



PUBLIC SAFETY & WELFARE COMMITTEE MEETING AGENDA

WEDNESDAY, FEBRUARY 07, 2024 AT 5:00 PM

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

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/WatertownPD/publicsafety2023> You can also dial in using your phone. Access Code: 547-527-765 United States (Toll Free): 1 877 309 2073 United States: +1 (646) 749-3129

1. CALL TO ORDER

2. RECIEVE COMMENTS FROM THE PUBLIC

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

3. APPROVAL OF MINUTES

A. Public Safety Minutes from January 10, 2024

4. BUSINESS

A. Review and take possible action: Amend Ord. Section 428-8 to permit use of cups without event logos for Outdoor Open Container Entertainment events

B. Review and take possible action: S. Water Street & S. Washington Street area traffic study

C. Review and take possible action: Carriage Hill Drive Speed Study preliminary results

D. Review and take possible action: Additional "Do Not Block Driveway" signage on the north side of Milwaukee Street, east of S. Church Street (Driveway entrance to Shell Gas Station)

E. Review and take possible action: "No Parking from Nov 15 - March 21" on the east side of Harvey Avenue between Western Avenue and Livsey Place

5. ADJOURN

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at mdunneisen@watertownwi.gov, phone 920-262-4006

A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only

PUBLIC SAFETY & WELFARE COMMITTEE

January 10, 2024

5:00 p.m.

1. CALL TO ORDER

Members Present	Also in Attendance	Citizens Present
<ul style="list-style-type: none"> Dana Davis, Chair Brad Blanke Steve Board Eric Schmid 	<ul style="list-style-type: none"> Chief Brower Assistant City Engineer Andrew Beyer Stacy Winkelman Mason Becker (virtual) 	Stacey Estudillo Lance Dopke Robert Stocks Bentley Ouwneel

3. APPROVAL OF MINUTES

A. Public Safety minutes from December 6, 2023

- [12.06.23 Public safety minutes.pdf](#) (0.67 MB)
- Motion to approve by Board. Seconded by Blanks. Motion passed unanimously.

4. BUSINESS

1. Review and take possible action: parking on north side of West Main Street from east of Elba Street to Votech Drive

- [2024.0104 W. Main Street Parking @ Elba & Votech.pdf](#) (0.08 MB)
- [Email.pdf](#) (0.46 MB)
- [Site Map.pdf](#) (0.74 MB)

MOTION: Blanke made a motion to instruct city staff to paint 15 ft. curb painting on the NW and NE intersection of Votech and W. Main, the SW and SE intersection of Votech and W. Main and the NW and NE intersection of Elba and W. Main and the S side as well as applicable by state law. Seconded by Board. Motion passed unanimously.

2. Review and discuss: drone use within City limits

- [2024.0104 Drone use within City Limits.pdf](#) (0.08 MB)
- [Scan_2023_12_28_07_29_32_712.pdf](#) (0.16 MB)

Mr. Dopke presented his concerns about drones being flown around his residence and following members of his household. He would like the City of Watertown to consider writing a zone ordinance. The committee discussed the state laws that are already in place. Chief Brower said that there isn't necessarily a reason to write local drone laws that replicate state drone laws. Mr. Dopke said that he is waiting on some information from a contact and that he hopes that information will be of value to the committee when he receives it. The committee was also informed that new drone laws will be in place March 1.

MOTION: Mr. Board made a motion to table the matter until the April PS.&W meeting to allow the committee time to do further research on drones and drone laws. Motion seconded by Blanke and passed unanimously.

3. Review and take possible action: lighting upgrades on E. Horseshoe Road

- [2024.0104 E. Horseshoe Road Street Lighting.pdf](#) (0.08 MB)
- [Site Map.pdf](#) (0.73 MB)
- [Street Light Request Checklist of 111022 with Emily's Comments.pdf](#) (0.01 MB)

- The committee discussed the company's requests for LED lights in a minimum of 2 light posts. The light posts are owned by WE Energies. Money in the 24 budget has not been allocated for upgrading LED lights. The current funds are intended to repair and replace city owned lights.

MOTION: Schmid made a motion to direct city staff to determine the cost for LED bulbs from WE Energies. The staff should then inform Clasen that there is no money allocated in the 24 Budget to replace the bulbs, but the company may pay for the LED bulb replacement if they would like the bulbs replaced this year. Motion was seconded by Blanke and passed unanimously.

4. Review and take possible action: Special Event Ordinance draft
 - [Special Event Permit Ordinance - Redlined 1.2.23.pdf](#) (0.29 MB)\
 - [DRAFT EXTRAORDINARY SERVICES.pdf](#) (0.12 MB)
 - [Park and Rec 2024 FEES CHARGES 2024.pdf](#) (0.10 MB)
 - [Health Department Facility Fee Schedule Effective Fall 2023.pdf](#) (0.28 MB)
 - [DRAFT RESOLUTION FOR SPECIAL EVENT EXTRAORDINARY CHARGES.pdf](#) (0.02 MB)
- Davis: Atty. Chesebro had suggested the "organizer" term in the current draft.
- Personal data section removes "board member" reference.
- Looking to approve draft tonight and advance to council. Will review Extraordinary Fee Schedule, then would go to Finance Comm.
- Blanke: p.27 of packet. Appeal process for application denial/modification and involvement of PS&W comm. Davis clarifies how the comm. would be involved.
- Board: Asks about some edit clarifications and numbering. Davis states will get fixed before the next meeting.
- Board asks about "any other individual" part of organizer description. Davis states this could include members of an "organizing committee" defined by the application. Davis mentions clerk is working on the application form.
- Board asks about what City would do about pursuing charges under item K.
 - Discussion of City's quiet hours. Board mentions "open to the public" wording in the draft.
 - Schmid feels "sound" language needs to be fleshed out. "How sound travels and different types of sound" should be looked at.
 - Mention of existing sound ordinance.
 - Brower clarifies that tickets can be issued for noise violations based on sound ordinance.
 - Schmid mentions use of decibel meters for events at the Town Square. Wants to keep things defined and objective.
 - Davis says that sound ordinance could be referenced in the SEP draft.

Public comment:

- Stacy Estudillo: Past meeting, chain of command was mentioned. Says that in past, police chief had asked for an event cancellation and request was turned down. Would like clarification on who has authority.
- Blanke: Says he sees both sides of this issue. Understands desire to give police chief authority, but there are downsides to that and then facing criticism...says having elected official make decision makes sense.

- Resident asks if event descriptions could be specific on agendas.
- Davis states that she expects each event would be listed individually on agenda packets.

MOTION: Board moves to repeal and recreate section 428-7 Special Event ordinance with changes made this evening. Blanke seconds. Motion passes unanimously. Draft advances to council.

Special Event fees: Extraordinary fees are laid out. Clerk has talked to other cities. 15% admin fee is added onto extraordinary fees. Every organizer will pay fee. Small percentage of events require extraordinary services. These fees are for that small amount of events that require such services. Reason for 15% fee covers staff work, etc. Meetings with organizer.

Current special event fee is \$25. Recommend change to \$50. The increase in costs will cover the extra staff work required by the new ordinance and will also be used to pay for the background checks for Event Organizers.

MOTION: Davis made a motion to increase the Special Event Application fee from \$25 to \$50. Blanke seconded. Motion passes 3 to 1 (Schmid). Special Event Application fee advances to Finance Committee.

MOTION: Blanke makes motion to pass the proposed fee schedule including the 15% admin fee. Board seconds. Motion passes unanimously. Proposed Extraordinary Services Fee schedule advances to Finance Committee.

5. ADJOURN

2. **ADJOURNMENT:** There being no additional business to come before the Committee, a motion was made by Board to adjourn and seconded by Blanke. The motion carried unanimously.

Respectfully Submitted - Dana Davis, Chairperson



MEMO

TO: Public Safety and Welfare
FROM: Kristine Butteris, Director of Parks, Recreation, & Forestry
DATE: January 24, 2024
RE: Amend Section 428-8(A) and (G)(3) & (7) Open Container

Committee Members,

The Parks, Recreation, & Forestry Department has put together an amendment to ordinance 428-8. This amendment will remove the need for logoed 16 oz. containers and logoed wristbands, when serving alcoholic beverages, allowing generic options to these items at a reduced cost. Logoed items are very expensive and removing the strikeout verbiage would help reduce costly expenditures.

This comes to you with a positive recommendation from the Parks, Recreation, & Forestry Commission and Chief Brower, Chief of Police.

We are looking for a recommendation to move to common council.

From: David Brower <DBrower@watertownwi.gov>

Sent: Thursday, January 18, 2024 4:07 PM

To: Stephanie Juhl <SJuhl@watertownwi.gov>

Subject: Re: Meeting request

Does an email suffice?

If so, I am on board with the recommended changes to 428-8(g) Subsections 3 & 7, to allow for non-logged 16 oz containers and wristbands.

Thanks,

Dave



Dave Brower

Police Chief

Watertown Police Department

106 Jones St

Watertown, WI 53094

920-261-6660 dispatch center

dbrower@watertownwi.gov

**ORDINANCE TO
AMEND SECTIONS 428-8(A) DEFINITIONS, 428-8(G) SUBSECTION 3
OPEN CONTAINER, & 428-8(G) SUBSECTION 7 WRISTBANDS OF THE
CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON DAN BARTZ
FROM: BENTZIN FAMILY TOWN SQUARE COMMISSION**

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

SECTION 1. § 428-8(A) is here by amended to read:

A. Definitions. All terms or phrases for the purposes of this section shall have the meanings provided in Wis. Stats., § 125.02, except as described below:

(1) **EVENT LICENSED PREMISES or EVENT LICENSEE**

A premises identified in the "outdoor open container entertainment event permit" application that has been issued a temporary Class "B"/temporary "Class B" license pursuant to Chapter 220 of the City of Watertown Municipal Code of Ordinances and Ch. 125, Wis. Stats.

(2) **OPEN CONTAINER**

A paper or plastic cup which does not exceed 16 fluid ounces in size; ~~bearing the "outdoor open container entertainment event's" printed name and/or logo;~~ located within the "outdoor open container entertainment event" boundaries.

(3) **OUTDOOR OPEN CONTAINER ENTERTAINMENT EVENT**

A special event in a defined area of the City which, because of adjacent zoning, includes, but is not limited to, any combination of retail shops, galleries, bars, restaurants, entertainment venues and related businesses, located in any public area, including the streets, sidewalks and rights-of-way located within the City of Watertown, where the possession and consumption of "fermented malt beverages" and/or "wine" from an open container is permitted subject to an approved application, the regulations contained within this section and Chapter 125 of the Wisconsin State Statutes.

1. Outdoor open container entertainment events are excluded from § 220-3B(2), Picnic license.

SECTION 2. § 428-8(G)(3) is here by amended to read:

(3) Open container. No container in which a fermented malt beverage is dispensed and removed from the event licensed premises shall exceed 16 fluid ounces in size. No container in which wine is dispensed and removed from an event licensed premises shall contain more than 6.5 fluid ounces of wine. ~~The container shall bear the outdoor open container entertainment event's printed name and/or logo.~~

~~(a) Nonalcoholic beverage containers shall bear the outdoor open container entertainment event's printed name and/or logo. The nonalcoholic beverage container shall be a different hue (color) than the open container for fermented malt beverages and/or wine.~~

SECTION 3. § 428-8(G)(7) is here by amended to read:

(7) Possession or consumption of alcoholic beverages by an underage person within an outdoor open container entertainment event is prohibited at all times except as otherwise permitted by law. All individuals wishing to possess or consume a fermented malt beverage and/or wine within an outdoor open container event must have a wristband ~~with the outdoor open container entertainment event's printed name and/or logo~~ issued by an authorized event licensee which sold the fermented malt beverage and/or wine to the individual.

SECTION 4. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 5. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	First meeting date		Second meeting date	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
BOARD				
BARTZ				
BLANKE				
SMITH				
SCHMID				
WETZEL				
MOLDENHAUER				
MAYOR MCFARLAND				
TOTAL				

ADOPTED Type meeting date

CITY CLERK

APPROVED Type meeting date

MAYOR

Jaynellen J. Holloway, P.E.
920.262.4050

Andrew Beyer, P.E.
920.262.4052

Maureen McBroom, ENV SP
920-206-4264

Ritchie M. Piltz
920.262.4034

Secretary, Wanda Fredrick
920.262.4368

MEMO

TO: Chairperson Dana Davis and Committee Members
FROM: Andrew Beyer, P.E.
DATE: January 31, 2024
RE: Public Safety and Welfare Committee Wednesday, February 7, 2024 at 5:00 p.m.

Review and take possible action: S. Water Street & S. Washington Street area traffic study

BACKGROUND:

Review and take possible action: S. Water Street & S. Washington Street area traffic study

During the December 6, 2023 Public Safety & Welfare Committee meeting, direction was given to the City Engineering Division to perform a traffic study in the S. Water Street & S. Washington Street area near the Bentzin Family Town Square. The Engineering Division is requesting that the study be postponed until after the Main Street (Cole) Bridge is replaced.

The closure of Main Street between First Street and Water Street will likely skew the results of a traffic study in the S. Water Street and S. Washington Street area. Additionally, the traffic study is multifaceted in nature with multiple nearby developments and land uses, various phasing scenarios and a large study area. Given the complexity, an engineering consultant with a dedicated traffic engineering unit will need to complete the study.

Where the City's Engineering Division can perform speed studies and basic vehicle count studies in-house, traffic studies involving traffic counts, traffic signals, and detailed traffic analysis in conjunction with vehicle speed need to be outsourced to a specialized firm.

The bridge is scheduled for replacement this year and funding for a traffic study would be requested in the 2025 budget to perform the work.

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FROM: Andrew Beyer, P.E.
DATE: January 31, 2024
RE: Public Safety and Welfare Committee Wednesday, February 7, 2024 at 5:00 p.m.

Review and take possible action: Carriage Hill Drive Speed Study preliminary results

BACKGROUND:

Review and take possible action: Carriage Hill Drive Speed Study preliminary results

At the December 6, 2023 Public Safety & Welfare Committee Meeting, the Engineering Division was tasked with collecting speed data on Carriage Hill Drive in December or January and presenting findings to the Public Safety & Welfare Committee for review in February. Preliminary results will be presented and discussed during the February 7, 2024 Committee meeting.

Stacy Winkelman
Operations Manager

Matt Willmann
Asst. Operations Manager

Jane Flanigan
Admin. Asst.

Christopher Newberry
Streets Project Manager

Tom Nickels
Foreman

Jason Heller
Foreman

Chris LaCombe
Foreman

TO: Alderperson Dana Davis and Committee Members
FROM: Stacy Winkelman
DATE: January 30, 2024
RE: Public Safety and Welfare Committee Meeting on February 7, 2024

The following agenda items are for the above referenced Committee meeting:

1. Review and take possible action: Additional “Do Not Block Driveway” signage on the north side of Milwaukee Street, east of S. Church Street. (Driveway entrance to Shell Gas Station)

BACKGROUND:

A request was made from the owner of the Shell Gas Station on the corner of S. Church and Milwaukee Street for additional signage stating to not block their driveway. The request is to put an additional “Do Not Block Driveway” sign on the existing sign, but lower down the pole as well as an additional signpost with a “Do Not Block Driveway” sign on it on the west side of the Milwaukee Street entrance. MUTCD does not allow signs to be on posts lower than seven feet from the pavement, so the first part of this request is not a viable option. We could however install an additional sign on the west side of the driveway as well as add new orange flags to the two poles to catch drivers’ eyes.

2. Review and take possible action: “No Parking from Nov 15 – March 31” on the east side of Harvey Avenue between Western Avenue and Livsey Place

BACKGROUND:

This request came from a Street Division plow driver. He comes off Livsey Place heading north on Harvey Avenue to Western Avenue and cannot wrap that intersection or get anywhere near the curb in this area due to cars parked along here. This is not only an issue during plowing operations because the truck can barely fit through there but causes the street to narrow due to snow along the parking lane that would only get cleaned up during a snow emergency.

From: Inderjeet Singh <msmech83@gmail.com>
Sent: Thursday, January 25, 2024 11:07 AM
To: Wanda Fredrick <WFredrick@watertownwi.gov>
Cc: Andrew Beyer <ABeyer@watertownwi.gov>
Subject: Re: 423 S. Church Street, Watertown Shell Gas Station

Section 4, Item D.

Yes, that is correct. Thank you so much. I attached picture of two places where i am thinking.
Thanks again.

On Thu, Jan 25, 2024, 11:01 AM Wanda Fredrick <WFredrick@watertownwi.gov> wrote:

Tony,

As we discussed the voice message you left for Andrew Beyer, I understand you would like extra signage placed by the Shell gas station at 423 S. Church Street's driveway on W. Milwaukee Street.

1. You stated (and have video clips) that traffic on Milwaukee Street is very heavy (busy) and many vehicles block the driveway when at the stop light. It is frustrating for your customers trying to enter and exit the gas station and is hurting your business.
2. You would like to request another "Do Not Block Driveway" sign placed on the same pole as the current "Do Not Block Driveway" sign, perhaps 3 feet up from the ground. As you stated, the sign that is currently posted is placed quite high on the post and drivers do not seem to see it. Another sign at eye level may bring more attention to drivers to not block the driveway.
3. Also, you are requesting that an additional sign be placed at vehicle driver's eye level, perhaps 3 feet from the ground, *on the other side* of the driveway apron to bring more attention to the issue of customers trying to enter or exit the business at the W. Milwaukee Street driveway.

Is this what you are requesting? Is so, please respond to this email. I have included Andrew Beyer in this email so click on "Reply All" to include him in your response.

Sincerely,

Wanda Fredrick

Administrative Assistant

Engineering and

Building, Safety & Zoning

(920) 262-4060



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Operations Manager

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