate your consideration of the following appointments:

Board of Review

Jason Culotta –First three-year term ending May 2026

Thank you for your consideration.

Sincerely,



Emily McFarland
Mayor

MEMO

TO: Common Council
FROM: Atty. Steven T. Chesebro
DATE: April 27, 2023
RE: Filling of Vacant District 3 Alderperson

INTRODUCTION

A vacancy of a City Alderperson is controlled by Wis. Stat. § 17.23(1) which provides three options for a Common Council when a vacancy in the office of a City Alderperson exists. Those options are:

1. Fill the vacancy by majority vote of the Common Council.
2. Appoint a successor to fill the vacancy until a special election can be held.
3. Leave the seat vacant until an election is held to fill the vacancy.

Traditionally within Watertown, the vacancy has been filled by majority vote of the Common Council from eligible candidates within the District.

DISCUSSION

If the Common Council elects to hold a special election, the costs associated with doing so would be a minimum of \$2,840¹, if only two candidates chose to run. Only the Third District would participate in the special election and would choose its new Alderperson. If more than two candidates file, a primary would need to occur which would likely at least double the costs of the special election. A special election would take place between 66 – 72 days after the resolution passed by the Common Council to proceed with the special election, with the successful candidate then taking their seat after the election was certified, meaning it would likely be about August 15, 2023 before the new candidate would be in place. If this is the action the Common Council wants to take, we will need to draft a resolution to order the special election and the matter will be added to the agenda for the next Common Council meeting.

If the Common Council elects to fill the vacancy by majority vote as it has done in the past, the City would request applications from interested parties be filed with the City Clerk's Office on or before a date set by the Common Council at least one week before the Common Council meeting at which the applications will be considered. The applicants would then be given an opportunity to speak during the Common Council meeting when the vote is set to take place. Council Members would have a chance to ask brief questions of all candidates. Nominations would then be provided by Council Members for which

¹ A memo from the Clerk's office regarding the charges for a special election is attached hereto.

106 Jones Street • P.O. Box 477 • Watertown, WI 53094-0477 • Phone 920.262.4060 • Fax: 920.262.4042

applicant to seat. Once all nominations are received, the Council Members would then vote for the candidate to fill the vacancy. The Council would need to determine how much time it wants to provide for applications to be received, and at which Common Council meeting they would want to consider the applicants. The earliest recommended timeline for this process would be applications received on or before May 26, 2023 for consideration at the June 6, 2023 meeting.

Memo

To: Common Council
From: Megan Dunneisen, City Clerk
Date: April 18, 2023
Re: Est. Cost of a Special Election

Holding a Special Election for District 3 (Wards 16&17) Alderperson would be very similar regarding cost and potential voter turnout of that of the 2023 Spring Primary. There are 1465 Registered Voters in this district. The stats for February's election were: Total Voters – 430, Absentees – 82, around a 30% voter turnout.

Costs to take into consideration are county costs for programming and ballots, and city expenses for publications, election inspector pay, absentee envelopes and postage. The county has indicated that some of the programming fees are standard amounts regardless of election size. It is important to note that these numbers are at minimum and that if there was a need for a primary (more than two candidates running) this cost, and time would double.

An estimate of those cost are as follows based off numbers from the February Primary:

County - \$1,700

Election Inspectors pay - \$540

Publications - \$350

Absentee Envelopes and Postage - \$150

Supplies - \$100

Total = \$2,840

Staff time put into an election range throughout the Finance Department starting before the election and after the election including conducting in person absentee voting, mailing of absentee ballots, paperwork prep, election setup, election day, election take down, and post-election data entry. The Streets Department and Library also assist with polling location set up and take down.

Staff Time = estimated 70 hours

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Payment due date = 05/02/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
ALSCO INC						
1512	ALSCO INC	IMIL1903122	MATT SERVICE AT CITY HALL	04/14/2023	93.02	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1903122	SHIRTS AND COVERALLS MEC	04/14/2023	138.18	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1903122	COVERALLS STORM WATER T	04/14/2023	69.09	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1903122	COVERALL SERVICE FOR SOLI	04/14/2023	5.06	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					305.35	
1512	ALSCO INC	IMIL1905208	MATT SERVICE AT CITY HALL	04/21/2023	67.22	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1905208	SHIRTS AND COVERALLS MEC	04/21/2023	50.55	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1905208	COVERALLS STORM WATER T	04/21/2023	25.27	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1905208	COVERALL SERVICE FOR SOLI	04/21/2023	5.06	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					148.10	
APPLIED TECHNOLOGIES INC						
1589	APPLIED TECHNOLOGIES INC	36353	#6552-UV DISINFECTION RPLM	04/04/2023	4,505.00	02-97-30-12 REPAIR OR REPLACE
Total 1589:					4,505.00	
ASSOCIATED TRUST CO						
1752	ASSOCIATED TRUST CO	24029	DEBT PROCESSING FEES	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24030	DEBT PROCESSING FEES	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24031	DEBT PROCESSING FEE	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24032	DEBT PROCESSING FEES	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24033	DEBT PROCESSING FEES	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24034	DEBT PROCESSING FEES	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24035	DEBT PROCESSING FEES	04/11/2023	237.50	04-59-45-40 SERVICE CHARGES-PAY
1752	ASSOCIATED TRUST CO	24035	DEBT PROCESSING FEES	04/11/2023	237.50	09-59-90-21 DEBT PROCESSING FEE
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24036	DEBT PROCESSING FEES	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24037	DEBT PROCESSING FEES	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24038	DEBT PROCESSING FEE	04/11/2023	237.50	04-59-45-40 SERVICE CHARGES-PAY
1752	ASSOCIATED TRUST CO	24038	DEBT PROCESSING FEE	04/11/2023	237.50	03-50-42-83 DEBT PROCESSING FEE
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24039	DEBT PROCESSING FEES	04/11/2023	475.00	10-59-90-21 DEBT PROCESSING
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24040	DEBT PROCESSING FEES	04/11/2023	475.00	09-59-90-21 DEBT PROCESSING FEE
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	24041	DEBT PROCESSING FEE	04/11/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
AT&T MOBILITY-FIRSTNET						
552664	AT&T MOBILITY-FIRSTNET	287310587104	PD - TELEPHONES	04/07/2023	1,313.28	01-52-11-32 TELEPHONE
Total 552664:					1,313.28	
AXLEY BRYNELSON LLP						
1985	AXLEY BRYNELSON LLP	913316-2	QUINT DEATH BENEFIT CLAIM	12/22/2022	4,691.68	01-51-61-16 ADDITIONAL LEGAL EXP
Total 1985:					4,691.68	
1985	AXLEY BRYNELSON LLP	917456-2	QUINT DEATH BENEFIT CLAIM	01/22/2023	8,906.00	01-51-61-16 ADDITIONAL LEGAL EXP
Total 1985:					8,906.00	
1985	AXLEY BRYNELSON LLP	926057	RAILROAD EASEMENT-GRADE	03/29/2023	33.50	02-85-00-20 OUTSIDE SERVICES EM
Total 1985:					33.50	
1985	AXLEY BRYNELSON LLP	926058	CITY ATTORNEY COVERAGE 20	03/29/2023	30.50	01-51-61-16 ADDITIONAL LEGAL EXP
1985	AXLEY BRYNELSON LLP	926058	HERING LITIGATION	03/29/2023	503.00	01-51-61-16 ADDITIONAL LEGAL EXP
Total 1985:					533.50	
1985	AXLEY BRYNELSON LLP	926058-2	QUINT DEATH BENEFIT CLAIM	03/29/2023	268.00	01-51-61-16 ADDITIONAL LEGAL EXP
Total 1985:					268.00	
BADGER WELDING SUPPLIES INC						
2043	BADGER WELDING SUPPLIES I	3763763	OXYGEN FIRE	04/12/2023	49.90	01-52-31-54 EMS SUPPLIES
Total 2043:					49.90	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
BAKER TILLY US LLP						
2051	BAKER TILLY US LLP	BT2362776	AUDIT SERVICES - WTR	03/31/2023	3,285.00	03-99-23-18 OUTSIDE SERVICES EXP
2051	BAKER TILLY US LLP	BT2362776	AUDIT SERVICES - WW	03/31/2023	2,190.00	02-84-00-10 ACCOUNTING & AUDIT
2051	BAKER TILLY US LLP	BT2362776	AUDIT SERVICES - STORM WAT	03/31/2023	1,825.00	16-58-16-28 AUDIT FEES
Total 2051:					7,300.00	
BUDGET TRUCK AND AUTO BODY INC						
554709	BUDGET TRUCK AND AUTO BO	55954	E61 REPAIR DOOR STEP AXLE	04/12/2023	16,290.88	01-52-31-42 APPARATUS MAINTENAN
Total 554709:					16,290.88	
554709	BUDGET TRUCK AND AUTO BO	56024	ALIGNMENT E61 SUBLET FIRE	04/03/2023	525.00	01-52-31-42 APPARATUS MAINTENAN
Total 554709:					525.00	
554709	BUDGET TRUCK AND AUTO BO	56063	MED 54 REPAIR LAMP, PAINT, FI	04/20/2023	3,108.00	01-52-31-42 APPARATUS MAINTENAN
Total 554709:					3,108.00	
CIVICPLUS LLC						
554119	CIVICPLUS LLC	255792	MUNICODE ANNUAL PREMIUM	04/01/2023	6,000.00	01-51-11-19 SOFTWARE ANNUAL SUB
Total 554119:					6,000.00	
CONSTRUCTION FABRICS & MATERIALS CORP						
3755	CONSTRUCTION FABRICS & MA	203640	SKAPS, SILT SOCK, FILTER BA	04/12/2023	3,998.42	16-58-16-46 EXCAVATE/REPAIR/INSTA
3755	CONSTRUCTION FABRICS & MA	203640	SKAPS, SILT SOCK, FILTER BA	04/12/2023	170.53	07-58-11-15 PARK IMPROVEMENT-NEI
3755	CONSTRUCTION FABRICS & MA	203640	SKAPS, SILT SOCK, FILTER BA	04/12/2023	681.25	05-58-11-69 STREETS
Total 3755:					4,850.20	
CORE & MAIN LP						
3784	CORE & MAIN LP	S607973	2023 PROJECT MATERIAL - WT	04/05/2023	2,834.00	03-99-99-99 CAPITAL OUTLAY
Total 3784:					2,834.00	
3784	CORE & MAIN LP	S615313	STORM WATER SUPPLIES	04/06/2023	1,214.50	16-58-16-60 CAPITAL OUTLAY
3784	CORE & MAIN LP	S615313	REFLECTION PARK	04/06/2023	1,217.25	07-58-11-15 PARK IMPROVEMENT-NEI
3784	CORE & MAIN LP	S615313	SENIOR CENTER	04/06/2023	2,700.45	05-58-11-69 STREETS
Total 3784:					5,132.20	
3784	CORE & MAIN LP	S656814	2023 CONST PROJECT MATERI	04/11/2023	1,090.00	03-66-75-18 SUPPLIES-MAINT. SERVI
Total 3784:					1,090.00	
3784	CORE & MAIN LP	S659592	PIPE-STREETS	04/12/2023	380.00	05-58-11-69 STREETS
Total 3784:					380.00	
3784	CORE & MAIN LP	S659593	PIPE-STREETS	04/12/2023	503.20-	05-58-11-69 STREETS
Total 3784:					503.20-	
3784	CORE & MAIN LP	S665516	2023 PROJECT MATERIAL - WT	04/13/2023	320.00	03-99-99-99 CAPITAL OUTLAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 3784:					320.00	
3784	CORE & MAIN LP	S678505	SERVICES-N 4TH & S WSHNGT	04/18/2023	1,020.00	03-99-99-99 CAPITAL OUTLAY
Total 3784:					1,020.00	
3784	CORE & MAIN LP	S681521	2023 PROJECT MATERIAL - WT	04/14/2023	913.00	03-99-99-99 CAPITAL OUTLAY
Total 3784:					913.00	
3784	CORE & MAIN LP	S686801	2023 PROJECT MATERIAL - WT	04/17/2023	1,917.00	03-99-99-99 CAPITAL OUTLAY
Total 3784:					1,917.00	
3784	CORE & MAIN LP	S704885	2023 PROJECT MATERIAL - WT	04/19/2023	271.00	03-99-99-99 CAPITAL OUTLAY
Total 3784:					271.00	
CORNERSTONE ENVIRONMENTAL GROUP LLC						
3785	CORNERSTONE ENVIRONMEN	52054139	BOOMER ST LANDFILL MONITO	04/17/2023	5,005.75	17-58-17-26 OLD LANDFILL EXPENSE
Total 3785:					5,005.75	
CORPORATE BUSINESS SYSTEMS						
3792	CORPORATE BUSINESS SYSTE	33845638	1 USAGE FOR BLACK IMAGES-	04/13/2023	5.82	01-52-31-44 OFFICE SUPPLIES
3792	CORPORATE BUSINESS SYSTE	33845638	2 USAGE FOR COLOR IMAGES-	04/13/2023	64.55	01-52-31-44 OFFICE SUPPLIES
Total 3792:					70.37	
3793	CORPORATE BUSINESS SYSTE	33887884	HEALTH - COPIER LEASE & CO	04/20/2023	222.56	01-53-12-26 MAINTENANCE CONTRA
3793	CORPORATE BUSINESS SYSTE	33887884	ENVIRO - COPIER LEASE & CO	04/20/2023	222.56	14-53-13-18 SUPPLIES
Total 3793:					445.12	
DAN KRALL & CO INC						
11725	DAN KRALL & CO INC	69075	SIDELOAD ARM	04/04/2023	1,099.00	17-58-17-20 REPAIRS
Total 11725:					1,099.00	
DODGE COUNTY HIGHWAY DEPARTMENT						
4548	DODGE COUNTY HIGHWAY DE	7402	SALT BRINE	02/28/2023	2,933.08	01-54-35-20 SALT BRINE
Total 4548:					2,933.08	
DORNER INC						
4666	DORNER INC	4-23PR1	CONTRACT 4-23-ANN STREET&	04/21/2023	4,807.00	16-58-16-60 CAPITAL OUTLAY
4666	DORNER INC	4-23PR1	CONTRACT 4-23-ANN STREET&	04/21/2023	10,853.75	05-58-11-69 STREETS
4666	DORNER INC	4-23PR1	CONTRACT 4-23-ANN STREET&	04/21/2023	143,707.45	03-99-99-99 CAPITAL OUTLAY
Total 4666:					159,368.20	
ELECTION SYSTEMS & SOFTWARE						
5505	ELECTION SYSTEMS & SOFTW	CD2057172	EXPRESSVOTE & DS200 - WAR	04/06/2023	1,528.80	01-51-41-18 SUPPLIES & EXPENSE
Total 5505:					1,528.80	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
EMERGENCY COMMUNICATION SYSTEM						
5555	EMERGENCY COMMUNICATIO	3871	ANNUAL SIREN MAINTENANCE	04/17/2023	3,555.00	01-52-51-02 SIREN MAINTENANCE
5555	EMERGENCY COMMUNICATIO	3871	RECOMMEND REPLACING YEA	04/17/2023	176.00	01-52-51-02 SIREN MAINTENANCE
5555	EMERGENCY COMMUNICATIO	3871	200 AMP FUSE-FIRE	04/17/2023	64.25	01-52-51-02 SIREN MAINTENANCE
5555	EMERGENCY COMMUNICATIO	3871	DISCOUNT- COMPLETED MAIN	04/17/2023	395.00	01-52-51-02 SIREN MAINTENANCE
Total 5555:					3,400.25	
EMERGENCY SVCS MARKETING CORP						
5559	EMERGENCY SVCS MARKETIN	#23-10656	YEAR FOUR OF FIVE SUBSCRI	04/19/2023	650.00	01-52-31-28 COMPUTERS AND SOFT
5559	EMERGENCY SVCS MARKETIN	#23-10656	YEAR FOUR OF FIVE TELEPHO	04/19/2023	10.00	01-52-31-28 COMPUTERS AND SOFT
Total 5559:					660.00	
EMILY MCFARLAND						
13218	EMILY MCFARLAND	0013276	REIMBURSE 4 MENS BBALL GA	04/26/2023	50.00	01-44-62-11 RECREATION REVENUE
Total 13218:					50.00	
13218	EMILY MCFARLAND	042623	MILEAGE REIMBURSEMENT-MA	04/26/2023	79.93	01-51-31-24 TRAVEL
Total 13218:					79.93	
ENERGENECS INC						
5591	ENERGENECS INC	0045589-IN	VACUUM REGULATOR-CTP CL2	04/05/2023	510.04	03-64-52-18 SUPPLIES-MAINT.TREAT
Total 5591:					510.04	
FEHR GRAHAM ENGINEERING & ASSOCIATES						
6094	FEHR GRAHAM ENGINEERING	114582	ANNUAL REGULATORY SAFETY	03/31/2023	624.00	16-58-16-41 SAFETY EQUIPMENT
6094	FEHR GRAHAM ENGINEERING	114582	ANNUAL REGULATORY SAFETY	03/31/2023	1,329.00	01-54-31-59 SAFETY EQUIPMENT
6094	FEHR GRAHAM ENGINEERING	114582	ANNUAL REGULATORY SAFETY	03/31/2023	547.00	01-55-41-59 SAFETY EQUIPMENT
Total 6094:					2,500.00	
6094	FEHR GRAHAM ENGINEERING	114583	ANNUAL SAFETY TRAINING - W	03/31/2023	1,100.00	03-99-21-18 SUPPLIES & EXPENSE
6094	FEHR GRAHAM ENGINEERING	114583	ANNUAL SAFETY TRAINING - W	03/31/2023	1,100.00	02-85-00-23 TRAINING
Total 6094:					2,200.00	
FISCHER BROS LLC						
554508	FISCHER BROS LLC	1955-712	WATERSLIDE MATERIALS-WAC	04/20/2023	21,087.50	05-55-22-70 CAPITAL OUTLAY
Total 554508:					21,087.50	
FOREST LANDSCAPING & CONSTRUCTION INC						
6647	FOREST LANDSCAPING & CON	5364-23-01 PR	5364-23-01 4TH ST WTRMN IMP	04/05/2023	191,878.63	03-99-99-99 CAPITAL OUTLAY
Total 6647:					191,878.63	
6647	FOREST LANDSCAPING & CON	5364-23-01 PR	5364-23-01 4TH ST WTRMN IMP	04/19/2023	231,245.87	03-99-99-99 CAPITAL OUTLAY
Total 6647:					231,245.87	
GENESEE AGGREGATE CORPORTATION						
554754	GENESEE AGGREGATE CORPO	18567	REFLECTION PARK	04/11/2023	476.45	07-58-11-15 PARK IMPROVEMENT-NEI
554754	GENESEE AGGREGATE CORPO	18567	SENIOR CENTER	04/11/2023	698.54	05-58-11-69 STREETS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 554754:					1,174.99	
HACH COMPANY						
8060	HACH COMPANY	13545096	WATER TESTING SUPPLIES - W	04/14/2023	1,499.26	03-64-41-40 OPERATION CHEMICALS
Total 8060:					1,499.26	
HEATHER BRADLEY						
552986	HEATHER BRADLEY	0013023	REIMBURSE 1 VBALL GAME	04/26/2023	7.50	01-44-62-11 RECREATION REVENUE
Total 552986:					7.50	
HOTSY CLEANING SYSTEMS INC						
8693	HOTSY CLEANING SYSTEMS IN	0237098-IN	WAND AND JET FOR WASH BA	04/14/2023	213.45	01-54-12-20 REPAIRS
Total 8693:					213.45	
HYDROCORP						
8994	HYDROCORP	0071685-IN	CROSS CONNECTION PROGRA	03/31/2023	1,207.00	03-99-23-18 OUTSIDE SERVICES EXP
Total 8994:					1,207.00	
IMMANUEL LUTHERAN CHURCH						
3659	IMMANUEL LUTHERAN CHURC	042423	2023 SUBSIDY	04/27/2023	3,000.00	01-57-11-59 COMMUNITY LAUNDRY P
Total 3659:					3,000.00	
INSIGHT FS						
9415	INSIGHT FS	57036935	OATS 50 LB BAG (6)	04/12/2023	135.00	01-54-31-18 SUPPLIES & EXPENSE
Total 9415:					135.00	
INTERSTATE BILLING SERVICE INC						
9490	INTERSTATE BILLING SERVICE	X101061515:0	CORE CREDIT	04/25/2023	26.00-	17-58-17-20 REPAIRS
Total 9490:					26.00-	
9490	INTERSTATE BILLING SERVICE	X101064967:0	AIR DRYER KIT FOR SOLID WA	04/04/2023	65.00-	17-58-17-20 REPAIRS
Total 9490:					65.00-	
9490	INTERSTATE BILLING SERVICE	X101065552:0	AIR DRYER AND BRAKES - SOLI	04/12/2023	246.86	17-58-17-20 REPAIRS
Total 9490:					246.86	
9490	INTERSTATE BILLING SERVICE	X101065552:0	AIR DRYER	04/12/2023	125.00	17-58-17-20 REPAIRS
Total 9490:					125.00	
9490	INTERSTATE BILLING SERVICE	X101065554:0	HOSES FOR VEHICLES	04/12/2023	49.06	01-54-11-20 REPAIRS
Total 9490:					49.06	
J&L ENGRAVING						
10016	J&L ENGRAVING	3163	7/16"X2" PER YOUR LIST WHITE	04/18/2023	17.75	24-58-11-05 FIRE 2% DUES

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 10016:					17.75	
J&L TIRE INC						
10009	J&L TIRE INC	363165	TIRES FOR STREET VEHICLES	04/17/2023	582.74	01-54-11-42 TIRES & TIRE REPAIR
Total 10009:					582.74	
JEFFERSON COUNTY CLERK						
10225	JEFFERSON COUNTY CLERK	2023-DS200/E	DS200 EXVOTE MAINTENANCE	04/27/2023	3,984.78	01-51-41-18 SUPPLIES & EXPENSE
Total 10225:					3,984.78	
JEFFERSON COUNTY SHERIFF						
10290	JEFFERSON COUNTY SHERIFF	041023	MARCH BOARD BILL	04/21/2023	630.00	01-51-21-45 PRISONER EXPENSES
Total 10290:					630.00	
JEFFERSON FIRE AND SAFETY INC						
10300	JEFFERSON FIRE AND SAFETY	IN148346	HEX ARMOR GLOVES FIRE	01/13/2023	179.75	24-58-11-05 FIRE 2% DUES
Total 10300:					179.75	
10300	JEFFERSON FIRE AND SAFETY	IN301329	SHIELD SOLUTIONS GEAR CLE	03/28/2023	125.00	24-58-11-05 FIRE 2% DUES
10300	JEFFERSON FIRE AND SAFETY	IN301329	SHIELD SOLUTIONS PUMP DIS	03/28/2023	6.50	24-58-11-05 FIRE 2% DUES
Total 10300:					131.50	
10300	JEFFERSON FIRE AND SAFETY	IN301404	SUSPENDERS FIRE	03/31/2023	74.31	24-58-11-05 FIRE 2% DUES
Total 10300:					74.31	
10300	JEFFERSON FIRE AND SAFETY	IN301774	BROOKS AMEREX EXTINGUISH	04/13/2023	235.00	05-52-31-70 CAPITAL PROJECTS
Total 10300:					235.00	
JERRYS LOCKSMITHING						
552518	JERRYS LOCKSMITHING	525397	FRONT DOOR LATCH AND PAD	04/12/2023	254.90	01-54-12-20 REPAIRS
Total 552518:					254.90	
JESSE FREMONT						
554479	JESSE FREMONT	0013129	REIMBURSE 1 VBALL GAME	04/26/2023	7.50	01-44-62-11 RECREATION REVENUE
Total 554479:					7.50	
JOHNS RECYCLING INC						
10496	JOHNS RECYCLING INC	20732	SINGLE STREAM MIX RECYCLI	03/31/2023	6,508.82	17-58-17-41 OUTSIDE RECYCLING S
Total 10496:					6,508.82	
KILE ARP						
54823	KILE ARP	0013257	REIMBURSE 4 MENS BBALL GA	04/26/2023	50.00	01-44-62-11 RECREATION REVENUE
Total 54823:					50.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
KIMBALL MIDWEST						
11383	KIMBALL MIDWEST	100968321	STOCK PARTS FOR STREET VE	04/19/2023	2,445.74	01-54-11-20 REPAIRS
Total 11383:					2,445.74	
LAKESIDE INTERNATIONAL TRUCKS						
12048	LAKESIDE INTERNATIONAL TR	5172638P	VEHICLE #55 PARTS	04/11/2023	270.90	01-54-11-20 REPAIRS
Total 12048:					270.90	
12048	LAKESIDE INTERNATIONAL TR	5172638PX1	VEHICLE #55 PARTS	04/11/2023	144.53	01-54-11-20 REPAIRS
Total 12048:					144.53	
12048	LAKESIDE INTERNATIONAL TR	5172776P	VEHICLE #15 COOLANT LEAK P	04/15/2023	490.11	01-54-11-20 REPAIRS
Total 12048:					490.11	
LANGE ENTERPRISES						
12110	LANGE ENTERPRISES	83308	ANNUAL SIGN STOCK ORDER	04/13/2023	6,605.85	01-54-41-18 SUPPLIES & EXPENSE
Total 12110:					6,605.85	
LONE STAR BLOWER AND COMPRSSOR						
554633	LONE STAR BLOWER AND COM	PS-INV107248	NEW AERATION BLOWERS - W	03/31/2023	11,376.00	02-97-30-12 REPAIR OR REPLACE
Total 554633:					11,376.00	
MARION BODY WORKS, INC						
13089	MARION BODY WORKS, INC	137734	POLISH AND SEND OUT FENDE	04/05/2023	700.95	01-52-31-42 APPARATUS MAINTENAN
Total 13089:					700.95	
13089	MARION BODY WORKS, INC	137803	SEAL AND RUBBER THE FENDE	04/12/2023	98.23	01-52-31-42 APPARATUS MAINTENAN
Total 13089:					98.23	
MARISOL TINOCO						
554750	MARISOL TINOCO	42523	SECURITY DEPOSIT REFUND	04/25/2023	100.00	01-27-19-70 SR. CENTER SECURITY
Total 554750:					100.00	
Marshfield Clinic Health System Inc						
554669	Marshfield Clinic Health System In	IN-5161	PD - CPR CARDS	01/23/2023	120.00	01-52-11-17 OUTSIDE SERVICES
Total 554669:					120.00	
554669	Marshfield Clinic Health System In	IN-5212	PD - CPR CLASS	01/23/2023	5.00	01-52-11-17 OUTSIDE SERVICES
Total 554669:					5.00	
554669	Marshfield Clinic Health System In	IN-5531	PARK ADMIN CPR/1ST AID CLA	03/30/2023	90.00	01-55-20-18 SUPPLIES & EXPENSE
554669	Marshfield Clinic Health System In	IN-5531	PARK SHOP CPR/1ST AID CLAS	03/30/2023	162.00	01-55-41-59 SAFETY EQUIPMENT
Total 554669:					252.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
MATT WILLMANN						
23614	MATT WILLMANN	04252023	REIMBURSE SAFETY BOOTS	04/25/2023	100.00	01-54-31-59 SAFETY EQUIPMENT
Total 23614:					100.00	
MAVERICK MECHANICALS						
554752	MAVERICK MECHANICALS	2800	RIVERSIDE BATHROOM PIPE R	04/12/2023	715.00	05-55-41-70 CAPITAL PROJECTS
Total 554752:					715.00	
MCKAY NURSERY COMPANY						
13226	MCKAY NURSERY COMPANY	01-24-2329173	ASST TREES UF GRANT	04/13/2023	3,985.00	01-56-11-19 UF GRANT EXP: TREES/
Total 13226:					3,985.00	
13226	MCKAY NURSERY COMPANY	01-24-2329174	ASST TREES UF GRANT	04/13/2023	950.00	01-56-11-19 UF GRANT EXP: TREES/
Total 13226:					950.00	
13226	MCKAY NURSERY COMPANY	01-24-2329175	CITY TREES-ROESELER DONA	04/13/2023	2,240.00	05-58-11-10 PARK REC FORESTRY D
Total 13226:					2,240.00	
13226	MCKAY NURSERY COMPANY	01-24-2329176	CITY TREES-ROESELER DONA	04/13/2023	190.00	05-58-11-10 PARK REC FORESTRY D
Total 13226:					190.00	
13226	MCKAY NURSERY COMPANY	03-07-2329705	MEMORIAL TREE	04/13/2023	210.00	05-58-11-20 PARK EXPANSION
Total 13226:					210.00	
MEAD AND HUNT INC						
554744	MEAD AND HUNT INC	346707	FORESTRY GIS	04/12/2023	6,319.00	01-56-11-60 CAPITAL OUTLAY
Total 554744:					6,319.00	
554744	MEAD AND HUNT INC	346709	R4666751-222874.01-SEWER &	04/12/2023	562.00	03-99-99-98 CAPITAL OUTLAY ITEMS
554744	MEAD AND HUNT INC	346709	R4666751-222874.01-SEWER &	04/12/2023	708.00	02-97-30-00 CAPITAL OUTLAY
Total 554744:					1,270.00	
MENARDS INC						
13384	MENARDS INC	50124	SUPPLIES-PWR STRIP & CLEA	04/06/2023	41.95	02-82-00-18 SUPPLIES & EXPENSE
Total 13384:					41.95	
13384	MENARDS INC	50398	MISC ITEMS/SHOP SUPPLIES -	04/12/2023	709.90	02-82-00-18 SUPPLIES & EXPENSE
Total 13384:					709.90	
13384	MENARDS INC	50456	RPLMNT TOILETS(5) & SUPPLIE	04/13/2023	1,508.38	02-83-10-40 GENERAL PLANT STRUC
Total 13384:					1,508.38	
METRON FARNIER LLC						
553985	METRON FARNIER LLC	37364	ANTENNAS FOR METERS - WT	03/16/2023	1,916.00	03-66-63-18 SUPPLIES-METERS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 553985:					1,916.00	
MIDDLETON FARMERS COOPERATIVE COMPANY						
554035	MIDDLETON FARMERS COOPE	200	ROADMASTER FUEL	04/20/2023	37,055.48	01-54-11-40 GASOLINE
Total 554035:					37,055.48	
MIDWEST TESTING LLC						
13445	MIDWEST TESTING LLC	5841	WELL HOUSE LG MTR TESTING	04/03/2023	5,225.00	03-66-72-18 SUPPLIES-MAINT.DISTRI
Total 13445:					5,225.00	
NICOLE WILKEN						
53742	NICOLE WILKEN	12149	REFUND GIRLS FASTPITCH FE	04/11/2023	90.00	01-44-62-10 REC DEPT. REVENUE
Total 53742:					90.00	
OLIVIA BEZANSON						
553237	OLIVIA BEZANSON	F48007D74P	WITNESS FEES	04/21/2023	6.00	01-51-61-42 WITNESS FEES
Total 553237:					6.00	
PASSENGER TRANSIT INC						
16165	PASSENGER TRANSIT INC	1293	TAXI RIDES-SR CTR	04/10/2023	44.00	24-58-11-07 SR. CENTER FUNDRAISI
Total 16165:					44.00	
PAULI PLUMBING INC						
16173	PAULI PLUMBING INC	111020	FIRE DEPT - REPAIR	04/04/2023	290.50	01-51-71-20 REPAIRS
Total 16173:					290.50	
PEAK TECHNOLOGIES INC						
554640	PEAK TECHNOLOGIES INC	60209895	DUPLO SHEET CUTTER RPR -	04/18/2023	428.86	03-90-30-18 SUPPLIES-CUSTOMER R
Total 554640:					428.86	
PEDRO GALLEGOS						
553741	PEDRO GALLEGOS	0013144	REIMBURSE 1 VBALL GAME	04/26/2023	7.50	01-44-62-11 RECREATION REVENUE
Total 553741:					7.50	
PERSONNEL EVALUATION INC						
16281	PERSONNEL EVALUATION INC	47329	PD - EMPLOYEE EXAM	03/31/2023	50.00	01-52-11-17 OUTSIDE SERVICES
Total 16281:					50.00	
POWERDMS, INC						
554036	POWERDMS, INC	Q-165933	PD - ACCREDITATION PROGRA	03/14/2023	1,150.00	24-58-11-15 POLICE ACCREDITATION
Total 554036:					1,150.00	
PRECISIONCHEM LLC						
16707	PRECISIONCHEM LLC	16243	QRTLY CONTRACT BOILER SV	04/10/2023	175.00	02-85-00-20 OUTSIDE SERVICES EM

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 16707:					175.00	
QUILL CORPORATION						
17500	QUILL CORPORATION	31811500	OFFICE SUPPLIES	04/06/2023	162.66	01-51-21-18 SUPPLIES & EXPENSE
Total 17500:					162.66	
REBECCA GITTO						
553582	REBECCA GITTO	0013056	REIMBURSE 1 VBALL GAME	04/26/2023	7.50	01-44-62-11 RECREATION REVENUE
Total 553582:					7.50	
REDFORD DATA SERVICES LLC						
18371	REDFORD DATA SERVICES LLC	382	SCADA/WIN-911 TRBLSHT/NEW	04/03/2023	376.51	03-99-33-31 MAINTENANCE OF SCAD
18371	REDFORD DATA SERVICES LLC	382	SCADA/WIN-911 FOR NEW BLO	04/03/2023	517.69	02-85-00-20 OUTSIDE SERVICES EM
Total 18371:					894.20	
RHYME BUSINESS PRODUCTS						
4092	RHYME BUSINESS PRODUCTS	33858878	COPIER MAINT FEE-BS&Z	04/17/2023	172.54	01-52-41-26 MAINTENANCE CONTRA
Total 4092:					172.54	
RICHARD JIRSA III						
554196	RICHARD JIRSA III	RJ041023EXA	SANITARY SEWAGE COLL SYS	04/10/2023	80.00	02-85-00-23 TRAINING
554196	RICHARD JIRSA III	RJ041023EXA	SNTRY SWG COLL SYS EXAM	04/10/2023	52.40	02-82-00-24 TRAVEL
Total 554196:					132.40	
RICOH USA INC						
18509	RICOH USA INC	5067196561	COPIER CONTRACT-	04/20/2023	563.10	01-55-20-17 CONTRACT SERVICES
Total 18509:					563.10	
RNOW INC						
552807	RNOW INC	2023-65790	THROTTLE SWITCH -SOLID WA	04/19/2023	357.24	17-58-17-20 REPAIRS
Total 552807:					357.24	
RODS DOORS						
18698	RODS DOORS	11761	OVERHEAD DOOR MAINT - WT	03/30/2023	370.00	03-99-23-18 OUTSIDE SERVICES EXP
Total 18698:					370.00	
18698	RODS DOORS	11762	OVERHEAD DOOR MAINT - WW	03/30/2023	560.00	02-83-10-40 GENERAL PLANT STRUC
Total 18698:					560.00	
RYAN THUROW						
20482	RYAN THUROW	0013150	REIMBURSE 1 VBALL GAME	04/26/2023	7.50	01-44-62-11 RECREATION REVENUE
Total 20482:					7.50	
SK WINDOWS AND DOORS						
554739	SK WINDOWS AND DOORS	11582-R2	HEALTH DEPT: WINDOW REPLA	03/11/2023	29,000.00	05-53-12-70 CAPITAL OUTLAY

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 554739:					29,000.00	
SOFTWARE EXPRESSIONS INC						
554220	SOFTWARE EXPRESSIONS INC	63906	CLIENT ELECTRONIC HEALTH	04/25/2023	1,761.25	24-53-12-60 HEALTH CAPITAL EXPEN
Total 554220:					1,761.25	
STRAND ASSOCIATES INC						
19850	STRAND ASSOCIATES INC	0195617	1550.007 ON-DEMAND WATER	04/13/2023	664.23	03-99-23-18 OUTSIDE SERVICES EXP
Total 19850:					664.23	
SYMBIONT						
19979	SYMBIONT	56543	SSPS37812-AERATION IMPRVM	04/11/2023	3,117.61	02-97-30-12 REPAIR OR REPLACE
Total 19979:					3,117.61	
TERRY BEAR						
554745	TERRY BEAR	04062023	REIMBURSEMENT - MAILBOX	04/06/2023	131.28	17-58-17-18 SUPPLIES
Total 554745:					131.28	
THE EXPEDITERS INC						
554090	THE EXPEDITERS INC	3530	CLN SNTRY SWR TRBLSPT-FIS	04/10/2023	1,593.75	02-85-00-20 OUTSIDE SERVICES EM
Total 554090:					1,593.75	
TIM HAYDEN						
554470	TIM HAYDEN	TH-WRWA04-2	TECH CONF MILEAGE & MEALS	04/11/2023	210.78	03-99-21-18 SUPPLIES & EXPENSE
Total 554470:					210.78	
TRITECH SOFTWARE SYSTEMS						
20825	TRITECH SOFTWARE SYSTEM	379155	CONTRACT NO. Q-124074 TRITECH.COM BILLING BASIC BASE - ANNUAL SUBSCRIPTION FEE	04/04/2023	460.00	01-52-31-56 EMS BILLING EXPENSE
Total 20825:					460.00	
UNITED INDUSTRIAL AUTOMATION						
21496	UNITED INDUSTRIAL AUTOMATI	1967	VFD WORK-HIDDE LS - WW	04/12/2023	4,992.76	02-97-30-12 REPAIR OR REPLACE
Total 21496:					4,992.76	
UNIVERSAL RECYCLING TECHNOLOGIES LLC						
21538	UNIVERSAL RECYCLING TECH	ARINV199786	TELEVISION AND APPLIANCE R	04/21/2023	840.08	17-58-17-41 OUTSIDE RECYCLING S
Total 21538:					840.08	
US POSTAL SERVICE						
21521	US POSTAL SERVICE	LB040423	REFILL POSTAGE MACHINE - W	04/04/2023	2,000.00	03-99-21-18 SUPPLIES & EXPENSE
Total 21521:					2,000.00	
US POSTAL SERVICE-WATERTOWN						
21522	US POSTAL SERVICE-WATERT	SF040323	PRE-PMT FOR MAILING WATER	04/06/2023	2,500.00	03-90-30-18 SUPPLIES-CUSTOMER R

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 21522:					2,500.00	
USIC LOCATING SERVICES LLC						
553098	USIC LOCATING SERVICES LLC	576989	DIGGERS HOTLINE TICKET LO	03/31/2023	16.26	01-54-31-18 SUPPLIES & EXPENSE
553098	USIC LOCATING SERVICES LLC	576989	DIGGERS HOTLINE TICKET LO	03/31/2023	1,657.84	16-58-16-32 DIGGER'S LOCATE FEES
553098	USIC LOCATING SERVICES LLC	576989	DIGGERS HOTLINE TICKET LO	03/31/2023	1,657.84	03-99-23-18 OUTSIDE SERVICES EXP
553098	USIC LOCATING SERVICES LLC	576989	DIGGERS HOTLINE TICKET LO	03/31/2023	1,657.83	02-85-00-20 OUTSIDE SERVICES EM
Total 553098:					4,989.77	
VERMEER-WISCONSIN INC						
22325	VERMEER-WISCONSIN INC	20266502	STUMP GRINDER ENGINE	03/01/2023	12,998.85	01-56-11-19 UF GRANT EXP: TREES/
22325	VERMEER-WISCONSIN INC	20266502	STUMP GRINDER ENGINE	03/01/2023	10,000.00	16-58-16-60 CAPITAL OUTLAY
Total 22325:					22,998.85	
WATERTOWN AREA CHAMBER OF COMMERCE						
23160	WATERTOWN AREA CHAMBER	124	TOURISM FUNDS MANAGEMEN	04/21/2023	2,250.00	22-55-12-10 CHAMBER OF COMMER
Total 23160:					2,250.00	
23160	WATERTOWN AREA CHAMBER	8830	TOURISM FUNDS MANAGEMEN	04/05/2023	2,250.00	22-55-12-10 CHAMBER OF COMMER
Total 23160:					2,250.00	
WEPCO PRINTING INC						
23585	WEPCO PRINTING INC	40118	JULY 4 PARADE - LETTER & EN	03/20/2023	124.71	24-58-11-09 4TH OF JULY PARADE
Total 23585:					124.71	
23585	WEPCO PRINTING INC	40271	PD - STATIONARY	04/18/2023	426.41	01-52-11-18 OFFICE SUPPLIES & MIS
Total 23585:					426.41	
WI DEPT OF JUSTICE - TIME						
23730	WI DEPT OF JUSTICE - TIME	455TIME-0000	BADGERNET LINE-POLICE	04/10/2023	2,511.75	01-52-13-18 SUPPLIES
Total 23730:					2,511.75	
WISCONSIN LOTTERY						
23659	WISCONSIN LOTTERY	42523	SR CENTER PULL TABS	04/25/2023	111.00	24-58-11-07 SR. CENTER FUNDRAISI
Total 23659:					111.00	
XYLEM WATER SOLUTIONS USA INC						
24125	XYLEM WATER SOLUTIONS US	3556B83756	HIDDE/BGHTN LS UPGRADE PA	07/30/2021	35,600.00	02-97-30-12 REPAIR OR REPLACE
Total 24125:					35,600.00	
ZBM INC						
26005	ZBM INC	28820	MUNI BLDG - CLEANING	04/10/2023	2,300.00	01-51-71-26 MAINTENANCE CONTRA
Total 26005:					2,300.00	
ZUERN BUILDING PRODUCTS INC						
26900	ZUERN BUILDING PRODUCTS I	457054	INSULATION FOR WATERMAIN -	03/28/2023	226.30	03-66-73-18 SUPPLIES-MAINT. T & D

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 26900:					226.30	
26900	ZUERN BUILDING PRODUCTS I	459505	INSULATION FOR WATERMAIN -	04/10/2023	135.78	03-66-73-18 SUPPLIES-MAINT. T & D
Total 26900:					135.78	
26900	ZUERN BUILDING PRODUCTS I	460608	INSULATION-N 4TH WTRMN - W	04/13/2023	135.78	03-66-73-18 SUPPLIES-MAINT. T & D
Total 26900:					135.78	
Grand Totals:					934,510.21	

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Payment due date = 05/02/2023

PAYROLL SUMMARIES

For the Period of: 4/5/2023 4/18/2023

Section 10, Item A.

Department	Employees FT PT	Regular Hours	Overtime Hours	Overtime Costs this Pay Period	Y-T-D Overtime Costs	Overtime Budget	Total Payroll
Police	44 -	3,478.00	99.50	4,963.34	25,047.55	83,000.00	120,241.66
Police Dispatch	8 3	691.25	95.50	2,929.30	8,363.07	31,000.00	21,079.46
Fire	25 1	2,688.00	219.00	7,551.56	49,214.91	150,000.00	74,459.70
Municipal Court	1 1	100.00	-	-	-	-	3,024.88
Mayor	1 -	80.00	-	-	-	-	3,294.08
Bldg. Inspection	3 3	281.50	-	-	(47.44)	1,000.00	11,779.35
Attorney	2 1	220.00	-	-	-	-	7,375.40
Finance	6 46	1,066.40	1.00	31.83	190.13	1,500.00	19,908.03
Watertown TV	2 2	190.00	-	-	-	-	4,657.40
Administration	3 1	280.00	-	-	-	-	8,801.69
Engineering	5 2	491.00	-	-	-	-	11,976.55
Health	9 2	798.00	-	-	-	10,500.00	25,147.70
Library	8 17	1,108.50	-	-	75.40	-	23,674.57
Municipal Building	1 -	80.00	2.75	92.15	488.78	1,000.00	1,879.35
Solid Waste	7 -	560.00	3.25	104.86	709.87	3,000.00	11,143.26
Street	23 -	1,840.00	10.00	444.19	21,142.05	39,200.00	53,810.80
Park	8 -	640.00	14.00	492.66	3,040.09	18,000.00	22,317.47
Forestry	2 -	160.00	-	-	-	-	4,416.00
Park/Rec Admin	5 1	432.50	-	-	-	400.00	5,879.60
Recreation and Pools	- 17	262.75	-	450.00	-	500.00	5,090.14
Wastewater	11 -	880.00	14.75	700.77	2,539.89	18,000.00	25,192.57
Water Dept.	11 -	880.00	51.75	2,040.05	4,197.79	23,500.00	28,352.86
Crossing Guards	- 10	121.00	-	-	-	-	1,361.25
Police Auxiliary	- 5	20.25	-	-	-	-	319.14
Alderpersons (2nd PR)	- 11	11.00	-	-	-	-	4,114.44
TOTALS	185 FT 123 PT	17,360.15	511.50	19,800.71	114,962.09	380,600.00	499,297.35

CREDIT CARD PURCHASES OVER \$10,000

Date	Amount	Expense Account	Vendor	Description
3/20/2023	\$10,801.88	02-82-00-60	KEMIRA WATER SOLUTIONS	HARTZ: Ferric Chloride Solution - WW
3/15/2023	\$24,401.88	16-58-16-21	WASTE MANAGEMENT	WINKELMAN: Hauling of Street Sweepings: 487.55 ton @ \$50.05/ton - STREET
3/15/2023	\$17,633.18	17-58-17-42	WASTE MANAGEMENT	WINKELMAN: February Landfilling: 352.31 ton @ \$50.05/ton - SOLID WASTE

**ORDINANCE TO
CREATE ARTICLE XIII OF CHAPTER 24 TOWN SQUARE
PROGRAMMING COMMISSION OF THE CITY OF WATERTOWN
GENERAL ORDINANCES**

**SPONSOR: MAYOR EMILY MCFARLAND
FROM: PARK, RECREATION AND FORESTRY COMMISSION**

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

SECTION 1. Article XIII of Chapter 24 is hereby created to read:

**Article XIII
Town Square Programming Commission**

§ 24-25 Membership.

The Town Square Programing Commission shall consist of seven voting members and shall be staffed by the Director of Parks and Recreation and the Programming Events Coordinator who shall be non-voting members of the Commission. All members shall be appointed by the Mayor, with the approval of the Common Council. One member shall be designated by the Watertown Chamber of Commerce, one member shall be designated by the Watertown Redevelopment Authority, one member shall be designated by the Watertown Tourism Commission, one member shall be designated by the Watertown Main Street Program, the remaining three members shall be selected by the Mayor with approval of the Common Council provided that one member on the Commission shall be an Alderperson, one member shall be a member of the Parks and Recreation Commission, and one member shall reside within the boundaries of the Watertown Unified School District.

§ 24-26 Terms of office.

The terms of office for each member of the Commission shall be three years, except that the Aldermanic member of the Commission shall be appointed annually by the Mayor. All terms shall commence effective May 1 of the year of appointment. Except that the initial members of the Commission shall serve reduced terms as follows:

1. The designees from the Watertown Chamber of Commerce and Watertown Redevelopment Authority shall serve an initial term of May 1, 2023 – May 1, 2024;
2. The designee from Watertown Tourism Commission and the Mayor’s appointment of a member of the Parks and Recreation Commission shall serve an initial term of May 1, 2023 – May 1, 2025; and
3. The designee from Watertown Main Street Program and the Mayor’s appointment of a member who resides within the boundaries of the Watertown Unified School District shall serve an initial term of May 1, 2023 – May 1, 2026.

§ 24-27 Duties.

The duties of the Commission shall be as follows:

- A. Solicit community input regarding programs the community would be interested in seeing held at the Bentzin Family Town Square.
- B. Provide guidance to the Programming Events Coordinator regarding types of entertainment bookings and event programming the City is interested in seeing held at the Bentzin Family Town Square.
- C. The Commission shall exercise broad responsibility for the maintenance and improvement of the Bentzin Family Town Square to better serve the City.
- D. The Commission is authorized to create and appoint advisory groups to make studies and to disseminate information on all of its activities. Such groups shall serve without compensation.
- E. The Commission shall transmit to the Common Council a report annually highlighting the activities at the Bentzin Family Town Square, and also such additional reports as the Commission deems in the public interest.

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:	April 18, 2023		May 2, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
SMAIL				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED May 2, 2023

CITY CLERK

APPROVED May 2, 2023

MAYOR

**ORDINANCE TO
AMEND CHAPTER 550
OFFICIAL ZONING MAP OF THE CITY OF WATERTOWN**

**SPONSOR: MAYOR MCFARLAND
FROM: PLAN COMMISSION WITH POSITIVE RECOMMENDATION**

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

SECTION 1. The following described property, City of Watertown, Jefferson County, Wisconsin is hereby altered and changed from a Single Family Residential (SR-4) District classification to a Planned Office and Institutional (PO) Zoning District classification as follows:

Lot 3 of Certified Survey Map No. 6248 recorded in the office of the Register of Deeds for Jefferson County, Wisconsin on December 22, 2021, in Volume 36, age 352 as Document No. 1456740, being 1 of Certified Survey Map No. 6089, located in a part of Government Lot 1 and the southwest ¼ of the southeast ¼ of Section 5, Government Lot 1 and the southwest ¼ of the northeast ¼ and the northeast ¼ and southeast ¼ of the northwest ¼ of Section 8, Township 8 North, Range 15 East, in the City of Watertown, Jefferson, Wisconsin (291-0815-0813-000).

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:	April 18, 2023		May 2, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
SMAIL				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED May 2, 2023

CITY CLERK

APPROVED May 2, 2023

MAYOR

ORDINANCE
ADOPT AMENDMENTS TO THE 2019 CITY OF WATERTOWN COMPREHENSIVE
PLAN

SPONSOR: MAYOR MCFARLAND
FROM: PLAN COMMISSION WITH POSITIVE RECOMMENDATION

The Common Council of the City of Watertown, Wisconsin, does ordain as follows:

Section 1. pursuant to sections 62.23(2) and (3) of Wisconsin Statutes, the City of Watertown is authorized to prepare and adopt a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of the Wisconsin Statutes.

Section 2. The City Council adopted its comprehensive plan in 2019 entitled "City of Watertown Comprehensive Plan."

Section 3. The City of Watertown Comprehensive Plan is silent as to the frequency or number of permissible amendments to the City of Watertown Comprehensive Plan.

Section 4. Wisconsin Comprehensive Planning law requires that a city follow the same administrative process for plan amendment adoption defined under §66.1001(4) of the Wisconsin Statutes.

Section 5. As part of the City's original adoption of a comprehensive plan the Common Council adopted and has since followed written procedures designed to foster public participation in every stage of the preparation of a comprehensive plan as required by §66.1001(4)(a) of the Wisconsin Statutes.

Section 6. The Plan Commission of the City of Watertown, by a majority vote of the entire Commission recorded in its official minutes, has positively recommended to the Common Council the adoption of a proposed amendment to change the future land use category shown for a portion of 407 S Washington (Lot 2 of Exhibit "A") from "Two-Family Residential" to "Central Mixed Use" on the Future Land Use Map of the Comprehensive Plan.

Section 7. The Plan Commission of the City of Watertown has ensured the amendments are in full compliance with the City of Watertown Comprehensive Plan.

Section 8. The City of Watertown has, in compliance with the requirements of section 66.1001(4)(d) of the Wisconsin Statutes, provided opportunities for public involvement per its adopted public participation plan as defined by Watertown Ordinance Section 525-2.

Section 9. The Common Council held a public hearing on the proposed amendments on March 21, 2023, considered the public comments made and the recommendations of the Plan Commission and staff, and has determined to approve the recommended amendments.

Section 10. Section 525-5 of the Watertown Code of Ordinance is hereby amended to read as follows:

(April 18, 2023) Ord. #23-11

- § 525-5 Adoption of Comprehensive Plan.
- (a) The Common Council of the City of Watertown, Wisconsin, does, by enactment of this ordinance, formally adopt the document titled "City of Watertown Comprehensive Plan," pursuant to § 66.1001(4)(c), Wis. Stats.
 - (b) The Common Council of the City of Watertown, Wisconsin, does, by enactment of this ordinance, formally Amend the City of Watertown Comprehensive Plan pursuant to § 66.1001(4)(c), Wis. Stats. as follows:
 - (1) To change the future land use category shown for a portion of 407 S Washington (Lot 2 of Exhibit "A") from "Two-Family Residential" to "Central Mixed Use" on the Future Land Use Map of the Comprehensive Plan.

Section 11. That all ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed; and, in the event any section, subsection, clause, phrase or portion of this ordinance is for any reason held illegal, invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remainder of this ordinance.

Section 12. That this ordinance shall take effect and be in force the day after its passage and publication.

DATE:	April 18, 2023		May 2, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
SMAIL				
BARTZ				
BLANKE				
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SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

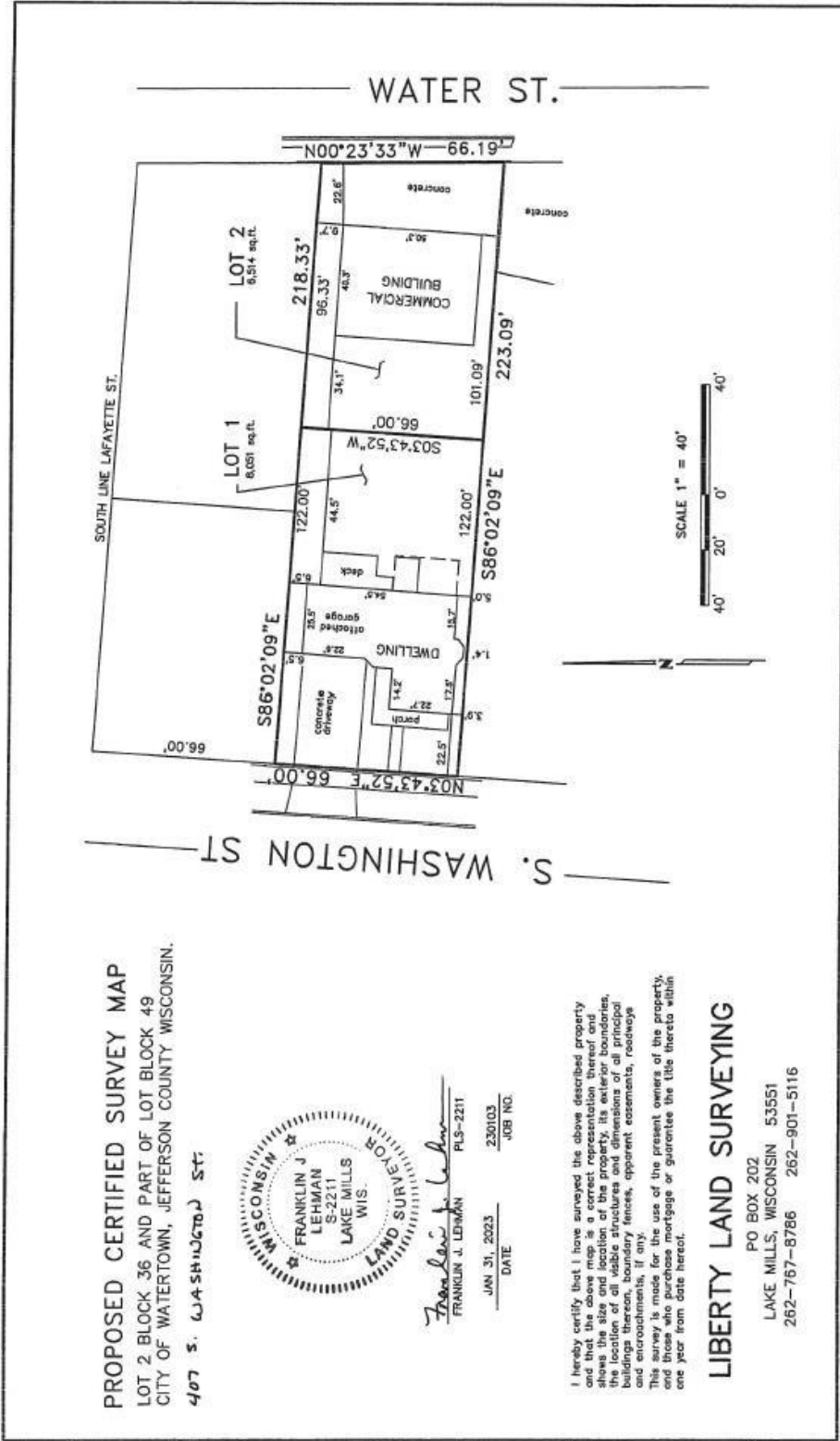
ADOPTED May 2, 2023

CITY CLERK

APPROVED May 2, 2023

MAYOR

Exhibit "A"



**ORDINANCE TO
AMEND CHAPTER 550
OFFICIAL ZONING MAP OF THE CITY OF WATERTOWN**

**SPONSOR: MAYOR MCFARLAND
FROM: PLAN COMMISSION WITH POSITIVE RECOMMENDATION**

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

SECTION 1. The following described property, City of Watertown, Jefferson County, Wisconsin is hereby altered and changed from a Two Family Residential (TR-6) District classification to a Central Business (CB) Zoning District classification as follows:

Lot 2, in Block 36, according to the map or plat of the Village (now City) of Watertown, Jefferson County, Wisconsin, on the West Side of Rock River as surveyed by J.C. Brayton and recorded.

ALSO all that part of Lot 2 in Block 49, according to the aforesaid map or plat which lies West of the West boundary line of South Water Street. ALSO all that part of that certain tract of land designated on the aforesaid plat as “Reserved for use of Proprietors” which abuts the aforesaid part of Lot 2 in Block 49 and bounded no the North by the North line of said Lot 2, in Block 49 extended Westward across said “Reserve” to the Northeast corner of aforesaid Lot 2 in Block 36 and bounded on the South by the South line of said Lot 2, in Block 49 extended Westward across said “Reserve” to the Southeast corner of aforesaid Lot 2 in Block 36. (407 S. Washington Street, PIN 291-0815-0424-059).

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:	April 18, 2023		May 2, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
VACANT				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED May 2, 2023

CITY CLERK

APPROVED May 2, 2023

MAYOR

**ORDINANCE TO
AMEND SECTION 500-7 C. TEMPORARY RESTRICTED PARKING OF
THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON FRED SMITH
FROM: PUBLIC SAFETY AND WELFARE COMMITTEE**

WHEREAS, the City of Watertown receives phosphorus reduction credit through municipal leaf collection operations performed annually; and,

WHEREAS, the City is required to have parking removal provisions in ordinance in order to claim the reduction credit; and,

WHEREAS, on April 5, 2023, the Public Safety & Welfare Committee agreed that on-street parking should be temporarily restricted to allow for the municipal leaf collection operations performed each fall.

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

SECTION 1. Section 500-7 C. Temporary restricted parking is hereby amended to add the following subsection and read as follows;

(7) Municipal leaf collection operations

(8) For any other purpose of a temporary nature as deemed necessary.

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:	April 18, 2023		May 2, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
SMAIL				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED May 2, 2023

CITY CLERK

APPROVED May 2, 2023

MAYOR

**ORDINANCE TO
AMEND SECTION 410-56(A) SMOKING IN PROHIBITED PLACES, OF
THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON JONATHAN LAMPE
FROM: HEALTH BOARD**

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

SECTION 1. Section 410-56(A), Smoking in Prohibited Places is hereby amended to read and include as follows:

A. Definitions. As used in this section, the following terms shall have the meanings indicated:

(1) DESIGNATED AREA

(a) An area designated by City of Watertown Health Director and approved by Director of Park, Recreation, & Forestry within each public park where smoking is permitted.

(2) PERSON IN CHARGE

(a) The person, or his or her agent, who ultimately controls, governs or directs the activities aboard a public conveyance or at a location where smoking is prohibited or regulated under this section.

(3) PROHIBITED PLACE

(a) Any place or location in the City of Watertown as described in § 101.123(2)(a), (d) and (e), Wis. Stats.

(b) Within a City Park, unless within a Designated Area.

(4) SMOKING

(a~~1~~) "Smoking" includes burning or holding, or inhaling or exhaling smoke from, any of the following items containing tobacco:

(i~~a~~) A lighted cigar.

(ii~~b~~) A lighted cigarette.

(iii~~e~~) A lighted pipe.

(iv~~d~~) Any other lighted smoking equipment.

(b~~2~~) "Smoking" also includes using an electronic smoking device. "Electronic smoking device" means an electronic device that can be used to deliver an inhaled dose of nicotine or any other substance intended for human consumption that may be used by a person to simulate smoking through inhalation of vapor or aerosol from the product. It includes any such device whether manufactured, distributed, marketed or sold as an electronic cigarette, commonly known as e-cigarettes; an electronic cigar; an electronic cigarillo; an electronic pipe; an electronic hookah; vape pen; or any other product name or descriptor.

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 September 1st 2023.

DATE:	May 2, 2023		May 16,2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
VACANT				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED May 16, 2023

CITY CLERK

APPROVED May 16, 2023

MAYOR

Frequently Asked Questions

Question: Is it legal to create tobacco-free parks?

Answer: Yes, local governments have the legal right to adopt laws to protect residents' health and safety. This authority enables communities to adopt smoke-free laws to reduce exposure to harmful secondhand tobacco smoke.

Question: Is there really a need for tobacco-free outdoor policies?

Answer: Yes, these policies are similar to those prohibiting alcohol and litter or requiring that pets be leashed. Tobacco-free outdoor policies protect the environment and the health and safety of people using recreational areas. Additionally, with the rising use of electronic smoking devices, it is important to cover all tobacco products in outdoor spaces to protect the health of those around us.

Question: Is this something that my community wants?

Answer: More and more cities and communities are going tobacco-free.

Here in Wisconsin, workplaces have been smoke-free since 2010 and people expect tobacco-free environments. Based on recent statewide data, 77% of Wisconsinites favor the smoke-free air laws in our state.

Question: Do tobacco-free outdoor policies keep tobacco users from using recreation areas?

Answer: People go to recreation areas to exercise or relax, not to use tobacco. Tobacco users work, shop, travel, and reside in tobacco-free places every day. Perhaps more importantly, 86% of Wisconsin adults don't smoke cigarettes, and the vast majority of nonsmokers want to enjoy recreation areas

Question: How do we enforce tobacco-free policies?

Answer: Tobacco-free parks are relatively easy to enforce because these laws are, for the most part, self-enforcing, meaning that people "police" themselves and cooperate with the law. Beyond that, it is important to provide "tobacco-free" signage and inform the media as well as reaching out to the community to inform residents of the change.

References:

"Behavioral Risk Factor Survey System", Centers for Disease Control.

["Support for Smokefree Parks,"](#) ChangeLabSolutions.

["Tobacco Free Outdoors – Frequently Asked Questions,"](#) Tobacco Free New York State.

**ORDINANCE TO
AMEND CHAPTER 428 ARTICLE IV
ANNUAL RIVERFEST CELEBRATION OF THE CITY OF
WATERTOWN GENEREAL ORDINANCES**

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

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

SECTION 1. Watertown General Ordinance Chapter 428 Article IV Annual Riverfest Celebration is hereby amended to provide a new title for Article IV as follows:

§ 428 Article IV ~~Annual Riverfest Celebration~~ **Special Event Regulations**

SECTION 2. Watertown General Ordinance Section 428-13 Annual festival is hereby repealed.

SECTION 3. Watertown General Ordinance Section 428-14 Riverfest Celebration Commission is hereby repealed.

SECTION 4. Watertown General Ordinance Section 428-15 Location is hereby repealed.

SECTION 5. Watertown General Ordinance Section 428-16 Traffic control is hereby amended to read as follows:

§ 428-16 **Traffic control.**

- A. The Police Department will be authorized to close Riverside Park for through traffic for up to three days prior to and one day after **any annual festival with an approved special event permit which is expected to utilize all of Riverside Park. The Police Department may further close the scheduled event on** Labaree Street from Anne Street to Short Street **during the same time period.** Alternate route around the park shall be from Hus Drive to North Fourth Street to Hill Street to Werner Street to Boughton Street. Barricades shall be used to control traffic on Labaree Street between North Fourth Street and Boughton Street as necessary for vehicle and crowd safety.
- B. The area just east of the barricade at Perry and Labaree Streets shall be designated for police/emergency vehicles.
- C. At the intersection of Perry and Labaree Streets on the south side of Labaree Street, up to two parking spaces shall be marked as a "loading zone" for the discharge and pickup of passengers only.

- D. The south side of Labaree Street from the loading zone at Perry and Labaree Streets shall be marked and designated for handicapped parking from Perry Street to Boughton Street.
- E. The police shall be authorized to post "no parking" signs on one side of all the narrow streets in the Riverfest Grounds area in the interest of crowd safety, traffic control or an emergency vehicle route.

SECTION 6. Watertown General Ordinance Section 428-17 Fermented malt beverages is hereby repealed.

SECTION 7. Watertown General Ordinance Section 428-18 Regulation of commercial activities is hereby amended to read as follows:

§ 428-18 Regulation of commercial activities.

- A. The purpose of the ~~Annual Riverfest Celebration Special Event Licenses~~ is to provide first-class entertainment, high-quality food, and a congenial atmosphere for the enjoyment of the citizens of the City and surrounding communities; to attract visitors and tourists to the City; and to further the economic interests of the businesspersons of the City. It is the purpose of this article to reduce or minimize the dangers or hazards to vehicular or pedestrian traffic on or about ~~the Riverfest Grounds Licensed Special Events~~; to reduce or minimize the possibility of damage to public or private property and the liability of the City therefor; to reduce or minimize the proliferation of trash, garbage and litter arising out of ~~the Riverfest Celebration Licensed Special Events~~; to reduce or minimize the risks to public safety in the crowds and control of the crowds on or about ~~the Riverfest Celebration Licensed Special Events~~; and to promote ~~the Riverfest Celebration Licensed Special Events~~ in furtherance of and in a manner consistent with the public health, safety, welfare, tranquility and interest.
- B. It shall be unlawful for any person, firm or organization to vend, sell, dispose or offer to vend, sell, dispose or display any goods, wares or merchandise on any public sidewalk, public way, street, alley or within the public right-of-way upon ~~the Riverfest Celebration a Licensed Special Events~~, as defined in ~~this section an Application for Special Event~~, or within 500 feet of any of the primary entrances to ~~the Riverfest Celebration a Licensed Special Event~~, without first having obtained a permit from the ~~Riverfest Commission Organization licensed for the Special Event~~ for that purpose and having paid a permit fee therefor, as set by said ~~Commission Organization~~.
- C. Application for the permit to vend, sell, dispose or display merchandise, goods or wares shall be made in writing to the City Clerk/Treasurer at least two weeks prior to the beginning of ~~the Riverfest Celebration a Licensed Special Event~~. The application shall contain the name of the applicant, if an individual; the names of partners, if a copartnership; or the names of principal officers, if a corporation, ~~LLC, LC, LP, LLP~~, church, club or charitable institution, and shall include the location of the place or places where such merchandise, goods or wares are to be so displayed and sold. The ~~Riverfest Commission Organization licensed for the Special Event~~ shall be authorized to designate where such merchandise, goods or wares are to be so displayed and sold, if at all.

SECTION 8. Watertown General Ordinance Section 428-19 Regulation of Noncommercial Activities is hereby amended to read as follows:

§ 428-19 **Regulation of noncommercial activities.**

- A. No person shall operate, ride or use for transportation or recreation any wheeled device while on the grounds ~~defined in this section of a Licensed Special Event~~, other than law enforcement officers in the normal course of their duties on the grounds, ~~without permission from the Organization licensed for the Special Event~~. A "wheeled device" shall include but not be limited to the following: roller skates, in-line skates, skateboards, bicycles, scooters and roller skis.
- B. No person shall fail to obey any official sign or warning erected on the ~~grounds premises of a Special Event~~ to control pedestrian or vehicular traffic, which includes all entrance and exit signs at all ~~concession~~ stands on the ~~celebration grounds premises of a Special Event~~.

SECTION 9. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 10. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	May 2, 2023		May 16, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
VACANT				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED May 2, 2022

CITY CLERK

APPROVED May 2, 2022

MAYOR

**ORDINANCE TO
AMEND SECTION 428-7(C) AND CREATE SECTION 428-7(M) OF THE
CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: MAYOR EMILY MCFARLAND
FROM: FINANCING COMMITTEE**

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

SECTION 1. Section 428-7(C) is hereby amended as follows:

C. Exemptions. ~~The requirement under Subsection C shall not apply to the following:~~

- 1) ~~The requirement under Section 428-7 shall not apply to any~~ ~~Any~~ regularly established place of worship, stadium, athletic field, arena, auditorium, coliseum or other permanently established place of assembly for special events for which it is reasonably anticipated that the number of persons attending will not exceed the maximum seating capacity of the structure where the assembly is held.
- 2) Special events that sole purpose is to celebrate a federally recognized holiday must ~~comply with the requirements under Section 428-7 however~~ ~~apply but~~ all fees will be waived ~~and insurance for the event will be provided by the City of Watertown's General Liability Policy.~~

SECTION 2. Section 428-7(M) is hereby created as follows:

M. City Sponsored Parades.

- 1) **Definition.** In this Subsection City Sponsored Parades shall mean:
 - a) Fourth of July Parade
 - b) Watertown Parade of Lights
- 2) **Application.** An applicant for a parade that is organized solely for the purpose of celebrating a federally recognized holiday may apply to become a City Sponsored Parade subject to Section 428-7(M).
- 3) **Waiver of Fees.** All fees for a special event permit for a City Sponsored Parade will be waived.
- 4) **Insurance Coverage.** The City will provide insurance coverage for all City Sponsored Parades, provided the parade organizers comply with all requirements from City Departments.
- 5) **City Department Services.** At least 90 days prior to the date of a City Sponsored Parade the parade organizers must meet with any City Department they would like to request to provide services for the City Sponsored Parade. City Departments will confirm what services are available at least 45 days prior to the date of the Parade. No City Department will charge City Sponsored Parades for services provided.

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:	May 2, 2023		May 16, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
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BLANKE				
SMITH				
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WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED May 2, 2023

CITY CLERK

APPROVED May 2, 2023

MAYOR

**RESOLUTION FOR
A BUDGET AMENDMENT FOR THE DESIGN OF REPAIR FOR THE
WEST SIDE INDUSTRIAL PARK WEST MOST STORMWATER PONDS**

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

WHEREAS, the west most stormwater ponds in the West Side Industrial Park are in need of repair; and,

WHEREAS, Engineering Division has received a quote from the City's stormwater consultant, Ruekert Mielke, to design the necessary repairs; and,

WHEREAS, the quote to prepare the design is \$39,800.00; and,

WHEREAS, this work is not in the 2023 Stormwater Utility budget; and,

WHEREAS, the Stormwater Utility has fund balance to cover the design fees; and,

WHEREAS, the Engineering Division is requesting an increase in the Stormwater Utility Outside Services Employed Account (#16-58-16-47) in the amount of \$39,800.00 for 2023 Budget; and

WHEREAS, this budget amendment requires a resolution be adopted by the Common Council; and,

WHEREAS, the Finance Committee has considered this budget amendment and recommends the adoption of this resolution.

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

That the budget amount of Stormwater Utility Fund Balance be decreased in the amount of \$39,800.00 for 2023 Budget and that the budget amount of Stormwater Utility Outside Services Employed (#16-58-16-47) be increased in the amount of \$39,800.00 for 2023 Budget to allow the later account to fund the design fees to repair the west most stormwater ponds in the West Side Industrial Park.

	YES	NO
DAVIS		
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MOLDENHAUER		
MAYOR MCFARLAND		
TOTAL		

ADOPTED May 2, 2023

CITY CLERK

APPROVED May 2, 2023

MAYOR

**RESOLUTION TO
AUTHORIZE WRITE OFF OF
UNCOLLECTIBLE DELINQUENT PERSONAL PROPERTY TAXES**

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

WHEREAS, the following personal property tax accounts have become delinquent and collection efforts by the Finance Department have been unsuccessful; and

WHEREAS, in cases where allowed by Wis. Stats. §74.42, the Finance Department will pursue the chargeback process to recover amounts from other taxing jurisdictions that previously received settlement of their share of these personal property tax bills; and

WHEREAS, the Finance Committee has reviewed the list of outstanding amounts deemed uncollectible by the Finance Director, has been informed of collection efforts made on such accounts and has recommended writing off the remaining balances.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Watertown that the following delinquent personal property tax amounts be removed from the general ledger but collection efforts will continue where appropriate:

2017	Watertown Homestyle Bakery	1,100.07
2020	Accent Health	10.92
2020	Trend Fitness	95.03
2021	Breselow's Family Market	857.85
2021	Edward Jones	0.52
2021	Edward Jones 14020	0.91
2021	Edward Jones 93151	0.80
2021	Essential Healing	0.05
2021	Flaunt Beauty Lounge LLC	1.09
2021	JSB Ventures	2.55
2021	Leaf Capital Funding	12.07
2021	Martin Motors	1.01
2021	New Aqua LLC	0.39
2021	Presto Cleaners	23.40
2021	SJL Holding Inc	31.19
2021	Smokes 4 Less	0.62
2021	Smucker Foodservice Inc	0.64
2021	Smucker Foodservice Inc	2.19
2021	Stacey's	93.59
2021	Tekneeks Beauty Bar LLC	0.03
2021	Wisconsin Hearing Aid Center	0.35
	Write-off Request	2,235.27

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

ADOPTED May 2, 2023

CLERK

APPROVED May 2, 2023

MAYOR