



## COMMON COUNCIL MEETING AGENDA

TUESDAY, MARCH 21, 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 March 7, 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. PUBLIC HEARING**

A. Proposed Comprehensive Plan Amendment to rezone a portion of 407 S. Washington Street from TR-6, Two Family Residential to CB, Central Business

B. 407 S. Washington Street - Comprehensive Plan Amendment

C. 407 S. Washington Street - Rezoning Request from TR-6, Two-Family Residential to CB, Central Business

D. 713 Milford Street - Rezoning Request for remainder of the parcel from SR-4, Single-Family Residential to PO, Planned Office and Institutional

**7. REPORTS**

A. Senior Center Advisory Board meeting minutes from August 16, 2022

B. Senior Center Advisory Board meeting minutes from October 18, 2022

C. Licensing Board meeting minutes from January 11, 2023

D. Parks, Recreation, and Forestry meeting minutes from January 16, 2023

E. Housing Authority meeting minutes from January 19, 2023

F. Finance Committee minutes from February 13, 2023

G. RDA Minutes February 15, 2023

H. Downtown Main Street Reconstruction Task Force February 22, 2023 Minutes

I. Finance Committee minutes from February 27, 2023

J. Tourism meeting minutes from March 9, 2023

K. Public Works Commission meeting minutes from March 14, 2023

**8. COMMUNICATION & RECOMMENDATIONS**

A. Next Council meeting date moved to April 3, 2023 due to the Spring Election

- B. Watertown Fire Department February Report
- C. March Employee Recognitions
- D. 2022 Police Annual Report

## **9. ACCOUNTS PAYABLE**

- A. Accounts Payable

## **10. MISCELLANEOUS BUSINESS**

- A. Cash and Investments - February 28, 2023

## **11. LICENSES**

- A. Review and take action: application for operator's licenses from Elizabeth Bergemann
- B. Review and take action: application for Temporary "Class B" Licenses for the Whiskey and Wine Walk event hosted by Watertown Chamber of Commerce on April 29, 2023, during the hours of 9am-5pm. Locations include Ava's Posh Boutique, 209 E. Main St., Bradow Jewelers, 217 E. Main St., Cental Block, 416 E. Main St., Chandler House Bakery, 411 E. Main St., Draeger's Floral, 616 E. Main St., Literatus & Co, 401 E. Main St., and Studio 9, 9 E. Main St. (all other locations are licensed establishments)

## **12. ORDINANCES**

- A. Ord 23-04 - Ordinance to Repeal Chapter 341 Impact Fees and Article IV Excess Capacity Sewer Service Charge of Chapter 508 Wastewater Facilities (Sponsor: Mayor McFarland From: Public Works Commission, First Reading)
- B. Ord 23-05 - Ordinance to amend Chapter 288 Articles I & II, Erosion and Sediment Control (Sponsor: Alderperson Wetzel From: Public Works Commission, First Reading)
- C. Ord. 23-06 - Ordinance to amend Chapter 356, Landscaping (Sponsor: Alderperson Wetzel From: Public Works Commission, First Reading)
- D. Ord. 23-07 - Ordinance to amend Articles I and II of Chapter 453, Stormwater Management (Sponsor: Alderperson Wetzel From: Public Works Commission, First Reading)
- E. Ord. 23-08 - Ordinance to create Article III of Chapter 453, Stormwater Management (Sponsor: Alderperson Wetzel From: Public Works Commission, First Reading)

## **13. RESOLUTIONS**

- A. Exh. 9500 - Resolution to award storm sewer pipe rehabilitation to Visu-Sewer for \$126,000 (Sponsor: Alderperson Wetzel From: Public Works Commission)
- B. Exh. 9501 - Resolution to authorize submittal of 2022 Annual Stormwater Report (Sponsor: Alderperson Wetzel From: Public Works Commission)
- C. Exh. 9502 - Resolution to adopt an Intergovernmental Agreement between Jefferson County and the City of Watertown regarding technical services for Water Quality Trading (Sponsor: Alderperson Wetzel From: Public Works Commission)
- D. Exh. 9503 - Resolution supporting submittal of STP Local Funding Application - Western Avenue and S. First Street (Sponsor: Mayor McFarland From: Finance Committee)

## **14. 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.*

## **15. ADJOURNMENT**

*Persons requiring other reasonable accommodations of the above meeting may contact the office of the City Clerk by email [mdunneisen@cityofwatertown.org](mailto: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 March 7, 2023**

Section 4, Item A.

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

**ROLL CALL**

Roll call indicated the following Alderpersons present: Ald. Davis, Ruetten, Bartz, Licht, Smith, Schmid, Wetzel and Romlein. Absent Ald. Lampe. City staff present were City Attorney Steven T. Chesebro, Police Chief Robert Kaminski, Finance Director Mark Stevens, Assistant Engineer Andrew Beyer, and City Clerk Megan Dunneisen. Virtually attending was Ritch Piltz with Engineering and Brad Viegut with Baird.

**PLEDGE OF ALLEGIANCE**

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

**MINUTES OF PRECEDING MEETING**

Mayor McFarland inquired if there were additions or corrections to minutes of the Common Council meeting held Monday February 20, 2023. There being none, minutes were accepted as presented.

**COMMENTS & SUGGESTIONS FROM CITIZENS PRESENT**

No comments were received.

**REPORTS**

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

The following reports were received and filed: Plan Commission minutes from November 14, 2022, Site Plan Review minutes from December 12, 2022, Plan Commission minutes from December 12, 2022, Site Plan Review minutes from January 23, 2023, Plan Commission minutes from January 23, 2023, Library Board of Trustees meeting minutes from January 12, 2023, Site Plan Review minutes from February 13, 2023, Plan Commission minutes from February 13, 2023, Library Board of Trustees meeting minutes from February 9, 2023, Public Works Commission meeting minutes from February 28, 2023 – Ald. Bartz noted correction to be fixed from \$8,000 to \$80,000, and Airport Minutes from February 8, 2023.

**COMMUNICATIONS & RECOMMENDATIONS**

None.

**NEW BUSINESS**

Ald. Licht moved to appoint Tom Kohls to be an Election Inspector with a term ending December 31, 2023, seconded by Ald. Bartz and carried by unanimous voice vote.

**ACCOUNTS PAYABLE**

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

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

**MISCELLANEOUS BUSINESS**

Payroll Summary from February 8-21, 2023 was presented.

**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.*

*Ald. Lampe arrived at 7:11 p.m.*

Exh. 9491 - Resolution to authorize the Issuance and Sale of \$3,995,000 General Obligation Promissory Notes (Sponsor: Mayor Emily McFarland). Ald. Ruetten moved to adopt resolution 9491,

Mr. Viegut gave a brief overview on the borrowing with discussion from councilmembers, seconded by Ald. Davis and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9492 - Resolution to award 2023 Pavement Marking Contract #1-23 to Century Fence Co. for \$26,254.00 (Sponsor: Ald. Wetzel From: Public Works Commission). Ald. Wetzel moved to adopt resolution 9492, seconded by Ald. Romlein and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9493- Resolution to award 2023 Rout & Crack Sealing Contract #2-23 to Thunder Road LLC for \$75,448.50 (Sponsor: Ald. Wetzel From: Public Works Commission). Ald. Wetzel moved to adopt resolution 9493, seconded by Ald. Bartz and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9494 - Resolution to award 2023 Seal Coating Contract #3-23 to Scott Construction, Inc. for \$66,750.00 (Sponsor: Ald. Wetzel From: Public Works Commission). Ald. Romlein moved to adopt resolution 9494, seconded by Ald. Wetzel and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9495 - Resolution to award 2023 Street and Utility Reconstruction Contract #4-23 to Dorner Inc. for \$2,354,426.41 (Sponsor: Ald. Wetzel From: Public Works Commission). Ald. Ruetten moved to adopt resolution 9495, seconded by Ald. Licht and carried by roll call vote: Yes-0; No-0; Abstain-0.

Exh. 9496 - Resolution to award 2023 Storm Sewer Cleaning and Televising Contract #5-23 to Green Bay Pipe & TV, LLC for \$192,062.25 (Sponsor: Ald. Wetzel From: Public Works Commission). Ald. Ruetten moved to adopt resolution 9496, seconded by Ald. Bartz and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9497 - Resolution to award 2023 Bituminous Surfacing Contract #6-23 to Payne & Dolan, Inc. for \$293,088.40 (Sponsor: Ald. Wetzel From: Public Works Commission). Ald. Romlein moved to adopt resolution 9497, seconded by Ald. Wetzel and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9498 - Resolution to award 2023 Utility & Street Reconstruction Contract #8-23 to Forest Landscaping & Construction, Inc. for \$559,080.00 (Sponsor: Ald. Wetzel From: Public Works Commission). Ald. Ruetten moved to adopt resolution 9498, seconded by Ald. Wetzel and carried by roll call vote: Yes-9; No-0; Abstain-0.

Exh. 9499 - Resolution to award 2023 N Fourth Street Watermain Improvements Project Contract to Forest Landscaping & Construction, Inc. for \$853,260.00 (Sponsor: Ald. Wetzel From: Public Works Commission). Ald. Wetzel moved to adopt resolution 9499, seconded by Ald. Romlein and carried by roll call vote: Yes-9; No-0; Abstain-0.

#### **COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

No comments were received.

#### **ADJOURNMENT**

There being no further business to come before the Council at this time, Ald. Schmid moved to adjourn, seconded by Ald. Bartz, and carried by unanimous voice vote at 7:21 p.m.

Respectfully submitted,

Megan Dunneisen, City Clerk

*DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved. Complete minutes are open for public inspection in the Finance Department. Video recording available at Watertown TV's YouTube page: <https://www.youtube.com/c/WatertownTV>*

**City of Watertown**  
**Public Hearing on Amendment to Comprehensive Plan**

Section 6, Item A.

Notice is hereby given by the Common council of the City of Watertown, Wisconsin, that a public hearing will be held on March 21, 2023 in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin at 7:00 p.m. or shortly thereafter.

The public hearing will be held to gather public input on a proposed amendment to the “City of Watertown Comprehensive Plan”. The Comprehensive Plan sets the policy for the growth, development, and preservation of the community. The proposed amendment would affect the Future Land Use Map of the Plan document. The proposed amendment involves changing the future land use category shown for a portion of 407 S. Washington Street (PIN: 291-0815-0424-059).

The Comprehensive Plan and amendment are available for review at City Hall in the Building, Safety & Zoning Department located at 106 Jones Street, Watertown, WI. They may also be viewed online at

[https://www.ci.watertown.wi.us/development/document\\_centers/comprehensive\\_plan/index.php](https://www.ci.watertown.wi.us/development/document_centers/comprehensive_plan/index.php).

A copy of the Comprehensive Plan and amendment may be obtained from the Building, Safety & Zoning Department.

Questions regarding the proposed Comprehensive Plan Amendment may be directed to Zoning & Floodplain Administrator Brian Zirbes at 920-262-4060.

Written comments on the proposed amendment to the Comprehensive Plan should be submitted before the public hearing date to City Clerk Megan Dunneisen, 106 Jones Street, Watertown, WI 53094.

All persons wishing to be heard are invited to be present.

CITY OF WATERTOWN  
Brian Zirbes  
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH: February 20, 2023

(BLOCK AD)

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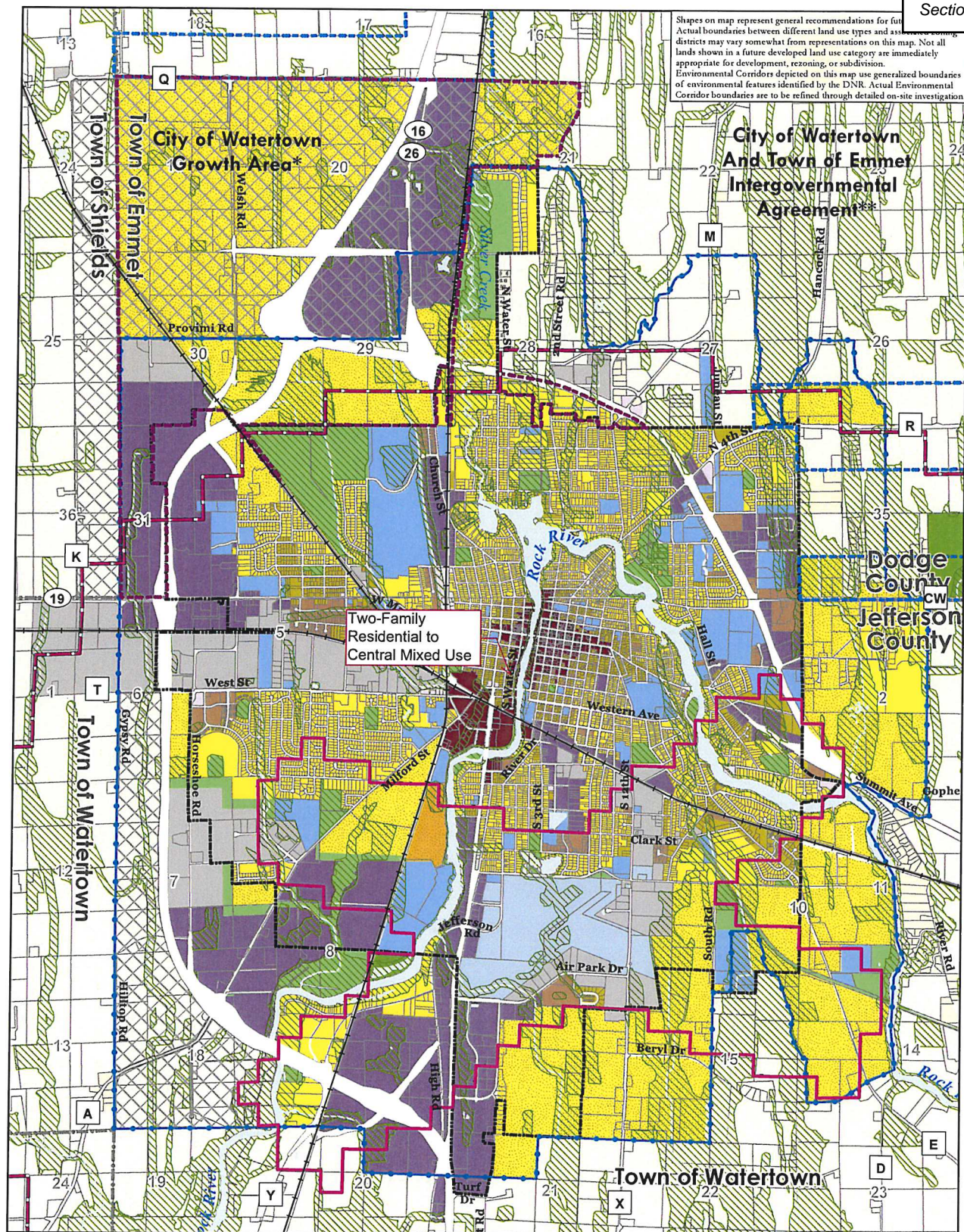
CITY OF WATERTOWN  
Brian Zirbes  
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH: February 20, 2023

(BLOCK AD)





Shapes on map represent general recommendations for future development. Actual boundaries between different land use types and environmental features may vary somewhat from representations on this map. Not all lands shown in a future developed land use category are immediately appropriate for development, rezoning, or subdivision. Environmental Corridors depicted on this map use generalized boundaries of environmental features identified by the DNR. Actual Environmental Corridor boundaries are to be refined through detailed on-site investigation.

### Future Land Use Urban Area

**Land Use Categories**

- Agricultural
- Single-Family Residential - Unsewered
- Single-Family Residential - Sewered
- Two-Family Residential
- Multi-Family Residential
- Planned Neighborhood\*\*
- Institutional
- Airport

### Map 6b

**City/Town IGA\*\***

- City Growth Area
- City Periphery Areas

**City of Watertown Comprehensive Plan**

**Land Use Categories**

- Rights-of-Way
- Neighborhood Mixed Use
- Planned Mixed Use\*
- Central Mixed Use
- Riverside Mixed Use\*\*\*
- Mixed Industrial
- Parks & Recreation
- Environmental Corridor
- Surface Water

**City of Watertown**

- Town Boundary
- Parcel
- Railroad
- Watertown Urban Service Area
- Watertown Long Range Growth Area

**Airport Height Limitations**

- Maximum Building Elevation b/1 865 and 968 ft
- Maximum Building Elevation b/1 968 and 1005 ft

**City of Watertown**

**THE CITY OF WATERTOWN**

**SHAPING PLACES, SHAPING CHANGE**

**VANDEWALLE & ASSOCIATES INC.**

**Draft: August 7, 2019**

**Source: WisDNR, FEMA, City of Watertown, Dodge Co. LIO & Jefferson Co. LIO, V&A**







## NOTICE OF PUBLIC HEARING

Section 6, Item C.

Pursuant of Section § 62.23(7) of the Wisconsin State Statutes and Section § 550-141 of the City of Watertown Municipal Code, a notice is hereby given by the Common Council of the City of Watertown, Wisconsin, that a public hearing will be held on the 21<sup>st</sup> day of March, 2023 in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin at 7:00 P.M., or shortly thereafter, to consider the request of Harbour Place, LLC (applicant and owner), pursuant to Section § 550-141B(2), to rezone a portion of the parcel from TR-6, Two Family Residential Zoning District to CB, Central Business Zoning District. 407 S. Washington Street is further described 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.

Said lands lying and being in the City of Watertown, County of Jefferson and State of Wisconsin. (291-0815-0424-059).

All persons wishing to be heard are invited to be present. Written comments may be submitted to City Clerk Megan Dunneisen, 106 Jones Street, Watertown, WI 53094.

CITY OF WATERTOWN  
Brian Zirbes  
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH: March 7, 2023  
and  
March 14, 2023

(BLOCK AD)

## NOTICE OF PUBLIC HEARING

Section 6, Item D.

Pursuant of Section § 62.23(7) of the Wisconsin State Statutes and Section § 550-141 of the City of Watertown Municipal Code, a notice is hereby given by the Common Council of the City of Watertown, Wisconsin, that a public hearing will be held on the 21<sup>st</sup> day of March, 2023 in the Council Chambers of the Municipal Building, 106 Jones Street, Watertown, Wisconsin at 7:00 P.M., or shortly thereafter, to consider the request of Hoffman MATZ, LLC (applicant and owner), pursuant to Section § 550-141B(2), to rezone the remainder of the parcel from SR-4, Single Family Residential Zoning District to PO, Planned Office and Institutional Zoning District. The applicant is proposing to develop the property into an Institutional Residential (nine to 15 residents) land use. 713 Milford Street is further described 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).

All persons wishing to be heard are invited to be present. Written comments may be submitted to City Clerk Megan Dunneisen, 106 Jones Street, Watertown, WI 53094.

CITY OF WATERTOWN  
Brian Zirbes  
Zoning & Floodplain Administrator

BZ/nmz

PUBLISH: March 7, 2023  
and  
March 14, 2023  
(BLOCK AD)

**Watertown Senior Center  
Advisory Board Minutes  
August 17, 2022**

**1. Call to Order**

The Senior Center Advisory Board met in person on August 17, 2022, at 9:00 am. The meeting was called to order by board President Phyllis Krahn and seconded by Teddi Flahive. Present: Phyllis Krahn, Teddi Flahive, Becky Shult, Beth Beckett, and Kim Henze. Also present: Kristine Butteris, Justin Munzel, Andrea Draeger and Megan Schwefel. Not present: Lori Fort-Hoerig.

**2. Review and Approve the June Minutes**

Beth Beckett motioned to approve the minutes. Becky Schult seconded. Motion carried.

**3. Review and Approval of the May Financial Report**

Becky Schult motioned to approve the financial report. Beth Beckett seconded. Motion carried.

**4. Citizens to be Heard**

There were none.

**5. Business**

- a. Discuss and take possible action on altered meeting dates  
Andrea Draeger asked the board if the meeting date could be switched to the third Tuesday of the month instead of the third Wednesday of the month. Phyllis Krahn motion to move the meeting date to the third Tuesday of the month and Beth Beckett seconded. Motion carried.
- b. Discuss and take possible action on revisions to the Senior Center by-laws  
According to the by-laws, they are supposed to be reviewed and evaluated every three years by the Advisory Board. Last time they were reviewed and approved was in 2015. Andrea Draeger will have the city attorney, Steven Chesbro, for review. Beth Beckett motioned to have the city attorney review the by-laws and Teddi Flahive seconded. Motion carried.
- c. Discuss and take possible action on revisions of the Senior Center policies  
Updates needed: 1) Under Building Access & Use in part 1 remove anything to do with a key. The front door is automated and will be set according to programs/rentals in the building. 2) Same area in part 2 remove unlock and reword the statement that the group needs to be in their assigned area. 3) Same area in part 8 eliminate sentence. 4) Under Senior & Community Center Rules part 3 with smoking, remove the word center and replace with building (people can still smoke outside). 5) Under senior & community center rules need to add a 12 part that includes bullying statement. Andrea Draeger will have the city attorney review the rules to make sure they comply. Beth Beckett motioned to



approve the policies with the updates and Phyllis Krahn seconded. Motion carried.

## **6. Chairperson's Committee Reports**

- a. Update Fundraising Committee on Current Efforts  
The book sale raised \$329.63. First time running this type of sale. Rummage Sale will be coming up on September 8-10. Asking for donations for the sale for both product and the selling of product.
- b. Update Membership Committee on Current Memberships and Renewals  
The center had 25 new members between the months of June & July. At least one of the new members has been playing pool. Wondering how we could get more exposure with the community. Maybe include in a welcome packet that people get when they move to the city. Newsletter is circulated in the area and available at different locations in Watertown and Johnson Creek and is mailed to the Beaver Dam Senior Center and all the advertisers in the newsletter, too.
- c. Update Community Services Committee on Projects/Efforts  
The center is currently accepting donations for school supplies. Need to find out where in the school district these supplies need to go. Beth Beckett volunteered to find out where to take them.
- d. Update Program Committee on Program Attendance and New Programs  
Wizard and Bunco have been a few of the new programs that have started. Both have been averaging 8-10 people. Hoping they grow as people become more aware of them. Phyllis Krahn started a Beginning Euchre group that meets on Tuesday mornings.

## **7. Directors Report**

- a. Update on By-Laws  
Andrea Draeger reiterated that she will contact the city attorney to see if the by-laws are good or what needs to be updated. Will report back to the board at the next meeting.
- b. Update on Upcoming Events  
National Senior Citizens Day is on August 22. We will hold a pizza party at 12:15pm – Pizza Ranch has agreed to sponsor the pizza party. Cake at 12:45 pm. A Little Bit of Heaven for entertainment on 1:00 pm.
- c. Update on Current Building Improvements  
Andrea Draeger put in the budget to improve the Terrace Wall.

## **8. Adjournment – October 18 at 9:00 am**

Beth Beckett motioned to adjourn and Phyllis Krahn seconded. Motion carried.

**Watertown Senior Center  
Advisory Board Minutes  
October 18, 2022**

**1. Call to Order**

The Senior Center Advisory Board met in person on October 18, 2022, at 9:00 am. The meeting was called to order by board President Phyllis Krahn. Present: Phyllis Krahn, Beth Beckett, Becky Shult, and Teddi Flahive. Also present were: Andrea Draeger, Kristine Butteris, Megan Schwefel. Not present: Lori Fort-Hoerig and Justin Munzel. Citizens present: Harry Lenius, Cindee Lenius, Marilyn Schultz, Mark Roesch, Peggy Brown, Mary Ann Carrillo, and Linda Buss.

**2. Review and Approve the August Minutes**

Members didn't receive the August minutes prior to the meeting. Teddi Flahive motioned to table the August minutes. Phyllis Krahn seconded. Motion carried.

**3. Review and Approve the Monthly Financial Report**

The rummage sale netted the center \$1,656.34 – the highest total in rummage sale history. The book sale in July netted \$329.63 – first time sale. Becky Shult motioned to approve the financial report. Beth Beckett seconded. Motion carried.

**4. Citizens to be Heard**

Andrea Draeger stated that citizens were allowed 3 minutes maximum to be heard.

Harry Lenius stated that there is a certain senior center member that is having conflicts with the sheephead group. He is concerned that members may not show up to cards because of this individual.

Marilyn Schultz stated that there are certain individuals that have improper conversations. There are some people who are being bullies.

Mark Roesch would like to know what is happening to the complaint forms that people have filled out against a certain individual. He has not heard from office staff for follow up on the form. He also stated that this certain individual has been causing issues at card games and is not friendly.

Peggy Brown stated that she used to run the sheephead tournaments on Tuesdays and Sundays and that she enjoyed it. However, she stepped down from that position due to a certain individual's behavior. Peggy has not been to any of the card games at the center because of this individual.

Mary Ann Carrillo stated that she is also having issue with this certain individual. She filed a complaint form against them, too. Would like to see the senior center environment to be a safe one for everyone.

Cindee Lenius stated that this certain individual has a nice side. Lately, they also have a not so nice side. They have made mistakes and misplays at sheepshead frequently. Cindee gave an example that happened at a sheepshead game with this individual.

Linda Buss stated that this certain individual says to people that they aren't Christians. This shouldn't be said by anyone to anybody. Linda was a past senior center board member and said that there used to be something in the senior center by-laws about religion.

## **5. Business**

### **a. Discuss and Approve 2023 membership fees**

Current membership fees are \$10/city resident and \$15/non-city resident. These fees go half price in July. Andrea Draeger is proposing to the board to do an incentive to members to pay their dues by the end of January. This would be a 25% discount - \$7.50/city resident and \$11.25/non-city resident. We would also eliminate the ½ price discount in July. New members would pay the \$7.50/city resident and \$11.25/non-city resident fee. If non-members want to participate in activities, they will get into their first activity for free (plus paying the programming fee-usually \$1). After that, they would pay \$1 per activity or be asked to join the center.

Phyllis Krahn motioned to give a 25% discount to renewing members by the end of January 2023 and to new members. Beth Beckett seconded. Motion carried.

## **6. Chairperson's Committee Report**

### **a. Update Fundraising Committee on Current Efforts**

Becky Shult stated that more help is needed for fundraisers. Would like to see board members and senior center members step up to help. Next fundraiser is the bake sale on November 8, Election Day. Need people to bake and/or donate to the sale. Teddi Flahive and Megan Schwefel will be baking at the center on Saturday, November 5 beginning at 10:00 am. There will be a sign-up sheet at the reception desk for people to sign up to bake, help at the sale, bake on that Saturday, or organize the bake sale items on Monday, November 7 in the snack shop.

Another Holiday Baking event could be held the first weekend in December. This event would be aimed for people to bake at the center for a fee. They would get to take home baked items. Items leftover from event could be sold as a Holiday Bake Sale, too. Details are still being worked out if we will hold this event or not.

At the end of January, the center will hold a soup fundraiser. More details will be in the December and January newsletter.

- b. Update Membership Committee on Current Memberships and Renewals  
We have 136 members from 2021 that have not paid their 2022 membership. The membership renewal letter with the updated fees will be mailed out at the end of October.
- c. Update Community Services Committee on Projects/Efforts  
The center is partnering with Channel 15 for their Fund & Food Drive to benefit Second Harvest Foodbank of Southern Wisconsin. A food donation barrel will be dropped off at the center at the end of October. We will be a collection point for the month of November.

The school supplies that were collected this past year went to the Watertown High School Gosling Nest for kids in need.

- d. Update Program Committee on Program Attendance & New Programs  
The center needs to build up its volunteer base.

Soon we will be decorating for Christmas. A suggestion to ask for volunteers from the high school to help decorate trees and the building was made.

Andrea Draeger will check with the Watertown High School music director to see if the choir would be available to sing at the center.

Becky Shult will reach out to Josh Howard from Maranatha Baptist Academy to see if their hand chime choir would be available. She will get their info to the office.

Office staff are still hearing how big of a hit Senior Citizen Day was! Pizza Ranch sponsored the pizza party and the center had “A Little Bit of Heaven” for entertainment.

Looking at 2023 future programs...Wildlife in Need, Grandparents Day, and holding “theme” days.

## **7. Director's Report**

- a. Update on By-Laws and Policies  
Andrea Draeger is working with the city attorney, Steven Chesebro, on updating the by-laws and policies.
- b. Update on Upcoming Events  
Bake Sale is on Tuesday, November 8 beginning at 7:00 am. Veteran's Day Event is on Thursday, November 10 – entertainment is Cowboy Bob. Holiday Party is on Thursday, December 15 – entertainment is Tony Rocker. Hold a Soup Day fundraiser in January and another in March. Upcoming 2023 special days could be Valentine's Day and St. Patrick's Day.

- c. Update in Current Building Improvements  
There are currently none.

**8. Adjournment**

Next meeting is scheduled for Tuesday, December 20 at 9:00 am. Teddi Flahive motioned to adjourn. Phyllis Krahn seconded. Motion carried.



# LICENSING BOARD

Wednesday January 11, 2023

The Licensing Board met on the above date at 4:15 p.m. in person at the Municipal Building 106 Jones St in Room 0041 and via GoToMeeting. The following members were present: Mayor McFarland, Ald. Bartz, Ald. Smith, and Erin Schroeder. Absent was Cheri Martin. Staff present were: Police Chief Robert Kaminski, Assistant Police Chief Ben Olson, City Attorney Steven T. Chesebro, and City Clerk Megan Dunneisen.

1. **Call to order:** Mayor McFarland called the meeting to order at 4:15 p.m.
2. **Review and approve minutes:** Ald. Smith moved to approve the minutes of December 14, 2022, and as presented, seconded by Schroeder, and carried by unanimous voice vote.
3. **Business:**
  - A. **Review and take action:** application for temporary "Class B"/Class "B" license from Luther Preparatory School Booster Club for Luther Prep Auction Gala XVII, 1300 Western Ave (gym) on April 22, 2023, 5:00 P.M - 12:00 A.M. Ald. Smith moved to approve the application, seconded by Ald. Bartz and carried by unanimous voice vote.
  - B. **Review and take action:** agent change for Kwik Trip, 1731 S Church Street, Watertown WI 53098 from Linda Lippens to Edith Uttech. Schroeder moved to approve the application for agent change, seconded by Ald. Bartz and carried by unanimous voice vote.
  - C. **Convene into Closed Session** pursuant to Wis. Stats. 19.85(1)(b) Considering dismissal, demotion, licensing or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such a person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of an evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action may be taken. The notice shall contain a statement that the person has the right to demand the evidentiary hearing or meeting be held in open session. This paragraph and par. (f) do not apply to any such evidentiary hearing or meeting where the employee or person licensed requests that an open session be held to discuss specific licenses: Operator License: Jennifer Davis Motion by Ald. Smith, seconded by Ald. Bartz to proceed into closed session and was carried by roll call vote (all in favor).
  - D. **Reconvene to open session:** Motion by Ald. Smith, seconded by Schroeder to return to open session and was carried by roll call vote (all in favor).

- E. **Review and take action:** application for operator's licenses from Jennifer Davis. Ald. Smith made a motion to deny the operator's license due to misrepresentation on application, seconded by Schroeder and carried by unanimous voice vote.
  - F. **Review:** Special Events report from Clerk's office. A report was provided and there were no questions.
  - G. **Review:** Operator's List from Clerk's office. A report was provided and there were no questions.
  - H. **Review:** Police Report from Police Department. The chief provided a report.
4. **Adjournment:** Schroeder moved to adjourn the meeting, seconded by Ald. Bartz, and carried by unanimous voice vote at 4:25 p.m.

Respectfully submitted,

Megan Dunneisen, City Clerk

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

## PARKS, RECREATION & FORESTRY COMMISSION

### MINUTES

Monday, January 16, 2023

#### 1. Call to order

The Watertown Parks, Recreation & Forestry Commission in person on January 16, 2023. The meeting was called to order by Kyle Krueger. Members present were: Emily Lessner, Julie Chapman, Kyle Krueger, Brad Clark, and Ald. William Licht. Not present: Brian Konz and Jennifer Clayton. Also present were: John Kaliebe, Kristine Butteris, Jeff Doyle, Ali Nicholson, and Andrea Draeger.

#### 2. Review and approval of minutes:

Brad Clark motioned to approve the December 19, 2022 Parks, Recreation & Forestry Commission meeting minutes as written. Ald. William Licht seconded. Motion carried.

#### 3. Review and approval of the October 2022 financial reports

Emily Lessner motioned to approve the October financial reports as written. Julie Chapman seconded. Motion carried.

#### 4. Citizens to be heard

John Kliebe presented information to the commission regarding the history of the Washington Park fence. He quoted the Mayor regarding regular maintenance should be done throughout the city. He asked for the fence to be fixed or replaced with our department or other city funds.

#### 5. Business

##### a. Review and approve Swim Instructor Wage for Aquatic Center

Kristine explained the difficulties in recruiting swim instructors for swim lessons. In order to encourage more people to apply she proposed the wage be increased one dollar per hour. Ald. William Licht motioned to approve the swim instructor wage increase. Kyle Krueger seconded. Motion carried.

##### b. Review and approve Washington Park Fence options

Kristine presented options for the Washington Park fence she had discussed with the City Attorney and Mayor. Due to disrepair, the options include tearing it down which would include no cost besides staff time, replace with a chain link fence for roughly \$7,800 not including staff time to install, or plant a tree barrier with the cost of roughly \$100 per tree. The consensus among the commission was to remove the fence immediately and wait to decide on a future fence, tree barrier, or nothing in the next few months. Brad Clark motioned to remove the fence. Julie Chapman seconded. Motion carried.

#### 6. Director's Report:

##### a. Project updates:

- i. **Aquatic Center updates** – Ali introduced herself as Aquatic and Recreation Manager and mentioned that winter swim lessons have begun.
- ii. **Stairs at Riverside** – Jeff indicated the stone stairs have been removed and area backfilled. The crew will continue to fill and seed in the spring. Tree removals are continuing. Snow has not been an issue this year.

- iii. **Senior & Community Center Updates-** Andrea mentioned the counters in Conroy Hall were broken by a weekend rental a few weeks ago. Our crew removed them and repaired the wall. The renter will be invoiced for the damages. Kristine also mentioned a contractor came to review the old entrance doors and we are waiting on a quote to remove and replace. We are also looking into the possibility of remodeling a portion of the office space to create more space for additional staff. A closet was also created downstairs for more storage.

**b. Update on programming:**

- i. **Recreation programming**

Kristine mentioned the office will have regular work days every other month in which the office will be closed to the public. The spring and fall City Connection editions will be more organized with all of our programming included with dates.

- ii. **Senior and enrichment programming**

All regular programs continue. Events and activities will continue to be planned around holidays and special fun days.

Another family bingo day will be scheduled for spring break along with other activities.

- iii. **Aquatics update –**

Winter swim lessons began last week, including full and mini sessions.

**7. Adjournment – Next meeting date February 20, 2023**

Brad Clark motioned to adjourn the meeting. Kyle Krueger seconded. Motion carried.

## MEETING OF THE BOARD OF COMMISSIONERS OF THE WATERTOWN HOUSING AUTHORITY

The Commissioners of the Watertown Housing Authority (WHA) met in regular session at 201 N. Water St., Watertown WI on Thursday, January 19, 2023.

- **Call to Order**

The Chairman, J. Braughler called the meeting to order at 4:15 p.m.

**Present:** J. Braughler, M. Malmstrom, R. Stocks, J. Bear & W. Kehl. Also, present was Secretary T. Kasten.

**Absent:**

- **Agenda Review**

T. Kasten requested to switch agenda items 6 and 7.

- **Tenant/Citizen Comments**

Resident Commissioner M. Malmstrom informed the commissioners of the social events that have taken place at the Johnson Arms building.

- **Approval of Minutes**

A motion to accept the minutes of the regular meeting held on Thursday, November 10, 2022, was made by R. Stocks and seconded by M. Malmstrom. The motion carried.

- **Approval of Monthly Expenditures and Financial Report**

A motion to accept the payment of bills which included checks (#22751-22799) and ACH debit transactions from 11/06/2022-1/13/2023 totaling \$84,131.70 was made by J. Bear and seconded by M. Malmstrom. The motion carried. November and December 2022 financials were discussed and will be placed on record, subject to audit.

- **Review and possible action on Emotion Support Animal Policy**

T. Kasten presented to the board a draft copy of the Service/Assistance/Emotional Support Policy. After a discussion, it was decided to have the attorney look over the policy before acceptance.

- **Review and possible action on the Admissions & Continued Occupancy Policy (ACOP)**

T. Kasten reported our current ACOP needs to be updated. Moving forward, at each meeting we will discuss a different section(s) until the whole policy is approved. At this meeting, the board approved Section I, sub-chapters 1-6.

- **Executive Director's Report**

Public Housing Overview

- T. Kasten informed the commissioners renting vacant units remains top priority. We continue to complete move-out documentation, background checks for applicants, giving tours and move-in interviews.
- January is recertification month for the tenants in the Johnson Arms building and annual reconciliation for payroll, retirement and worker compensation.
- T. Kasten requested recommendations for IT services as our current agency has dropped this service.



Occupancy Update

- **Johnson Arms** – T. Kasten reported 1 vacant unit has been rented since we last met. Currently have 3 vacant units; 1 is ready to be rented and the other 2 are in unit turnaround time. Applications are being received and qualified applicants will be offered vacant units.
- The average rent is \$348, and we have 11 tenants paying the flat rent of \$550.
- **Family Sites** – T. Kasten reported the only vacant unit was rented on December 1<sup>st</sup>.
- The average rent for our family units is:
  - 2-bdrm is \$529 with 3 tenants at the flat rent of \$650
  - 3-bdrm is \$601 with 3 at the flat rent of \$916
  - 4-bdrm is \$616 with 2 at the flat rent of \$962
  - 5-bdrm is vacant and with HUD approval will be taken offline until the modernization is complete
- T. Kasten reported a tenant is behind in rent and water utility. The attorney is working with Legal Action to get this tenant current.

Maintenance/Systems Overview

- With the strong cold winds, we have had, many mailbox locks at the family units needed repair.
  - Work Orders are completed in a timely manner when parts are available. There have been approximately 36 non-emergency work orders completed since we last met.
  - After Hour Calls: 9 – 7 were tags. December 23<sup>rd</sup> a tenant had no heat and January 18<sup>th</sup> a water heater was not working.
- **Future Possible Agenda Items**
    - ACOP – policy review and approve
    - Service/Assistance/Emotional Support Animal Policy
  - **Next Meeting Date/Time**
    - The Board of Commissioners next regular session will be on Thursday, March 16, 2023, at 4:00 pm.
  - **Adjournment**
    - Being no further regular meeting business to come before the Board, a motion to adjourn the meeting was made by M. Malmstrom and seconded by R. Stocks. The motion carried and the meeting was adjourned at 5:35 pm.

Tammy Kasten  
Secretary

\_\_\_\_\_  
Chairperson

(DISCLAIMER: These minutes are uncorrected, and any corrections made to them will be noted in the proceedings at which these minutes are approved.)



## FINANCE COMMITTEE MEETING MINUTES

MONDAY, FEBRUARY 13, 2023 AT 5:30 PM

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

Members present: Mayor McFarland, Alderpersons Bartz, Davis, and Lampe

Others present: Finance Director Mark Stevens, Attorney Steven Chesebro, Police Chief Robert Kaminski, Fire Chief Travis Teesch, Street Operations Manager Stacy Winkelman, Water/WW Manager Pete Hartz, Andrew Beyer, Tony Rauterberg

1. **Call to order.** Mayor McFarland called the meeting to order at 5:31 p.m.
2. A motion to accept the **minutes of the January 23, 2023**, meeting was made by Ald. Bartz, seconded by Ald. Lampe, and approved by voice vote.
3. Status update: **Riverhouse on the Rock** has contracted with the City to move forward with the purchase of 111 S. Water St (adjacent to Town Square) with a **close date of February 23**. A construction permit is to be pulled and work is to begin within 90 days, and the developer agreement requires construction completion no later than 18 months. Nick Patterson, development project manager, is the point of contact until a construction manager is assigned and connected via video conference to answer questions. He will be requesting modifications for alternate options in unit mix and financing options as well as an extension for a mid- to late summer start.
4. Ald. Davis moved, supported by Ald. Bartz, to hire **Andrew Day** to fill the open vacancy of **IT Coordinator** at Grade M Step 1 [\$33.24/hr.]. Andrew has a number of years of experience working for another municipality. Approved by voice vote.
5. Pete Hartz requested the hiring of **Cody Lauersdorf** to fill the open vacancy with the water team as the **Water Operator I** at Grade I Step 2 [\$26.14/hr.], and permission to offer to the alternative candidate if necessary. Cody possesses some of the expected licenses for this position. He was one of 18 applicants. A motion was made. By Ald. Lampe, seconded by Ald. Davis, to approve as presented, and approved through voice vote.
6. Pete Hartz requested a **two-step adjustment** for **Nate Butterbrodt** to a Grade H Step 4 [\$25.48/hr.] for successfully obtaining the wastewater operations licenses from the Wisconsin Department of Natural Resources. Ald. Lampe moved, seconded by Ald. Bartz, to approve as presented, and approved through a voice vote.
7. The Wisconsin Department of Natural Resources (WDNR) has awarded two Urban Nonpoint Source & Storm Water Construction Grants (Yardwaste Site Biofilter, 2023 Annual Street and Utility Project Catch Basins) that were originally submitted identifying the Director of Public Works as the authorized official. The **WDNR is requesting the Mayor to be listed as the authorized official** so that all paperwork identifies one City representative. Ald. Davis, seconded by Ald. Lampe, moved to authorize this change on both grants, and the committee approved through voice vote.
8. Engineering staff evaluated the Wisconsin Economic Development Corp (**WEDC**) new grant program to assist communities in drawing customers and visitors to commercial areas and is recommending an **alley revitalization project** to improve access to Main Street businesses through rear entrances. The **Vibrant Spaces Grant** offers a 50% cost share with awards between \$25,000 and \$50,000. The City's funding match would be through the stormwater utility. Ald. Bartz

moved, seconded by Ald. Davis, to approve the submittal of a grant for alley improvements, and all approved via voice vote.

9. Chief Teesch explained the process that was taken to interview and recommend the awarding of a **contract for fire station design**. An RFP garnered four architect/engineering submissions. A panel of eight graders evaluated the offerings, and two companies were chosen to be interviewed. It is the recommendation to award a contract to **Short Elliott Hendrickson Inc (SEH)** for services not to exceed \$547,580 (pricing subject to change when scope potentially reduces square footage). Ald. Bartz made the motion, supported by Ald. Lampe, to approve the recommendation, and approved unanimously by voice vote.
10. The **Transit Commission** has followed the appropriate steps to **increase rates for elderly and disabled (\$0.25, from \$2.75 to \$3.00)** and **out-of-town rides (\$1.50, from \$8.50 to \$10.00)**. A final approval is requested. Ald Davis moved, supported by Ald. Bartz, to forward this recommendation to City Council with an effective date of April 1, 2023. All approved by voice vote.
11. Mayor McFarland provided an update of the **Achievement Recognition Award (ARA)** policy and template nomination form. The Finance Committee is the panel that determines eligibility of department heads. HR will provide Finance Committee members the nomination forms, and the committee should be prepared to determine award recipients.
12. Adjournment. Ald. Lampe moved to approve adjournment at 6:25, seconded by Ald. Davis, and carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

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



**Wednesday, February 15, 2023**

5:30 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, Salas, Zimmermann, Zastrow, Ruetten
  - b. Absent: Wagner, Bartz, Kuenzi
  - c. Also Present: Melissa Lampe
3. Determination of Quorum and Call to Order at 5:49 pm
4. **Review/Approve:** Minutes of Previous Meetings – January 18, 2023
  - a. **Zastrow motioned to approve. Zimmermann seconded the motion. Minutes were unanimously approved.**
5. Public Comment
  - a. No public comment.
6. Status Reports
  - a. Mueller reported on website (profile updates), social media, press releases, City Connect, and 2022 Impact Report.
  - b. Ruetten provided update on City Council activities including new committee for Riverfest, new Fire Station, and Main Street bridge issues/progress
  - c. Executive Director Update - Becker
    - i. Town Square
      1. Major items are installed. Lighting and dock will be installed when weather allows. Cameras to be installed in March. Fencing will be kept up to preserve landscape until Grand Opening. Town Square project is on budget.  
Salas asked Becker to review remaining unpaid SmithGroup charges and site furnishing needs.
      2. Ad hoc committee meets 2-21 to plan Town Square Grand Opening celebration.
      3. Town Square Programming Event Coordinator position reposted.
  - d. Revolving Loan Fund – Zastrow/Becker
    - i. Zastrow/Becker met with banks. Banks want to continue the program.  
All will recommit \$200,000.  
Revolving Loan Fund balance: \$236,000 (approximately).  
Possible revisions to Revolving Loan Fund:
      - Interest Rate: 4.5-5%
      - Banks will underwrite at no charge (previously RDA outsourced/paid for service).
      - RDA will receive .5% approximately (currently receiving 1%).

- Focus: Banks were in favor of opening up the geography/purpose parameters.  
RDA Discussion: Do not dilute the focus on downtown.  
Ruetten reported other loans available for borrowers outside of the downtown.
- Balance in grant program = \$0. Becker/Salas exploring grant funding opportunities.

e. History Wall

- i. Sign Art presented first draft of wall. Committee to ask for firm schedule, sequencing of set expectation, and milestones. Committee to manage schedule to meet installation goal – possible end of June. Plaques must be installed before May 20 Grand Opening.

f. Bike Racks change order reviewed.

**Zimmerman motioned to approve, Ruetten seconded the motion.**

**Approve change order. Motion passed unanimously. Salas abstained.**

7. Becker has possession of RDA checkbook.

Becker/Salas authorized as signers, all previous signers to be removed.

**Ruetten motioned to approve. Zimmerman seconded the motion. Motion passed unanimously.**

Becker will notify banks of the change. Becker/Salas update signature cards at banks.

8. Future Agenda Items: TWall development.

9. Adjournment at 6:45 pm

**Ruetten motioned to adjourn, Zastrow seconded the motion. Motion carried unanimously.**

**Meeting adjourned.**

**DOWNTOWN MAIN STREET RECONSTRUCTION TASK FORCE****Wednesday, February 22, 2023****2:30 pm IN-PERSON/VIRTUAL MEETING****Room 0041, Lower Level, 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 (224) 501-3412

Access Code: 619-906-421

**MEETING MINUTES**

1. Call to order.
  - a. In attendance: McFarland, Holloway, Board, Lampe, Hoffman & Romlein. Virtually attended: Ellias, Smith, Grinwald, Pliska, Becker.
2. Approval of minutes from January 27, 2023 Task Force meeting. Motioned by Board, seconded by Romlein, carried unanimously.
3. No public comment.
4. Old Business
  - a. Update on Vibrant Spaces application.
    - i. Application was submitted. Decision from WEDC will come in the spring. They received many applications.
  - b. Update on DOT requested items.
    - i. Holloway said she is in ongoing communications with WISDOT.
    - ii. Ellias stated they are trying to schedule a meeting with city staff.
    - iii. Use of federal funds can be somewhat restrictive.
5. New Business
  - a. Discuss prioritized report recommendations from city staff.
    - i. Prioritized report was presented.
    - ii. Hoffman asked about the landscape architect item and naming of parking lots.
    - iii. Motion to accept the report by Board, seconded by Lampe, carried unanimously.
  - b. Discuss assigning Task Force members as business liaisons.
    - i. Discussion about dividing downtown into sections.
      1. Task Force members assigned to different city blocks to serve as point people.
    - ii. Discussion about producing magnets with Task Force contact information to give to business owners.
      1. Creating a reconstruction logo and branding is an issue.
    - iii. Romlein suggested creating a temporary skyway to aid pedestrians across Main Street during reconstruction.
  - c. Review lighting submissions for Main Street bridge.
    - i. Holloway gave an overview of lighting submissions.
    - ii. Motion to accept recommended lamppost (on pg. 47 of the agenda packet) by Lampe, seconded by Hoffman, carried unanimously.
6. Next meeting: Wednesday, March 22, 2023, 2:30 PM
7. Adjournment
  - a. Motion to adjourn by McFarland, seconded by Romlein, carried unanimously.



## FINANCE COMMITTEE MEETING MINUTES

MONDAY, FEBRUARY 27, 2023 AT 5:30 PM

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

Members present: Mayor McFarland, Alderpersons Bartz, Davis, Lampe, and Ruetten

Others present: Finance Director Mark Stevens, Attorney Steven Chesebro, Police Chief Robert Kaminski, Fire Chief Travis Teesch, Parks Director Kristine Butteris, Public Works Director Jaynellen Holloway, Lisa Schwartz, Jeff Doyle

Video attendees: Andrew Beyer, Rich Pilitz, Ken Berg, Joel Kallas, Nicole Eithun

1. **Call to order.** Mayor McFarland called the meeting to order at 5:30 p.m.
2. Attorney Chesebro presented a memo that reviewed the **policy for placement of reclassified positions onto the pay schedule**. It made sense to city administration that existing employees that were placed in new grades would be assigned to Step 2 to not have a similar pay to any new hire in the same position. Recent application of this policy has led to questions by department leaders, so leadership agreed to present to Finance Committee for review and direction of the intended implementation. Ald Davis asked if there are any immediate situations, or if this clarification is for future use; Steven indicated there are current applications if an alteration in interpretation is made. The committee asked Steven to provide suggested language consistent with other City policies regarding grade changes.
3. Parks Director Butteris presented her research on options for **Riverside Park restroom construction**. For multiple reasons, the Parks, Recreation & Forestry Commission reached consensus in its February 20<sup>th</sup> meeting that an **on-site construction is the best option** for this facility. City staff and commission members have had casual interactions with local contractors and believe more favorable bids are likely. Options for next steps were presented. Ald. Ruetten moved, seconded by Ald. Lampe, to **rebid with an alternate option for site work to be completed by contractor or city employees**. Approved unanimously by voice vote.
4. Finance Director Stevens presented the **Qtr 1 requests** from departments **for ARPA allocations** with a draft revision for the 2023 ARPA budget. Ald. Ruetten, supported by Ald. Bartz, modified the presentation by reducing park restroom upgrades to \$102,000, eliminating allocation for affordable housing, adding \$90,000 for Main St landscape architect and \$299,267 for FD radio communications and dispatch system. Additionally, city staff has been asked to determine parking additions for the NW downtown quadrant. These changes were approved by voice vote. Mark will revise the budget presentation for the next meeting.
5. Finance Director Stevens indicated that he was working with Ehlers, our investment management firm, to **review interest rate yields** on a number of our investment instruments in light of the increased interest rate market in the recent months.
6. Ald. Davis moved, seconded by Ald. Ruetten, to **convene into closed session** per Wis. Stat. Sec. 19.85 (1)(g) to confer with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or like litigation (**Fire Department**). This was approved unanimously by roll call vote.
7. Reconvene into open session.

8. Ald. Lampe, supported by Ald. Davis, moved to **convene into closed session** per Wis. Stat. Sec. 19.85 (1)(g) to confer with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or like litigation (**Achievement Recognition Award**). This was approved unanimously by roll call vote. All non-elected city staff departed.
9. Reconvene into open session.
10. Ald. Bartz moved, supported by Ald. Lampe, to award an ARA bonus to ARA ID#1 and an ARA vacation day to ARA ID #3. Approved by voice vote.
11. Adjournment. Ald. Lampe moved to approve adjournment at 7:22, seconded by Ald. Davis, and carried by unanimous voice vote.

Respectfully submitted,

Mark Stevens, Finance Director

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



The following Tourism Commission members were present via Zoom Meeting or in person at Watertown City Hall: Conrad Talaga, Kristine Butteris, Cheryl Mitchell and Peter Wright  
 Also present; Robin Kaufmann Tourism Manager, Chamber of Commerce Executive Director Bonnie Hertel, Jonathan Lampe Council Member

1. The meeting was called to order by Peter Wright at 8:00 am.
2. Review & Approve February Minutes. Kristine Butteris made a motion to approve the minutes and Conrad Talaga seconded the motion. The Commission voted to approve the minutes.
3. Old Business:
  - a. Financial Report: Robin Kaufmann reported Month to Date information as of March 1, 2023  
 Motion to approve the financials was made by Conrad Talaga and seconded by Kristine Butteris. The Commission voted to approve the financials.
  - b. Marketing Plan – review and take possible action on marketing plan.
    1. 2023 Visitor Guides: The Watertown guides are completed. Half of the inventory is at the Chamber office and the remainder are with the distributor. We will be monitoring the distribution of the guides
    2. Ad opportunities: Nothing to report
    3. Website build: The new Tourism Website went live on Monday March 6. The new website is user friendly and easily updated to ensure Google keeps our site at the top of searches.
    4. Video production: The videographer is scheduled to be at the Town Square Grand opening and the Thursday night of Riverfest and more events yet to be determined. There is no end date set as of yet.
  - c. Review and take possible action on Mural Restoration projects: Nothing to report
  - d. Hotel Stay updates:
 

January official occupancy was 39% among the local competitive set, 39.9% for Wisconsin South properties and 52.8% Nationally.  
 February unofficial occupancy was 42% among the local competitive set and 59.3% nationally.  
 February events included a small basketball tournament at Maranatha.  
 March events will include a large basketball tournament at Luther Prep 3/3 and a smaller tournament at Maranatha. The Leader to Leader conference is held at Maranatha March 9<sup>th</sup> and 10<sup>th</sup>.
  - e. Discuss and take possible action on Watertown Riverfest objectives:  
 Riverfest arrangements and sponsorships are ongoing. Entertainment acts will be announced frequently until all are made public. Events will include a Car Show, Craft Fair, Entertainment acts, Fireworks, Food vendors, Craft beer vendors, LED walls, Happy Hour drink specials.
4. New Business
  - a. Discuss and take possible action on Midwest Masters Grant: The grant was not submitted in time to make the agenda.
  - b. Discuss and take possible action on Watertown Riverfest Grant:  
 Riverfest will take place August 10-13, 2023, and is organized by Watertown Riverfest, Inc. Projected room nights will exceed 100.  
 A motion to approve \$5,000 was made by Kristine Butteris, seconded by Peter Wright. Conrad Talaga abstained. The Commission voted to approve the grant.
  - c. Discuss and take possible action on Brand Standards. Robin proposed an updated logo at the February meeting. The city logo is still required to meet the brand standards set by the City of Watertown. Further research will be done into the matter and will be discussed at a future meeting.
  - d. Review Manager's report of previous month's tasks: Attached

- e. Commission members' report of upcoming events:
  - Leader to Leader convention at Maranatha March 9-10
  - Jefferson Car show April 28-30
  - Grand Opening of the Town Square will be May 20th.

Adjournment – Motion to adjourn the meeting made at 845am made by Conrad Talaga and seconded by Kristine Butteris

Agenda items:

A reminder from Robin to have all requests for additions to the next meeting's agenda to her by the Tuesday the week before the meeting.

The next meeting will be at 8:00 am April 13, 2023, via Zoom or you may attend in person at Watertown City Hall

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

Submitted by,

Cheryl Mitchell, Secretary

Social Media Report

**Facebook: 67 new followers (Post reach 81,797)**

**Visitwatertownwi.com: Transitioning to new site.**

**Instagram: 7 new followers (1042 followers)**

- Regularly posted to social media (Watertown, Jefferson County)
- Attended JCATC Board Meeting
- Joined Programming and Event Coordinator interview panel
- Began writing Final Report for DMO Grant (Watertown Tourism and Jefferson County Tourism Council)
- Completed and submitted DMO Grant Final Reports for Watertown and Jefferson County Tourism
- Submitted all content and final edits for the Watertown, Jefferson County, and Dodge County Visitor Guides
- Added content in build of visitwatertownwi.com.
- Wrote PR for new website.
- Attended Bentzin Family Town Square Grand Opening planning meeting.
- Attended Watertown Riverfest weekly meetings.
- Wrote content for Watertown Riverfest
- Visited businesses/events to take photos for future promos:
  - Candlelight Hike at Brandt-Quirk Park

**PUBLIC WORKS COMMISSION MEETING AGENDA  
TUESDAY, MARCH 14, 2023 AT 5:30 PM**

Commission members present: Alders. Bartz, Ruetten, Wetzel, Comm'r. Thompson  
City employees present:  
Public Works Director/City Engineer Jaynellen Holloway  
Stormwater Utility Manager Maureen McBroom  
Assistant City Engineer Andrew Beyer  
City Attorney Steven Chesebro

**1. CALL TO ORDER**

Meeting called to order at 5:34 p.m.

**2. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

**3. REVIEW AND APPROVE MINUTES**

Public Works Commission meeting minutes from February 28, 2023

Motion to approve Ald. Romlein

2nd Ald. Bartz

Motion carried by unanimous voice vote

**4. BUSINESS**

Item B was moved up in the agenda

B. Review and take possible action: Street repair petition for Lafayette Street from S. Church Street west to Termini.

Mr. Eric Schmid spoke before the commission, requesting that his street be added to the 5 year plan. Current practice is to request Public Works Commission review of received street repair petitions and determine if the petitioned street be added to the five-year capital improvement plan. The street has a Paser rating of 2-4 and the street installation was in 1913. The street is not currently in the 5 year plan. According to Ald. Ruetten the street comprises about 2,200' which is about half of the street construction distance.

Motion made by Ald. Ruetten to give Engineering direction to consider placing Lafayette Street on the five year plan.

2nd Ald Romlein

Motion carried by unanimous voice vote

A. Review and take possible action: Hire Visu-Sewer, Inc. to perform storm sewer rehabilitation work for \$126,000.

City owned storm sewer beneath S. Church Street near 1530 Utah Street and the parking lot at 1520 S. Church Street is in need of repair. After reviewing repair options, the most cost effective scope of work entails cementitious lining of the pipe between the 3 o'clock and 9 o'clock positions. The project cost falls within the approved budgeted amount for this project. Funding will come from the Storm Water Utility Capital Outlay Account.

Motion to approve Ald. Cmmm'r. Thompson

2nd Ald. Romlein

Motion carried by unanimous voice vote

C. Review and take possible action: Intergovernmental agreement with Jefferson County for water quality trading program

The WDNR and USEPA approved a Total Maximum Daily Load (TMDL) study for the Rock River Basin in September 2011. The TMDL studied how much Total Suspended Solids (TSS) and Phosphorus would need to be prevented from entering the Rock River and its tributaries each year to return to healthy, fishable, swimmable conditions that meet water quality standards. The Municipal Separate Storm Sewer System (MS4) Permit requires the City to reduce the amount of TSS and Phosphorus reaching local waterways per the pollutant reductions listed in the TMDL. In 2014 the cost for compliance would have been well over \$13 million dollars unless an alternative approach was used. Since then the City has determined that a Water Quality Trading program implemented within two local subwatersheds would be the best option for a more cost effective way to meet the TMDL pollutant reductions.

Engineering staff began working with the Jefferson County Land and Water Conservation Department (County) and the Rock River Coalition (RRC) early in 2022 to develop a Water Quality Trading program to meet the City's TMDL requirements in the MS4 permit.

A motion was made to accept the Intergovernmental Agreement

Motion to approve Ald. Romlein

2nd Comm'r. Thompson

Carried by unanimous voice vote

D. Update, no action required: Wisconsin Department of Transportation Surface Transportation Program Local application for roadway repairs

E. Review and take possible action: 2022 Municipal Separate Storm Sewer System (MS4) Report submittal to Wisconsin Department of Natural Resources

Once again Maureen McBroom gave an excellent teaching PowerPoint presentation. Gratefulness was expressed by the Commission to Maureen for her tireless work to help Watertown meet the goals and standards set forth by the WDNR.

Motion was presented to submit the report to the Common Council at the March 21st meeting.

Motion to approve Ald. Bartz

2nd Ald. Ruetten

Carried by unanimous voice vote

## 5. ADJOURNMENT

Motion to approve Ald. Romlein

2nd Ald. Bartz

Carried by unanimous voice vote

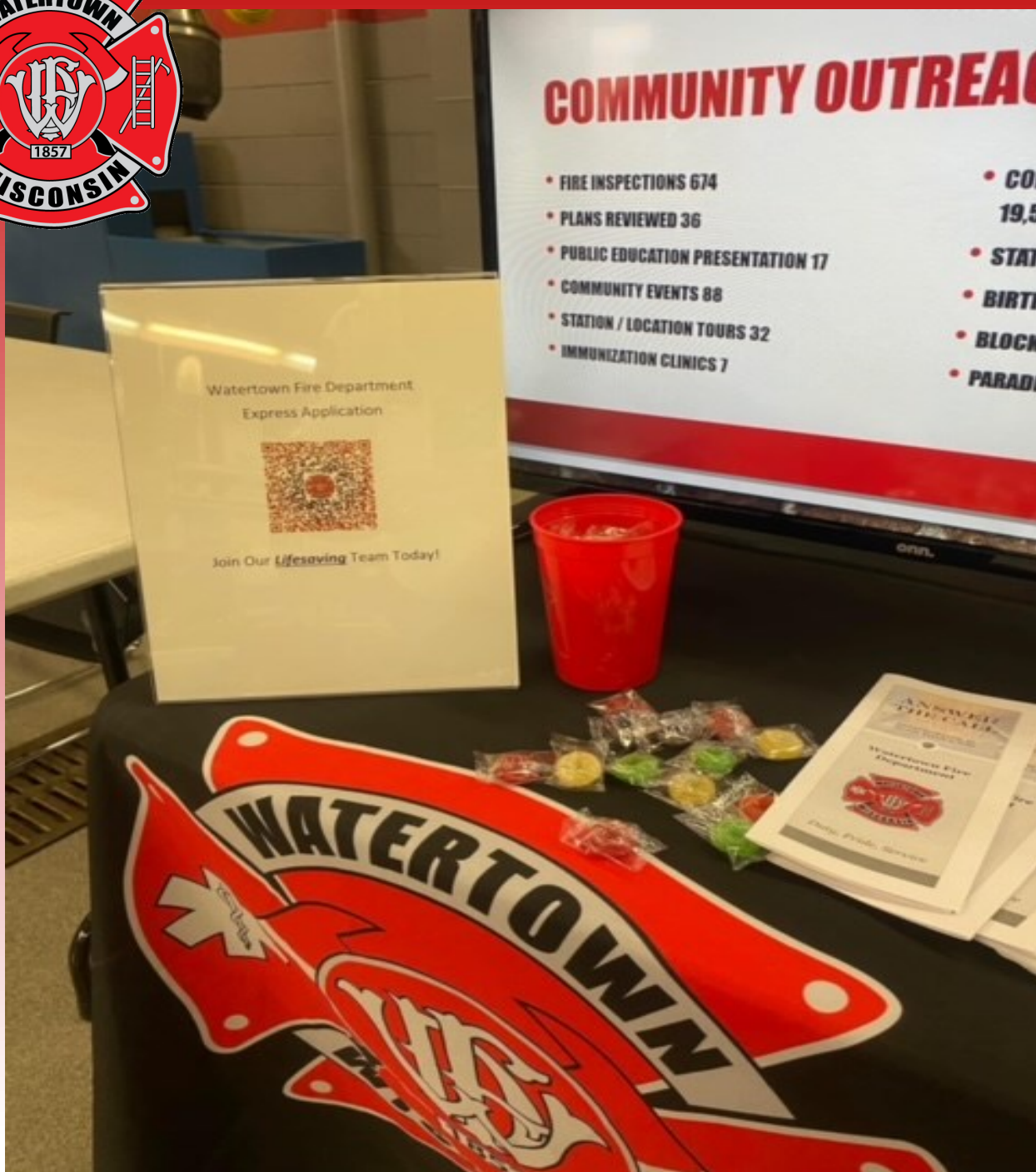
Meeting adjourned at 6:46 p.m.

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 Fire Department

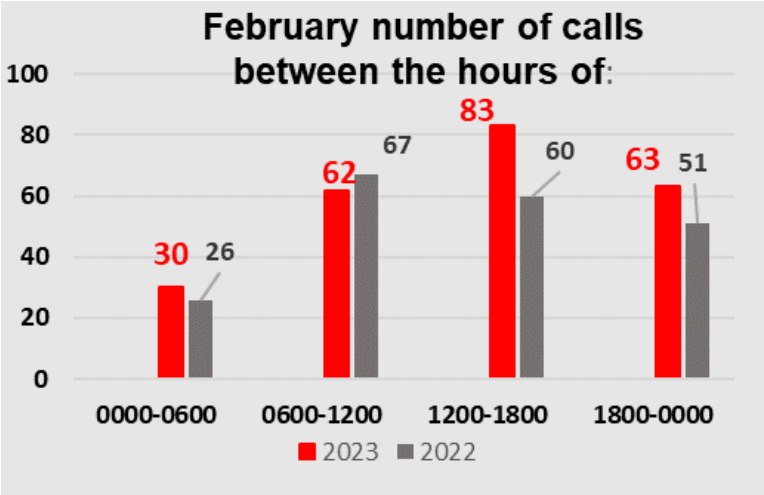
Monthly Report February 2023



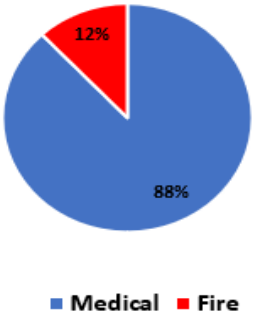


# Watertown Fire Department Monthly Report

## Operational Statistics

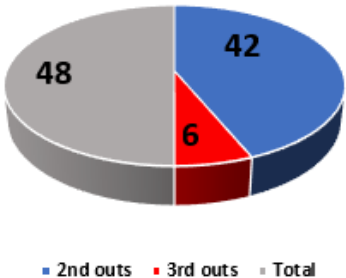


### February Simultaneous Call Breakdown

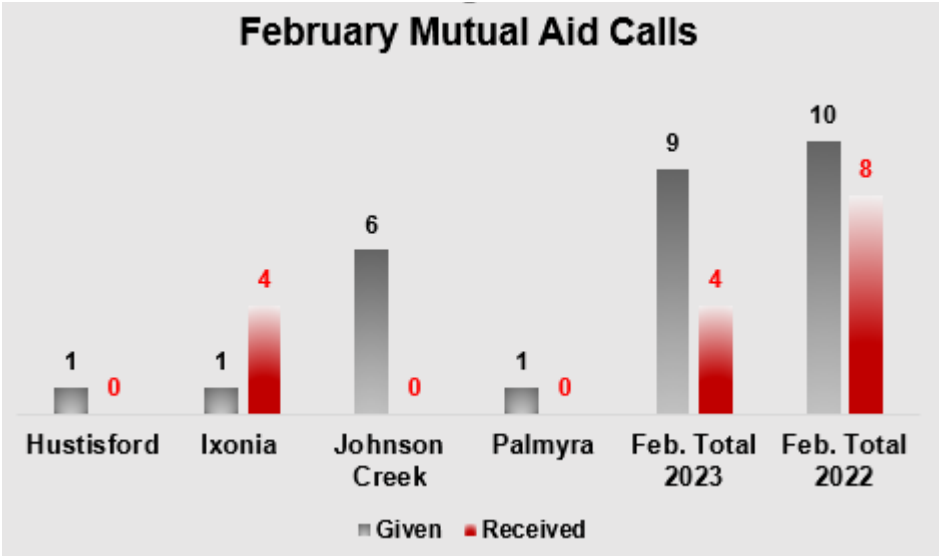
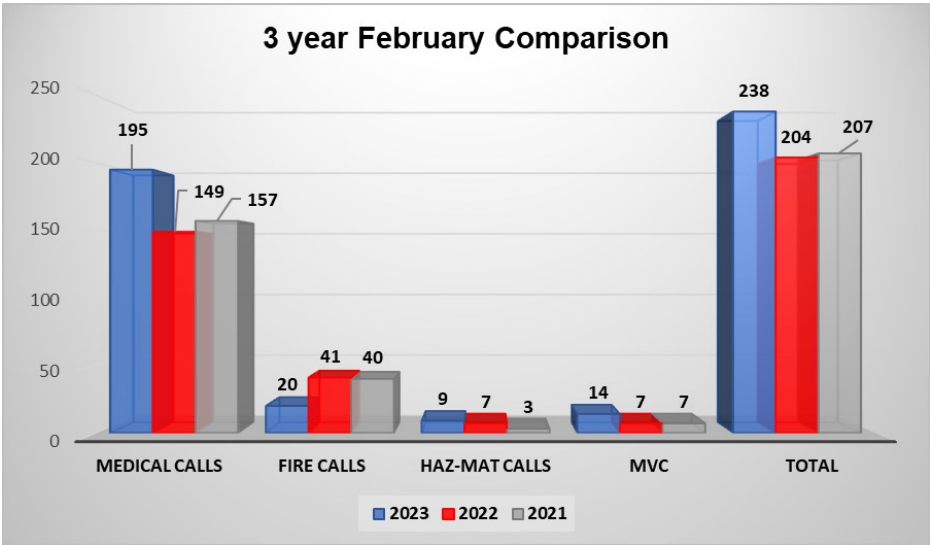


**FEBRUARY WAS A RECORD MONTH!**

### February Simultaneous Calls



**20%** of the time we had multiple calls



2022 Simultaneous Calls	
2 <sup>nd</sup> out calls	42
3 <sup>rd</sup> out calls	2
4 <sup>th</sup> out calls	1
Total	45
20% of the time we had multiple calls	





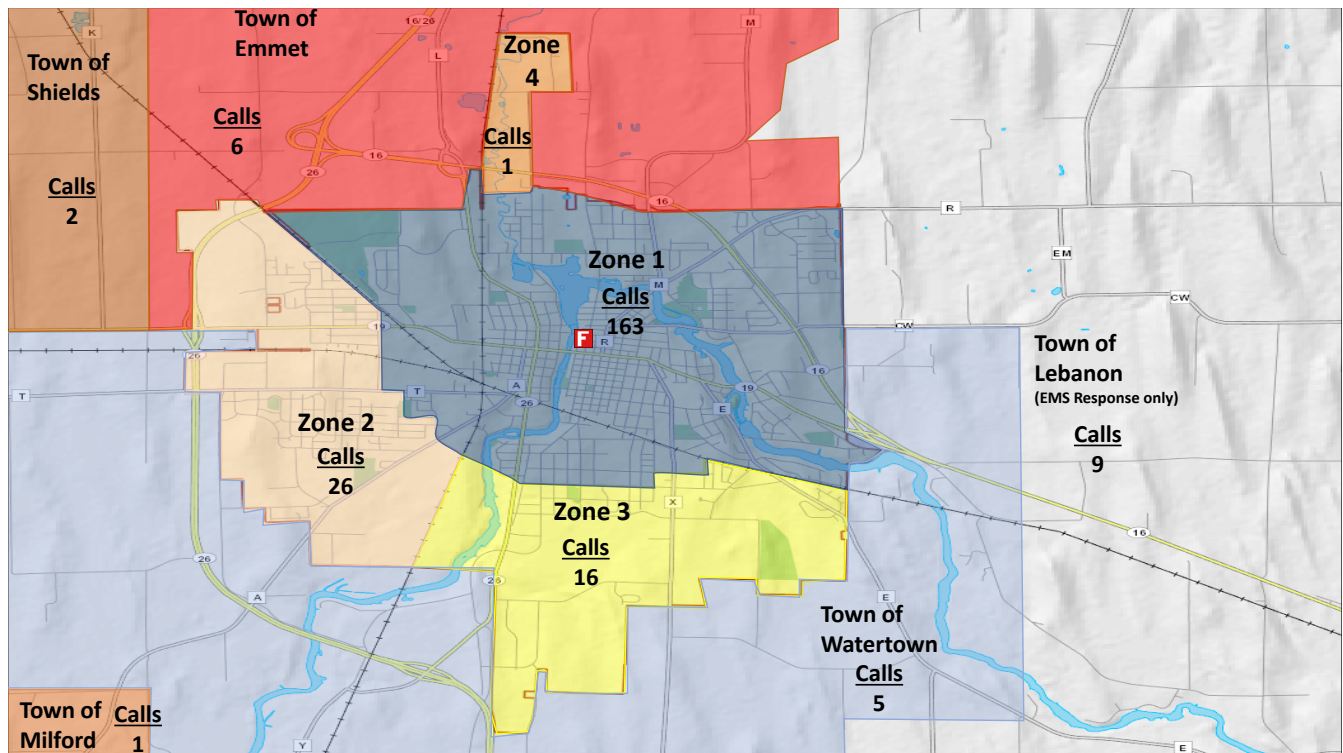
# Watertown Fire Department Monthly Report

Operational Statistics

Section 8, Item B.

## February Response Times

Zone	Turnout Time			Response Times		
	Time from alarm to out the door			Time from alarm to arrival		
	EMS	Fire	Combined	EMS	Fire	Combined
Zone-1	1:27	1:52	1:29	4:55	4:47	4:54
Zone-2	1:27	1:57	1:32	6:51	7:14	6:54
Zone-3	1:14	1:41	1:18	6:10	6:04	6:09
Zone-4	:05	-	:05	5:26	-	5:26
Zone- 11 Milford	-	1:41	1:41	-	19:40	19:40
Zone- 12 Town of Watertown	1:15	-	1:15	7:08	-	7:08
Zone- 13 Emmet	1:52	1:39	1:49	8:46	8:10	8:39
Zone- 14 Shields	2:03	-	2:03	8:47	-	8:47
Zone- 15 Lebanon	:47	N/A	N/A	9:55	N/A	N/A
Delay due to Simultaneous Calls	4:16			10:25		
*Department Standards- Turnout - 60 sec EMS/80 Sec Fire- Response- Fire & EMS 6 minutes*						





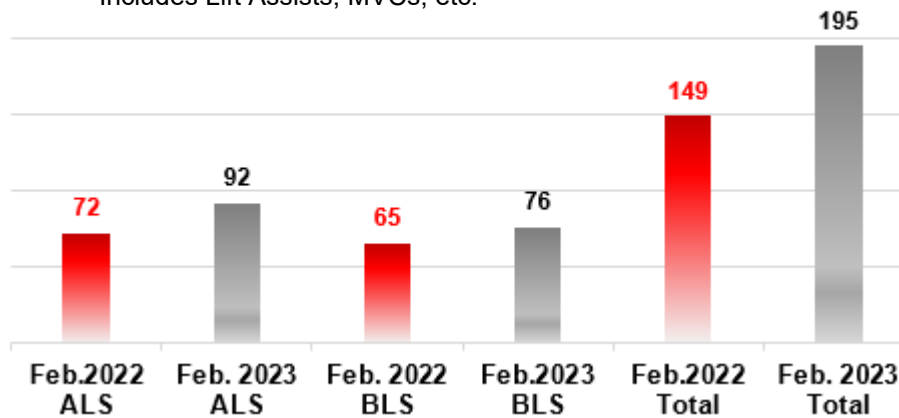


# Watertown Fire Department Monthly Report

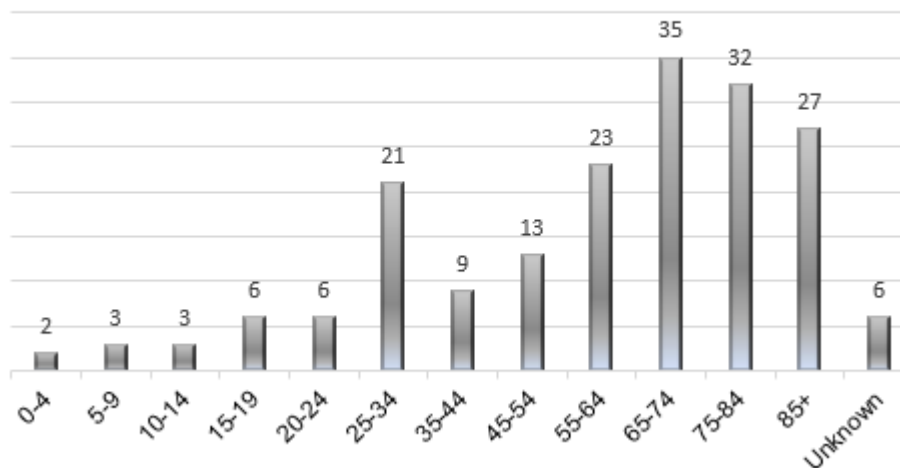
## Emergency Medical Services

### February Emergency Medical Calls

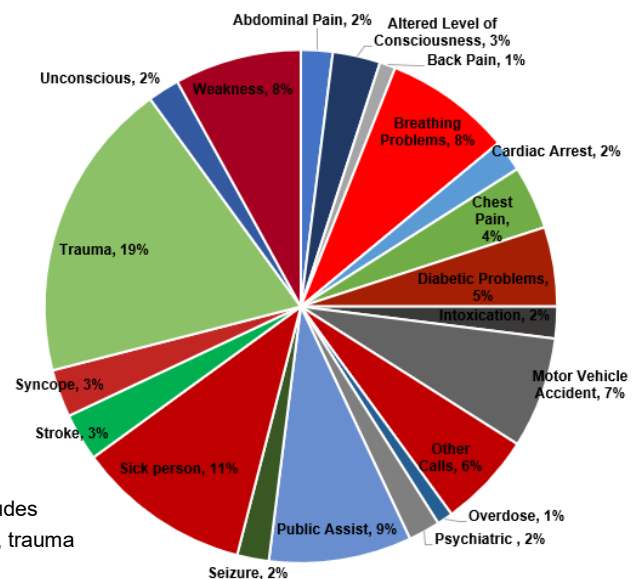
\*Includes Lift Assists, MVCs, etc.



### Patient Contact By Age in February

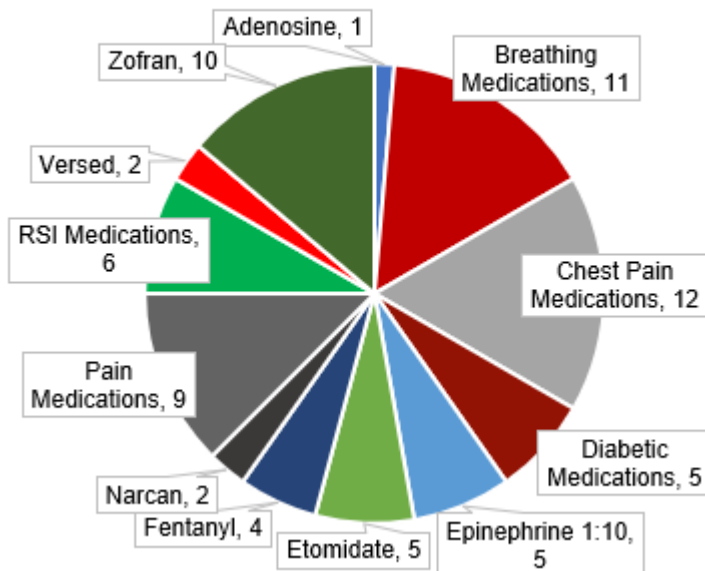


### EMS Call Purpose by Provider Primary Impression

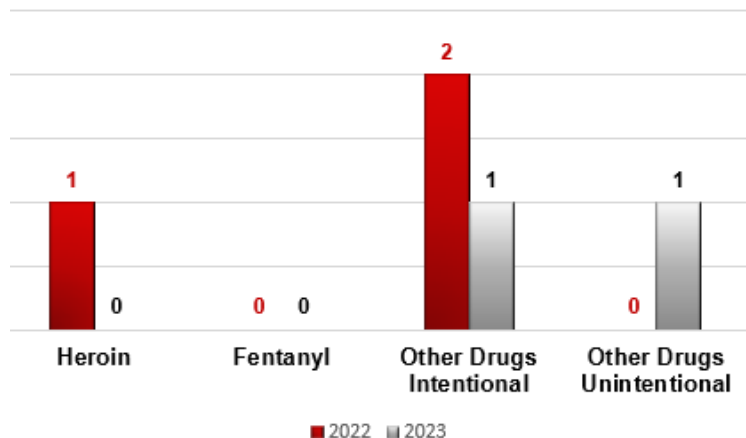




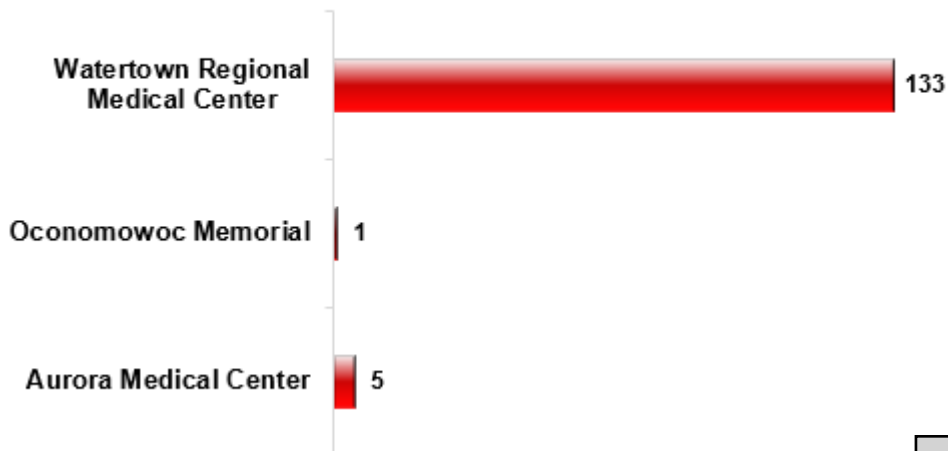
## February Medications Administered



## February Overdoses

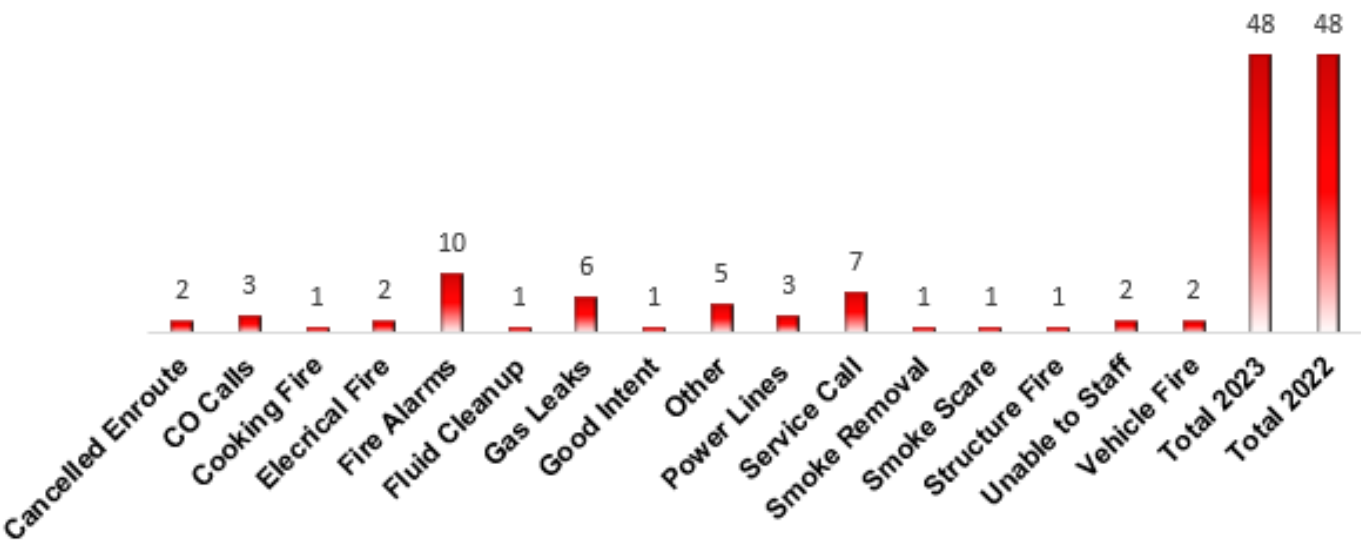


## February Hospital Transports

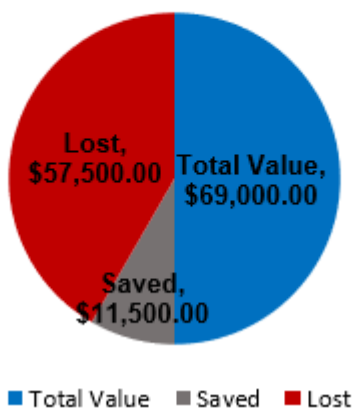




February Fire/Haz-Mat Calls



February 2022  
Fire Dollar Saved vs. Loss



February 2023  
Fire Dollar Saved vs. Loss





# Watertown Fire Department Monthly Report

Department Training

Section 8, Item B.

For the month of February, department members trained on the following:

## Engine Company

SCBA Consumption Course  
Entanglement Drill

## Rescue Company

FAST Board, RIT Airbag Review

## Truck Company

Ladder Truck Inspection/Cleaning  
VES

## EMS Training

Cold Weather Emergencies

Total A Shift Training Hours	189.5
Total B Shift Training Hours	178.75
Total C Shift Training Hours	68.5
Total Shift Training Hours	427.75

Total  
Hours  
589



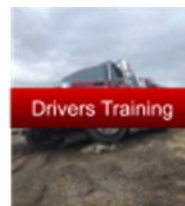
108



4



58



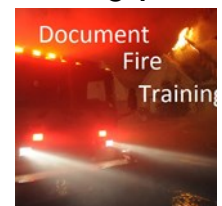
11.5



40.5

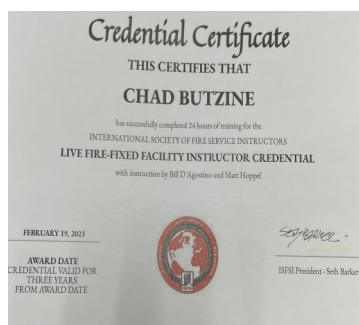


64



306.5

**Congratulations to these Watertown Fire Department  
Staff Members**



Battalion Chief Chad Butzine obtained his Live Fire Instructor Certificate.

Firefighter/Paramedic John Duvernell obtained his Evidence Collection Technician Certificate.

Fire Chief Travis Teesch & Lieutenant Matt Pieper obtained their Emergency Services Instructor Certificates.



# Watertown Fire Department Monthly Report

## Community Risk Reduction



### February Community Healthcare Coalition Contacts



- Unsafe Situation Awareness
- Wellness Clinics/Immunizations
- Community Resource Referrals

### February Violations

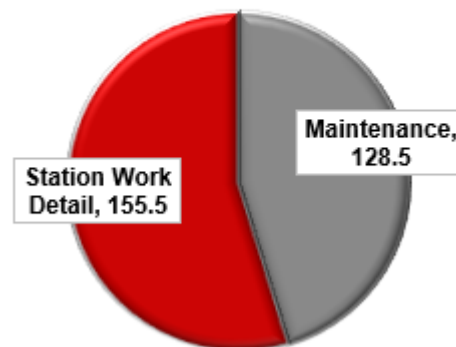


### February Community Healthcare Coalition Events

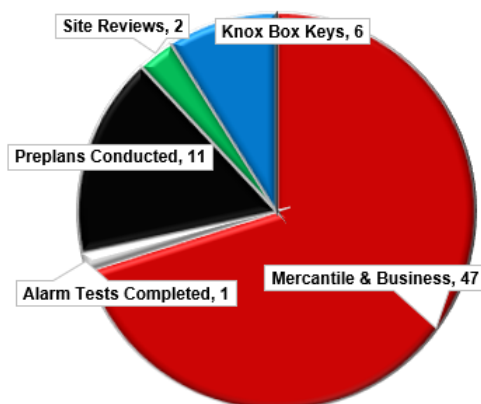


- Unsafe Situation Awareness
- Wellness Clinics/Immunizations
- Community Resource Referrals

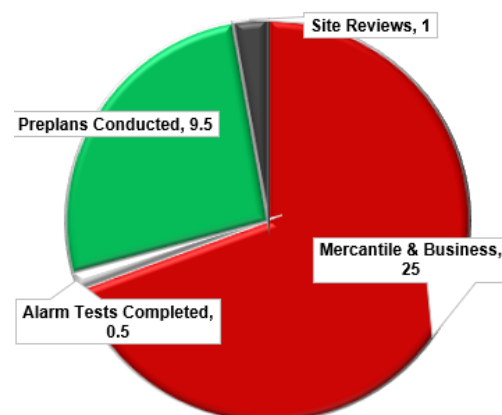
### February Maintenance & Station Work Hours



### February Inspections/Alarm Tests



### February Inspection/Test Hours





# Watertown Fire Department Monthly Report

## Community Risk Reduction

**1** Vile of Life Form Given



**1** Smoke Detector Installed



**1** Station Tour



**1** CO Detector Installed



**9** Community Events



**1** Stop the Bleed Training



**1** Fire Drill Conducted



**1** Home Safety Check



**2** CPR Class



**4** Public Speaking Events



**5** Student/Public Riders

2022	2023	February
679	1419	Outreached Citizens
32	32.5	Contact Hours





## Watertown Fire Department Monthly Report

## Department Incidents, Happenings, & Public Relations

### February 6th & 13th– CPR Class

Konescrane, Watertown

The employees at Konescrane received Hands-on CPR training.

### February 8th & 15th– Stroke, Chest, & Bloodborne Training

Konescrane, Watertown

The employees at Konescrane received training on strokes, chest pain, and bloodborne pathogens.

### February 7th– Swearing-in Ceremony

Watertown Fire Department

Firefighters Cory Schultz, Tanner Hanson, Ian Stemper, and Matthew Winchester completed their probationary period in 2022 and were sworn in.



### February 7th– Interviews

Watertown Fire Department

WFD held interviews for the open position of firefighter/paramedic.

### February 9th– Station Design Company

Short Elliott Hendrickson Inc., has been chosen as the company to design the new Fire station.

### February 16th– Mutual Aid Structure Fire

N441 Tower Rd. Palmyra

Engine 61 responded to a MABAS alarm request for a barn fire. The crew assisted with fire suppression and overhaul. They were on scene for approximately 5 hours.



## **Watertown Fire Department Monthly Report**

Section 8, Item B.

### **Public Relations**

#### **February 9th– Coffee Connections**

Watertown Public Library

The Fire Department connected with other area community resources focused on helping children and families in need here in Watertown.

#### **February 21st– John David Plaque Presentation**

Bentzin Family Town Square, Watertown

The Fire Department along with other city employees attended a plaque presentation honoring previous Mayor John David for his involvement in making the town square a reality.



#### **February 23rd– Job Fair**

Waukesha Co. Technical College, Pewaukee

The Fire Chief and Deputy Chief attended a job fair to provide information to students considering a career in firefighting or EMS.





2023  
YEARS OF SERVICE  
RECOGNITION

MARCH

SUZANNE FRENTZEL  
WATER/WASTEWATER DEPARTMENT

5

KIRSTIE EWING  
POLICE DEPARTMENT

5

JAMIE HERNANDEZ  
LIBRARY

5

ABBIGAIL KUEHN  
HEALTH DEPARTMENT  
10

JOHN BUTSCHKE  
STREET DEPARTMENT  
25

DELL ZWIEG  
BUILDING, SAFETY, & ZONING  
25



# 2022

## Annual Report

### Watertown Police Department



Trust



Integrity



Professionalism



# Welcome from Chief Robert Kaminski

I am pleased to present the 2022 Watertown Police Department Annual Report. It is truly an honor for me to work with such a talented and dedicated group of men and women that serve the citizens of Watertown. We are lucky to have this group of employees who are willing to serve the people that live and work in our community. Every day, our officers accept the responsibility to protect others at great risk to their personal safety while our professional civilian staff continues to provide exceptional service in dispatch and other areas of the department.

This past year as a department we have seen several retirements and personnel changes. Besides retirements, we have had promotions, reassignments of duties, and new personnel hired in both sworn and civilian staff.

As a department we continue to actively train and talk about use of force decision making, de-escalation, active shooter response, and improving our responses to mental health crises in our community. In 2022 we began a collaboration with Jefferson County Human Services to have a crisis working on staff at the department. The crisis worker works with and responds with officers to ongoing crisis scenes.

Our Annual Report is a compilation of work from staff members who work in all areas of the department. Many members of our staff have specialized training in the areas focused on in this report. In 2022 staff members from all areas of the department collaborated to update our Mission Statement and Core Values. As an organization we are proud of what we have accomplished this past year, but our work is never done.

We look forward to working with the community and our partners to improve our response to routine calls for service, mental health issues, drinking and drug addiction, and engaging with the citizens through community events. I would also like to thank the Mayor, the City Council, the Watertown Police and Fire Commission and the men and women of the Watertown Police Department and the citizens we serve. Our achievements and success this past year are a result of every one's support and combined efforts.



# Mission Statement and Core Values

## Mission Statement

**We partner with the community to preserve life and to protect property while enhancing the quality of life through fair and impartial law enforcement.**

## Core Values

**Trust - We show consideration, care, and appreciation toward others with a dedication to building relationships based on truth and authenticity.**

**Integrity - We conduct ourselves with uncompromised honesty, honor, and ethics.**

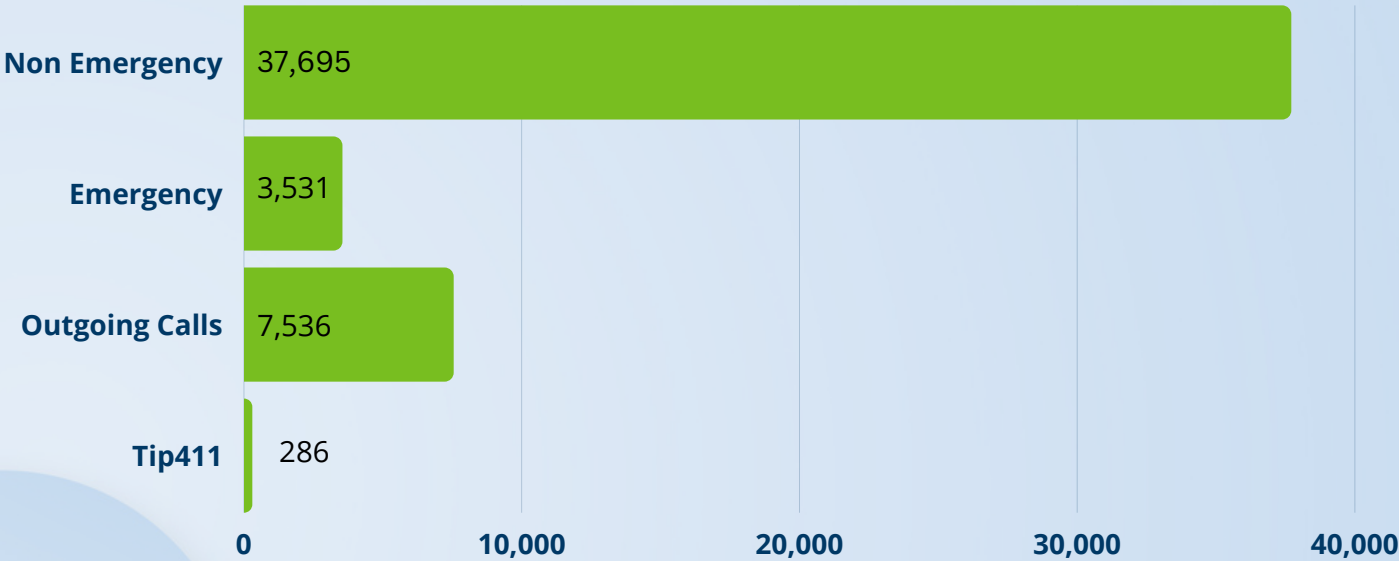
**Professionalism - We are accountable to ourselves and the public for the quality of our service, and we seek to continually improve ourselves, our department, and our community relationships.**



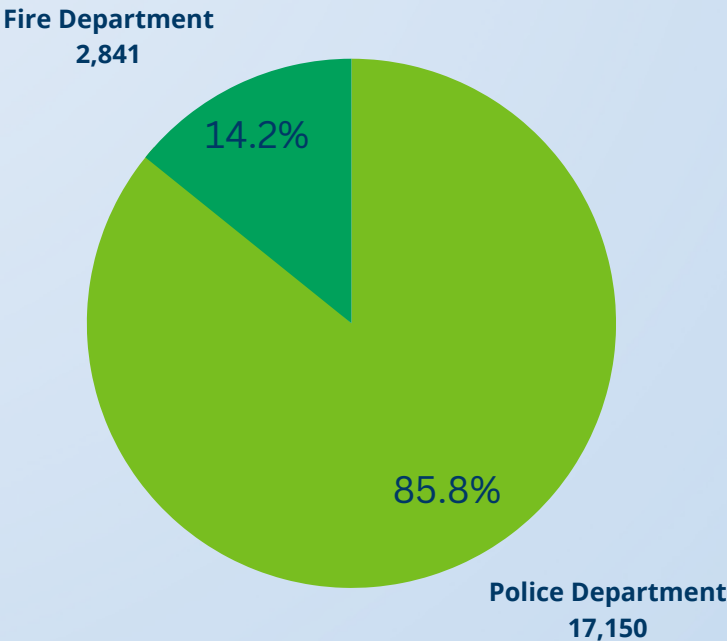


# Telecommunications

The Watertown Communications Center answers three non-emergency phone lines, three alarm company emergency lines and four 911 lines. The Communications Center is also responsible for monitoring Tip411. Tip411 is a Web/App program for citizens to report complaints anonymously.

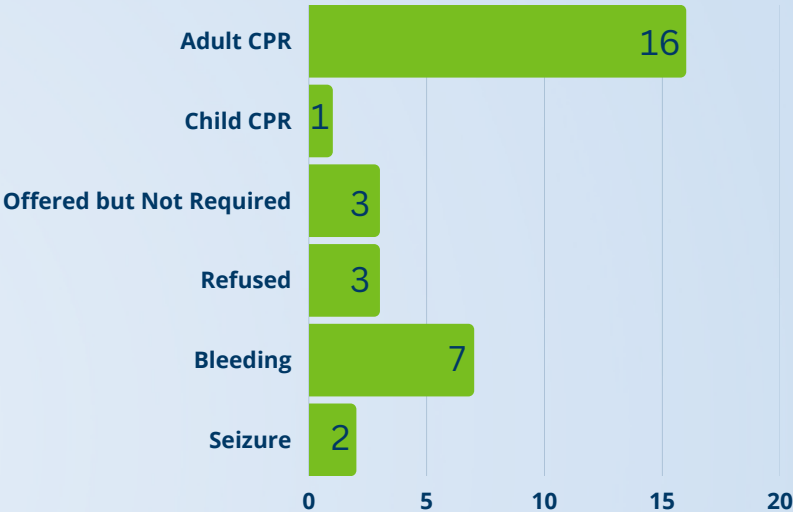


The Watertown Communications Center dispatches for the Watertown Police Department and Watertown Fire Department. The Communications Center handled 19,991 calls for service for both departments.



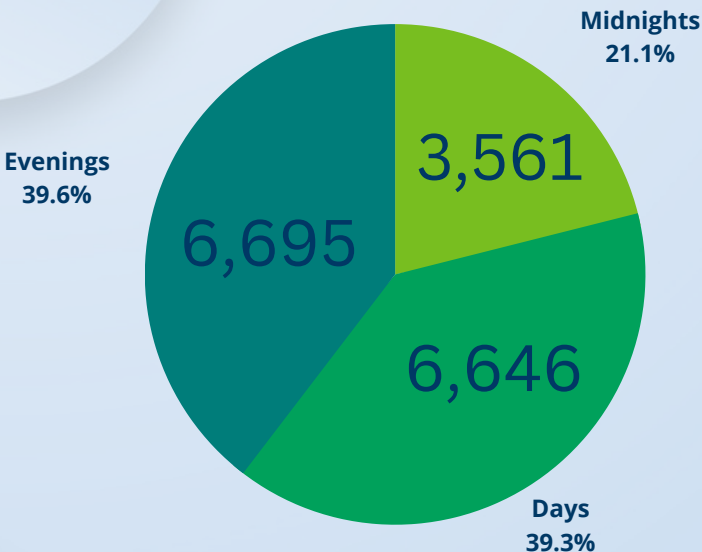
# Telecommunications Cont.

The Watertown Communications Center started providing pre-arrival instructions to callers in 2019. Instructions are provided for CPR, seizures, bleeding, delivery, choking and other serious medical situations. In 2022, the Communications Center provided instructions 32 times to callers in need of emergency medical assistance.

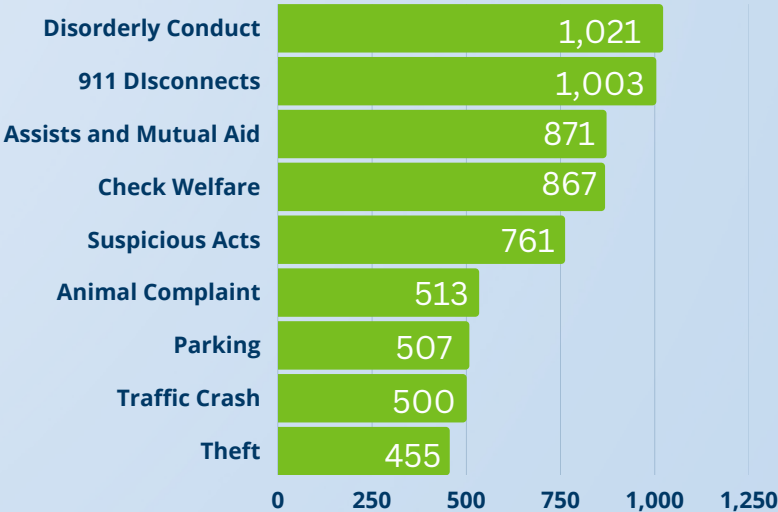


# Police Calls for Service

Calls Handled by Shift



Top Calls for Service



# Community Outreach

D.A.R.E. is currently being taught in 17 classrooms throughout 8 schools in Watertown. This program is a police officer led series of classroom lessons that teaches children how to resist peer pressure and live productive drug and violence free lives. Watertown Police Department has been involved in the D.A.R.E. program since 1991.



The Annual Watertown Police Department Bicycle Rodeo was back for its 29th year. This event has a series of nine courses for children 12 and younger. These courses help kids learn how to ride safely around their community and learn the rules of the road when it comes to bicycles. There is also a raffle at the end to reward the kids for a job well done!





# Community Outreach Cont.

The Donut Dash 5K/1K celebrated its 2nd year! This fundraiser supports victims of domestic violence in our area. The donation went to PAVE (Protect Advocate Validate Educate) to help victims through financial assistance, court assistance, therapy and emotional support. Since the beginning of this event, the Watertown Police Department has raised over \$119,900 to help victims in our community.



Lights N Sirens was back for its 22nd year. This safety fair draws over 1000 people annually to come out and look through emergency vehicles up close and get information from many community organizations on how to keep themselves and others safe in the community.



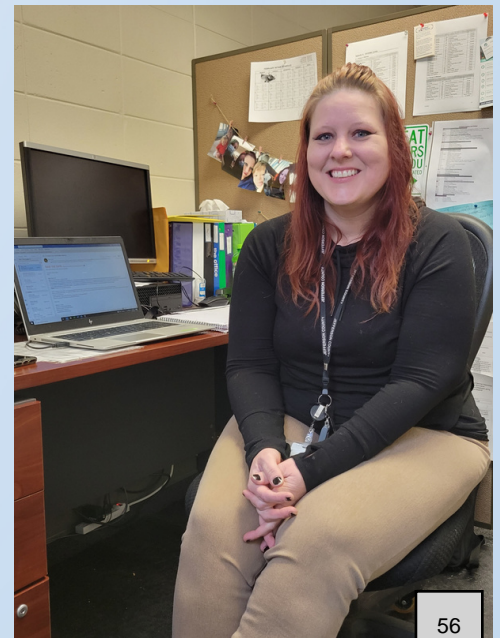
# Emergency Mental Health

Calls for service involving citizens in need of mental health services is a daily occurrence for the Watertown Police Department. To help our citizens and also make sure that the correct outcome is achieved in these calls, every officer of the WPD has attended and is part of a Crisis Intervention Team. The primary goals of CIT are to reduce injuries to officers and mental health consumers during contacts, and to appropriately redirect mental health consumers from the judicial system to the services and support needed to stabilize consumers and reduce contact with police.

In conjunction with Jefferson County Human Services and with a generous grant from the Greater Watertown Community Health Foundation, the WPD was able to add a full time Emergency Mental Health Worker.

Kelly Lueck began at the WPD in June of 2022 and has been the departments full time worker since then. Kelly can respond to scenes directly with officers and can also provide assessments, crisis planning, short term counseling and can also direct mental health consumers into further services. The ultimate goal is to provide both adults and children the absolute best care available and to prevent their entry into the criminal justice and child welfare systems.

Kelly is a Watertown High School Graduate and was in nursing for 15 years before graduating from Aurora University with a degree in Social Work and a minor in Criminal Justice. In addition to assisting the WPD on calls, Kelly also takes phone calls from subjects needing assistance and also citizens who walk in to the WPD seeking assistance.





# OWI Enforcement

The Watertown Police Department puts an emphasis on traffic safety as well as OWI enforcement. All WPD officers are trained in recognizing alcohol and drug impaired drivers and most WPD officers have “Advanced Roadside Impaired Driver Enforcement” training. Two of our officers are certified by the National Highway Traffic Safety Administration and the International Association of Chiefs of Police as Drug Recognition Experts (DRE). The DRE training consists of a 2-day pre-school and then a 7-day school. This is followed by several weeks of “hands on” training with drug impaired subjects in which the DRE completes an evaluation and correctly determines the categories of drugs the subject is impaired by. The DRE program is in all 50 states and just 1.1% of all officers are certified as DRE’s. Wisconsin started the DRE program in 1995 and there are currently 372 DRE’s in the state.

Watertown PD made a total of 117 OWI arrests in 2022. While most of the arrests made are because people have chosen to drive while impaired by alcohol, some of these drivers were driving with a combination of alcohol and drugs. When someone is arrested for OWI, we collect a sample of their blood to be sent to the Wisconsin Lab of Hygiene for analysis. If the arrested person’s blood specimen analysis has a blood alcohol concentration of .10 or greater, the WLH does not conduct a drug panel analysis of the blood. 10 of the 117 arrests were for operating with a restricted controlled substance. These are substances controlled by chapter 961 of the Wisconsin statutes. There were 3 arrests made in 2022 where the driver violated the absolute sobriety law. This means anyone who is under the age of 21 driving with a BAC greater than zero but under a .08 BAC is in violation of the Absolute Sobriety Law.





# Operating While Intoxicated Quick Facts

Watertown PD made a total of 117 OWI arrests in 2022.

10 of the 117 OWIs resulted in some sort of crash.

95 of the arrestees were male. 22 were female.

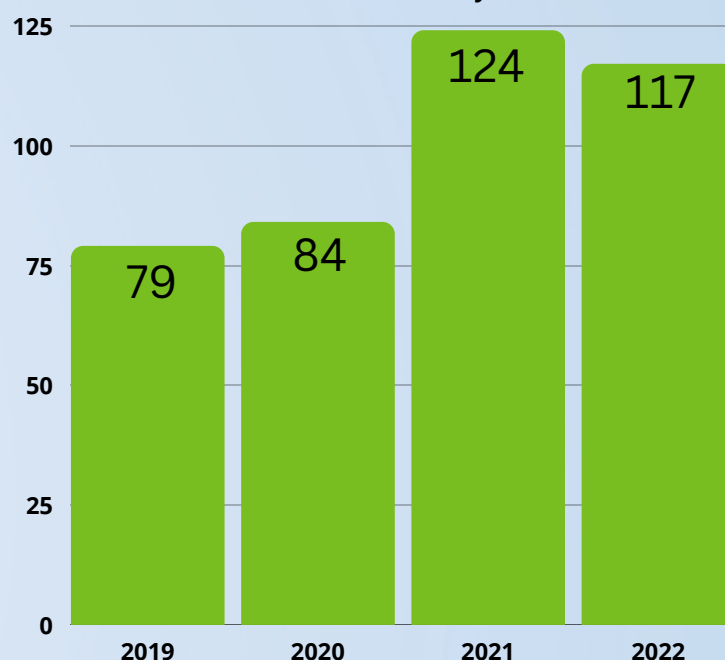
10 of the 117 arrests were for operating with a restricted controlled substance.

## What is "BAC"?

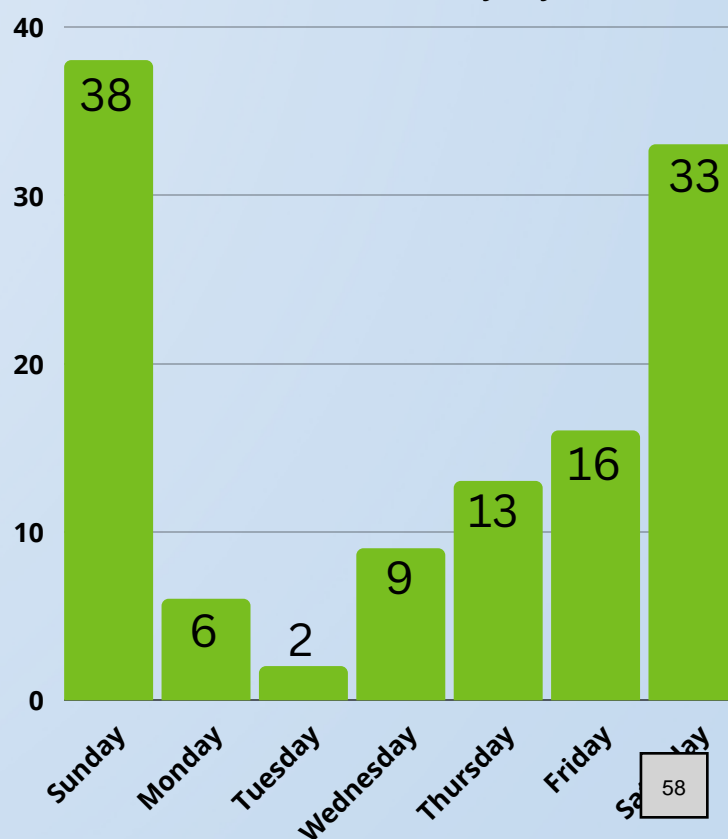
The amount of alcohol in a person's body is measured by the weight of the alcohol in a certain volume of blood- measured in grams per milliliter (g/mL). This is called the blood alcohol concentration or "BAC." Alcohol is absorbed directly through the walls of the stomach and the small intestine, goes into the bloodstream, and travels throughout the body and to the brain. Alcohol is quickly absorbed and can be measured within 30 to 70 minutes after a person has had a drink.

- The average BAC reported in 2022 was 0.167.
- The highest reported BAC was 0.30.

OWI Arrest Totals by Year



2022 OWI Arrests by Day



# Entry and Crowd Control Team

The Entry Team trains monthly, and in 2022 hosted an all-day multi-agency training on Mass Critical Incident Response (Active Shooter) at one of our city's schools. The Entry Team mobilized for several search warrants throughout the year for investigations involving robbery, child pornography, illegal drugs, burglary and stolen firearms. It also mobilized for one especially significant tactical situation, involving an armed and barricaded suspect inside a residence who was threatening to kill officers and citizens. That situation took over 14 hours to resolve and included lengthy negotiations, the use of deadly force and the assistance of two more area SWAT teams, before the suspect was taken into custody.

The members of our Entry Team also perform as members of the multi-agency Mobile Field Force (MFF) which is hosted by the Jefferson County Sheriff's department. It is available for call-outs to planned and unplanned crowd-events such as demonstrations or riots. The MFF trains twice a year at a central location. The MFF mobilized for a planned event at Riverside Park in July, and expects to do that again in 2023.



# Emergency Detention and Detoxification Quick Facts

- An emergency detention is a situation in which an individual is deemed a risk to themselves and/or others, cannot be left alone, and needs to be evaluated by a mental health professional.

Previous Years	2020	2021	2022
Emergency Detention	45	51	28
Detox	22	15	23
Total	67	66	51

- The department saw a decrease in emergency detentions and an increase in detoxifications compared to 2021. Juveniles accounted for 11 of the 28 emergency detentions.

Investigating / Monitoring / Transporting	
2022 Total Hours	341.25
Average Per Incident	6.7
Longest Incident	29.5
Shortest Incident	1

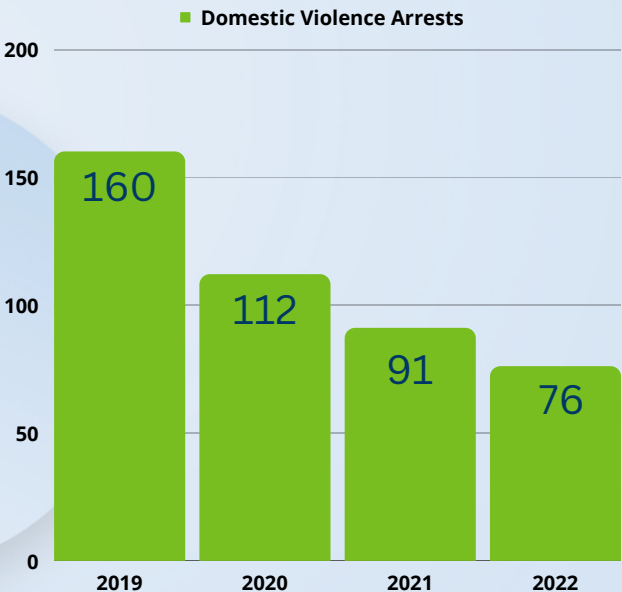
- January and February are tied for the most incidents. Each had 7 incidents.

- October had the least amount of incidents at zero.

# Domestic Abuse

Wisconsin law requires law enforcement to make an arrest when any of the following occurs between a spouse, former spouse, adult with whom the person resides or formerly resided or against an adult with whom the person has a child in common:

- Intentional infliction of pain, physical injury or illness
- Intentional impairment of a physical condition
- Sexual assault
- A physical act that may cause the other person reasonably to fear imminent engagement in the above.



➤ 48 of those arrested had been arrested in the past for domestic abuse.

➤ 58 of those arrested were male and 18 were female.

➤ 52 arrestees were between 18-40 years of age.

➤ The highest number of domestic abuse incidents occurred in August (10) and on Sundays (16).

We continue to work closely with our local domestic abuse advocacy group (PAVE). In 2022, 35 victims elected to receive services through PAVE. The Watertown Police Department continues their stop-back program with domestic abuse victims. The program is designed to assist the most at-risk victims and disrupt the cycle of violence they endure. We encourage anyone suffering from domestic abuse to reach out for assistance.



# School Resource Officers



Laura Bohlman



Evan Bresser



The Watertown Police Department has two School Resource Officers, Officer Laura Bohlman and Officer Evan Bresser, who were respectively assigned to Riverside Middle School and Watertown Senior High School within the Watertown Unified School District. The officers also share four elementary schools. The School Resource Officers serve as a liaison between the police department, schools, and community. Officers focused their efforts in 2022 to maintaining school safety, building positive relationships with students and staff, and improving school attendance. Here are some highlights from 2022:

➤ In February 2022, Officer Bohlman and Officer Bresser coordinated with Jefferson County Drug Free Coalition to provide a free live webinar, Above the Cloud-the Truth about Vaping, to students and parents. The information was presented by Ray Lozano, a Drug & Substance Prevention Specialist and Youth Speaker from California.

➤ Officer Bohlman delivered twelve Internet Safety presentations to Riverside Middle School's student body. Officer Bohlman discussed the topics of unsafe behaviors, posting inappropriate content, privacy of personal information, sexting, and cyberbullying. Additionally, Officer Bohlman provided presentations on the dangers of drugs to health classes. Throughout the school year, Officer Bresser provided presentations in government classes regarding 4th Amendment Rights at home and at school.

➤ During the month of May, Officer Bohlman and Officer Bresser conducted Run, Hide, Fight drills at each of the schools, including the elementary schools. In October, Officers of the Watertown Police Department coordinated with staff at Riverside Middle School and practiced a full evacuation scenario.

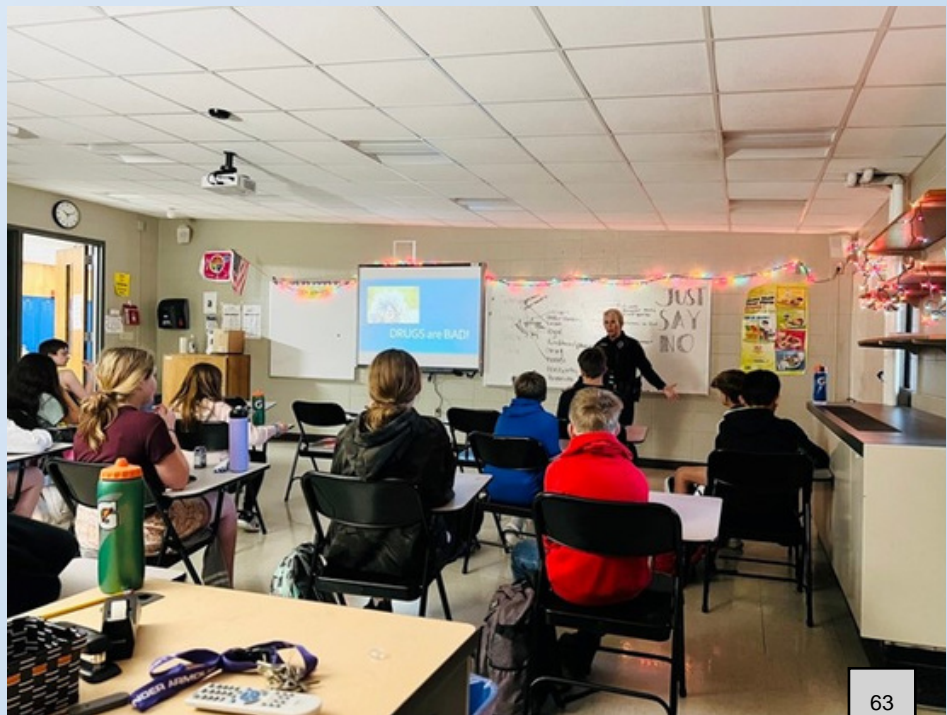
# SROs Cont.

➤ From June 14, 2022 to June 16, 2022, Officer Bohlman and Officer Bresser attended the School Resource Officer Conference in Appleton, Wisconsin. Both officers attended workshops on developing leaders who grow a winning culture, challenges of legalizing marijuana, kindness-promoting a positive school culture, communicating during a critical incident, the impact of social media on a juvenile, and burnout.

➤ In October 2022, Officer Bohlman and Officer Bresser assisted Watertown Unified School District Threat Assessment Coordinator Abby Baxter with the implementation of Wisconsin's Speak Up Speak Out program. Speak Up Speak Out is a 24/7 reporting system for students, parents, and the community to report tips of school threats, bullying, self-harm, dating violence, human trafficking, etc. Confidential tips can be submitted by visiting <https://speakup.widj.gov>, the Speak Up Speak app, or by calling 1-800-MY-SUSO-1 (1-800-697-8761).

➤ Officer Bohlman and Officer Bresser worked in conjunction with Truancy Abatement Officer Elliott Clark in incentivizing students to attend school on a regular basis. In occurrences of habitual truancy or lack of success, officers issued citations or juvenile referrals to Jefferson and Dodge County Human Services for further assistance.

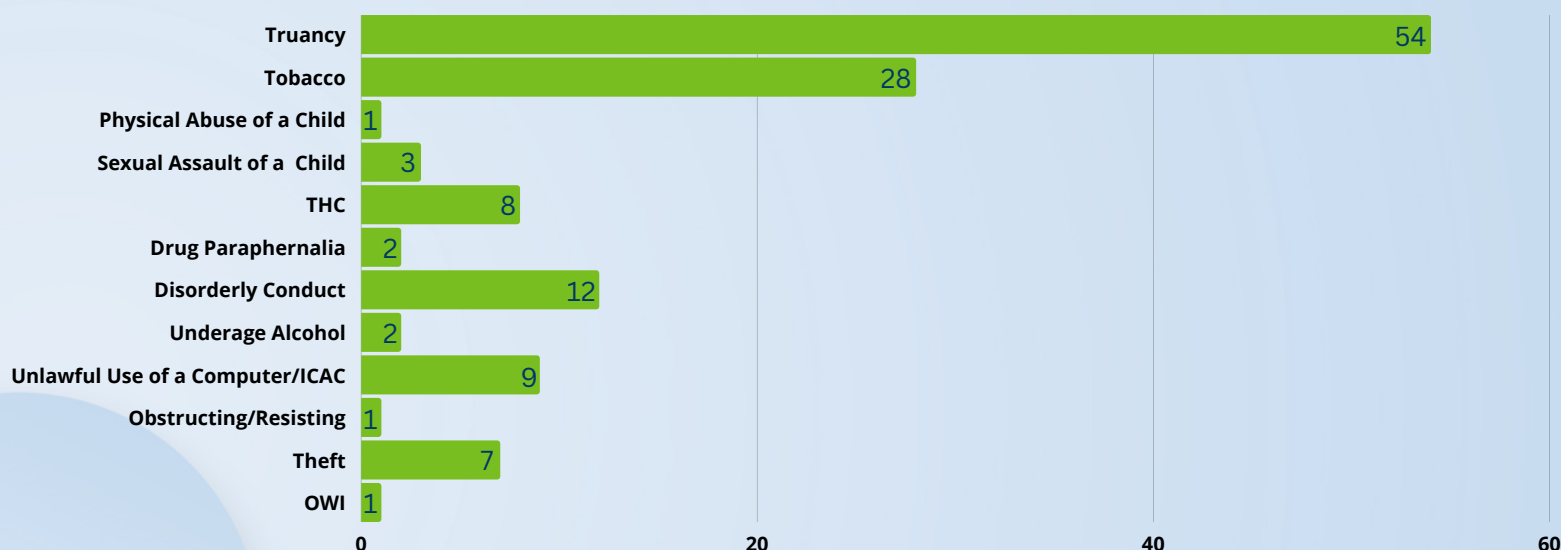
➤ Officer Bohlman and Officer Bresser coordinated with Jefferson County Law Enforcement agencies and local businesses to create several Shop with a Cop events in December 2022. Underprivileged students were able to shop at local stores with police officers, who acted as chaperones. Students were able to purchase items for themselves and their families ahead of the holiday season.



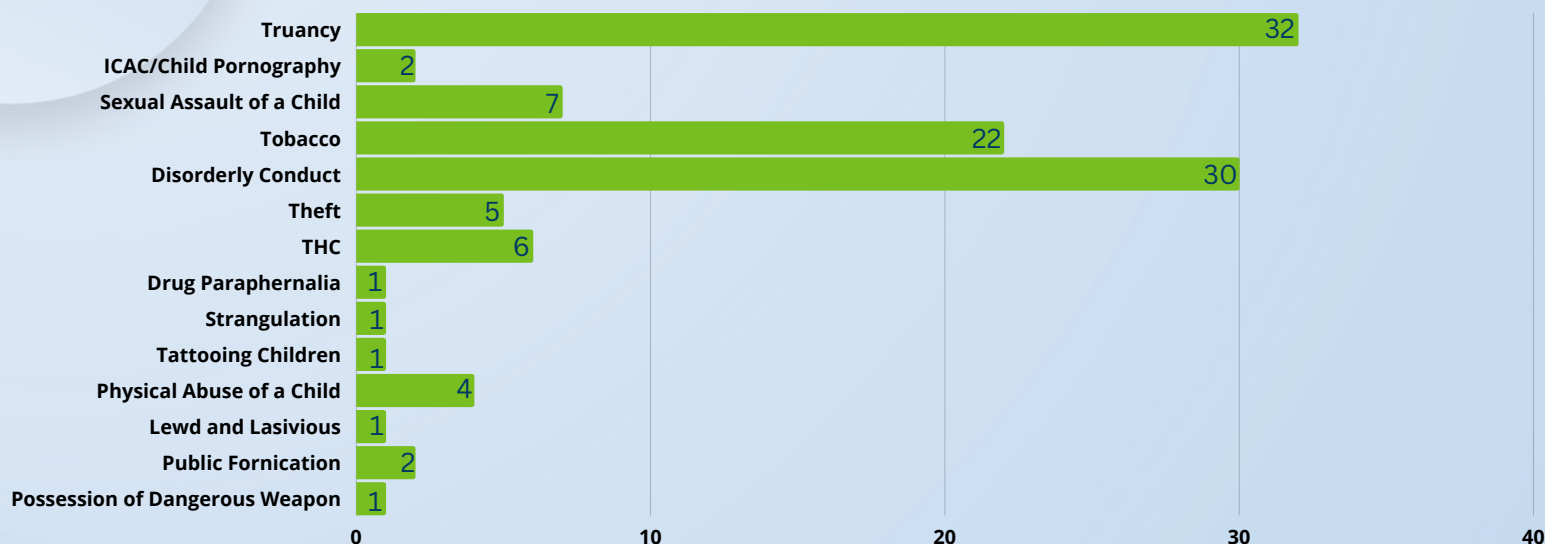


# SROs Cont.

## 2022 Watertown High School Arrest Data



## 2022 Riverside Middle School Arrest Data



# K9 Unit



The Watertown Police Department K9 Unit currently consists of one team made up of K9 Chance and his handler, Officer Luke Hensley. The two have been in service together since October 2019.

K9 Chance is a five-year-old German Shepherd, Dual Purpose Narcotics Police Canine. He is trained to detect the odor of methamphetamine, cocaine, heroin, and MDMA. He is also trained in article searches, protection, and apprehension. He is certified by both Jessifany Canine Services, LLC and the American Police Canine Association.

➤ The K9 Team is available upon request to conduct demonstrations. In 2022, the K9 Team conducted demonstrations for two students completing a report, the Moose Lodge, Ill child, Christ United Methodist Church, Marquardt Medical Center, Citizen's Police Academy, Watertown Senior Center, Dousman Elementary School, and Watertown High School.

➤ In May of 2022, the K9 Team participated in a Canine Seminar hosted by Jessifany Canine Services, LLC. During that seminar, the K9 Team was awarded 2nd place in the Narcotics Scramble and 3rd place in the Gun Fire Control/Off Leash Control.

➤ In October of 2022, the K9 Team was awarded the Enrique "Kiki" Camarena Award by the Watertown Elks Lodge 666. The award has been established by the Benevolent and Protective Order of the Elks to recognize and honor law enforcement officers who have made a significant contribution in the field of drug prevention and who personify Agent Camarena's belief that one person can make a difference.

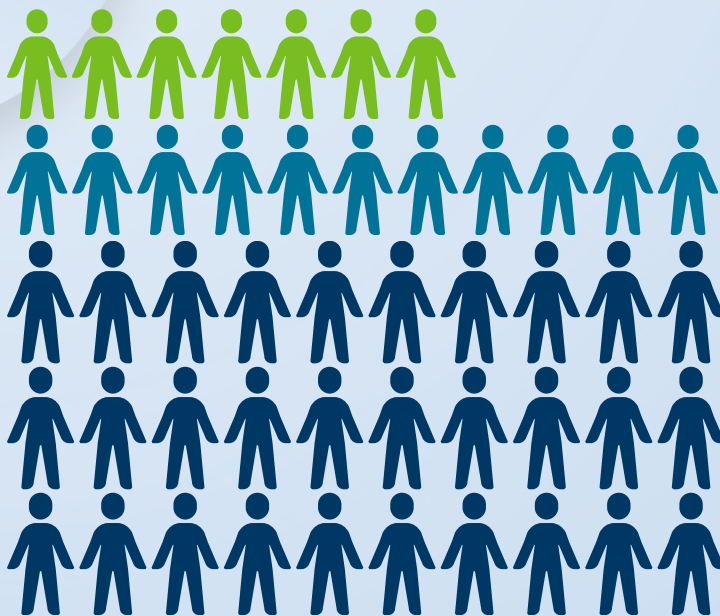
➤ The K9 Team is on call 24/7 and can be requested to respond to assist all three shifts. Officers requested the K9 Team off-duty 17 times during 2022 for a total of 16 hours spent outside of normal work hours. The average response time off-duty is 15 minutes.

# Use of Force

By policy, officers are required to complete a use of force report for the following:

- Any action resulting in the discharge of a firearm, except for training.
- Any action involving the pointing of a firearm at a person.
- Any action that results in, or is alleged to have resulted in, injury or death of another person.
- Any force applied through the use of lethal or less-lethal weapons.
- Any action involving the pointing of a Conducted Electrical Weapon (CEW) at a person or the use of a CEW which contributes to the control of the subject.
- Any action involving weaponless physical force at a level of compliance holds and above.

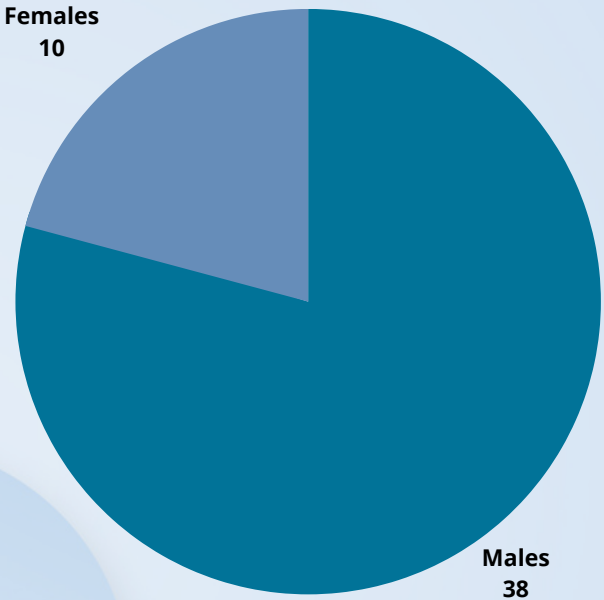
All use of force incidents are reviewed by a group of officers that are certified by the Wisconsin Department of Justice as Defensive and Arrest Tactics Instructors. Each incident is carefully reviewed to determine whether the force used was justified. Data is collected and analyzed each year to determine if there are any trends. The following is a sampling of the data that is collected.



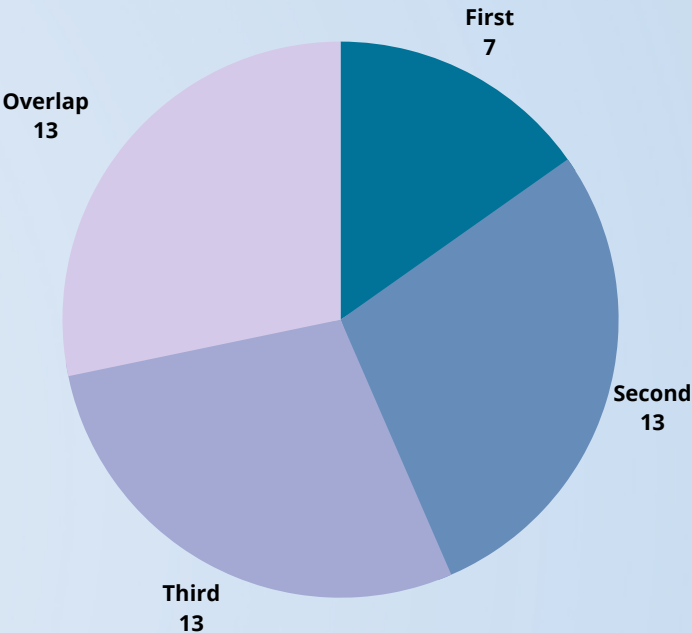
Of the use of force used by the police, 7 of the subjects were black, 11 were Hispanic and 30 were white.

# Use of Force Cont.

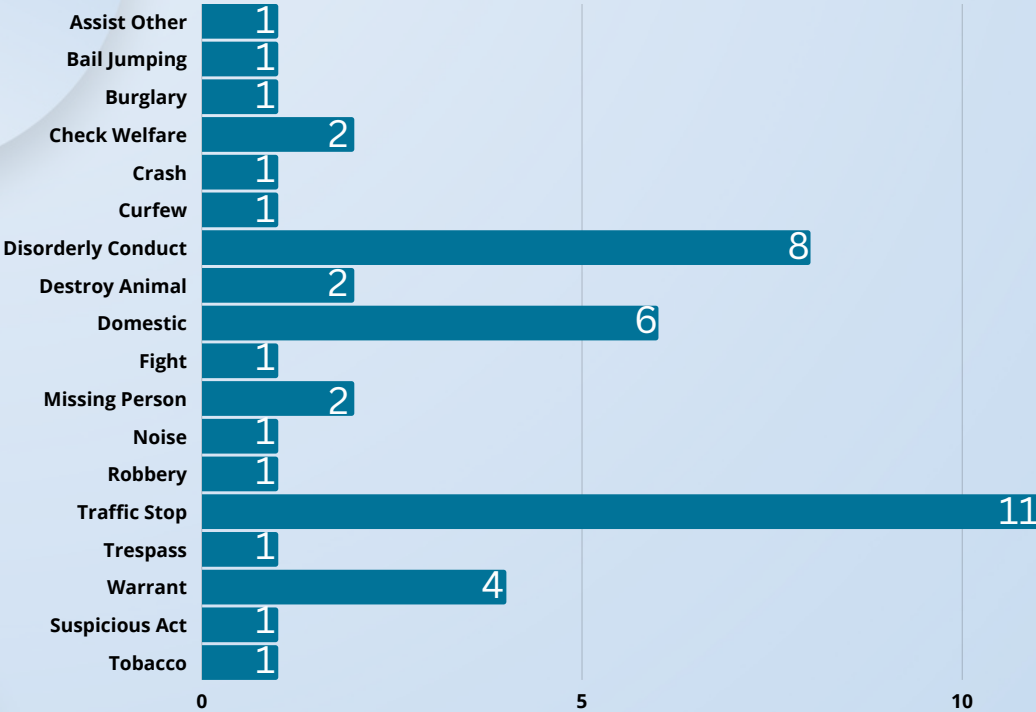
## UOF BY GENDER



## UOF BY SHIFT

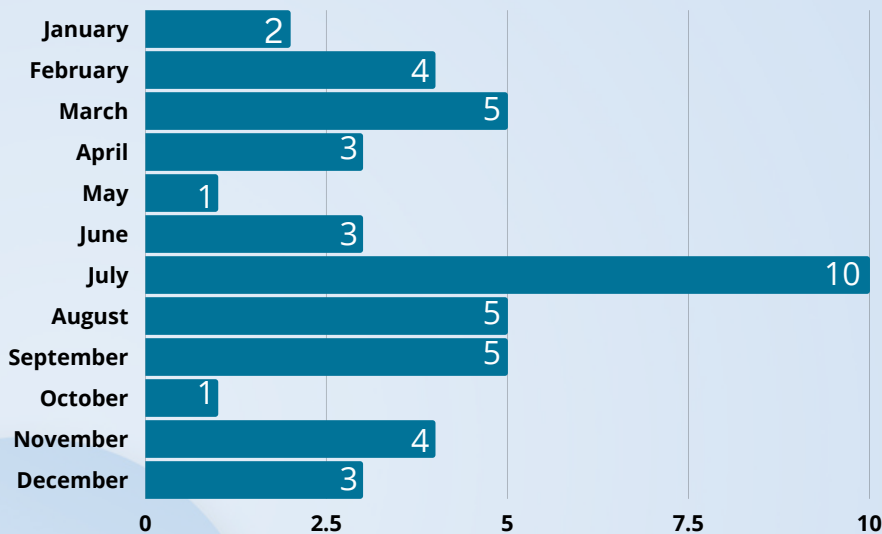


## UOF BY COMPLAINT TYPE

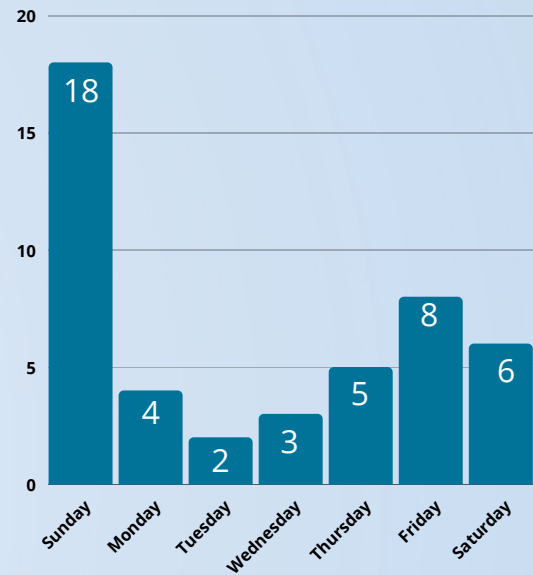


# Use of Force Cont.

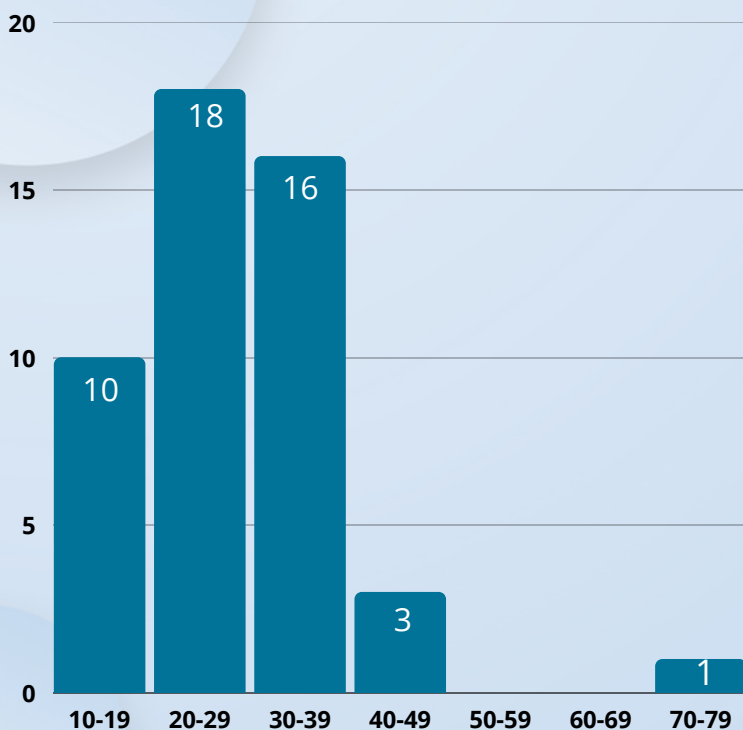
## UOF BY MONTH



## UOF BY DAY



## AGE OF SUSPECT



### Force used by type:

- Compliance Hold - 1
- Decentralization - 13
- Taser Point - 16
- Taser Fired - 5
- Other - 6
- Body Stun - 1
- Point Firearm - 13
- Deadly Force - 1
- Destroy Animal - 2



# Auxiliary Personnel

Auxiliary officers are non-sworn personnel that assist with traffic control, special events, and many other tasks throughout the year. Auxiliary officers provide an invaluable service to the community. Without our auxiliary officers, our sworn officers would be required to work exorbitant overtime hours at special events. We thank them for their service!



Doug Clemmons



Brad Bettin



Pam Capin



Denise Mundt



Michaela MacDonald



Hannah Caron



Hannah Caron



Angela Yuker



# Retirements

The following retired in 2022. We thank them for their many years of dedicated service to the community!



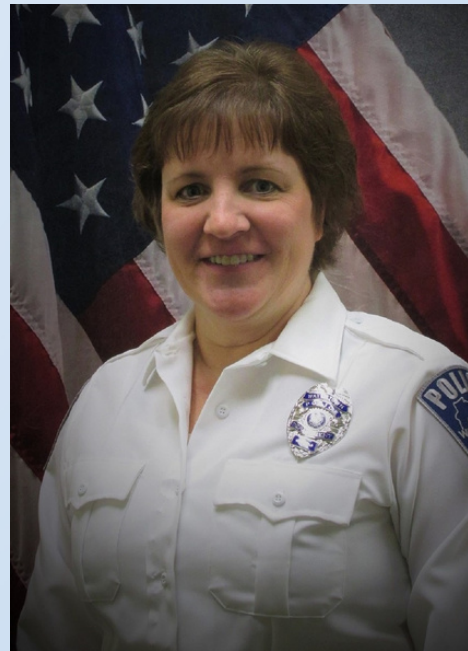
**Leon Ruder**  
**Detective Sergeant**



**Randy Johnson**  
**Captain**



**Eileen Hoof**  
**Typist**



**Sue Roe**  
**Records Clerk**



# New Employees



Officer Hannah Thies



Officer Luis Ochoa



Officer Dylan Dabbs



Officer Chris Poteraske



Officer Casey Sauter



Dispatcher Nikki Stratman



Dispatcher Erin Hanus



Dispatcher Tiffany Cole



Dispatcher Megan Staab

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Payment due date = 03/21/2023

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>10-33 VEHICLE SERVICES LLC</b>						
910	10-33 VEHICLE SERVICES LLC	2666	APP SEAT COVERS FIRE	03/09/2023	1,134.25	01-52-31-42 APPARATUS MAINTENAN
Total 910:					1,134.25	
<b>ALSCO INC</b>						
1512	ALSCO INC	IMIL1890595	MATT SERVICE AT CITY HALL	03/03/2023	90.31	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1890595	SHIRTS AND COVERALLS MEC	03/03/2023	136.57	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1890595	COVERALLS STORM WATER T	03/03/2023	64.07	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1890595	COVERALL SERVICE FOR SOLI	03/03/2023	4.84	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					295.79	
1512	ALSCO INC	IMIL1892691	MATT SERVICE AT CITY HALL	03/10/2023	90.31	01-51-71-18 SUPPLIES & EXPENSE
1512	ALSCO INC	IMIL1892691	SHIRTS AND COVERALLS MEC	03/10/2023	162.76	01-54-31-59 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1892691	COVERALLS STORM WATER T	03/10/2023	81.38	16-58-16-41 SAFETY EQUIPMENT
1512	ALSCO INC	IMIL1892691	COVERALL SERVICE FOR SOLI	03/10/2023	4.84	17-58-17-59 SAFETY EQUIPMENT
Total 1512:					339.29	
<b>AMERICAN INDUSTRIAL MEDICAL</b>						
1526	AMERICAN INDUSTRIAL MEDIC	24820	HEARING TESTS (15) STREET T	03/07/2023	425.00	01-54-31-59 SAFETY EQUIPMENT
1526	AMERICAN INDUSTRIAL MEDIC	24820	HEARING TESTS (6) SOLID WA	03/07/2023	245.00	17-58-17-59 SAFETY EQUIPMENT
1526	AMERICAN INDUSTRIAL MEDIC	24820	HEARING TESTS (10) PARKS TE	03/07/2023	345.00	01-55-41-59 SAFETY EQUIPMENT
1526	AMERICAN INDUSTRIAL MEDIC	24820	HEARING TESTS (5) STORM WA	03/07/2023	225.00	16-58-16-41 SAFETY EQUIPMENT
Total 1526:					1,240.00	
<b>ANDREA DRAEGER</b>						
553411	ANDREA DRAEGER	31423	REIMBURSE MILEAGE	03/14/2023	98.25	01-55-20-42 MILEAGE
553411	ANDREA DRAEGER	31423	REIMBURSE MEALS	03/14/2023	24.14	01-55-20-24 TRAVEL
Total 553411:					122.39	
<b>ASSOCIATED TRUST CO</b>						
1752	ASSOCIATED TRUST CO	23860	DEBT PROCESSING FEES	03/01/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	23861	DEBT PROCESSING FEES	03/01/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	23862	DEBT PROCESSING FEES	03/01/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	
1752	ASSOCIATED TRUST CO	23863	DEBT PROCESSING FEES	03/01/2023	475.00	04-59-45-40 SERVICE CHARGES-PAY
Total 1752:					475.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>ATLAS OUTFITTERS</b>						
554708	ATLAS OUTFITTERS	14808	ICE CLEATS FIRE	03/09/2023	37.30	01-52-31-20 EQUIPMENT REPAIRS/RE
Total 554708:					37.30	
<b>BADGER WELDING SUPPLIES INC</b>						
2043	BADGER WELDING SUPPLIES I	3757359	OXYGEN -FD	02/28/2023	5.60	01-52-31-54 EMS SUPPLIES
Total 2043:					5.60	
<b>BAKER TILLY US LLP</b>						
2051	BAKER TILLY US LLP	BT2329648	AUDIT SERVICES - FEB SERVIC	02/28/2023	13,736.00	01-51-57-42 ACCOUNTING & AUDIT
Total 2051:					13,736.00	
<b>BILLER PRESS AND MFG INC</b>						
2376	BILLER PRESS AND MFG INC	BP-8727	PD - PARKKING CITATIONS	02/13/2023	329.86	01-52-11-45 PARKING ENFORCEMEN
Total 2376:					329.86	
<b>BOARDMAN &amp; CLARK LLP</b>						
553630	BOARDMAN & CLARK LLP	263958	00010 AT&T WT LEASE - WTR	02/20/2023	93.00	03-99-23-18 OUTSIDE SERVICES EXP
Total 553630:					93.00	
553630	BOARDMAN & CLARK LLP	263959	00011 T-MOBILE WT AGREEME	02/20/2023	620.00	03-99-23-18 OUTSIDE SERVICES EXP
Total 553630:					620.00	
553630	BOARDMAN & CLARK LLP	263960	00012 SPRING WT AGREEMENT	02/20/2023	311.00	03-99-23-18 OUTSIDE SERVICES EXP
Total 553630:					311.00	
<b>BROOKS TRACTOR INC</b>						
2775	BROOKS TRACTOR INC	S32505	STREET PADS FOR LOADERS	03/08/2023	501.64	01-54-11-20 REPAIRS
Total 2775:					501.64	
<b>BUDGET TRUCK AND AUTO BODY INC</b>						
554709	BUDGET TRUCK AND AUTO BO	55789	PAINT NEW COMMAND VEHICL	03/03/2023	5,768.10	05-52-31-70 CAPITAL PROJECTS
Total 554709:					5,768.10	
<b>BURKE TRUCK AND EQUIPMENT</b>						
2947	BURKE TRUCK AND EQUIPMEN	31234	PLOW SPRINGS AND BOLT STO	02/21/2023	508.66	01-54-11-20 REPAIRS
Total 2947:					508.66	
<b>CASPERS TRUCK EQUIPMENT INC</b>						
3135	CASPERS TRUCK EQUIPMENT I	0056114-IN	STAINLESS STEEL DUMP BODY	02/22/2023	44,002.50	01-54-11-20 REPAIRS
Total 3135:					44,002.50	
<b>CENTURYLINK</b>						
3301	CENTURYLINK	632410888	PHONE SERVICE - LONG DISTA	03/01/2023	5.58	01-51-71-32 TELEPHONE

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 3301:					5.58	
<b>CHRISTOPHER J NEWBERRY</b>						
554712	CHRISTOPHER J NEWBERRY	02062023 TRA	TRAVEL - PICK UP MATERIAL- S	03/14/2023	25.55	01-54-10-24 TRAVEL
Total 554712:					25.55	
<b>CLAUDIA CRUZ</b>						
554691	CLAUDIA CRUZ	31423	REIMBURSE SECURITY DEPOS	03/14/2023	100.00	01-27-19-70 SR. CENTER SECURITY
Total 554691:					100.00	
<b>COMPASS MINERALS AMERICA INC</b>						
554651	COMPASS MINERALS AMERICA	1127109	ROAD SALT PER CONTRACT	01/30/2023	20,933.71	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					20,933.71	
554651	COMPASS MINERALS AMERICA	1127163	ROAD SALT PER CONTRACT	01/30/2023	6,748.62	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					6,748.62	
554651	COMPASS MINERALS AMERICA	1128170	ROAD SALT PER CONTRACT	01/31/2023	9,203.34	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					9,203.34	
554651	COMPASS MINERALS AMERICA	1129512	ROAD SALT PER CONTRACT	02/01/2023	5,166.66	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					5,166.66	
554651	COMPASS MINERALS AMERICA	1135573	ROAD SALT PER CONTRACT	02/09/2023	20,637.04	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					20,637.04	
554651	COMPASS MINERALS AMERICA	1138125	ROAD SALT PER CONTRACT	02/14/2023	26,793.97	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					26,793.97	
554651	COMPASS MINERALS AMERICA	1138806	ROAD SALT PER CONTRACT	02/15/2023	6,732.19	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					6,732.19	
554651	COMPASS MINERALS AMERICA	1141903	ROAD SALT PER CONTRACT	02/21/2023	12,172.50	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					12,172.50	
554651	COMPASS MINERALS AMERICA	1142680	ROAD SALT PER CONTRACT	02/22/2023	8,843.39	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					8,843.39	
554651	COMPASS MINERALS AMERICA	1143594	ROAD SALT PER CONTRACT	02/23/2023	3,894.51	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					3,894.51	
554651	COMPASS MINERALS AMERICA	1152726	ROAD SALT PER CONTRACT	03/09/2023	17,275.88	01-54-35-18 SUPPLIES & EXPENSE

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 554651:					17,275.88	
554651	COMPASS MINERALS AMERICA	1153303	ROAD SALT PER CONTRACT	03/10/2023	3,819.73	01-54-35-18 SUPPLIES & EXPENSE
Total 554651:					3,819.73	
<b>CONSORT DISPLAY GROUP</b>						
3756	CONSORT DISPLAY GROUP	PS-INV111146	BRANDING SIGNS/BANNERS	02/28/2023	1,965.20	01-54-31-18 SUPPLIES & EXPENSE
Total 3756:					1,965.20	
<b>CONVERGENT SOLUTIONS INC</b>						
3762	CONVERGENT SOLUTIONS INC	55191	PHONE SYSTEM ADMINISTRAT	03/08/2023	298.00	01-51-86-11 CONTRACTED IT SUPPO
Total 3762:					298.00	
<b>CORE &amp; MAIN LP</b>						
3784	CORE & MAIN LP	S369834	2023 PROJECT MATERIAL - WT	03/06/2023	2,006.00	03-99-99-99 CAPITAL OUTLAY
Total 3784:					2,006.00	
3784	CORE & MAIN LP	S401605	2023 PROJECT MATERIAL - WT	02/24/2023	17,236.58	03-99-99-99 CAPITAL OUTLAY
Total 3784:					17,236.58	
3784	CORE & MAIN LP	S477386	CPLG(2)-100 E CADY WORK - W	03/08/2023	201.10	03-66-75-18 SUPPLIES-MAINT. SERVI
Total 3784:					201.10	
3784	CORE & MAIN LP	S488039	2023 PROJECT MATERIAL - WT	03/10/2023	5,412.00	03-99-99-99 CAPITAL OUTLAY
Total 3784:					5,412.00	
3784	CORE & MAIN LP	S488040	2023 PROJECT MATERIAL - WT	03/10/2023	820.00	03-99-99-99 CAPITAL OUTLAY
Total 3784:					820.00	
<b>COREY OIL LTD</b>						
3786	COREY OIL LTD	289210	OIL FOR PARK FLEET	02/20/2023	199.82	01-55-41-42 EQUIPMENT REPAIRS
Total 3786:					199.82	
<b>CORNERSTONE ENVIRONMENTAL GROUP LLC</b>						
3785	CORNERSTONE ENVIRONMEN	52035531	OLD LANDFILL MONTHLY MONI	02/24/2023	2,065.51	17-58-17-26 OLD LANDFILL EXPENSE
Total 3785:					2,065.51	
<b>CORPORATE BUSINESS SYSTEMS</b>						
3793	CORPORATE BUSINESS SYSTE	33526434	COPIER LEASE FEE HR	02/24/2023	100.80	01-51-60-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	33526434	COPIER LEASE FEE MAYOR	02/24/2023	14.40	01-51-31-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	33526434	COPIER LEASE FEE IT	02/24/2023	14.40	01-51-86-18 IT SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	33526434	COPIER LEASE FEE SIDC	02/24/2023	14.40	60-51-05-18 SUPPLIES SIDC COORD
Total 3793:					144.00	
3793	CORPORATE BUSINESS SYSTE	33535020	COPIER LEASE FEE-CA	02/27/2023	146.43	01-51-61-18 SUPPLIES & EXPENSE



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 3793:					146.43	
3793	CORPORATE BUSINESS SYSTE	33582135	COPIER LEASE FEE	03/06/2023	69.50	01-54-21-18 SUPPLIES & EXPENSE
3793	CORPORATE BUSINESS SYSTE	33582135	COPIER LEASE FEE	03/06/2023	69.50	17-58-17-18 SUPPLIES
Total 3793:					139.00	
3794	CORPORATE BUSINESS SYSTE	336109	COPIER MAINT FEE HR	03/01/2023	19.84	01-51-60-18 SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	336109	COPIER MAINT FEE MAYOR	03/01/2023	28.00	01-51-31-18 SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	336109	COPIER MAINT FEE IT	03/01/2023	.27	01-51-86-18 IT SUPPLIES & EXPENSE
3794	CORPORATE BUSINESS SYSTE	336109	COPIER MAINT FEE SIDC	03/01/2023	12.91	60-51-05-18 SUPPLIES SIDC COORD
Total 3794:					61.02	
<b>CYNTHIA RODRIGUEZ</b>						
554690	CYNTHIA RODRIGUEZ	31423	REIMBURSE SECURITY DEPOS	03/14/2023	100.00	01-27-19-70 SR. CENTER SECURITY
Total 554690:					100.00	
<b>DIAMOND BUSINESS GRAPHICS</b>						
4340	DIAMOND BUSINESS GRAPHIC	206923	ENVELOPES FIRE	03/07/2023	431.00	01-52-31-44 OFFICE SUPPLIES
Total 4340:					431.00	
4340	DIAMOND BUSINESS GRAPHIC	206924	WINDOW ENVELOPES - WTR	03/07/2023	431.00	03-99-21-18 SUPPLIES & EXPENSE
4340	DIAMOND BUSINESS GRAPHIC	206924	WINDOW ENVELOPES - WW	03/07/2023	431.00	02-85-00-44 OFFICE SUPPLIES & EX
Total 4340:					862.00	
4340	DIAMOND BUSINESS GRAPHIC	206925	REGULAR ENVELOPES - WTR	03/07/2023	203.00	03-99-21-18 SUPPLIES & EXPENSE
4340	DIAMOND BUSINESS GRAPHIC	206925	REGULAR ENVELOPES - WW	03/07/2023	203.00	02-85-00-44 OFFICE SUPPLIES & EX
Total 4340:					406.00	
<b>DIGICORP INC</b>						
4468	DIGICORP INC	345214	DC LAPTOP VPN CONNECTION	02/28/2023	122.00	02-85-00-20 OUTSIDE SERVICES EM
Total 4468:					122.00	
4468	DIGICORP INC	345282	SERVER EXTENDED WARRANT	02/28/2023	2,797.00	01-51-86-44 SOFTWARE SUPPORT/S
4468	DIGICORP INC	345282	SERVER EXTENDED WARRANT	02/28/2023	5,586.00	01-51-86-44 SOFTWARE SUPPORT/S
Total 4468:					8,383.00	
4468	DIGICORP INC	345340	MAINT SHOP PHONES & WIFI IS	02/28/2023	305.00	02-85-00-20 OUTSIDE SERVICES EM
Total 4468:					305.00	
4468	DIGICORP INC	345353	FORTIMAIL CLOUD SUBSCRIPT	02/28/2023	5,782.80	01-51-86-44 SOFTWARE SUPPORT/S
Total 4468:					5,782.80	
4468	DIGICORP INC	345370	MULTIFACTOR AUTHENTICATIO	02/28/2023	11,934.00	01-51-86-44 SOFTWARE SUPPORT/S
Total 4468:					11,934.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>ELITE LOCK &amp; KEY</b>						
554700	ELITE LOCK & KEY	1169	PD - KEYS	01/31/2023	30.00	01-52-11-18 OFFICE SUPPLIES & MIS
Total 554700:					30.00	
<b>EMERGENCY COMMUNICATION SYSTEM</b>						
5555	EMERGENCY COMMUNICATIO	3824	SIREN INSTALL BOOMER ST E	03/13/2023	7,275.00	01-52-51-02 SIREN MAINTENANCE
Total 5555:					7,275.00	
<b>EMILY MCFARLAND</b>						
13218	EMILY MCFARLAND	030823	MILEAGE REIMBURSEMENT-MA	03/08/2023	54.37	01-51-31-24 TRAVEL
Total 13218:					54.37	
<b>EMS INDUSTRIAL INC</b>						
5578	EMS INDUSTRIAL INC	911525	ELEC MOTOR FOR RAS PUMPS	03/06/2023	2,717.69	02-83-10-42 PROCESSING EQUIPME
Total 5578:					2,717.69	
<b>FEHR GRAHAM ENGINEERING &amp; ASSOCIATES</b>						
6094	FEHR GRAHAM ENGINEERING	113926	ANNUAL SAFETY TRAINING - W	02/28/2023	1,100.00	03-99-21-18 SUPPLIES & EXPENSE
6094	FEHR GRAHAM ENGINEERING	113926	ANNUAL SAFETY TRAINING - W	02/28/2023	1,100.00	02-85-00-23 TRAINING
Total 6094:					2,200.00	
<b>FEILS CATERING</b>						
6093	FEILS CATERING	I230202	BIRTHDAY MEALS-SR CENTER	02/02/2023	79.38	24-58-11-07 SR. CENTER FUNDRAISI
Total 6093:					79.38	
<b>H&amp;H FIRE PROTECTION LLC</b>						
8009	H&H FIRE PROTECTION LLC	19122	FIRE EXTINGUISHER INSPEC-S	02/27/2023	67.00	01-55-20-17 CONTRACT SERVICES
Total 8009:					67.00	
<b>IFSAP MEMBERSHIP</b>						
9012	IFSAP MEMBERSHIP	2023	2023 MEMBERSHIP RENEWAL	03/09/2023	55.00	01-52-31-22 DUES, FEES & SUBS
Total 9012:					55.00	
<b>INTERSTATE BILLING SERVICE INC</b>						
9490	INTERSTATE BILLING SERVICE	X101061178:02	VALVE (2)	02/10/2023	224.36	01-54-11-20 REPAIRS
Total 9490:					224.36	
9490	INTERSTATE BILLING SERVICE	X101062097:0	BATTERIES FOR STOCK	02/24/2023	230.00	17-58-17-20 REPAIRS
Total 9490:					230.00	
9490	INTERSTATE BILLING SERVICE	X101062516 0	SOLENOID VEH #31	03/02/2023	145.00	01-54-11-20 REPAIRS
Total 9490:					145.00	
9490	INTERSTATE BILLING SERVICE	X101062516:0	4 WAY POSITION SOLENOID RE	03/03/2023	145.00-	01-54-11-20 REPAIRS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 9490:					145.00-	
9490	INTERSTATE BILLING SERVICE	X101062516:0	BRAKE CHAMBER (4) STOCK	03/02/2023	265.04	01-54-11-20 REPAIRS
Total 9490:					265.04	
9490	INTERSTATE BILLING SERVICE	X101062582:0	SOLENOID	03/03/2023	88.51	01-54-11-20 REPAIRS
Total 9490:					88.51	
9490	INTERSTATE BILLING SERVICE	X101062636:0	SOLENOID	03/03/2023	145.00	01-54-11-20 REPAIRS
Total 9490:					145.00	
9490	INTERSTATE BILLING SERVICE	X101062790:0	BRAKES AND SPRINGS VEH #3	03/07/2023	1,062.00	01-54-11-20 REPAIRS
Total 9490:					1,062.00	
<b>IWORQ SYSTEMS</b>						
9955	IWORQ SYSTEMS	199858	BSZ ONLINE PERMIT,CODE MG	03/01/2023	4,974.33	01-52-41-40 COMPUTER SOFTWARE
9955	IWORQ SYSTEMS	199858	ENG. ONLINE PERMIT,CODE M	03/01/2023	4,974.33	01-54-10-40 COMPUTER SOFTWARE
9955	IWORQ SYSTEMS	199858	PERMITTING SOFTWARE - ANN	03/01/2023	1,843.00	01-54-21-28 COMPUTERS/SOFTWARE
9955	IWORQ SYSTEMS	199858	PERMITTING SOFTWARE - ANN	03/01/2023	7,624.34	16-58-16-30 ADMINISTRATION
9955	IWORQ SYSTEMS	199858	PERMITTING SOFTWARE - ANN	03/01/2023	1,843.00	17-58-17-18 SUPPLIES
Total 9955:					21,259.00	
<b>J&amp;L TIRE INC</b>						
10009	J&L TIRE INC	107687	SQUAD REPAIRS-POLICE	02/14/2023	623.76	01-52-11-44 VEHICLE REPAIRS & MAI
Total 10009:					623.76	
10009	J&L TIRE INC	361634	SOLID WASTE TIRE STOCK	02/02/2023	1,790.55	17-58-17-19 TIRE & TIRE REPAIR
Total 10009:					1,790.55	
10009	J&L TIRE INC	362214	LOADER TIRES	03/05/2023	1,674.80	01-54-11-42 TIRES & TIRE REPAIR
Total 10009:					1,674.80	
<b>JANI-KING OF MILWAUKEE</b>						
10100	JANI-KING OF MILWAUKEE	MIL03230165	CLEANING SERVICE AT AIRPOR	03/09/2023	642.75	01-54-53-18 SUPPLIES & EXPENSE
Total 10100:					642.75	
<b>JEFFERSON FIRE AND SAFETY INC</b>						
10300	JEFFERSON FIRE AND SAFETY	IN300010	STREAMLIGHT VULAN CHARGE	02/18/2023	194.00	05-52-31-70 CAPITAL PROJECTS
Total 10300:					194.00	
10300	JEFFERSON FIRE AND SAFETY	IN300272	SUSPENDERS FIRE	02/27/2023	57.14	24-58-11-05 FIRE 2% DUES
Total 10300:					57.14	
10300	JEFFERSON FIRE AND SAFETY	IN300289	HEXARMOR RESCUE GLOVES-	02/27/2023	162.00	24-58-11-05 FIRE 2% DUES

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 10300:					162.00	
<b>JESSICA CICHANOWSKY</b>						
554673	JESSICA CICHANOWSKY	31423	REIMBURSE SECURITY DEPOS	03/14/2023	100.00	01-27-19-70 SR. CENTER SECURITY
Total 554673:					100.00	
<b>JFTCO INC</b>						
6020	JFTCO INC	PIGB0182370	SAMPLE KITS-STREET	02/23/2023	1,063.70	01-54-11-20 REPAIRS
6020	JFTCO INC	PIGB0182370	SAMPLE KITS STORM WATER	02/23/2023	531.85	16-58-16-22 MAINTENANCE
6020	JFTCO INC	PIGB0182370	SAMPLE KITS SOLID WASTE	02/23/2023	531.85	17-58-17-20 REPAIRS
Total 6020:					2,127.40	
6020	JFTCO INC	PIMS0089487	REPAIR PARTS-STREET	02/04/2021	1,822.19-	01-54-11-20 REPAIRS
Total 6020:					1,822.19-	
<b>JX ENTERPRISES INC</b>						
1094	JX ENTERPRISES INC	13189334P	SENSOR VEH #20	02/22/2023	174.19-	01-54-11-20 REPAIRS
Total 1094:					174.19-	
1094	JX ENTERPRISES INC	13190336P	SHOCK ABSORB FOR VEH #20	03/03/2023	449.96	17-58-17-20 REPAIRS
Total 1094:					449.96	
<b>KIMBALL MIDWEST</b>						
11383	KIMBALL MIDWEST	100831128	STOCK SHOP SMALL PARTS	03/08/2023	986.40	01-54-11-20 REPAIRS
Total 11383:					986.40	
11383	KIMBALL MIDWEST	100833664	SHOP STOCK SMALL PARTS	03/08/2023	103.00	01-54-11-20 REPAIRS
Total 11383:					103.00	
<b>KLECKERS HEATING &amp; AIR CONDITIONING</b>						
54469	KLECKERS HEATING & AIR CO	i16445	OFFICE FURNACE HEATING EX	03/09/2023	781.15	01-54-53-18 SUPPLIES & EXPENSE
Total 54469:					781.15	
54469	KLECKERS HEATING & AIR CO	i16826	MECH SHOP HVAC REPAIR	03/09/2023	1,090.52	01-54-12-20 REPAIRS
Total 54469:					1,090.52	
<b>KWIK TRIP EXTENDED NETWORK</b>						
11971	KWIK TRIP EXTENDED NETWO	NP63958889	PD - FUEL / CAR WASH	03/06/2023	100.84	01-52-11-40 FUEL
Total 11971:					100.84	
<b>KYLE FREY</b>						
553578	KYLE FREY	FREY 0314202	SAFETY BOOTS REINBURSEME	03/14/2023	100.00	01-54-31-59 SAFETY EQUIPMENT
Total 553578:					100.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>LAKESIDE INTERNATIONAL TRUCKS</b>						
12048	LAKESIDE INTERNATIONAL TR	5085284C	ENGINE OF VEH #53 CONCER	02/02/2023	11,963.35	01-54-11-20 REPAIRS
Total 12048:					11,963.35	
12048	LAKESIDE INTERNATIONAL TR	5171021P	FUEL SENSOR FOR VEH #50	02/23/2023	278.05	01-54-11-20 REPAIRS
Total 12048:					278.05	
12048	LAKESIDE INTERNATIONAL TR	8263961P	SENSOR ASSEMBLY VEH#52	02/21/2023	315.32	01-54-11-20 REPAIRS
Total 12048:					315.32	
<b>LEAGUE OF WI MUNICIPALITIES</b>						
12276	LEAGUE OF WI MUNICIPALITIE	85544	LEAF COLLECTION STUDY 202	03/01/2023	1,000.00	16-58-16-45 EDUCATION & OUTREAC
Total 12276:					1,000.00	
<b>LONE STAR BLOWER AND COMPRSSOR</b>						
554633	LONE STAR BLOWER AND COM	PS-INV107168	NEW AERATION BLOWERS - W	03/02/2023	22,752.00	02-97-30-12 REPAIR OR REPLACE
Total 554633:					22,752.00	
<b>LRS</b>						
554437	LRS	136039	TRASH DISPOSAL-MARCH	02/28/2023	91.80	01-54-53-18 SUPPLIES & EXPENSE
Total 554437:					91.80	
<b>LUIS OCHOA</b>						
554697	LUIS OCHOA	OCHOA 1962	OCHOA - ACADEMY REIMB	03/07/2023	2,333.52	01-52-11-17 OUTSIDE SERVICES
Total 554697:					2,333.52	
<b>MARIA RIVERA</b>						
554595	MARIA RIVERA	31423	SECURITY DEPOSIT REFUND	03/14/2023	100.00	01-27-19-70 SR. CENTER SECURITY
Total 554595:					100.00	
<b>Marshfield Clinic Health System Inc</b>						
554669	Marshfield Clinic Health System In	3764-4830	DRUG SCREEN AND REVIEW S	02/28/2023	40.00	01-54-31-59 SAFETY EQUIPMENT
554669	Marshfield Clinic Health System In	3764-4830	DRUG SCREEN AND REVIEW S	02/28/2023	40.00	01-54-31-59 SAFETY EQUIPMENT
554669	Marshfield Clinic Health System In	3764-4830	DRUG SCREEN AND REVIEW S	02/28/2023	40.00	16-58-16-41 SAFETY EQUIPMENT
554669	Marshfield Clinic Health System In	3764-4830	DRUG SCREEN AND REVIEW S	02/28/2023	40.00	01-54-31-59 SAFETY EQUIPMENT
Total 554669:					160.00	
554669	Marshfield Clinic Health System In	3764-4895	DOT DRUG SCREEN AND REVI	02/28/2023	40.00	03-99-21-18 SUPPLIES & EXPENSE
Total 554669:					40.00	
<b>MENARDS INC</b>						
13384	MENARDS INC	48315	SENIOR CTR SHELTER ROOF	03/02/2023	2,922.43	01-55-41-60 CAPITAL OUTLAY
Total 13384:					2,922.43	
13384	MENARDS INC	48316	SENIOR CTR SHELTER REPAIR	03/02/2023	32.91	01-55-41-20 REPAIRS



Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 13384:					32.91	
13384	MENARDS INC	48404	RIVERSIDE PK DOOR	03/03/2023	230.61	01-55-41-20 REPAIRS
Total 13384:					230.61	
13384	MENARDS INC	48516	RTN/RPL CABINET NEVER REC	03/06/2023	16.00	02-83-10-40 GENERAL PLANT STRUC
Total 13384:					16.00	
<b>MID-AMERICAN RESEARCH CHEMICAL</b>						
13423	MID-AMERICAN RESEARCH CH	0785030-IN	WASH & WAX FOR WASH BAY	03/03/2023	546.79	01-54-12-18 SUPPLIES & EXPENSE
Total 13423:					546.79	
<b>MUNICIPAL ENVIRONMENTAL GROUP</b>						
13952	MUNICIPAL ENVIRONMENTAL G	030123-MEG	MEMBERSHIP DUES - WW	03/01/2023	2,250.00	02-85-00-22 DUES, FEES & SUBS
Total 13952:					2,250.00	
<b>MUNICIPAL LAW &amp; LITIGATION</b>						
13954	MUNICIPAL LAW & LITIGATION	8759	WATERTOWN SQUARE MEDIAT	11/21/2022	2,650.80	01-51-61-16 ADDITIONAL LEGAL EXP
Total 13954:					2,650.80	
<b>ORGANIZATION DEVELOPMENT CONSULTANTS INC</b>						
15684	ORGANIZATION DEVELOPMEN	13720	PROFESSIONAL SERVICES TE	02/21/2023	525.00	01-52-31-19 HIRING EXPENSES
Total 15684:					525.00	
<b>PASSENGER TRANSIT INC</b>						
16165	PASSENGER TRANSIT INC	1263	TAXI RIDES-SR CTR	03/06/2023	27.50	24-58-11-07 SR. CENTER FUNDRAISI
Total 16165:					27.50	
16165	PASSENGER TRANSIT INC	1270	CAB SERVICE-REVENUE	03/07/2023	27,634.75	13-42-73-75 CAB REVENUE
16165	PASSENGER TRANSIT INC	1270	CAB SERVICE-EXPENSE	03/07/2023	69,496.64	13-57-11-46 PURCHASED TRANSPOR
Total 16165:					41,861.89	
<b>PHOENIX CONSULTING INC</b>						
16371	PHOENIX CONSULTING INC	3030301	RAM UPGRADES(7) - WW	03/03/2023	700.00	02-85-00-60 COMPUTER MAINTENAN
Total 16371:					700.00	
<b>RANDY BUSLER</b>						
2959	RANDY BUSLER	31423	REIMB MEAL-FORESTRY	03/14/2023	15.00	01-56-11-18 SUPPLIES & EXPENSE
Total 2959:					15.00	
<b>REDFORD DATA SERVICES LLC</b>						
18371	REDFORD DATA SERVICES LLC	377	TRBLSHT PC ROCKWELL SOFT	03/04/2023	282.38	03-99-23-18 OUTSIDE SERVICES EXP
Total 18371:					282.38	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
<b>RHYME BUSINESS PRODUCTS</b>						
4092	RHYME BUSINESS PRODUCTS	33560409	COPIER MAINT FEE-	03/01/2023	259.34	01-54-10-26 MAINTENANCE CONTRA
	Total 4092:				259.34	
<b>RNOW INC</b>						
552807	RNOW INC	2023-65293	PROXIMITY SWITCH (4)	03/07/2023	1,337.73	17-58-17-20 REPAIRS
	Total 552807:				1,337.73	
552807	RNOW INC	2023-65305	SOLENOID AND CARTRIDGE	03/08/2023	1,111.29	17-58-17-20 REPAIRS
	Total 552807:				1,111.29	
<b>ROCK RIVER COALITION INC</b>						
18690	ROCK RIVER COALITION INC	030723-RRC	MUNICIPAL MEMBERSHIP - WW	03/07/2023	125.00	02-85-00-22 DUES, FEES & SUBS
	Total 18690:				125.00	
<b>ROHDE BROTHERS INC</b>						
554711	ROHDE BROTHERS INC	53881	BLOWER INSTALL-PRMRY BLD	02/28/2023	69,070.00	02-97-30-12 REPAIR OR REPLACE
	Total 554711:				69,070.00	
<b>RYAN THUROW</b>						
20482	RYAN THUROW	31423	MEAL REIMBURSE-FORESTRY	03/14/2023	15.00	01-56-11-18 SUPPLIES & EXPENSE
	Total 20482:				15.00	
<b>SHORT ELLIOTT HENDRICKSON INC</b>						
19563	SHORT ELLIOTT HENDRICKSO	441859	SMALL CELL SITE REVIEW OUT	02/13/2023	5,000.00	24-54-10-44 435149 OUTSOURCE RE
	Total 19563:				5,000.00	
<b>STENSTROM PETROLEUM SERVICES GROUP</b>						
554705	STENSTROM PETROLEUM SER	210861	REPLACE GROUNDING CABLE	02/13/2023	5,283.93	01-54-53-20 REPAIRS
	Total 554705:				5,283.93	
<b>SYMBIONT</b>						
19979	SYMBIONT	56362	SSPS37812-AERATION IMPRVM	03/07/2023	3,212.05	02-97-30-12 REPAIR OR REPLACE
	Total 19979:				3,212.05	
<b>TARGETSOLUTIONS LEARNING LLC</b>						
553162	TARGETSOLUTIONS LEARNING	68210	CHECK IT RENEWAL SUB FIRE	03/02/2023	2,477.14	01-52-31-28 COMPUTERS AND SOFT
	Total 553162:				2,477.14	
<b>THE EXPEDITERS INC</b>						
554090	THE EXPEDITERS INC	3500	CLN SNTRY SWR TRBLSPT-FIS	03/01/2023	1,781.25	02-85-00-20 OUTSIDE SERVICES EM
	Total 554090:				1,781.25	
<b>TIRE-RIFIK INC</b>						
20560	TIRE-RIFIK INC	1276193	BRAKE JOB DC CAR FIRE	03/13/2023	172.30	01-52-31-42 APPARATUS MAINTENAN

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 20560:					172.30	
20560	TIRE-RIFIK INC	1276368	TIRES AND MOUNTING FIRE	02/21/2023	2,695.40	01-52-31-41 TIRES
Total 20560:					2,695.40	
<b>TRUCK COUNTRY - MADISON</b>						
20846	TRUCK COUNTRY - MADISON	R201121143:01	DIAGNOSE #132A	03/03/2023	614.25	16-58-16-22 MAINTENANCE
Total 20846:					614.25	
20846	TRUCK COUNTRY - MADISON	X201798341:0	CHECK VALVE	02/22/2023	29.57	01-54-11-20 REPAIRS
Total 20846:					29.57	
<b>UNITED ELECTRIC INC</b>						
21526	UNITED ELECTRIC INC	791835	AIRPORT: TOWER LIGHT NOT R	02/14/2023	315.00	01-54-53-20 REPAIRS
Total 21526:					315.00	
21526	UNITED ELECTRIC INC	79298	BLOWER PROJECT - WW	02/24/2023	10,000.00	02-97-30-12 REPAIR OR REPLACE
Total 21526:					10,000.00	
21526	UNITED ELECTRIC INC	79368	BLOWER PROJECT - WW	03/02/2023	8,640.00	02-97-30-12 REPAIR OR REPLACE
Total 21526:					8,640.00	
<b>USIC LOCATING SERVICES LLC</b>						
553098	USIC LOCATING SERVICES LLC	570720	DIGGERS HOTLINE TICKET LO	02/28/2023	491.94	16-58-16-32 DIGGER'S LOCATE FEES
553098	USIC LOCATING SERVICES LLC	570720	DIGGERS HOTLINE TICKET LO	02/28/2023	491.94	03-99-23-18 OUTSIDE SERVICES EXP
553098	USIC LOCATING SERVICES LLC	570720	DIGGERS HOTLINE TICKET LO	02/28/2023	491.95	02-85-00-20 OUTSIDE SERVICES EM
Total 553098:					1,475.83	
<b>WATERTOWN HISTORICAL SOCIETY</b>						
23207	WATERTOWN HISTORICAL SOC	2023	2023 SUBSIDY	03/06/2023	10,000.00	01-57-11-52 HISTORICAL SOCIETY
Total 23207:					10,000.00	
<b>WATERTOWN REGIONAL MEDICAL CENTER LLC</b>						
23400	WATERTOWN REGIONAL MEDI	LAUERSDOR	DRUG SCREEN & COLLCTION	02/02/2023	30.00	03-99-21-18 SUPPLIES & EXPENSE
Total 23400:					30.00	
23400	WATERTOWN REGIONAL MEDI	122222 STREE	OVERPAYMENT OF DOUBLE PA	12/22/2022	105.00-	01-54-21-18 SUPPLIES & EXPENSE
Total 23400:					105.00-	
23400	WATERTOWN REGIONAL MEDI	FREY KYLE 02	DRUG SCREEN & COLLCTION	02/02/2023	75.00	01-54-31-59 SAFETY EQUIPMENT
Total 23400:					75.00	
23400	WATERTOWN REGIONAL MEDI	MUELLER JAC	DRUG SCREEN & COLLCTION J	02/02/2023	75.00	01-54-31-59 SAFETY EQUIPMENT

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
Total 23400:					75.00	
23400	WATERTOWN REGIONAL MEDI	WILLMANN 02	DRUG COLLECTION WILLMANN	02/20/2023	30.00	01-54-31-59 SAFETY EQUIPMENT
Total 23400:					30.00	
<b>WATERTOWN TOURISM COMMISSION</b>						
23461	WATERTOWN TOURISM COMMI	JAN 2023	ROOM TAX PAID - JANUARY 202	03/10/2023	2,745.94	22-55-12-05 TOURISM COMMISSION
Total 23461:					2,745.94	
<b>WAUKESHA CTY TECHNICAL COLLEGE</b>						
23498	WAUKESHA CTY TECHNICAL C	S0794685	EMS INSTRUCTOR CLASSES FI	02/28/2023	443.85	01-52-31-48 TRAINING TUITION
Total 23498:					443.85	
<b>WAUPUN EQUIPMENT CO INC</b>						
23506	WAUPUN EQUIPMENT CO INC	1746F	GAPEL BUCKET PARTS	03/13/2023	449.60	01-54-11-20 REPAIRS
Total 23506:					449.60	
<b>WELDERS SUPPLY COMPANY</b>						
23581	WELDERS SUPPLY COMPANY	10344970	GASSES FOR WELDING IN SHO	03/01/2023	40.75	01-54-11-20 REPAIRS
Total 23581:					40.75	
<b>WI DEPT OF TRANSPORTATION</b>						
23795	WI DEPT OF TRANSPORTATION	395-00002964	MAIN STREET BRIDGE 3953050	02/21/2023	15,888.74	05-58-11-40 BRIDGES
Total 23795:					15,888.74	
23795	WI DEPT OF TRANSPORTATION	395-00002965	CADY ST BRIDGE PROJ 395399	02/21/2023	3,864.00	05-58-11-40 BRIDGES
Total 23795:					3,864.00	
23795	WI DEPT OF TRANSPORTATION	395-00002975	DOWNTOWN MAIN STREET	03/01/2023	1,192.13	05-58-11-69 STREETS
23795	WI DEPT OF TRANSPORTATION	395-00002975	DOWNTOWN MAIN STREET	03/01/2023	397.38	16-58-16-60 CAPITAL OUTLAY
Total 23795:					1,589.51	
23795	WI DEPT OF TRANSPORTATION	395-00002975	CADY ST BRIDGE PROJ 395399	03/01/2023	1,429.68	05-58-11-40 BRIDGES
Total 23795:					1,429.68	
<b>WISCONSIN AVIATION INC</b>						
23646	WISCONSIN AVIATION INC	RYV23-192723	PAPER/PAINT/TRUCK PARTS/S	02/28/2023	781.14	01-54-53-18 SUPPLIES & EXPENSE
23646	WISCONSIN AVIATION INC	RYV23-192723	ELECTRIC GATE & AWOS: DEC	02/28/2023	93.64	01-54-53-30 ELECTRIC
Total 23646:					874.78	
23646	WISCONSIN AVIATION INC	RYV23-192903	AIRPORT MANAGER FEE - MAR	02/28/2023	4,536.00	01-54-53-10 AIRPORT MANAGERS FE
Total 23646:					4,536.00	
23646	WISCONSIN AVIATION INC	RYV23-193059	PAINT OFFICE/POLE BARN DO	02/28/2023	147.00	01-54-53-18 SUPPLIES & EXPENSE
23646	WISCONSIN AVIATION INC	RYV23-193059	LIGHT CHECKS & BECON	02/28/2023	1,155.00	01-54-53-38 NAVIGATIONAL AIDS

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account and Title
23646	WISCONSIN AVIATION INC	RYV23-193059	SNOW REMOVAL	02/28/2023	2,095.80	01-54-53-39 SNOWPLOWING-AIRPOR
Total 23646:					3,397.80	
<b>WOLF PAVING COMPANY INC</b>						
23910	WOLF PAVING COMPANY INC	43732	COLD PATCH	03/02/2023	1,820.00	01-54-31-18 SUPPLIES & EXPENSE
Total 23910:					1,820.00	
<b>WOLFF PACK APPAREL &amp; PROMOTIONS</b>						
23904	WOLFF PACK APPAREL & PRO	2575	NEW HIRE SHIRT CODY LAUER	03/13/2023	28.50	03-99-21-18 SUPPLIES & EXPENSE
23904	WOLFF PACK APPAREL & PRO	2575	NEW HIRE SHIRT ANDREW DAY	03/13/2023	29.50	01-51-86-18 IT SUPPLIES & EXPENSE
Total 23904:					58.00	
<b>WRWA</b>						
23017	WRWA	S5716	SYSTEM MEMBERSHIP RENEW	03/01/2023	615.00	03-99-23-18 OUTSIDE SERVICES EXP
Total 23017:					615.00	
<b>ZBM INC</b>						
26005	ZBM INC	28731	PAPER PRODUCTS & CLEASIN	02/28/2023	67.90	01-54-53-18 SUPPLIES & EXPENSE
Total 26005:					67.90	
Grand Totals:					569,695.73	

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Payment due date = 03/21/2023



CITY OF WATERTOWN

Cash & Investment Summary  
02/28/2023

Available Cash on Hand		
2/1/2023	\$	5,290,458.89
February Receipts	\$	16,422,207.67
Total Cash	\$	21,712,666.56
Disbursements		
Total Disbursements	\$	(19,980,985.34)
<b>TOTAL AVAILABLE CASH</b>	<b>\$</b>	<b>1,731,681.22</b>
Cash on Hand (in bank) 02/28/2023	\$	2,166,711.37
Less Outstanding Checks	\$	(435,030.15)
<b>TOTAL AVAILABLE CASH</b>	<b>\$</b>	<b>1,731,681.22</b>

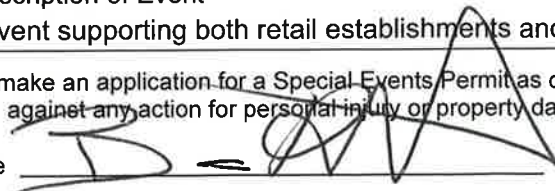
<b>Total Invested Funds:</b>		
Local Government Investment Pool	\$	36,110,851.06
Ehlers Investment Partners	\$	11,285,099.62
<b>TOTAL INVESTED FUNDS</b>	<b>\$</b>	<b>47,395,950.68</b>

<b>Breakdown:</b>		
General	\$	18,210,977.17
Capital Projects	\$	2,758,909.08
Library	\$	268,619.57
TID #4	\$	3,144,833.08
TID #5	\$	1,059,670.52
ARPA	\$	2,094,194.72
Developer Park Fees	\$	157,048.32
Riverfest	\$	39,954.26
Envrionmental Health	\$	622,853.56
Wastewater Utility	\$	8,896,123.16
Water Utility	\$	6,002,384.61
Storm Water Utility	\$	3,548,477.16
Solid Waste	\$	591,905.47
<b>TOTAL INVESTED FUNDS</b>	<b>\$</b>	<b>47,395,950.68</b>

<b>Interest YTD (net of fees)</b>		
Local Government Investment Pool	\$	264,437.74
Ehler's (does not include market depreciation/appreciation)	\$	25,739.91
<b>TOTAL INTEREST YTD (all funds)</b>	<b>\$</b>	<b>290,177.65</b>

# Special Events Permit Application

Watertown City Hall - 106 Jones Street - Watertown, WI 53094 -Telephone 920-262-4000

Date of Application 02.28.23	Consecutive Event Year (1 <sup>st</sup> , 2 <sup>nd</sup> , etc.) 3rd	Permit Application # (for office use only)	
<p><b>This application accompanies a Special Events Procedure.</b> There is a non-refundable \$25.00 application fee which must accompany the applications. All applications must be submitted a minimum of 45 business days prior to the scheduled event. Late applications are subject to denial and may not be accepted for consideration.</p> <p>Unless a permit fee is waived or reduced, all applicants will be expected to fully reimburse the City of Watertown for all city services related to the event. City services include, but are not limited to, Police and Street Department labor and equipment. Applicants who wish to sell or give away alcohol must apply for the appropriate liquor license from the City Clerk's Office. It is recommended to begin this process at least 60 days prior to your event because license approval must proceed through the Licensing Board, and Common Council. The sale of merchandise may require an additional permit.</p> <p style="text-align: center;"><b>***Event map MUST accompany application***</b></p>			
<b>Section 1 – Applicant Information</b>			
Corporation/ Organization Name of D.B.A Watertown Area Chamber of Commerce			
Responsible Party: Bonnie Hertel			
Driver's License Number H634-0716-2807-03	State WI	Email bonnie@watertownchamber.com	Date of Birth 08.27.62
Telephone Number 920-261-6320		Cell Phone Number 920-988-5241	
Business Address 519E Main Street	City Watertown	State WI	Zip 53094
<b>Section 2 – Permit Information (check box below)</b>			
Parade <input type="checkbox"/> Run/Walk <input type="checkbox"/> Street Closing <input type="checkbox"/> Municipal Parking Lot Closing <input type="checkbox"/> Public Sidewalk Closing <input type="checkbox"/> Bicycle Race <input type="checkbox"/> Other Event <u>Whiskey &amp; Wine Walk</u>			
Name of Event Whiskey & Wine Walk		Anticipated Daily Attendance 300	
Event Date(s) April 29, 2023	Hours of event each day (begin and end times) 9am to 5pm (street closure 5:30AM to 6PM to allow for set up and tear down)		
Event Route / <b>Attach Route Map</b> See attached			
Barricades Required? <input type="checkbox"/> Yes <input type="checkbox"/> No    ***Note location(s) on event map ***			
Brief Description of Event Retail event supporting both retail establishments and bars			
I hereby make an application for a Special Events Permit as detailed above. I agree to hold the City of Watertown and its employees harmless against any action for personal injury or property damage sustained by reason or exercise of this permit.			
Signature 		Print Name <u>Bonnie Hertel</u>	

☐ Approved    ☒ Denied

## Indemnification and Reimbursement Agreement

WHEREAS, the City of Watertown has established a policy for regulating the issuance of Special Event Permits and,

WHEREAS, said policy requires persons wishing to hold a Special Event to: (1) indemnify the City of Watertown for any injuries and damages caused by the event; and (2) agree to reimburse the City of Watertown for City service expenses incurred in conjunction with the Special Event, and

WHEREAS, the undersigned applicant has filed an application to conduct a Special Event in the City.

THEREFORE, the City of Watertown and the undersigned applicant ("Applicant") hereby agree as follows.

1. Indemnification. The Applicant hereby indemnifies and holds harmless the City of Watertown and its officers, agents, employees, successors or assigns, from and against any and all losses, debts, actions, claims, demands, liabilities, expenses, costs, injuries and/or damages to persons or property occurring in connection with the Special Event proximately caused by the actions of the Applicant, the sponsoring organization, its Officers, Employees or agents, or any person under their control.
2. Reimbursement For City Services. The Applicant shall reimburse the City for costs incurred in conjunction with the Special Event. City services include the salary and benefits of police officers and street department employees and related City equipment costs.
3. Procedure For Reimbursement. One week following the event the City Clerk shall mail an invoice to the Special Event Permit holder. The fee will be due within 30 days of receiving the invoice. All balances over 30 days are subject to interest of 1 ½ % per month.
4. Miscellaneous Provisions.
  - a. Waiver. One or more waivers by either party of any provisions, term or condition of this Agreement shall not be construed by either party as a waiver of a subsequent breach of the same by the other party.
  - b. Severability. In the event any provisions of this contract shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties.
  - c. Governing Law. This Agreement shall be governed and construed in accordance with the law of the State of Wisconsin.
  - d. Entire Agreement. This Agreement constitutes the entire Indemnifications and Reimbursement Agreement between the parties, and any change, amendment, or modification must be made in writing and executed by both parties.

IN WITNESS HEREOF, the undersigned have read and understand the contract presented here for Special Event indemnification and reimbursement.

Applicant

City of Watertown

By: 

Date: 2/28/23

By: \_\_\_\_\_

Mayor

Date: \_\_\_\_\_

(Print name:)

Bonnie Hertel

SUBSCRIBED AND SWORN BEFORE ME ON

This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Signature of Notary Public \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

# CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>AVID Risk Solutions, Inc.</b> <b>2501 Parmenter Street Suite 200A</b> <b>Middleton, WI 53562</b>		<b>CONTACT NAME:</b> Sharon Selchert <b>PHONE (A/C, No, Ext):</b> (920) 885-5252 <b>FAX (A/C, No):</b> (920) 887-8822 <b>E-MAIL ADDRESS:</b> sharon.selchert@avidrisk.com	
<b>INSURED</b>  <b>Watertown Area Chamber of Commerce</b> <b>519 E Main Street</b> <b>Watertown, WI 53094</b>		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A : Selective Insurance Company of America</b>	
		<b>INSURER B :</b>	
		<b>INSURER C :</b>	
		<b>INSURER D :</b>	
		<b>INSURER E :</b>	
		<b>INSURER F :</b>	
		<b>NAIC #</b>	
		<b>12572</b>	

## COVERAGES

**CERTIFICATE NUMBER:**

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE		ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/>	COMMERCIAL GENERAL LIABILITY			S 2351396	1/1/2023	1/1/2024	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/>	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
	<input type="checkbox"/>							MED EXP (Any one person)	\$ 5,000
	<input type="checkbox"/>							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC							PRODUCTS - COMP/OP AGG	\$ 2,000,000
	<input type="checkbox"/> OTHER:								\$
	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO			BODILY INJURY (Per person)				\$	
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS			BODILY INJURY (Per accident)				\$	
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			PROPERTY DAMAGE (Per accident)				\$	
	<input type="checkbox"/>							\$	
	<input type="checkbox"/>							\$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR							EACH OCCURRENCE	\$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE							AGGREGATE	\$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							\$	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N							E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below							E.L. DISEASE - EA EMPLOYEE	\$
								E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Whiskey & Wine Walk- Event date: April 29, 2023

**City of Watertown is listed as additional insured regard to general liability, per written agreement. A 10-Day Notice of cancellation, non-renewal or material change applies**

**CERTIFICATE HOLDER**

## CANCELLATION

<b>CERTIFICATE HOLDER</b>  City of Watertown 106 Jones St. Watertown, WI 53094	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b>  Sharon A. Selchert

# 3rd Annual Whiskey & Wine Walk

## Hosted by Watertown Area Chamber of Commerce

### &

## The Watertown Main Street Program

### April 29th, 2022 – 1:00 PM to 4:30 PM

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Locations			
<u>Location</u>	<u>Business Name</u>	<u>Contact</u>	<u>Address</u>
<u>1</u>	Amado Jr's	Kim Hoffmann	403 E Main Street
<u>2</u>	Ava's	Amanda Schwefel	209 E Main Street
<u>3</u>	Bradow Jewelers	Paul Bradow	217 E Main Street
<u>4</u>	Central Block	Ryan Jones	416 E Main Street
<u>5</u>	Chandler House	April Chandler	411 E Main Street
<u>6</u>	Pine Hill Farm	Jackie Phillips	200 W Main Street
<u>7</u>	D & J Sports Bar	Jerry Heller	215 S 3 <sup>rd</sup> Street
<u>8</u>	Draeger's Floral	Annie Bare & Linda Ebert	616 E. Main Street
<u>9</u>	Firecracker	Ken Carlin	516 E. Main Street
<u>10</u>	Literatus & Co	Wes Crnkovich	401 E Main Street
<u>11</u>	Local Waters	Karah Pugh	109 S 3 <sup>rd</sup> Street
<u>12</u>	Lyon's Irish Pub	Carol Bohlman	201 E Main Street
<u>13</u>	Studio 9	Sara Wendt	9 E Main Street
<u>14</u>	The Chic Boutique	Amber Smith	113 E. Main
<u>15</u>	The Drafty Cellar	Josh Mueller/ Alex Savath	110 S 3 <sup>rd</sup> Street
<u>16</u>	Uptown Bar	Nicole Smith	416 E Main Street

Red font denotes retail locations for wine stops. 1 oz. of wine (red or white to be determined) will be tasted at each retail location.

*The Chic Boutique will select wines for: The Chic Boutique, Bradow Jeweler, Chandler House and Studio 9  
Draeger's Floral will select wines for: Draeger's, Ava's, Central Block and Literatus*

Black font denotes bar establishments where ½ oz. of whiskey will be tasted.

Prepackaged food will be available along the walk at retail locations. Bars that serve food will offer special food options for purchase.



Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 Application Date: 02/28/2023  
☐ Town ☐ Village ☒ City of Watertown County of Jefferson

The named organization applies for: (check appropriate box(es).)  
☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.  
☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.  
at the premises described below during a special event beginning 04/29/2023 1pm and ending 04/29/2023 4:30pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → ☐ Bona fide Club ☐ Church ☐ Lodge/Society  
☐ Veteran's Organization ☐ Fair Association or Agricultural Society  
☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.


(a) Name Watertown Area Chamber of Commerce  
(b) Address 519 E Main Street, Watertown WI 53094  
(Street) ☐ Town ☐ Village ☒ City  
(c) Date organized 08/20/1920  
(d) If corporation, give date of incorporation  
(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒  
(f) Names and addresses of all officers:  
President Steve Board, 109 Boughton St. Watertown WI 53094  
Vice President Cassandra Wagner, 1517 Country Club Lane, Watertown WI 53098  
Secretary Bridget Van Ert N9142 Donald Lane, Watertown WI 53094  
Treasurer  
(g) Name and address of manager or person in charge of affair: Bonnie Hertel, 612 Oakwood Lane, Watertown WI 53094

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: Avas A Posh Boutique  
(a) Street number 209 E Main Street  
(b) Lot Block 200 block  
(c) Do premises occupy all or part of building?  
(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. Name of Event  
(a) List name of the event Whiskey & Wine Walk  
(b) Dates of event 04/29/2023 1:30 pm to 4:30 pm

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer  2/28/2023 Watertown Area Chamber of Commerce  
(Signature) (Date) (Name of Organization)

Date Filed with Clerk Date Reported to Council or Board

Date Granted by Council License No.

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 Application Date: 02/28/2023  
☐ Town ☐ Village ☒ City of Watertown County of Jefferson

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Secretary Bridget Van Ert N9142 Donald Lane, Watertown WI 53094  
Treasurer  
(g) Name and address of manager or person in charge of affair: Bonnie Hertel, 612 Oakwood Lane, Watertown WI 53094

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: Bradow Jewelers  
(a) Street number 217 E Main Street  
(b) Lot Block 200 block  
(c) Do premises occupy all or part of building?  
(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: first floor sales floor

3. Name of Event  
(a) List name of the event Whiskey & Wine Walk  
(b) Dates of event 04/29/2023 1:30 pm to 4:30 pm

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer  2/28/2023 Watertown Area Chamber of Commerce  
(Signature / Date) (Name of Organization)

Date Filed with Clerk Date Reported to Council or Board

Date Granted by Council License No.

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10

Application Date: 02/28/2023

☐ Town ☐ Village ☒ City of Watertown

County of Jefferson

The named organization applies for: (check appropriate box(es).)

- ☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.  
☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 04/29/2023 1pm and ending 04/29/2023 4:30pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☐ Bona fide Club ☐ Church ☐ Lodge/Society  
☐ Veteran's Organization ☐ Fair Association or Agricultural Society  
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(a) Name Watertown Area Chamber of Commerce

(b) Address 519 E Main Street, Watertown WI 53094  
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 08/20/1920

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Steve Board, 109 Boughton St. Watertown WI 53094

Vice President Cassandra Wagner, 1517 Country Club Lane, Watertown WI 53098

Secretary Bridget Van Ert N9142 Donald Lane, Watertown WI 53094

Treasurer

(g) Name and address of manager or person in charge of affair: Bonnie Hertel, 612 Oakwood Lane, Watertown WI 53094

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: Central Block

(a) Street number 416 E Main Street

(b) Lot Block 400 Block

(c) Do premises occupy all or part of building?

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: first floor sales floor

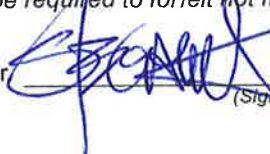
3. Name of Event

(a) List name of the event Whiskey & Wine Walk

(b) Dates of event 04/29/2023 1:00 pm to 4:30 pm

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer  2/28/2023  
(Signature / Date)

Watertown Area Chamber of Commerce  
(Name of Organization)

Date Filed with Clerk

Date Reported to Council or Board

Date Granted by Council

License No.

# Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10

Application Date: 02/28/2023

☐ Town ☐ Village ☒ City of Watertown

County of Jefferson

The named organization applies for: (check appropriate box(es).)

☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 04/29/2023 1pm and ending 04/29/2023 4:30pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

## 1. Organization (check appropriate box) →

- ☐ Bona fide Club ☐ Church ☐ Lodge/Society  
☐ Veteran's Organization ☐ Fair Association or Agricultural Society  
☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Watertown Area Chamber of Commerce

(b) Address 519 E Main Street, Watertown WI 53094  
 (Street) ☐ Town ☐ Village ☒ City

(c) Date organized 08/20/1920

(d) If corporation, give date of incorporation \_\_\_\_\_

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Steve Board, 109 Boughton St. Watertown WI 53094

Vice President Cassandra Wagner, 1517 Country Club Lane, Watertown WI 53098

Secretary Bridget Van Ert N9142 Donald Lane, Watertown WI 53094

Treasurer \_\_\_\_\_

(g) Name and address of manager or person in charge of affair: Bonnie Hertel, 612 Oakwood Lane, Watertown WI 53094

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: Chandler House Bakery

(a) Street number 411 E Main Street

(b) Lot \_\_\_\_\_ Block 400 block

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: first floor front area sales

## 3. Name of Event

(a) List name of the event Whiskey & Wine Walk

(b) Dates of event 04/29/2023 1:00 pm to 4:30 pm

## DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

(Signature / Date)

Watertown Area Chamber of Commerce

(Name of Organization)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_



Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10

Application Date: 02/28/2023

☐ Town ☐ Village ☒ City of Watertown

County of Jefferson

The named organization applies for: (check appropriate box(es).)

☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 04/29/2023 1pm and ending 04/29/2023 4:30pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

- ☐ Bona fide Club ☐ Church ☐ Lodge/Society  
☐ Veteran's Organization ☐ Fair Association or Agricultural Society  
☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Watertown Area Chamber of Commerce

(b) Address 519 E Main Street, Watertown WI 53094  
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 08/20/1920

(d) If corporation, give date of incorporation

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Steve Board, 109 Boughton St. Watertown WI 53094

Vice President Cassandra Wagner, 1517 Country Club Lane, Watertown WI 53098

Secretary Bridget Van Ert N9142 Donald Lane, Watertown WI 53094

Treasurer

(g) Name and address of manager or person in charge of affair: Bonnie Hertel, 612 Oakwood Lane, Watertown WI 53094

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: Dragon's Floral

(a) Street number 616 E Main Street

(b) Lot Block 600 block

(c) Do premises occupy all or part of building?

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. Name of Event

(a) List name of the event Whiskey & Wine Walk

(b) Dates of event 04/29/2023 1:00 pm to 4:30 pm

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer  2/28/2023  
(Signature / Date)

Watertown Area Chamber of Commerce  
(Name of Organization)

Date Filed with Clerk

Date Reported to Council or Board

Date Granted by Council

License No.



# Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10

Application Date: 02/28/2023

☐ Town ☐ Village ☒ City of Watertown

County of Jefferson

The named organization applies for: (check appropriate box(es).)

☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 04/29/2023 1pm and ending 04/29/2023 430pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

## 1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Watertown Area Chamber of Commerce

(b) Address 519 E Main Street, Watertown WI 53094  
(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 08/20/1920

(d) If corporation, give date of incorporation \_\_\_\_\_

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Steve Board, 109 Boughton St. Watertown WI 53094

Vice President Cassandra Wagner, 1517 Country Club Lane, Watertown WI 53098

Secretary Bridget Van Ert N9142 Donald Lane, Watertown WI 53094

Treasurer \_\_\_\_\_

(g) Name and address of manager or person in charge of affair: Bonnie Hertel, 612 Oakwood Lane, Watertown WI 53094

## 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: Literatus & Co.

(a) Street number 401 E Main Street

(b) Lot \_\_\_\_\_

Block 430 block

(c) Do premises occupy all or part of building? \_\_\_\_\_

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: first floor sales floor

## 3. Name of Event

(a) List name of the event Whiskey & Wine Walk

(b) Dates of event 04/29/2023 1:00 pm to 4:30 pm

## DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

(Signature / Date)

Watertown Area Chamber of Commerce

(Name of Organization)

Date Filed with Clerk \_\_\_\_\_

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10 Application Date: 02/28/2023  
☐ Town ☐ Village ☒ City of Watertown County of Jefferson

The named organization applies for: (check appropriate box(es).)  
☐ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.  
☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.  
at the premises described below during a special event beginning 04/29/2023 1pm and ending 04/29/2023 4:30pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) → ☐ Bona fide Club ☐ Church ☐ Lodge/Society  
☐ Veteran's Organization ☐ Fair Association or Agricultural Society  
☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.  
(a) Name Watertown Area Chamber of Commerce  
(b) Address 519 E Main Street, Watertown WI 53094  
(Street) ☐ Town ☐ Village ☒ City  
(c) Date organized 08/20/1920  
(d) If corporation, give date of incorporation \_\_\_\_\_  
(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒  
(f) Names and addresses of all officers:  
President Steve Board, 109 Boughton St. Watertown WI 53094  
Vice President Cassandra Wagner, 1517 Country Club Lane, Watertown WI 53098  
Secretary Bridget Van Ert N9142 Donald Lane, Watertown WI 53094  
Treasurer \_\_\_\_\_  
(g) Name and address of manager or person in charge of affair: Bonnie Hertel, 612 Oakwood Lane, Watertown WI 53094

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored: studio 9  
(a) Street number 9 E Main Street  
(b) Lot \_\_\_\_\_ Block 0 block  
(c) Do premises occupy all or part of building? \_\_\_\_\_  
(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: first floor service area

3. Name of Event  
(a) List name of the event Whiskey & Wine Walk  
(b) Dates of event 04/29/2023 1:00 pm to 4:30 pm

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature] 2/28/2023 Watertown Area Chamber of Commerce  
(Signature / Date) (Name of Organization)

Date Filed with Clerk \_\_\_\_\_ Date Reported to Council or Board \_\_\_\_\_  
Date Granted by Council \_\_\_\_\_ License No. \_\_\_\_\_

Receipt No: 1.216668

Feb 28, 2023

Whiskey Wine Walk

LICENSES	
SPECIAL EVENTS	25.00
LICENSES	
CLASS "B" MALT-SPECIAL	10.00
EVENTS	
LICENSES	
CLASS "B" MALT-SPECIAL	10.00
EVENTS	
LICENSES	
CLASS "B" MALT-SPECIAL	10.00
EVENTS	
LICENSES	
CLASS "B" MALT-SPECIAL	10.00
EVENTS	
LICENSES	
CLASS "B" MALT-SPECIAL	10.00
EVENTS	
LICENSES	
CLASS "B" MALT-SPECIAL	10.00
EVENTS	
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Total:	95.00
=====	
CHECK	
Check No: 5585	95.00
Total Applied:	95.00
-----	
Change Tendered:	.00
=====	

Duplicate Copy  
02/28/2023 10:28 AM

City of Watertown  
106 Jones Street  
Watertown WI 53094 920-262-4000

**ORDINANCE TO  
REPEAL CHAPTER 341 IMPACT FEES AND ARTICLE IV EXCESS CAPACITY  
SEWER SERVICE CHARGE OF CHAPTER 508 WASTEWATER FACILITIES OF  
THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: MAYOR MCFARLAND  
FROM: PUBLIC WORKS COMMISSION**

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

SECTION 1. Chapter 341 Impact Fees of the City of Watertown Code of Ordinances is hereby repealed.

SECTION 2. Article IV Excess Capacity Sewer Service Charge of Chapter 508 of the City of Watertown Code of Ordinances is hereby repealed.

SECTION 3. All outstanding fees charged under Chapter 341 or Article IV of Chapter 508 are hereby waived

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:	March 21, 2023		April 3, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED April 3, 2023

\_\_\_\_\_  
CITY CLERK

APPROVED April 3, 2023

\_\_\_\_\_  
MAYOR

**ORDINANCE TO  
AMEND CHAPTER 288, EROSION AND SEDIMENT CONTROL OF THE  
CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION**

**Whereas**, the City of Watertown is required to adopt and implement an ordinance to control construction site runoff and post-construction stormwater management per the Wisconsin Department of Natural Resources (WDNR) Municipal Separate Storm Sewer System (MS4) Permit; and,

**Whereas**, the City of Watertown’s Chapter 288 Erosion and Sediment Control ordinance requires updates to meet the current MS4 Permit requirements and to implement the stormwater management program; and,

**Whereas**, the Public Works Commission reviewed the proposed amendments to Chapter 288 at its February 28, 2023 meeting and recommends adoption of said Chapter 288.

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

**SECTION 1.** Article 1 of Chapter 288 is hereby amended as follows:

**Chapter 288**

**Article I**

**Erosion Control and Stormwater Runoff**

**[Adopted by Ord. No. 08-26 (§ 20.16 of the former City Code); amended in its entirety 10-18-2016 by Ord. No. 16-19]**

**§ 288-1 Authority.**

- A. This article is adopted under the authority granted by § 62.234, Wis. Stats. This article supersedes all provisions of an ordinance previously enacted under § 62.23, Wis. Stats., that relates to construction site erosion control. Except as otherwise specified in § 62.234, Wis. Stats., § 62.23, Wis. Stats., applies to this article and to any amendments to this article.
- B. The provisions of this article are deemed not to limit any other lawful regulatory powers of the same governing body.
- C. The Common Council hereby authorizes the Public Works Director/City Engineer and its designees to administer and enforce the provisions of this article.
- D. The requirements of this article do not preempt more stringent erosion and sediment control requirements that may be imposed by any of the following:



- (1) Wisconsin Department of Natural Resources administrative rules, permits or approvals including those authorized under §§ 281.16 and 283.33, Wis. Stats.
- (2) Targeted nonagricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under § NR 151.004, Wis. Adm. Code.

**§ 288-2 Findings of fact.**

The Common Council finds that runoff from land-disturbing construction activity carries a significant amount of sediment and other pollutants to the waters of the state in the City of Watertown.

**§ 288-3 Purpose.**

It is the purpose of this article to further the maintenance of safe and healthful conditions; prevent and control water pollution; prevent and control soil erosion; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth, by minimizing the amount of sediment and other pollutants carried by runoff or discharged from land-disturbing construction activity to waters of the state in the City of Watertown.

**§ 288-4 Applicability and jurisdiction.**

**A. Applicability.**

- (1) This article applies to the following land-disturbing construction activities except as provided under Subsection **A(2)**:
  - (a) A construction site, which has 3,000 or more square feet of land-disturbing construction activity.
- (2) This article does not apply to the following:
  - (a) Land-disturbing construction activity that includes the construction of a one- or two-family residential site less than one acre and is otherwise regulated by the Wisconsin Department of Safety and Professional Services.
  - (b) A construction project that is exempted by federal statutes or regulations from the requirement to have a national pollutant discharge elimination system permit issued under Chapter 40, Code of Federal Regulations, Part 122, for land-disturbing construction activity.
  - (c) Nonpoint discharges from agricultural facilities and practices.
  - (d) Nonpoint discharges from silviculture activities.
  - (e) Construction projects that do not result in land-disturbing activity including mill and crush operations that do not have soil disturbance, filling or road shoulder grading.
  - (f) Routine maintenance for project sites under five acres of land disturbance if performed to maintain the original line and grade, hydraulic capacity or original purpose of the facility.
- (3) Notwithstanding the applicability requirements in Subsection **A(1)**, this article applies to construction sites of any size that, in the opinion of the City, are likely to result in runoff

that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, that increases water pollution by scouring or the transportation of particulate matter or that endangers property or public safety.

- B. Jurisdiction. This article applies to land-disturbing construction activity on construction sites located within the boundaries and jurisdiction of the City of Watertown.
- C. Exclusions. This article is not applicable to activities conducted by a state agency, as defined under § 227.01(1), Wis. Stats., but also including the office of District Attorney, which is subject to the state plan promulgated or a memorandum of the understanding entered into under § 281.33(2), Wis. Stats.

§ 288-5 **Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**ADMINISTERING AUTHORITY**

A governmental employee or his/her designee that is designated by the City of Watertown to administer this article.

**AGRICULTURAL FACILITIES AND PRACTICES**

Has the meaning in § 281.16(1), Wis. Stats.

**AVERAGE ANNUAL RAINFALL**

A typical calendar year of precipitation as determined by the Wisconsin Department of Natural Resources for users of models such as WlnSLAMM, P8 or equivalent methodology. The average annual rainfall is chosen from a department publication for the location closest to the City.

**BEST MANAGEMENT PRACTICE or BMP**

Structural or nonstructural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.

**BUSINESS DAY**

A day the City Hall is routinely and customarily open for business.

**CEASE AND DESIST ORDER**

A court-issued order to halt land-disturbing construction activity that is being conducted without the required permit.

**PUBLIC WORKS DIRECTOR/CITY ENGINEER**

The individual holding the Public Works Director/City Engineer title or his/her designees within the City of Watertown.

**CONSTRUCTION SITE**

An area upon which one or more land-disturbing construction activities occur, including areas that are part of a larger common plan of development or sale where multiple separate and distinct land-disturbing construction activities may be taking place at different times on different schedules but under one plan.

**DESIGN STORM**

A hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency and total depth of rainfall.

**DIVISION OF LAND**

The creation from one parcel of four or fewer parcels or building sites of one or fewer acres each in area where such creation occurs at one time or through the successive partition within a five-year period.

**EROSION**

The process by which the land's surface is worn away by the action of wind, water, ice or gravity.

**EROSION AND SEDIMENT CONTROL PLAN**

A comprehensive plan developed to address pollution caused by erosion and sedimentation of soil particles or rock fragments during construction.

**EXTRATERRITORIAL**

The unincorporated area within three miles of the corporate limits of a first, second, or third class city, or within 1.5 miles of a fourth class city or village.

**FINAL STABILIZATION**

That all land-disturbing construction activities at the construction site have completed and that a uniform perennial vegetative cover has been established, with a density of at least 70% of the cover, for the unpaved areas and areas not covered by permanent structures, or that employ equivalent permanent stabilization measures.

**GOVERNING BODY**

The City Public Works Commission or the City Council.

**LAND-DISTURBING CONSTRUCTION ACTIVITY**

Any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or nonvegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. Land-disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities.

**MEP or MAXIMUM EXTENT PRACTICABLE**

The highest level of performance that is achievable but is not equivalent to a performance standard identified in this article as determined in accordance with § 288-6 of this article.

**PERFORMANCE STANDARD**

A narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.

**PERMIT**

A written authorization made by the City of Watertown to the applicant to conduct land-disturbing construction activity or to discharge post-construction runoff to waters of the

state.

**POLLUTANT**

Has the meaning given in § 283.01(13), Wis. Stats.

**POLLUTION**

Has the meaning given in § 281.01(10), Wis. Stats.

**RESPONSIBLE PARTY**

The landowner or any other entity performing services to meet the requirements of this article through a contract or other agreement.

**RUNOFF**

Stormwater or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

**SEDIMENT**

Settleable solid material that is transported by runoff, suspended within runoff or deposited by runoff away from its original location.

**SEPARATE STORM SEWER**

A conveyance or system of conveyances including roads with drainage systems, streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all of the following criteria:

- A. Is designed or used for collecting water or conveying runoff.
- B. Is not part of a combined sewer system.
- C. Is not draining to a stormwater treatment device or system.
- D. Discharges directly or indirectly to waters of the state.

**SILVICULTURE ACTIVITY**

Activities including tree nursery operations, tree harvesting operations, reforestation, tree thinning, prescribed burning, and pest and fire control. Clearing and grubbing of an area of a construction site is not a silviculture activity.

**SITE**

The entire area included in the legal description of the land on which the land-disturbing construction activity is proposed in the permit application.

**STOP-WORK ORDER**

An order issued by the City which requires that all construction activity on the site be stopped.

**TECHNICAL STANDARD**

A document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

## WATERS OF THE STATE

Includes those portions of Lake Michigan and Lake Superior within the boundaries of this state, and all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, watercourses, drainage systems and other surface water or groundwater, natural or artificial, public or private, within this state or its jurisdiction.

### § 288-6 **Applicability of maximum extent practicable.**

Maximum extent practicable applies when a person who is subject to a performance standard of this article demonstrates to the City's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

### § 288-7 **Technical standards.**

- A. Design criteria, standards and specifications. All BMPs required to comply with this article shall meet the design criteria, standards and specifications based on any of the following:
  - (1) Design guidance and technical standards identified or developed by the Wisconsin Department of Natural Resources under Subchapter V of Chapter NR 151, Wis. Adm. Code.
  - (2) Soil loss prediction tools [such as the Universal Soil Loss Equation (USLE)] when using an appropriate rainfall or runoff factor (also referred to as the R factor) or an appropriate design storm and precipitation distribution, and when considering the geographic location of the site and the period of disturbance.
- B. Other standards. Other technical standards not identified or developed in Subsection A may be used provided that the methods have been approved by the City.

### § 288-8 **Performance standards.**

- A. Responsible party. The responsible party shall implement an erosion and sediment control plan, developed in accordance with § **288-10** that incorporates the requirements of this section.
- B. Plan. A written plan shall be developed in accordance with § **288-10** and implemented for each construction site. Simplified plans may be completed for sites with less than one acre of land-disturbing construction activity in accordance with the requirements of this article.
- C. Erosion and other pollutant control requirements. The plan required under Subsection B shall include the following:
  - (1) Erosion and sediment control practices. Erosion and sediment control practices shall be used at each site where more than 3,000 square feet of land-disturbing construction activity is to occur, and shall be used to prevent or reduce all of the following:
    - (a) The deposition of soil from being tracked onto streets by vehicles.



- (b) The discharge of sediment from disturbed areas into on-site stormwater inlets.
  - (c) The discharge of sediment from disturbed areas into adjacent waters of the state.
  - (d) The discharge of sediment from drainageways that flow off the site.
  - (e) The discharge of sediment by dewatering activities.
  - (f) The discharge of sediment eroding from soil stockpiles existing for more than seven days.
  - (g) The discharge of sediment from erosive flows at outlets and in downstream channels.
  - (h) The transport by runoff into waters of the state of chemicals, cement, and other building compounds and materials on the construction site during the construction period. However, projects that require the placement of these materials in waters of the state, such as constructing bridge footings or BMP installations, are not prohibited by this subsection.
  - (i) The transport by runoff into waters of the state of untreated wash water from vehicle and wheel washing.
- (2) Sediment performance standards. In addition to the erosion and sediment control practices under Subsection **C(1)**, the following erosion and sediment control practices shall be employed for all construction sites with more than one acre of land-disturbing construction activity:
- (a) BMPs that, by design, discharge no more than five tons per acre per year, or to the maximum extent practicable, of the sediment load carried in runoff from initial grading to final stabilization.
  - (b) No person shall be required to employ more BMPs than are needed to meet a performance standard in order to comply with maximum extent practicable. Erosion and sediment control BMPs may be combined to meet the requirements of this subsection. Credit may be given toward meeting the sediment performance standard of this subsection for limiting the duration or area, or both, of land-disturbing construction activity, or for other appropriate mechanisms.
  - (c) Notwithstanding Subsection **C(2)(a)**, if BMPs cannot be designed and implemented to meet the sediment performance standard, the erosion and sediment control plan shall include a written, site-specific explanation of why the sediment performance standard cannot be met and how the sediment load will be reduced to the maximum extent practicable.
- (3) Preventive measures. The erosion and sediment control plan shall incorporate all of the following:
- (a) Maintenance of existing vegetation, especially adjacent to surface waters whenever possible.
  - (b) Minimization of soil compaction and preservation of topsoil.
  - (c) Minimization of land-disturbing construction activity on slopes of 20% or more.

- (d) Development of spill prevention and response procedures.
- D. Location. The BMPs used to comply with this section shall be located prior to runoff entering waters of the state.
- E. Implementation. The BMPs used to comply with this section shall be implemented as follows:
  - (1) Erosion and sediment control practices shall be constructed or installed before land-disturbing construction activities begin in accordance with the erosion and sediment control plan developed in § **288-10**.
  - (2) Erosion and sediment control practices shall be maintained until final stabilization.
  - (3) Final stabilization activity shall commence when land-disturbing activities cease and final grade has been reached on any portion of the site.
  - (4) Temporary stabilization activity shall commence when land-disturbing activities have temporarily ceased and will not resume for a period exceeding 14 calendar days.
  - (5) BMPs that are no longer necessary for erosion and sediment control shall be removed by the responsible party.
- F. Alternate requirements. The City may establish stormwater management requirements more stringent than those set forth in this section if the City determines that an added level of protection is needed for sensitive resources.

**§ 288-9 Permitting requirements, procedures and fees.**

- A. Permit required. No responsible party may commence a land-disturbing construction activity subject to this article without receiving prior approval of an erosion and sediment control plan for the site and a permit from the City.
- B. Permit application and fees. At least one responsible party desiring to undertake a land-disturbing construction activity subject to this article shall submit an application for a permit and an erosion and sediment control plan that meets the requirements of § **288-10** and shall pay an application fee to the City of Watertown. By submitting an application, the applicant is authorizing the City of Watertown to enter the site to obtain information required for the review of the erosion and sediment control plan.
- C. Review and approval of permit application. The City shall review any permit application that is submitted with an erosion and sediment control plan, and the required fee. The following approval procedure shall be used:
  - (1) Within ~~15~~20 business days of the receipt of a complete permit application, as required by Subsection **B**, the City shall inform the applicant whether the application and plan are approved or disapproved based on the requirements of this article.
  - (2) If the permit application and plan are approved, the City shall issue the permit.
  - (3) If the permit application or plan is disapproved, the City shall state in writing the reasons

for disapproval.

- (4) The City may request additional information from the applicant. If additional information is submitted, the City shall have 15 business days from the date the additional information is received to inform the applicant that the plan is either approved or disapproved.
- D. Financial guarantee. As a condition of approval and issuance of the permit, the City may require the applicant to deposit a surety bond, irrevocable letter of credit or other financial guarantee to guarantee a good faith execution of the approved erosion control plan and any permit conditions. The financial guarantee shall be an amount up to 120% of the estimated cost of the improvements.
- E. Permit requirements. All permits shall require the responsible party to:
- (1) Notify the City within 48 hours of commencing any land-disturbing construction activity.
  - (2) Notify the City of completion of any BMPs within three days after their installation.
  - (3) Obtain permission in writing from the City prior to any modification pursuant to § **288-10C** of the erosion and sediment control plan.
  - (4) Install all BMPs as identified in the approved erosion and sediment control plan.
  - (5) Maintain all road drainage systems, stormwater drainage systems, BMPs and other facilities identified in the erosion and sediment control plan.
  - (6) Repair any siltation or erosion damage to adjoining surfaces and drainageways resulting from land-disturbing construction activities and document repairs in a site erosion control log.
  - (7) Inspect the BMPs within 24 hours after each rain of 0.5 inch or more which results in runoff during active construction periods, and at least once each week. Document the findings of the inspections in a site erosion control log with the date of inspection, the name of the person conducting the inspection, and a description of the present phase of the construction at the site. Repair or replace erosion and sediment control best management practices as necessary within 24 hours of an inspection or by the date agreed to between the permittee and the Public Works Director/City Engineer or the appropriate designee. Inspections are only required for construction sites with more than one acre of land-disturbing construction activity.
  - (8) Allow the City to enter the site for the purpose of inspecting compliance with the erosion and sediment control plan or for performing any work necessary to bring the site into compliance with the control plan. Keep a copy of the erosion and sediment control plan at the construction site.
  - (9) Keep a copy of the inspection reports on the site at all times.
- F. Permit conditions. Permits issued under this section may include conditions established by the City in addition to the requirements set forth in Subsection E, where needed to assure compliance with the performance standards in § **288-8**.

- G. Permit duration. Permits issued under this section shall be valid for a period of ~~180 days~~three years, or the length of the building permit or other construction authorizations, whichever is longer, from the date of issuance. The City may extend the period ~~one or more times once~~ for up to an additional ~~180 days~~three years. The City may require additional BMPs as a condition of the extension if they are necessary to meet the requirements of this article.
- H. Maintenance. The responsible party throughout the duration of the construction activities shall maintain all BMPs necessary to meet the requirements of this article until the site has undergone final stabilization.

**§ 288-10 Erosion and sediment control plan, statement, and amendments.**

**A. Erosion and sediment control plan.**

- (1) An erosion and sediment control plan shall be prepared and submitted to the City.
- (2) The erosion and sediment control plan shall be designed to meet the performance standards in § **288-8** and other requirements of this article. Simplified plans may be completed for sites with less than one acre of land-disturbing construction activity.
- (3) The erosion and sediment control plan shall address pollution caused by soil erosion and sedimentation during construction and up to final stabilization of the site. The erosion and sediment control plan shall include, at a minimum, the following items:
  - (a) The name(s) and address(es) of the owner or developer of the site, and of any consulting firm retained by the applicant, together with the name of the applicant's principal contact at such firm. The application shall also include start and end dates for construction.
  - (b) Description of the site and the nature of the construction activity, including representation of the limits of land disturbance on a United States Geological Survey 7.5-minute series topographic map.
  - (c) A sequence of construction of the development site, including stripping and clearing; rough grading; construction of utilities, infrastructure, and buildings; and final grading and landscaping. Sequencing shall identify the expected date on which clearing will begin, the estimated duration of exposure of cleared areas, areas of clearing, installation of temporary erosion and sediment control measures, and establishment of permanent vegetation.
  - (d) Estimates of the total area of the site and the total area of the site that is expected to be disturbed by construction activities.
  - (e) Estimates, including calculations, if any, of the runoff coefficient of the site before and after construction activities are completed.
  - (f) Calculations to show the expected percent reduction in the average annual sediment load carried in runoff as compared to no sediment or erosion controls.
  - (g) Existing data describing the surface soil as well as subsoils.
  - (h) Depth to groundwater, as indicated by on-site soil borings or Natural Resources

Conservation Service soil information where available.

- (i) Name of the immediate named receiving water from the United States Geological Survey 7.5-minute series topographic maps.
- (4) The erosion and sediment control plan shall include a site map. The site map shall include the following items and shall be at a scale not greater than 100 feet per inch and at a contour interval not to exceed five feet.
  - (a) Existing topography, vegetative cover, natural and engineered drainage systems, roads and surface waters. Lakes, streams, wetlands, channels, ditches and other watercourses on and immediately adjacent to the site shall be shown. Any identified one-hundred-year floodplains, flood fringes and floodways shall also be shown.
  - (b) Boundaries of the construction site.
  - (c) Drainage patterns and approximate slopes anticipated after major grading activities.
  - (d) Areas of soil disturbance.
  - (e) Location of major structural and nonstructural controls identified in the plan.
  - (f) Location of areas where stabilization practices will be employed.
  - (g) Areas which will be vegetated following construction.
  - (h) Area and location of wetland acreage on the site and locations where stormwater is discharged to a surface water or wetland within one-quarter mile downstream of the construction site.
  - (i) Locations of all surface waters and wetlands within one mile of the construction site.
  - (j) Areas used for infiltration of post-construction stormwater runoff.
  - (k) An alphanumeric or equivalent grid overlying the entire construction site map.
- (5) Each erosion and sediment control plan shall include a description of appropriate erosion and sediment control best management practices that will be installed and maintained at the site to prevent pollutants from reaching waters of the state. The plan shall clearly describe the appropriate erosion and sediment control measures for each major land-disturbing construction activity and the timing during the construction process that the measures will be implemented. The description of erosion and sediment controls shall include, when appropriate, the following minimum requirements:
  - (a) Description of interim and permanent stabilization practices, including an implementation schedule. Site plans shall ensure that existing vegetation is preserved where attainable and that disturbed portions of the site are stabilized.
  - (b) Description of structural practices to divert flow away from exposed soils, store flows or otherwise limit runoff and the discharge of pollutants from the site. Unless otherwise specifically approved in writing by the City of Watertown, structural measures shall be



installed on upland soils.

- (c) Management of overland flow at all sites, unless otherwise controlled by outfall controls.
  - (d) Trapping of sediment in channelized flow.
  - (e) Staging construction to limit exposed soil areas subject to erosion.
  - (f) Protection of downslope drainage inlets where they occur.
  - (g) Minimization of tracking via installation of tracking pads at all vehicle and equipment entry and exit locations of the construction site.
  - (h) Clean up of off-site sediment deposits.
  - (i) Proper disposal of building and waste materials at all sites.
  - (j) Stabilization of drainageways.
  - (k) Control of soil erosion from dirt stockpiles.
  - (l) Installation of permanent stabilization practices as soon as possible after final grading.
  - (m) Minimization of dust to the maximum extent practicable.
- (6) The erosion and sediment control plan shall require that velocity dissipation devices be placed at discharge locations and along the length of any outfall channel, as necessary, to provide a nonerosive flow from the structure to a watercourse so that the natural physical and biological characteristics and functions are maintained and protected.
- B. Erosion and sediment control plan statement. For each construction site identified under § 288-4A with more than one acre of land-disturbing construction activity, an erosion and sediment control plan statement shall be prepared. This statement shall be submitted to the City. The control plan statement shall briefly describe the site, including a site map. Further, it shall also include the best management practices that will be used to meet the requirements of the article, including the site development schedule.
- C. Amendments. The applicant shall amend the plan if any of the following occur:
- (1) There is a change in design, construction, operation or maintenance at the site which has the reasonable potential for the discharge of pollutants to waters of the state and which has not otherwise been addressed in the plan.
  - (2) The actions required by the plan fail to reduce the impacts of pollutants carried by construction site runoff.
  - (3) The City notifies the applicant of changes needed in the plan.

#### § 288-11 Fee schedule.

The fees referred to in other sections of this article shall be established by the Common Council and may from time to time be modified by resolution. A schedule of the fees established by the

Common Council shall be available for review in City Hall. The fee shall cover all City and consultant costs to review the permit application and perform the required site inspections.

**§ 288-11.1 Inspection.**

If land-disturbing construction activities are being carried out without a permit required by this article, the City may enter the land pursuant to the provisions of § 66.0119(1), (2) and (3), Wis. Stats. The City will inspect any construction site with more than one acre of land-disturbing construction activity that holds a permit under this chapter as required by the current Wisconsin Department of Natural Resources Municipal Separate Storm Sewer System (MS4) Permit or within the first 2 weeks of construction, at least once a month, and again at the end of construction during the period starting March 1 and ending October 31 and at least two times during the period starting November 1 and ending February 28 to ensure compliance with the approved sediment and erosion control plan. If erosion and/or sediment control Best Management Practices (BMPs) are out of compliance during inspections, the City may conduct follow-up inspections within 7 days, unless corrections are made and observed by the inspector or verified via photographs submitted to the inspector. The costs of these inspections shall be billed to the responsible party.

**§ 288-11.2 Enforcement.**

A. The City may post a stop-work order if any of the following occurs:

- (1) Any land-disturbing construction activity regulated under this article is being undertaken without a permit.
- (2) The erosion and sediment control plan is not being implemented in a good faith manner.
- (3) The conditions of the permit are not being met.

B. If the responsible party does not cease activity as required in a stop-work order posted under this section or fails to comply with the erosion and sediment control plan or permit conditions, the City may revoke the permit.

C. If the responsible party, where no permit has been issued, does not cease the activity after being notified by the City, or if a responsible party violates a stop-work order posted under Subsection A, the City may request the City Attorney to obtain a cease and desist order in any court with jurisdiction.

D. The City may retract the stop-work order issued under Subsection A or the permit revocation under Subsection B.

E. After posting a stop-work order under Subsection A, the City may issue a notice of intent to the responsible party of its intent to perform work necessary to comply with this article. The City may go on the land and commence the work after issuing the notice of intent. The costs of the work performed under this subsection by the City, plus interest at the rate authorized by City shall be billed to the responsible party. In the event a responsible party fails to pay the amount due, the Clerk shall enter the amount due on the tax rolls and collect as a special assessment against the property pursuant to Subch. VII of Ch. 66, Wis. Stats.

F. Any person violating any of the provisions of this article shall be subject to a forfeiture of

not less than \$100 nor more than \$1,000 and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.

- G. Compliance with the provisions of this article may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctive proceedings.

### § 288-11.3 Appeals.

- A. Public Works Commission. The Public Works Commission shall act as the review and appeal agency and:
- (1) Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination in administering this article except for cease and desist orders obtained under § 288-11.2C.
  - (2) Upon appeal, may authorize variances from the provisions of this article which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of the article will result in unnecessary hardship; and
  - (3) Shall use the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.
- B. Who may appeal. Appeals to the Public Works Commission may be taken by any aggrieved person or by any office, department, board, or bureau of the City of Watertown affected by any decision of the City.

### § 288-11.4 Severability.

If a court of competent jurisdiction judges any section, clause, provision or portion of this article unconstitutional or invalid, the remainder of the article shall remain in force and not be affected by such judgment.

**SECTION 2.** Article 2 of Chapter 288 is hereby amended as follows:

## Article II

### Control of Post-Construction Stormwater Management

**[Adopted by Ord. No. 08-27 (§ 20.17 of the former City Code); amended in its entirety 10-18-2016 by Ord. No. 16-20]**

### § 288-12 Authority.

- A. This article is adopted by the Common Council under the authority granted by § 62.234, Wis. Stats. This article supersedes all provisions of an ordinance previously enacted under § 62.23, Wis. Stats., that relate to stormwater management regulations. Except as otherwise specified in § 62.234, Wis. Stats., § 62.23, Wis. Stats., applies to this article and to any amendments to this article.
- B. The provisions of this article are deemed not to limit any other lawful regulatory powers of the same governing body.
- C. The Common Council hereby authorizes the City and its designees to administer and

enforce the provisions of this article.

- D. The requirements of this article do not preempt more stringent stormwater management requirements that may be imposed by any of the following:
  - (1) Wisconsin Department of Natural Resources administrative rules, permits or approvals including those authorized under §§ 281.16 and 283.33, Wis. Stats.
  - (2) Targeted nonagricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under § NR 151.004, Wis. Adm. Code.

**§ 288-13 Findings of fact.**

The Common Council finds that uncontrolled, post-construction runoff has a significant impact upon water resources and the health, safety and general welfare of the community and diminishes the public enjoyment and use of natural resources. Specifically, uncontrolled post-construction runoff can:

- A. Degrade physical stream habitat by increasing stream bank erosion, increasing streambed scour, diminishing groundwater recharge, diminishing stream base flows and increasing stream temperature.
- B. Diminish the capacity of lakes and streams to support fish, aquatic life, recreational and water supply uses by increasing pollutant loading of sediment, suspended solids, nutrients, heavy metals, bacteria, pathogens and other urban pollutants.
- C. Alter wetland communities by changing wetland hydrology and by increasing pollutant loads.
- D. Reduce the quality of groundwater by increasing pollutant loading.
- E. Threaten public health, safety, property and general welfare by overtaxing storm sewers, drainageways, and other minor drainage facilities.
- F. Threaten public health, safety, property and general welfare by increasing major flood peaks and volumes.
- G. Undermine floodplain management efforts by increasing the incidence and levels of flooding.

**§ 288-14 Purpose and intent.**

- A. Purpose. The general purpose of this article is to establish long-term, post-construction runoff management requirements that will diminish the threats to public health, safety, welfare and the aquatic environment. Specific purposes are to:
  - (1) Further the maintenance of safe and healthful conditions.
  - (2) Prevent and control the adverse effects of stormwater; prevent and control soil erosion; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground cover and scenic beauty; and promote sound economic growth.

- (3) Control exceedance of the safe capacity of existing drainage facilities and receiving water bodies; prevent undue channel erosion; control increases in the scouring and transportation of particulate matter; and prevent conditions that endanger downstream property.
  - (4) Minimize the amount of pollutants discharged from the separate storm sewer to protect waters of the state.
- B. Intent. It is the intent of the Common Council that this article regulates post-construction stormwater discharges to waters of the state. This article may be applied on a site-by-site basis. The Common Council recognizes, however, that the preferred method of achieving the stormwater performance standards set forth in this article is through the preparation and implementation of comprehensive, systems-level stormwater management plans that cover hydrologic units, such as watersheds, on a municipal and regional scale. Such plans may prescribe regional stormwater devices, practices or systems, any of which may be designed to treat runoff from more than one site prior to discharge to waters of the state. Where such plans are in conformance with the performance standards developed under § 281.16, Wis. Stats., for regional stormwater management measures and have been approved by the Common Council, it is the intent of this article that the approved plan be used to identify post-construction management measures acceptable for the community.

#### § 288-15 Applicability and jurisdiction.

##### A. Applicability.

- (1) Where not otherwise limited by law, this article applies to a post-construction site which has ~~3,000~~21,780 or more square feet of ~~land-disturbing construction activity~~new impervious surface, unless the site is otherwise exempt under Subsection A(2).
- (2) A site that meets any of the criteria in this Subsection is exempt from the requirements of this article:
  - (a) Land-disturbing construction activity that includes the construction of a one- or two-family residential site less than one acre and is otherwise regulated by the Wisconsin Department of Safety and Professional Services.
  - (b) A post-construction site with less than 10% connected imperviousness based on complete development of the post-construction site, provided the cumulative area of all parking lots and rooftops is less than one acre.
  - (c) Nonpoint discharges from agricultural facilities and practices.
  - (d) Nonpoint discharges from silviculture activities.
  - (e) Routine maintenance for project sites under five acres of land disturbance if performed to maintain the original line and grade, hydraulic capacity or original purpose of the facility.
  - (f) Underground utility construction such as water, sewer and fiberoptic lines. This exemption does not apply to the construction of any aboveground structures associated with utility construction.
  - (g) The requirements of this article do not preempt more stringent stormwater management



requirements that may be imposed by any of the following:

- [1] Wisconsin Department of Natural Resources administrative rules, permits or approvals including those authorized under § 288.16, Wis. Stats., for nonpoint sources, and § 283.33, Wis. Stats., for stormwater discharge.
  - [2] Targeted nonagricultural performance standards promulgated in rules by the Wisconsin Department of Natural Resources under § NR 151.004, Wis. Adm. Code.
  - (3) Notwithstanding the applicability requirements in Subsection A(1), this article applies to post-construction sites of any size that, in the opinion of the City, are likely to result in runoff that exceeds the safe capacity of the existing drainage facilities or receiving body of water, that causes undue channel erosion, that increases water pollution by scouring or the transportation of particulate matter or that endangers property or public safety.
- B. Jurisdiction. This article applies to land-disturbing activities within the boundaries of the City of Watertown, and that portion of the Town of Emmet, Dodge County, Wisconsin, that is subject to the City's Plat Review Jurisdiction as set forth in Resolution Exhibit No. 6152 and recorded on September 25, 1997, in Volume 937 on Page 86 as Document No. 851436 in the Dodge County Office of the Register of Deeds and all subsequent amendments.
- C. Exclusions. This article is not applicable to activities conducted by a state agency, as defined under § 227.01(1), Wis. Stats., but also including the office of the District Attorney, which is subject to the state plan promulgated or a memorandum of understanding entered into under § 281.33(2), Wis. Stats.

§ 288-16 **Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**ADEQUATE SOD, OR SELF-SUSTAINING VEGETATIVE COVER**

Maintenance of sufficient vegetation types and densities such that the physical integrity of the stream bank or lakeshore is preserved. Self-sustaining vegetative cover includes grasses, forbs, sedges and duff layers of fallen and woody debris.

**ADMINISTERING AUTHORITY**

The Public Works Director/City Engineer, the City Public Works Commission, the City Council or other entity empowered under § 62.234, Wis. Stats., that is designated by the City of Watertown to administer this article.

**AGRICULTURAL FACILITIES AND PRACTICES**

Has the meaning given in § 281.16, Wis. Stats.

**ATLAS 14**

The National Oceanic and Atmospheric Administration (NOAA) Atlas 14 Precipitation-Frequency Atlas of the United States, Volume 8 (Midwestern States), published in 2013.

**AVERAGE ANNUAL RAINFALL**

A typical calendar year of precipitation as determined by the Wisconsin Department of Natural Resources for users of models such as WlnSLAMM, P8 or equivalent methodology.

The average annual rainfall is chosen from a department publication for the location closest to the City.

**BEST MANAGEMENT PRACTICE or BMP**

Structural or nonstructural measures, practices, techniques or devices employed to avoid or minimize sediment or pollutants carried in runoff to waters of the state.

**BUSINESS DAY**

A day the City Hall is routinely and customarily open for business.

**CEASE AND DESIST ORDER**

A court-issued order to halt land-disturbing construction activity that is being conducted without the required permit or in violation of a permit issued by the City of Watertown.

**PUBLIC WORKS DIRECTOR/CITY ENGINEER**

The individual holding the Public Works Director/City Engineer title or his/her designees within the City of Watertown.

**COMBINED SEWER SYSTEM**

A system for conveying both sanitary sewage and stormwater runoff.

**CONNECTED IMPERVIOUSNESS**

An impervious surface connected to waters of the state via a separate storm sewer, an impervious flow path, or a minimally pervious flow path.

**DESIGN STORM**

A hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency, and total depth of rainfall.

**DEVELOPMENT**

Residential, commercial, industrial or institutional land uses and associated roads.

**DIRECT CONDUITS TO GROUNDWATER**

Wells, sinkholes, swallets, fractured bedrock at the surface, mine shafts, nonmetallic mines, tile inlets discharging to groundwater, quarries, or depressional groundwater recharge areas over shallow fractured bedrock.

**DIVISION OF LAND**

The creation from one parcel of four or fewer parcels or building sites of one or fewer acres each in area where such creation occurs at one time or through the successive partition within a five-year period.

**EFFECTIVE INFILTRATION AREA**

The area of the infiltration system that is used to infiltrate runoff and does not include the area used for site access, berms or pretreatment.

**EROSION**

The process by which the land's surface is worn away by the action of wind, water, ice or

gravity.

**EXCEPTIONAL RESOURCE WATERS**

Waters listed in § NR 102.11, Wis. Adm. Code.

**EXTRATERRITORIAL**

The unincorporated area within three miles of the corporate limits of a first, second, or third class city, or within 1.5 miles of a fourth class city or village.

**FILTERING LAYER**

Soil that has at least a three-foot-deep layer with at least 20% fines; or at least a five-foot-deep layer with at least 10% fines; or an engineered soil with an equivalent level of protection as determined by the regulatory authority for the site.

**FINAL STABILIZATION**

That all land-disturbing construction activities at the construction site have been completed and that a uniform, perennial, vegetative cover has been established, with a density of at least 70% of the cover, for the unpaved areas and areas not covered by permanent structures, or employment of equivalent permanent stabilization measures.

**FINANCIAL GUARANTEE**

A performance bond, maintenance bond, surety bond, irrevocable letter of credit, or similar guarantees submitted to the City by the responsible party to assure that requirements of the article are carried out in compliance with the stormwater management plan.

**GOVERNING BODY**

The City Public Works Commission or the City Council.

**IMPERVIOUS SURFACE**

An area that releases as runoff all or a large portion of the precipitation that falls on it, except for frozen soil. Rooftops, sidewalks, driveways, parking lots and streets are examples of areas that typically are impervious.

**IN-FILL AREA**

An undeveloped area of land located within an existing urban sewer service area, surrounded by development or natural or man-made features where development cannot occur.

**INFILTRATION**

The entry of precipitation or runoff into or through the soil.

**INFILTRATION SYSTEM**

A device or practice such as a basin, trench, rain garden or swale designed specifically to encourage infiltration, but does not include natural infiltration in previous surfaces such as lawns, redirecting of rooftop downspouts onto lawns or minimal infiltration from practices, such as swales or roadside channels designed for conveyance and pollutant removal only.

**KARST FEATURE**

An area or surficial geologic feature subject to bedrock dissolution so that it is likely to provide a conduit to groundwater, and may include caves, enlarged fractures, mine features, exposed bedrock surfaces, sinkholes, springs, seeps or swallets.

### **LAND-DISTURBING CONSTRUCTION ACTIVITY**

Any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or nonvegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. Land-disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities.

### **MAINTENANCE AGREEMENT**

A legal document that provides for long-term maintenance of stormwater management practices.

### **MEP or MAXIMUM EXTENT PRACTICABLE**

The highest level of performance that is achievable but is not equivalent to a performance standard identified in this article. Maximum extent practicable applies when a person who is subject to a performance standard of this article demonstrates to the City's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

### **NEW DEVELOPMENT**

Development resulting from the conversion of previously undeveloped land or agricultural land uses.

### **NRCS MSE3 DISTRIBUTION**

A specific precipitation distribution developed by the United States Department of Agriculture, Natural Resources Conservation Service, using precipitation data from Atlas 14.

### **OFF SITE**

Located outside the property boundary described in the permit application.

### **ON SITE**

Located within the property boundary described in the permit application.

### **ORDINARY HIGH WATER MARK**

Has the meaning given in § NR 115.03(6), Wis. Adm. Code.

### **OUTSTANDING RESOURCE WATERS**

Waters listed in § NR 102.10, Wis. Adm. Code.

**PERCENT FINES**

The percentage of a given sample of soil which passes through a No. 200 sieve.

**PERFORMANCE STANDARD**

A narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.

**PERMIT**

A written authorization made by the City to the applicant to conduct land-disturbing construction activity or to discharge post-construction runoff to waters of the state.

**PERMIT ADMINISTRATION FEE**

A sum of money paid to the City by the permit applicant for the purpose of recouping the expenses incurred by the authority in administering the permit.

**PERVIOUS SURFACE**

An area that releases as runoff a small portion of the precipitation that falls on it. Lawns, gardens, parks, forests or other similar vegetated areas are examples of surfaces that typically are pervious.

**POLLUTANT**

Has the meaning given in § 283.01(13), Wis. Stats.

**POLLUTION**

Has the meaning given in § 281.01(10), Wis. Stats.

**POST-CONSTRUCTION SITE**

A construction site following the completion of land-disturbing construction activity and final site stabilization.

**PREDEVELOPMENT CONDITION**

The extent and distribution of land cover types present before the initiation of land-disturbing construction activity, assuming that all land uses prior to development activity are managed in an environmentally sound manner.

**PREVENTIVE ACTION LIMIT**

Has the meaning given in § NR 140.05(17), Wis. Adm. Code.

**PROTECTIVE AREA**

An area of land that commences at the top of the channel of lakes, streams and rivers, or at the delineated boundary of wetlands, and that is the greatest of those widths, as measured horizontally from the top of the channel or delineated wetland boundary to the closest impervious surface.

**REDEVELOPMENT**

Areas where development is replacing older development.

**RESPONSIBLE PARTY**

The landowner or any other entity performing services to meet the requirements of this article through a contract or other agreement.

### **RUNOFF**

Stormwater or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

### **SEPARATE STORM SEWER**

A conveyance or system of conveyances including roads with drainage systems, streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all of the following criteria:

- A. Is designed or used for collecting water or conveying runoff.
- B. Is not part of a combined sewer system.
- C. Is not draining to a stormwater treatment device or system.
- D. Discharges directly or indirectly to waters of the state.

### **SILVICULTURE ACTIVITY**

Activities including tree nursery operations, tree harvesting operations, reforestation, tree thinning, prescribed burning, and pest and fire control. Clearing and grubbing of an area of a construction site is not a silviculture activity.

### **SITE**

The entire area included in the legal description of the land on which the land-disturbing construction activity occurred.

### **STOP-WORK ORDER**

An order issued by the Public Works Director/City Engineer which requires that all construction activity on the site be stopped.

### **STORMWATER MANAGEMENT PLAN**

A comprehensive plan designed to reduce the discharge of pollutants from stormwater after the site has undergone final stabilization following completion of the construction activity.

### **STORMWATER MANAGEMENT SYSTEM PLAN**

A comprehensive plan designed to reduce the discharge of runoff and pollutants from hydrologic units on a regional or municipal scale.

### **TECHNICAL STANDARD**

A document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

### **TOP OF THE CHANNEL**

An edge, or point on the landscape, landward from the ordinary high water mark of a surface water of the state, where the slope of the land begins to be less than 12% continually for at least 50 feet. If the slope of the land is 12% or less continually for the initial 50 feet,



landward from the ordinary high water mark, the top of the channel is the ordinary high water mark.

### **TOTAL MAXIMUM DAILY LOAD or TMDL**

The amount of pollutants specified as a function of one or more water quality parameters, that can be discharged per day into a water quality limited segment and still ensure attainment of the applicable water quality standard.

### **TP-40**

Technical Paper No. 40, Rainfall Frequency Atlas of the United States, published in 1961.

### **TR-55**

The United States Department of Agriculture, Natural Resources Conservation Service (previously Soil Conservation Service), Urban Hydrology for Small Watersheds, Second Edition, Technical Release 55, June 1986.

### **TRANSPORTATION FACILITY**

A highway, a railroad, a public mass transit facility, a public-use airport, a public trail or any other public work for transportation purposes such as harbor improvements under § 85.095(1)(b), Wis. Stats. "Transportation facility" does not include building sites for the construction of public buildings and buildings that are places of employment that are regulated by the Department pursuant to § 281.33, Wis. Stats.

### **TSS**

Total suspended solids.

### **TYPE II DISTRIBUTION**

A rainfall type curve as established in the United States Department of Agriculture, Soil Conservation Service, Technical Paper 149, published 1973.

### **WATERS OF THE STATE**

Includes those portions of Lake Michigan and Lake Superior within the boundaries of this state, and all lakes, bays, rivers, streams, springs, ponds, wells, impounding reservoirs, marshes, watercourses, drainage systems and other surface water or groundwater, natural or artificial, public or private, within this state or its jurisdiction.

### **§ 288-17 Technical standards.**

The following methods shall be used in designing the water quality, peak flow shaving and infiltration components of stormwater practices needed to meet the water quality standards of this article:

- A. Technical standards identified, developed or disseminated by the Wisconsin Department of Natural Resources under Subchapter V of Chapter NR 151, Wis. Adm. Code.
- B. Where technical standards have not been identified or developed by the Wisconsin Department of Natural Resources, other technical standards may be used provided that the methods have been approved by the City.
- C. In this article, the following year and location has been selected as the average annual

rainfall for water quality modeling purposes: Madison, 1981 (Mar. 12-Dec. 2).

§ 288-18 **Performance standards.**

- A. Responsible party. The responsible party shall implement a post-construction stormwater management plan that incorporates the requirements of this section.
- B. Plan. A written stormwater management plan in accordance with § **288-20** shall be developed and implemented for each post-construction site. Simplified plans may be completed for sites with less than one acre of land-disturbing construction activity in accordance with the requirements of this chapter.
- C. Maintenance of effort. For redevelopment sites where the redevelopment will be replacing older development that was subject to post-construction performance standards of Ch. NR 151, Wis. Adm. Code, in effect on or after October 1, 2004, the responsible party shall meet the total suspended solids reduction, peak flow control, infiltration, and protective areas standards applicable to the older development or meet the redevelopment standards of this article, whichever is more stringent.
- D. Requirements. The plan required under Subsection **B** shall include the following:
  - (1) Pollutant control. BMPs shall be designed, installed and maintained to control total suspended solids and phosphorus carried in runoff from the post-construction site as follows:
    - (a) BMPs shall be designed in accordance with Table 1 or to the maximum extent practicable as provided in Subsection **D(1)(b)**. The design shall be based on an average annual rainfall, as compared to no runoff management controls.

**Table 1**

**Pollutant Reduction Standards**

Development Type	TSS Reduction	Phosphorus
New development	80%	30%
In-fill development	80%	30%
Redevelopment	60% of load from parking areas and roads	30% <u>of load from parking areas and roads</u>

- (b) Maximum extent practicable. If the design cannot meet a total suspended solids or

phosphorus reduction performance standard of Table 1, the stormwater management plan shall include a written, site-specific explanation of why the total suspended solids or phosphorus reduction performance standard cannot be met and why the total pollutant loads will be reduced only to the maximum extent practicable.

- (c) Off-site drainage. When designing BMPs, runoff draining to the BMP from off-site shall be taken into account in determining the treatment efficiency of the practice. Any impact on the efficiency shall be compensated for by increasing the size of the BMP accordingly.
- (2) Peak discharge.
  - (a) Unless otherwise provided for in this section, all land development activities subject to this section shall establish on-site management practices to control peak flow rates of stormwater discharged from the site. On-site management practices shall be used to meet the following minimum performance standards:
    - [1] The peak flow rates of stormwater runoff from the development shall not exceed those calculated for the series of design storms specified in Subsection **D(2)(a)[2]** occurring under development conditions specified in Subsection **D(2)(a)[4]**. Discharge velocities must be nonerosive to discharge locations, outfall channels, and receiving streams. Safe overland conveyance must be provided for discharges from the development.
    - [2] The stormwater management facilities shall contain sufficient storage to contain the runoff from the one-hundred-year, twenty-four-hour rainfall event under developed conditions, while utilizing a peak discharge rate from the developed site which does not exceed the peak runoff rate from the site for a two-year, twenty-four-hour rainfall event under predevelopment conditions.
    - [3] By design, BMPs shall be employed to maintain or reduce the one-year, twenty-four-hour post-construction peak runoff discharge rates to the one-year, twenty-four-hour predevelopment peak runoff discharge rate, or to the maximum extent practicable.
    - [4] Predevelopment conditions shall assume "good hydrologic conditions" for appropriate land covers as identified in TR-55 or an equivalent methodology. The meaning of "hydrologic soil group" and "runoff curve number" are as determined in TR-55. However, when predevelopment land cover is woodland, grassland, or cropland, rather than using TR-55 values for these land use types, the runoff curve numbers in Table 2 shall be used. Peak discharges shall be calculated using TR-55 runoff curve number methodology, Atlas 14 precipitation depths, and the appropriate NRCS Wisconsin MSE3 precipitation distribution. On a case-by-case basis, the Public Works Director/City Engineer may allow the use of TP-40 precipitation depths and the Type II distribution.

Table 2

Maximum Predevelopment Runoff Curve Numbers

Hydrologic Soil Group	A	B	C	D
Woodland curve number	30	55	70	77
Grassland curve number	39	61	71	78
Cropland curve number	55	69	78	83

- (b) This subsection of the section does not apply to any of the following:
- [1] A redevelopment post-construction site.
  - [2] An in-fill development area less than one acre.
- (3) Infiltration. BMPs shall be designed, installed, and maintained to infiltrate runoff to the maximum extent practicable in accordance with the following, except as provided in Subsection **D(3)(f)** through **(i)**.
- (a) Low imperviousness. For development up to 40% connected imperviousness, such as parks, cemeteries, and low-density residential development, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 90% of the predevelopment infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 1% of the post-construction site is required as an effective infiltration area.
  - (b) Moderate imperviousness. For development with more than 40% and up to 80% connected imperviousness, such as medium- and high-density residential, multifamily development, industrial and institutional development, and office parks, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 75% of the predevelopment infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 2% of the post-construction site is required as an effective infiltration area.
  - (c) High imperviousness. For development with more than 80% connected imperviousness, such as commercial strip malls, shopping centers, and commercial downtowns, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 60% of the predevelopment infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 2% of the post-construction site is required as an effective infiltration area.
  - (d) Predevelopment condition shall be the same as in Table 2 of the peak discharge section of this article.
  - (e) Before infiltrating runoff, pretreatment shall be required for parking lot runoff and for

runoff from new road construction in commercial, industrial and institutional areas that will enter an infiltration system. The pretreatment shall be designed to protect the infiltration system from clogging prior to scheduled maintenance and to protect groundwater quality in accordance with Subsection **D(3)(k)**. Pretreatment options may include, but are not limited to, oil/grease separation, sedimentation, biofiltration, filtration, swales or filter strips.

- (f) Exclusions. Runoff from the following areas may not be infiltrated and do not qualify as contributing to meeting the requirements of this section unless demonstrated to meet the conditions of Subsection **D(3)(k)**:
  - [1] Areas associated with Tier 1 industrial facilities identified in § NR 216.21(2)(a), Wis. Adm. Code, including storage, loading, rooftop and parking.
  - [2] Storage and loading areas of Tier 2 industrial facilities identified in § NR 216.21(2)(b), Wis. Adm. Code.
  - [3] Fueling and vehicle maintenance areas. Runoff from rooftops of fueling and vehicle maintenance areas may be infiltrated with the concurrence of the regulatory authorities.
- (g) Location of practices. Infiltration practices may not be located in the following areas:
  - [1] Areas within 1,000 feet upgradient or within 100 feet downgradient of direct conduits to groundwater.
  - [2] Areas within 400 feet of a community water system well as specified in § NR 811.12(5)(d)6, Wis. Adm. Code, or within the separation distances listed in § NR 812.08, Wis. Adm. Code, for any private well or noncommunity well for runoff infiltrated from commercial (including multifamily residential), industrial and institutional land uses or regional devices for one- and two-family residential development.
  - [3] Areas where contaminants of concern, as defined in § NR 720.03(2), Wis. Adm. Code are present in the soil through which infiltration will occur.
- (h) Separation distances.
  - [1] Infiltration practices shall be located so that the characteristics of the soil and the separation distance between the bottom of the infiltration system and the elevation of seasonal high groundwater or the top of bedrock are in accordance with Table 3:

**Table 3**

**Separation Distances and Soil Characteristics**

Source Area	Separation Distance	Soil Characteristics
Industrial, commercial, institutional parking lots and roads	5 feet or more	Filtering layer

Table 3

Separation Distances and Soil Characteristics

Source Area	Separation Distance	Soil Characteristics
Residential arterial roads	5 feet or more	Filtering layer
Roofs draining to subsurface infiltration practices	1 foot or more	Native or engineered soil with particles finer than coarse sand
Roofs draining to surface infiltration practices	Not applicable	Not applicable
All other impervious source areas	3 feet or more	Filtering layer

[2]

Notwithstanding Subsection **D(3)(h)**, applicable requirements for injection wells classified under Ch. NR 815, Wis. Adm. Code, shall be followed.

(i)

Exemptions. Infiltration practices located in runoff from the following areas may be credited towards meeting the requirements when infiltrated, but the decision to infiltrate under these conditions is optional:

[1]

Areas where the infiltration rate of the soil measured at the proposed bottom of the infiltration system is less than 0.6 inch/hour using a scientifically credible field test method.

[2]

Areas where the least permeable soil horizon to five feet below the proposed bottom of the infiltration system using the U.S. Department of Agriculture method of soils analysis is one of the following: sandy clay loam, clay loam, silty clay loam, sandy clay, silty clay, or clay.

[3]

Parking areas and access roads less than 5,000 square feet for commercial development.

[4]

Parking areas and access roads less than 5,000 square feet for industrial development not subject to the prohibitions/exclusions under Subsection **D(3)(f)**.

[5]

Redevelopment post-construction sites except as provided under § **288-18C**.

[6]

In-fill development areas less than one acre.

[7]

Roads in commercial, industrial and institutional land uses, and arterial residential roads.

(j)

Where alternate uses of runoff are employed, such as for toilet flushing, laundry or irrigation, such alternate use shall be given equal credit toward the infiltration volume required by this section.

(k)

Groundwater standards.



- [1] Infiltration systems designed in accordance with this section shall, to the extent technically and economically feasible, minimize the level of pollutants in filtration to groundwater and shall maintain compliance with the preventive action limit at a point of standards application in accordance with Ch. NR 140. However, if site-specific information indicates that compliance with a preventive action limit is not achievable, the infiltration BMP may not be installed or shall be modified to prevent infiltration to the maximum extent practicable.
- [2] Notwithstanding Subsection **D(3)(k)[1]**, the discharge from BMPs shall remain below the enforcement standard at the point of standards application.
  - (1) Maximum extent practicable. Where the conditions of Subsection **D(3)(f)** through **(i)** limit or restrict the use of infiltration practices, the infiltration performance standard of § **288-18D(3)** shall be met to the maximum extent practicable.
  - (4) Protective areas.
    - (a) "Protective area" means an area of land that commences at the top of the channel of lakes, streams and rivers, or at the delineated boundary of wetlands, and that is the greatest of the following widths, as measured horizontally from the top of the channel or delineated wetland boundary to the closest impervious surface. However, in this subsection, protective area does not include any area of land adjacent to any stream enclosed within a pipe or culvert, such that runoff cannot enter the enclosure at this location.
- [1] For outstanding resource waters and exceptional resource waters: 75 feet.
- [2] For perennial and intermittent streams identified on a United States Geological Survey 7.5-minute series topographic map, or a county soil survey map, whichever is more current: 50 feet.
- [3] For lakes: 50 feet.
- [4] For wetlands not subject to Subsection **D(4)(a)[5]** or **[6]**: 50 feet.
- [5] For highly susceptible wetlands: 75 feet. Highly susceptible wetlands include the following types: calcareous fens, sedge meadows, open and coniferous bogs, low prairies, coniferous swamps, lowland hardwood swamps and ephemeral ponds.
- [6] For less susceptible wetlands: 10% of the average wetland width, but no less than 10 feet nor more than 30 feet. Less susceptible wetlands include degraded wetlands dominated by invasive species such as reed canary grass, cultivated hydric soils; and any gravel pits, or dredged material or fill material disposal sites that take on the attributes of a wetland.
- [7] In Subsection **D(4)(a)[4]** through **[6]**, determinations of the extent of the protective area adjacent to wetlands shall be made on the basis of the sensitivity and runoff susceptibility of the wetland in accordance with the standards and criteria in § NR 103.03, Wis. Adm. Code.
- [8] Wetland boundary delineations shall be made in accordance with § NR 103.08(1m), Wis. Adm. Code. This subsection does not apply to wetlands that have been completely filled in accordance with all applicable state and federal regulations. The protective area for

wetlands that have been partially filled in accordance with all applicable state and federal regulations shall be measured from the wetland boundary delineation after fill has been placed. Where there is a legally authorized wetland fill, the protective area standard need not be met in that location.

- [9] For concentrated flow channels with drainage areas greater than 130 acres: 10 feet.
- [10] Notwithstanding Subsection **D(4)(a)[1]** to **[9]**, the greatest protective area width shall apply where rivers, streams, lakes and wetlands are contiguous.
- (b) This subsection applies to post-construction sites located within a protective area, except those areas exempted pursuant to Subsection **D(4)(d)**.
- (c) The following requirements shall be met:
  - [1] Impervious surfaces shall be kept out of the protective area entirely or to the maximum extent practicable. If there is no practical alternative to locating an impervious surface in the protective area, the stormwater management plan shall contain a written site-specific explanation.
  - [2] Where land-disturbing construction activity occurs within a protective area, and where no impervious surface is present, adequate sod or self-sustaining vegetative cover of 70% or greater shall be established and maintained. The adequate sod or self-sustaining vegetative cover shall be sufficient to provide for bank stability, maintenance of fish habitat and filtering of pollutants from upslope overland flow areas under sheet flow conditions. Nonvegetative materials, such as rock riprap, may be employed on the bank as necessary to prevent erosion, such as on steep slopes or where high-velocity flows occur.
  - [3] Best management practices such as filter strips, swales, or wet detention basins that are designed to control pollutants from nonpoint sources may be located in the protective area.
- (d) This subsection does not apply to:
  - [1] Except as provided under § **288-18C**, redevelopment post-construction sites.
  - [2] In-fill development areas less than one acre.
  - [3] Structures that cross or access surface waters such as boat landings, bridges and culverts.
  - [4] Structures constructed in accordance with § 59.692(1v), Wis. Stats.
  - [5] Areas of post-construction sites from which runoff does not enter the surface water, including wetlands, without first being treated by a BMP to meet the local ordinance requirements for total suspended solids and peak flow reduction, except to the extent that vegetative ground cover is necessary to maintain bank stability.
- (5) Fueling and vehicle maintenance areas. Fueling and vehicle maintenance areas shall, to the maximum extent practicable, have BMPs designed, installed and maintained to reduce petroleum within runoff, such that the runoff that enters waters of the state contains no visible petroleum sheen.

- (6) Site Drainage. Measures shall be implemented to ensure proper site drainage, prevent property damage and protect public health and safety, including the following minimum requirements:
- (a) Drainage easement. Perpetual drainage easements or other deed restrictions shall be recorded on the property to preserve major stormwater flow paths and permanent stormwater BMP locations. Covenants in these areas shall not allow buildings or other structures and shall prevent any grading, filling or other activities that interrupt or obstruct flows in any way. Covenants shall also specify maintenance responsibilities and authorities in accordance with § **288-21**.
  - (b) Site grading. Site grading shall ensure positive flows away from all buildings, roads, driveways and septic systems, be coordinated with the general stormwater drainage patterns for the area, and minimize adverse impacts on adjacent properties.
  - (c) Street drainage. All street drainage shall be designed to prevent concentrated flows from crossing the traffic lanes to the maximum extent practicable. Design flow depths at the road center line for on-street drainage shall not exceed six inches during the peak flows generated by the one-hundred-year, twenty-four-hour design storm, using planned land use conditions for the entire contributing watershed area.
  - (d) Bridges and cross-culverts. All new or modified bridges and cross-culverts shall comply with applicable design standards and regulations, facilitate fish passage and prevent increased flooding or channel erosion upstream or downstream from the structure. All bridges and cross-culverts on collector and arterial roadways shall be designed to convey the one-hundred-year, twenty-four-hour design storm. All bridges and cross-culverts on local roadways shall be designed to convey ten-year, twenty-four-hour design storm, while providing an overland flow path that does not impact any structures for the one-hundred-year, twenty-four-hour design storm. A floodplain analysis shall be required for all developments impacting a navigable waterway. This analysis must demonstrate no adverse off-site impacts, in accordance with state and federal regulations and may require larger structures than those specified above. Design flow depths at the road center line for all crossings shall not exceed six inches during peak flows generated by the one-hundred-year, twenty-four-hour design storm, using planned land use conditions for the entire contributing watershed area. All predevelopment runoff storage areas within the flow path upstream of bridges and cross-culverts shall be preserved and designated as drainage easements, unless compensatory storage is provided and accounted for in modeling. As-built documentation shall be submitted for all new or modified structures that are located within a mapped floodplain or that the City determines to be necessary to maintain floodplain modeling for the applicable watershed.
  - (e) Subsurface drainage. To avoid property and other damages from groundwater, all buildings planned for human occupation on a regular basis shall meet all of the following:
    - [1] Basement floor surfaces shall be built a minimum of one foot above the highest groundwater table elevation, as documented in the submitted soil evaluations in accordance with City standards. On sloped sites, basements may be allowed partially below the highest groundwater table only on the upslope side if they meet City drainage system standards for design, discharge, engineering oversight, and long-term maintenance. For these sites, the

one-foot groundwater separation will be enforced at the furthest downslope point of the basement.

- [2] Avoid hydric soils as much as possible.
- [3] The City shall be notified of any drain tiles that are uncovered during construction, which the City may require to be restored or connected to other drainage systems.
- [4] No discharge of groundwater from tile lines, sump pumps or other means shall be allowed onto another person's land or any public space without the written approval of the City and the property owner.

i. Where storm sewer is available, all cistern overflows, drain tile, downspouts, roof leaders, surface or area drains may be connected to it with the appropriate city permit.

ii. Where storm sewer is not available, all cistern overflows, drain tile, downspouts, roof leaders, surface or area drains or other clean water may be piped separately to the street curb or other place of disposal with the appropriate city permit.

- (f) Open channels. All open channel drainage systems shall at a minimum be designed to carry the peak flows from a one-hundred-year, twenty-four-hour design storm using planned land use for the entire contributing watershed area. Side slopes shall be no steeper than 4h:1v unless otherwise approved by the City for unique site conditions. Water surface elevations for the one-hundred-year, twenty-four-hour design storm shall be calculated for all existing and proposed open channels.
  - (g) Storm sewers. All storm sewers shall be designed to convey the ten-year, twenty-four-hour design storm while providing an overland flow path that does not impact any structures for the one-hundred-year, twenty-four-hour design storm, unless otherwise modified by the City.
  - (h) Changes to stormwater discharges. For sites where the City determines the post-development stormwater discharge flow paths will be significantly different than predevelopment conditions, or where proposed stormwater discharges may otherwise have a significant negative impact on downstream property owner(s), the City may require the applicant to submit written authorization, record a drainage easement, or complete other legal arrangements with the affected property owner(s) prior to permit issuance.
  - (i) Structure protection and safety. Flows generated by the one-hundred-year, twenty-four-hour design storm under the planned land use conditions may exceed the design capacity of conveyance systems, but shall not come in contact with any buildings. For buildings designed for human occupation on a regular basis, the following additional requirements shall apply:
- [1] The lowest elevation of the structure that is exposed to the ground surface shall be a minimum of two feet above the maximum water surface elevation produced by the one-hundred-year, twenty-four-hour design storm, including flows through any stormwater BMP that may temporarily or permanently store water at a depth of greater than one foot; and

- [2] The structure shall be set back at least 50 feet from any stormwater BMP that may temporarily or permanently store water at a depth of greater than one foot, including any internally drained area with a significant contributing watershed and/or limited runoff storage capacity, as determined by the City. Setback distance shall be measured from the closest edge of water at the elevation produced by the one-hundred-year, twenty-four-hour design storm. The City may exempt existing structures and structures with no basement from this requirement if the City determines other site risks are minimal based on soil and site conditions.
- (7) Swale treatment for transportation facilities.
  - (a) Applicability. Except as provided in Subsection **D(7)(b)**, transportation facilities that use swales for runoff conveyance and pollutant removal meet all of the water quality requirements of this section, if the swales are designed to the maximum extent practicable to do all of the following:
    - [1] Be vegetated. However, where appropriate, nonvegetative measures may be employed to prevent erosion or provide for runoff treatment, such as rock riprap stabilization or check dams.
    - [2] Swales shall comply with Wisconsin Department of Natural Resources Technical Standard 1005, "Vegetated Infiltration Swales." Transportation facility swale treatment does not have to comply with other sections of Technical Standard 1005.
  - (b) Exemptions. The City may, consistent with water quality standards, require that other provisions be met on a transportation facility with an average daily travel of vehicles greater than 2,500 and where the initial surface water of the state that the runoff directly enters is any of the following:
    - [1] An outstanding resource water.
    - [2] An exceptional resource water.
    - [3] Waters listed in § 303(d) of the federal Clean Water Act that are identified as impaired in whole or in part, due to nonpoint source impacts.
    - [4] Waters where targeted performance standards are developed under § NR 151.004, Wis. Adm. Code, to meet water quality standards.
  - (c) The transportation facility authority shall contact the City to determine if additional BMPs beyond a water quality swale are needed under this subsection.
- E. General considerations for on-site and off-site stormwater management measures. The following considerations shall be observed in managing runoff:
  - (1) Natural topography and land cover features such as natural swales, natural depressions, native soil infiltrating capacity, and natural groundwater recharge areas shall be preserved and used, to the extent possible, to meet the requirements of this section.
  - (2) Emergency overland flow for all stormwater facilities shall be provided to prevent

exceeding the safe capacity of downstream drainage facilities and prevent endangerment of downstream property or public safety.

- (3) Unless deemed not possible by City staff, stormwater facilities ~~shall~~may be located on outlots with direct access to adjacent public streets.

F. Location and regional treatment option.

- (1) BMPs may be located on site or off site as part of a regional stormwater device, practice or system, but shall be in accordance with § NR 151.003, Wis. Adm. Code.

- (2) The City may approve off-site management measures provided that all of the following conditions are met:

- (a) The City determines that the post-construction runoff is covered by a stormwater management system plan that is approved by the City of Watertown and that contains management requirements consistent with the purpose and intent of this article.

- (b) The off-site facility meets all of the following conditions:

[1] The facility is in place.

[2] The facility is designed and adequately sized to provide a level of stormwater control equal to or greater than that which would be afforded by on-site practices meeting the performance standards of this article.

[3] The facility has a legally obligated entity responsible for its long-term operation and maintenance.

- (3) Where a regional treatment option exists such that the City exempts the applicant from all or part of the minimum on-site stormwater management requirements, the applicant shall be required to pay a fee in an amount determined in negotiation with the City. In determining the fee for post-construction runoff, the City shall consider an equitable distribution of the cost for land, engineering design, construction, and maintenance of the regional treatment option.

G. Alternate requirements. The City may establish stormwater management requirements more stringent than those set forth in this section if the City determines that an added level of protection is needed to protect sensitive resources, to control stormwater quantity or control flooding, comply with federally approved total maximum daily load requirements, or control pollutants associated with existing development or redevelopment.

**§ 288-19 Permitting requirements, procedures and fees.**

A. Permit required. No responsible party may undertake a land-disturbing construction activity without receiving a post-construction runoff permit from the City prior to commencing the proposed activity.

B. Permit application and fees. Unless specifically excluded by this article, any responsible party desiring a permit shall submit to the City a permit application made on a form provided by the City for that purpose.



- (1) Unless otherwise excepted by this article, a permit application must be accompanied by a stormwater management plan, a maintenance agreement and a nonrefundable permit administration fee.
  - (2) The stormwater management plan shall be prepared to meet the requirements of §§ **288-18** and **288-20**, the maintenance agreement shall be prepared to meet the requirements of § **288-21**, the financial guarantee shall meet the requirements of § **288-22**, and fees shall be those established by the City of Watertown as set forth in § **288-23**.
- C. Review and approval of permit application. The City shall review any permit application that is submitted with a stormwater management plan, maintenance agreement, and the required fee. The following approval procedure shall be used:
- (1) Within 20 business days of the receipt of a complete permit application, including all items as required by Subsection **B**, the City shall inform the applicant whether the application, plan and maintenance agreement are approved or disapproved based on the requirements of this article.
  - (2) If the stormwater permit application, plan and maintenance agreement are approved, or if an agreed upon payment of fees in lieu of stormwater management practices is made, the City shall issue the permit.
  - (3) If the stormwater permit application, plan or maintenance agreement is disapproved, the City shall detail in writing the reasons for disapproval.
  - (4) The City may request additional information from the applicant. If additional information is submitted, the City shall have 20 business days from the date the additional information is received to inform the applicant that the plan and maintenance agreement are either approved or disapproved.
- D. Permit requirements. All permits issued under this article shall be subject to the following conditions, and holders of permits issued under this article shall be deemed to have accepted these conditions. The City may suspend or revoke a permit for violation of a permit condition, following written notification of the responsible party. An action by the City to suspend or revoke this permit may be appealed in accordance with § **288-25**.
- (1) Compliance with this permit does not relieve the responsible party of the responsibility to comply with other applicable federal, state, and local laws and regulations.
  - (2) The responsible party shall design and install all structural and nonstructural stormwater management measures in accordance with the approved stormwater management plan and this permit.
  - (3) The responsible party shall notify the City at least three business days before commencing any work in conjunction with the stormwater management plan, three days prior to commencing work on the stormwater management practices, and within three business days upon completion of the stormwater management practices. If required as a special condition under Subsection **E**, the responsible party shall make additional notification according to a schedule set forth by the City so that practice installations can be inspected during construction.

- (4) Practice installations required as part of this article shall be certified "as built" by a licensed professional engineer and furnished to the City in digital AutoCad format (.dwg or .dxf file format), in Adobe PDF format, and in ArcGIS shapefile format (.shp or FileGDB format or other format as approved by Public Works Director/City Engineer. Files shall be tied to a coordinate system approved by the Public Works Director/City Engineer. Completed stormwater management practices must pass a final inspection by the City or its designee to determine if they are in accordance with the approved stormwater management plan and ordinance. The City or its designee shall notify the responsible party in writing of any changes required in such practices to bring them into compliance with the conditions of this permit.
  - (5) The responsible party shall notify the City of any significant modifications it intends to make to an approved stormwater management plan. The City may require that the proposed modifications be submitted for approval prior to incorporation into the stormwater management plan and execution by the responsible party.
  - (6) The responsible party shall maintain all stormwater management practices in perpetuity in accordance with the stormwater management plan until the practices either become the responsibility of the City of Watertown, or are transferred to subsequent private owners as specified in the approved maintenance agreement.
  - (7) The responsible party authorizes the City to perform any work or operations necessary to bring stormwater management measures into conformance with the approved stormwater management plan, and consents to a special assessment or charge against the property as authorized under Subch. VII of Ch. 66, Wis. Stats., or to charging such costs against the financial guarantee posted under § **288-22**.
  - (8) If so directed by the City, the responsible party shall repair at the responsible party's own expense all damage to adjoining municipal facilities and drainageways caused by runoff, where such damage is caused by activities that are not in compliance with the approved stormwater management plan.
  - (9) The responsible party shall permit property access to the City or its designee for the purpose of inspecting the property for compliance with the approved stormwater management plan and this permit.
  - (10) Where site development or redevelopment involves changes in direction, increases in peak rate and/or total volume of runoff from a site, the City may require the responsible party to make appropriate legal arrangements with affected property owners concerning the prevention of endangerment to property or public safety.
  - (11) The responsible party shall provide a five-year guarantee on all facilities installed as part of the stormwater plan.
  - (12) The responsible party is subject to the enforcement actions and penalties detailed in § **288-24**, if the responsible party fails to comply with the terms of this permit.
- E. Permit conditions. Permits issued under this subsection may include conditions established by the City in addition to the requirements needed to meet the performance standards in § **288-18** or a financial guarantee as provided for in § **288-22**.

- F. Permit duration. Permits issued under this section shall be valid ~~from the date of issuance through the date the City notifies the responsible party that for a period of three years from the date of issuance. The City may extend the period once for up to an additional three years or until~~ all stormwater management practices have passed the final inspection required under Subsection **D(4)**.

**§ 288-20 Stormwater management plan.**

- A. Plan requirements. The stormwater management plan required under § **288-18B** shall contain any such information the City may need to evaluate the environmental characteristics of the area affected by land development activity, the potential impacts of the proposed development upon the quality and quantity of stormwater discharges, the potential impacts upon water resources and drainage utilities, and the effectiveness and acceptability of proposed stormwater management measures in meeting the performance standards set forth in this section. Unless specified otherwise by this section, stormwater management plans shall contain, at a minimum, the following information:
- (1) Name, address, and telephone number for the following or their designees: landowner; developer; project engineer for practice design and certification; person(s) responsible for installation of stormwater management practices; and person(s) responsible for maintenance of stormwater management practices prior to the transfer, if any, of maintenance responsibility to another party.
  - (2) A proper legal description of the property proposed to be developed, referenced to the U.S. Public Land Survey system or to block and lot numbers within a recorded land subdivision plat.
  - (3) Predevelopment site conditions, including:
    - (a) One or more site maps at a scale of not greater than one inch equals 50 feet. The site maps shall show the following: site location and legal property description; predominant soil types and hydrologic soil groups; existing cover type and condition; topographic contours of the site at a scale not to exceed two feet; topography and drainage network including enough of the contiguous properties to show runoff patterns onto, through, and from the site; watercourses that may affect or be affected by runoff from the site; flow path and direction for all stormwater conveyance sections; watershed boundaries used in hydrology determinations to show compliance with performance standards; lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site; limits of the one-hundred-year floodplain; location of wells and wellhead protection areas covering the project area and delineated pursuant to § NR 811.16, Wis. Adm. Code.
    - (b) Hydrology and pollutant loading computations as needed to show compliance with performance standards. Computations of the peak flow discharge rates and discharge volumes from each discharge point in the development. At a minimum, computations must be made for the following storms: one-, two-, ten-, and one-hundred-year. All major assumptions used in developing input parameters shall be clearly stated. The geographic areas used in making the calculations shall be clearly cross-referenced to the required map(s).
  - (4) Post-development site conditions, including:

- (a) Explanation of the provisions to preserve and use natural topography and land cover features to minimize changes in peak flow runoff rates and volumes to surface waters and wetlands.
- (b) Explanation of any restrictions on stormwater management measures in the development area imposed by wellhead protection plans and ordinances.
- (c) One or more site maps at a scale of not greater than one inch equals 50 feet showing the following: post-construction pervious areas including vegetative cover type and condition; impervious surfaces including all buildings, structures, and pavement; post-construction topographic contours of the site at a scale not to exceed two feet; post-construction drainage network including enough of the contiguous properties to show runoff patterns onto, through, and from the site; locations and dimensions of drainage easements; locations of maintenance easements specified in the maintenance agreement; flow path and direction for all stormwater conveyance sections; location and type of all stormwater management conveyance and treatment practices, including the on-site and off-site tributary drainage area; location and type of conveyance system that will carry runoff from the drainage and treatment practices to the nearest adequate outlet such as a curbed street, storm drain, or natural drainageway; watershed boundaries used in hydrology and pollutant loading calculations and any changes to lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site.
- (d) Hydrology and pollutant loading computations as needed to show compliance with performance standards. The computations shall be made for each discharge point in the development, and the geographic areas used in making the calculations shall be clearly cross-referenced to the required map(s). Computations of the peak flow discharge rates and discharge volumes from each discharge point in the development including analysis of the safe capacity of downstream conveyance systems. At a minimum, computations must be made for the following storms: one-, two-, ten-, and one-hundred-year. All major assumptions used in developing input parameters shall be clearly stated.
- (e) Results of investigations of soils and groundwater required for the placement and design of stormwater management measures. Detailed drawings including cross-sections and profiles of all permanent stormwater conveyance and treatment practices.
- (5) A description and installation schedule for the stormwater management practices needed to meet the performance standards in § 288-18.
- (6) A maintenance plan developed for the life of each stormwater management practice including a map showing the BMP, access routes, easements and corresponding streets and water resources, the required maintenance activities and maintenance activity schedule. A vegetation plan should be included if applicable.
- (7) Cost estimates for the construction, operation, and maintenance of each stormwater management practice.
- (8) Results of impact assessments on wetland functional values, as applicable.
- (9) Design computations and all applicable assumptions for stormwater conveyance (open channel, closed pipe) and stormwater treatment practices (sedimentation type, filtrations,

infiltration type) as needed to show that practices are appropriately sized and capable of meeting the discharge performance standards of this section.

- (10) Other information requested in writing by the City to determine compliance of the proposed stormwater management measures with the provisions of this article.
- (11) All site investigations, plans, designs, computations, and drawings shall be certified by a licensed professional engineer to be prepared in accordance with accepted engineering practice and requirements of this article.

(12) Total amount of new/revised impervious area on property in square feet.

- B. Simplified plans. The City may allow simplified stormwater management plans for sites with less than one acre of land-disturbing construction activity.

(1) Erosion Control Plans are required for construction sites with 3,000 square feet or more of land disturbance.

(2) Stormwater management plans including modeling or other calculations accepted for review by the Public Works Director/City Engineer detailed construction plans and stormwater maintenance agreements and are required for construction sites with 21,780 square feet or more of new impervious surface.

- C. Alternate requirements. The City may prescribe alternative submittal requirements for applicants seeking an exemption to on-site stormwater management performance standards under § **288-18D**.

§ 288-21 **Maintenance agreement.**

- A. Maintenance agreement required. The maintenance agreement required under § **288-19B** for stormwater management practices shall be an agreement between the City and the responsible party to provide for maintenance of stormwater practices beyond the duration period of this permit. The maintenance agreement shall be filed with the County Register of Deeds as a property deed restriction so that it is binding upon all subsequent owners of the land served by the stormwater management practices.
- B. Agreement provisions. The maintenance agreement shall contain the following information and provisions and be consistent with the maintenance plan required by § **288-20A(6)**:
  - (1) Identification of the stormwater facilities and designation of the drainage area served by the facilities.
  - (2) A schedule for regular maintenance of each aspect of the stormwater management system consistent with the stormwater management plan required under § **288-19B**.
  - (3) Identification of the party(s) responsible for long-term maintenance of the stormwater management practices identified in the stormwater management plan required under § **288-19B**.
  - (4) Requirement that the responsible party(s) shall maintain stormwater management practices in accordance with the schedule included in Subsection **B(2)** and shall submit an ~~annual~~

inspection and maintenance summary report to the City per the inspection frequency described in the maintenance plan and at least once every three years.

- (5) Authorization for the City to access the property to conduct inspections of stormwater management practices as necessary to ascertain that the practices are being maintained and operated in accordance with the agreement.
- (6) A requirement of the City to maintain public records of the results of the site inspections, to inform the responsible party responsible for maintenance of the inspection results, and to specifically indicate any corrective actions required to bring the stormwater management practice into proper working condition.
- (7) Agreement that the party designated under Subsection **B(3)**, as responsible for long-term maintenance of the stormwater management practices, shall be notified by the City of maintenance problems which require correction. The specified corrective actions shall be undertaken within a reasonable time frame as set by the City.
- (8) Authorization of the City to perform the corrected actions identified in the inspection report if the responsible party designated under Subsection **B(3)** does not make the required corrections in the specified time period. The City shall enter the amount due on the tax rolls and collect the money as a special charge against the property pursuant to Subch. VII of Ch. 66, Wis. Stats.

#### § 288-22 **Financial guarantee.**

- A. Establishment of the guarantee. The City may require the submittal of a financial guarantee, the form and type of which shall be acceptable to the City. The financial guarantee shall be up to an amount determined by the City to be 120% of the estimated cost of construction and the estimated cost of maintenance of the stormwater management practices during the period which the designated party in the maintenance agreement has maintenance responsibility. The financial guarantee shall give the City the authorization to use the funds to complete the stormwater management practices if the responsible party defaults or does not properly implement the approved stormwater management plan, upon written notice to the responsible party by the City that the requirements of this article have not been met.
- B. Conditions for release. Conditions for the release of the financial guarantee are as follows:
  - (1) The City shall release the portion of the financial guarantee established under this section, less any costs incurred by the City of Watertown to complete installation of practices, upon submission of as-built plans by a licensed professional engineer. The City may make provisions for a partial pro-rata release of the financial guarantee based on the completion of various development stages.
  - (2) The City shall release the portion of the financial guarantee established under this section to assure maintenance of stormwater practices, less any costs incurred by the City, at such time that the responsibility for practice maintenance is passed onto another entity via an approved maintenance agreement.

#### § 288-23 **Fee schedule.**

The fees referred to in other sections of this article shall be established by the Common Council and may from time to time be modified by resolution. A schedule of the fees established by the



Common Council shall be available for review in City Hall. The fee shall cover all City and consultant costs to review the permit application.

**§ 288-24 Enforcement.**

- A. Any land-disturbing construction activity or post-construction runoff initiated after the effective date of this article by any person, firm, association, or corporation subject to the article provisions shall be deemed a violation unless conducted in accordance with the requirements of this article.
- B. The City shall notify the responsible party by certified mail of any noncomplying land-disturbing construction activity or post-construction runoff. The notice shall describe the nature of the violation, remedial actions needed, a schedule for remedial action, and additional enforcement action which may be taken.
- C. Upon receipt of written notification from the City under Subsection **B**, the responsible party shall correct work that does not comply with the stormwater management plan or other provisions of this permit. The responsible party shall make corrections as necessary to meet the specifications and schedule set forth by the City in the notice.
- D. If the violations to a permit issued pursuant to this article are likely to result in damage to properties, public facilities, or waters of the state, the City may enter the land and take emergency actions necessary to prevent such damage. The costs incurred by the City plus interest, consultant and legal costs shall be billed to the responsible party.
- E. The City is authorized to post a stop-work order on all land-disturbing construction activity that is in violation of this article, or to request the City Attorney to obtain a cease and desist order in any court with jurisdiction.
- F. The City may revoke a permit issued under this article for noncompliance with article provisions.
- G. Any permit revocation, stop-work order, or cease and desist order shall remain in effect unless retracted by the City or by a court with jurisdiction.
- H. The City is authorized to refer any violation of this article, or of a stop-work order or cease and desist order issued pursuant to this article, to the City Attorney for the commencement of further legal proceedings in any court with jurisdiction.
- I. Any person, firm, association, or corporation who does not comply with the provisions of this article shall be subject to a forfeiture of not less than \$100 nor more than \$1,000 per offense, together with the costs of prosecution. Each day that the violation exists shall constitute a separate offense.
- J. Compliance with the provisions of this article may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctive proceedings.
- K. When the City determines that the holder of a permit issued pursuant to this article has failed to follow practices set forth in the stormwater management plan, or has failed to comply with schedules set forth in said stormwater management plan, the City or a party

designated by the City may enter upon the land and perform the work or other operations necessary to bring the condition of said lands into conformance with requirements of the approved plan. The City shall keep a detailed accounting of the costs and expenses of performing this work. These costs and expenses shall be deducted from any financial security posted pursuant to § **288-22** of this article. Where such a security has not been established, or where such a security is insufficient to cover these costs, the costs and expenses shall be entered on the tax roll as a special charge against the property and collected with any other taxes levied thereon for the year in which the work is completed.

**§ 288-25 Appeals.**

- A. Public Works Commission. The Public Works Commission shall act as the review and appeal agency and:
- (1) Shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made in administering this article except for cease and desist orders obtained under § **288-24E**;
  - (2) Upon appeal, may authorize variances from the provisions of this article which are not contrary to the public interest and where owing to special conditions a literal enforcement of the provisions of the article will result in unnecessary hardship; and
  - (3) Shall use the rules, procedures, duties and powers authorized by statute in hearing and deciding appeals and authorizing variances.
- B. Who may appeal. Appeals to the Public Works Commission may be taken by any aggrieved person or by any office, department, board, or bureau of the City of Watertown affected by any decision of the City.

**§ 288-26 Severability.**

If any section, clause, provision or portion of this article is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the article shall remain in force and not be affected by such judgment.

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:	March 21, 2023		April 3, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED April 3, 2023

CITY CLERK

APPROVED April 3, 2023

MAYOR

**ORDINANCE TO  
AMEND CHAPTER 356, LANDSCAPING OF THE CITY OF  
WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION**

**Whereas,** the City of Watertown requires Natural Landscaping Permits for native plantings; and,

**Whereas,** native plantings with deep roots are often used in for stabilization and infiltration in stormwater management practices, and

**Whereas,** the Public Works Commission reviewed the proposed amendments to Chapter 356 at its February 28, 2023 meeting and recommends adoption of said amendments.

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

**SECTION 1.** Chapter 356 is hereby amended as follows:

**Chapter 356**

**Article I**

**Natural Landscape Permit**

[Adopted by Ord. No. 93-54 (§§ 9.09 and 9.20 of the former City Code)]

**§ 356-1 Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**INVASIVE SPECIES**

Nonindigenous species whose introduction causes or is likely to cause economic or environmental harm or harm to human health.

**NATURAL LANDSCAPE**

Includes common species of grass and wildflowers native to Wisconsin and/or ornamental plantings which are designed and purposely cultivated to exceed eight inches in height. Specifically excluded in natural landscapes are the noxious grasses and weeds identified in this article.

[Amended by Ord. No. 94-35]

**NATURAL LANDSCAPE MANAGEMENT PLAN**

A written plan relating to the management and maintenance of a landscape which meets the following requirements:

A. Street address or legal description of the property where the proposed natural landscape is

being requested.

- B. A statement of intent and purpose for the landscape.
- C. A detailed description of the types of plants and plant succession involved.
- D. Specific management and maintenance techniques to be employed.

### **RAIN GARDEN**

A storm water management practice consisting of a shallow depression planted with a dense cover of vegetation, designed to capture storm water runoff from a small drainage area and infiltrate it into the underlying soil.

### **STORMWATER BEST MANAGEMENT PRACTICE (BMP)**

Structural or non-structural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried by stormwater runoff to waters of the state. Examples include wet or dry detention ponds, infiltration basins, biofilters, buffers, and constructed wetlands.

### **SHORELINE / STREAMBANK**

The sloped areas alongside streams, creeks and rivers that connect the stream to its floodplain.

### **WETLANDS**

An area where water is at, near or above the land surface long enough to be capable of supporting aquatic or hydrophytic vegetation, and which has soils indicative of wet conditions.

### **WETLAND DELINEATION**

A precise wetland boundary survey that meets federal and state regulations and is completed by a wetland professional.

### **WETLAND DETERMINATION**

A decision regarding whether or not an area is a wetland, including identification of wetland type and size.

## **§ 356-2 Plan and permit required; restrictions.**

A. A.—The growth of natural landscapes in excess of eight inches in height shall be prohibited within the City, unless a natural landscape management plan is approved and a permit is issued by the City as set forth in this article **except as provided under Subsection a. [Amended by Ord. No. 94-35]**

a. Exemptions. The following natural landscapes that are being routinely maintained throughout the growing season are exempt from requiring a permit:

- i. Approved stormwater best management practice (BMP);
- ii. Rain Gardens designed to capture and infiltrate rooftop runoff following the WDNR Technical Standard 1009
- iii. Designated wetlands, as shown on the Wisconsin Department of Natural Resources Surface Water Data Viewer Mapped Wetlands layer or in a wetland delineation report or wetland determination compiled by a qualified professional.
- iv. Shoreline/streambank areas not more than 15 feet from the Ordinary High Water Mark (OHWM) or the top of slope, whichever is greater.
- v. An area less than 50 percent of the surface area of the property not otherwise occupied by buildings, structures, or improvements and meets the requirements of 356-B., C. and D.

- B. Proposed landscaping is to be confined to property owned by the applicant according to current City Assessor's records.
- C. Natural landscaping on any City-owned property within any street right-of-way is strictly prohibited unless approved by Director of Public Works/City Engineer – This shall include the property between the sidewalk and street and not less than 10 feet adjacent to the street where there is no sidewalk.
- D. Natural landscapes shall not be permitted within three feet of the abutting property unless waived in writing by the abutting property owner on the side or sides affected. Such waiver shall be affixed to the landscape management plan.
- E. The property owner shall submit to the Weed Commissioner a drawing, plot plan and/or survey which will show the location of the natural landscape area on the applicant's property. **[Amended by Ord. No. 05-29]**
- F. All property owners who currently have natural landscapes must file for a permit and submit a plan to be covered by this article.
- G. Natural landscapes may constitute a fire or safety hazard, due to weather conditions or other conditions. The ~~Street Department, Parks, Recreation and Forestry Department~~ the Weed Commissioner may order natural landscapes cut due to such conditions. As a condition of receiving approval of the natural landscape permit, the property owner shall be required to cut the natural landscape within three days upon receiving a written letter from the City of Watertown's Weed Commissioner.

**§ 356-3 Noxious grasses or weeds.**

The following noxious grasses or weeds and other invasive species as listed in the Wisconsin Department of Natural Resources NR 40 will not be allowed in a natural landscape area:

Common Name(s)	Botanical Name(s)
Buckthorn	Rhamnus cathartica



<b>Common Name(s)</b>	<b>Botanical Name(s)</b>
	Rhamnus frangula
Burdock (yellowdock)	Artium lappa
Field bindweed (wild morning glory)	Convolvulus arvensis
Garlic mustard	Alliaria petiolata
Goatsbeard (oyster plant, salsify)	Tragopogon porrifolius
Leafy spurge	Euphorbia esula
Marijuana	Cannabis sativa
Nettle	Urtica dioica
Oxeye daisy	Chrysanthemum leucanthemu
Pigweed (lambs quarters)	Chenopodium album
Pigweed (amaranth)	Amaranthus retroflexus
Poison ivy	Rhus radicans
Purple loosestrife	Lythrum salicaria
Quackgrass	Bromus brizaeformis
Ragweed (common)	Ambrosia artemisifolia
Ragweed (great)	Ambrosia trifida
Spotted knapweed	Centaurea maculosa
Thistle bull	Cirsium vulgare
Thistle canada	Cirsium arbense
Thistle musk or nodding	Carduus nutans
Thistle star (caltrops)	Centaurea calicitrpa

Common Name(s)	Botanical Name(s)
Thistle sow (field)	Sonchus arvensis
Thistle sow (common)	Sonchus oleraceus
Thistle sow (spiny leaved)	Sonchus asper
Sweet clover (yellow)	Melilotus officinalis
Sweet clover (white)	Melilotus alba
Yellow mustard (yellow rocket winter cress)	Barbarea vulgaris
Japanese bamboo	
Wild mustard	

§ 356-4 **Application for natural landscape permit.**  
[Amended by Ord. No. 05-29]

Property owners interested in applying for a natural landscape permit shall submit a natural landscape management plan to the ~~Street Department~~Parks, Recreation and Forestry Department, attention Weed Commissioner. All plans received will be reviewed by the Weed Commissioner and the Public Works Commission for permit approval. The property owner will be notified in writing by the City of Watertown of approval or denial. If no notification is received within 45 days of the property owner's initial submittal, the plans shall be deemed approved. The plan, permit and letter of notification will remain on file at the ~~Street Department~~Parks, Recreation and Forestry Department, Weed Commissioner's office for future reference.

§ 356-5 **Appeal.**  
[Amended by Ord. No. 05-29]

The property owner may appeal a decision to deny or revoke the natural landscape permit to the Public Works Commission at an open meeting. All applications for appeal shall be submitted within 15 calendar days of the notice of denial or revocation of the natural landscape permit. The decision rendered by the Public Works Commission shall be final and binding.

§ 356-6 **Enforcement.**  
[Amended by Ord. No. 05-29]

Enforcement will be upon written complaint by at least one adjoining owner and filed with the Watertown Weed Commissioner. Upon receipt of a written complaint, the permitted property will be inspected by the Weed Commissioner. If the permitted property is determined to be in violation of this article, the property owner shall be notified by the Public Works Commission

and City of Watertown Weed Commissioner by written notice to correct specific violations within 15 days upon receipt of letter. If the property owner does not correct the violations described in the written notice, the City of Watertown shall order the property mowed, and the property owner will be billed at the current rate for every hour worked, and the permit shall be revoked.

§ 356-7 **Violations and penalties.**

Any person who shall violate any provision of this article shall be subject to a penalty as provided in § 1-4 of this Code. Each violation and each day a violation continues or occurs shall constitute a separate offense. This action shall not preclude the City from maintaining any appropriate action to prevent or remove a violation of this article.

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:	March 21, 2023		April 3, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED April 3, 2023

\_\_\_\_\_  
CITY CLERK

APPROVED April 3, 2023

\_\_\_\_\_  
MAYOR

**ORDINANCE TO  
AMEND ARTICLES I & II OF CHAPTER 453, STORMWATER UTILITY  
OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION**

**Whereas**, amendments are required to Articles I & II of Chapter 453, Stormwater Utility, to reflect current Stormwater Utility practices; and,

**Whereas**, the Public Works Commission reviewed the proposed Article I and II of Chapter 453 at its February 14, 2023 meeting and recommends adoption of said Article I and II.

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

**SECTION 1.** Article I of Chapter 453 is hereby amended to read as follows:

Article I  
Stormwater Management Utility

**§ 453-1 Scope.**

This article shall apply to the City of Watertown Stormwater Management Utility, as hereinafter defined in § **453-4**, and all appurtenances thereof.

**§ 453-2 Findings.**

- A. The management of stormwater and other surface water discharges within and beyond its border is a matter that affects the public health, safety and welfare of the City of Watertown, its citizens and businesses and others in the surrounding area.
- B. Failure to effectively manage stormwater and other surface water discharge from already developed and vacant property may create, among other things, erosion of lands, threaten businesses and residences with water damage and create sedimentation and other environmental damage.
- C. The City's Stormwater Management System, which provides for the regulation, collection and disposal of stormwater and surface water discharge, is of benefit and provides services to all real property within the incorporated City limits.
- D. The costs of operating and maintaining the City's Stormwater Management System, ensuring regulatory compliance and financing necessary plans, studies, repairs, replacement, improvements, and extension thereof should, to the extent practicable, be allocated among properties in proportion to the contribution to the system from each property.
- E. The final report entitled "Report of the Stormwater Management Committee on the Feasibility of a Stormwater Utility," prepared by Ruekert & Mielke, Inc. and dated February 2005, is hereby declared to constitute the study and description of the analytical

determinations that demonstrate a rational basis for the enactment of this article.

§ 453-3 **Establishment of Stormwater Management Utility.**

In order to protect the health, safety and welfare of the public, there is hereby established the City of Watertown Stormwater Management Utility.

§ 453-4 **Definitions.**

As used in this article, the following terms shall have the meanings indicated:

**ADMINISTRATIVE COSTS**

The costs of general management and administration of the Utility, development plan and erosion control plan review, and compliance with the requirements of Wisconsin Administrative Code Chapter NR 216 include, but are not limited to, the following:

- A. Wages, salaries and related employee expenses for management and administration of the Utility together with fringe benefits and premiums paid on such wages and salaries for the state workers' compensation coverage.
- B. Utility billing and accounting expenses.
- C. Office supplies.
- D. Permit fees.
- E. Consultant and legal fees.

**ADMINISTERING AUTHORITY**

The City of Watertown.

**CAPITAL COST**

The cost of acquiring, purchasing, leasing, planning, designing, constructing, extending and improving all or any part of the stormwater management system and any principal, interest or premiums on any indebtedness incurred for these purposes.

**COUNCIL**

The Common Council of the City of Watertown.

**DEBT SERVICE**

All annual principal and interest requirements and obligations of the City, including debt service reserves and coverage requirements, that relate to Stormwater Management System improvements.

**EQUIVALENT RUNOFF UNIT (ERU)**

An amount of impervious surface area on a lot or parcel that is equivalent to the amount of impervious surface on a typical developed single-family residential lot. The square feet of impervious surface area per ERU shall be as established by the Council from time to time by resolution and set forth in a Stormwater Service Charge Rate Table.

**IMPERVIOUS AREA or IMPERVIOUS SURFACE**

A horizontal surface that has been compacted or covered with a layer of material so that it is highly resistant to infiltration by rainwater. It includes but is not limited to asphalt, concrete, streets, roofs, sidewalks, parking lots, and other similar surfaces.

**OPERATION AND MAINTENANCE COSTS (O&M)**

All direct and indirect costs, excluding capital costs, necessary to ensure adequate drainage and control of stormwater and surface waters on a continuing basis and assure optimal long-term function of Stormwater Management System facilities. O&M costs may include expenses for, but not limited to, the following purposes:

- A. Wages and salaries and related employee expenses for operating and maintenance of the stormwater management system and supervisory personnel, together with fringe benefits and premiums paid on such wages and salaries for the state workers' compensation coverage.
- B. Fuel and other operating supplies.
- C. Repairs to and maintenance of the equipment associated therewith.
- D. Premiums for hazard insurance.
- E. Premiums for insurance providing coverage against liability for injury to persons and/or property.
- F. Rents and leasing costs.
- G. Operation, licensing and maintenance costs for trucks and heavy equipment.
- H. Consultant and legal fees.
- I. Replacement costs.

**REPLACEMENT FUND**

Expenditures for obtaining and installing equipment, accessories and appurtenances which are necessary during the useful life of the stormwater management system to maintain the performance for which such system was designed and constructed.

**STORM SEWER**

A sewer that carries storm and surface drainage but excludes domestic wastewater and industrial wastes.

**STORMWATER MANAGEMENT FUND**

A fund established by the City for the deposit of Utility revenues and the payment of Utility expenses.

**STORMWATER MANAGEMENT PROGRAM**

Any activities undertaken by the City of Watertown for the collection, transportation, storage, treatment, and disposal of stormwater and surface water and for the reduction or elimination of pollutants in stormwater and surface water, including, but not limited to administration, operation and maintenance of the stormwater management system and Utility, constructing stormwater sewerage facilities, and complying with the requirements of the Wisconsin Statutes and Administrative Code.

**STORMWATER MANAGEMENT SYSTEM**

Any plant, facilities, fixtures or equipment owned or leased by the City for the



collection, transportation, storage, treatment, and disposal of stormwater and surface water. Such facilities may include, without limitation by enumeration, surface and underground drainage conduits of any type, storm sewers, watercourses, retaining walls and ponds, and such other facilities as will support a stormwater management system.

**STORMWATER SERVICE CHARGES**

Charges imposed on properties in the City to recover the administrative costs, operations & maintenance costs, and capital costs relating to a stormwater management program benefiting properties in the City. Stormwater service charges may include user charges or any other special fees and charges that may be required to provide for an equitable sharing of Utility costs by properties in the City.

**UTILITY**

The Stormwater Management Utility of the City of Watertown.

**§ 453-5 Applicability.**

This article, its rules, regulations and rates shall apply to all real property within the incorporated limits of the City of Watertown.

**§ 453-6 Acquisition of facilities; rates and charges.**

- A. Facilities. The City through the Utility may acquire, construct, lease, own, operate, maintain, extend, expand, replace, clean, dredge, repair, conduct, manage and finance such facilities as are deemed by the City to be proper and reasonably necessary for a system of stormwater and surface water management. These facilities may include, without limitation by enumeration, surface and underground drainage facilities, storm sewers, watercourses, retaining walls and ponds, and such other facilities that will support a stormwater management system.
- B. Rates and charges. Rates and charges for the City of Watertown Stormwater Management Utility are as follows: **[Amended by Ord. No. 12-01; 12-1-2015 by Ord. No. 15-44]**
  - (1) ERU definition. One volume equivalent runoff unit (ERU) shall be equal to 2,900 square feet of impervious surface area. The number of ERUs assigned to each parcel shall be rounded to the nearest 0.50 ERU. **[Amended 7-21-2020 by Ord. No. 20-18]**

**Service Charge Rates**

Customer Class	Monthly Administrative Charge per Customer	Monthly Volume Charge per ERU	Monthly Pollutant Charge per ERU
Single-family, condominium and duplex residential	\$2.13	\$5.61	\$4.78

### Service Charge Rates

Customer Class	Monthly Administrative Charge per Customer	Monthly Volume Charge per ERU	Monthly Pollutant Charge per ERU
Public authority	\$2.13	\$5.61	\$2.64
Multifamily residential	\$2.13	\$5.61	\$3.63
Commercial	\$2.13	\$5.61	\$5.14
Industrial	\$2.13	\$5.61	\$4.24
Institutional	\$2.13	\$5.61	\$2.64

- C. Budgeting. The City through the Utility shall prepare an annual budget, which is to include all administrative, regulatory compliance, operation and maintenance costs, debt service, and other costs related to the operation of the Utility. All costs shall be allocated amongst users of the stormwater management system as recommended by the Finance Committee and determined by the Council.
- D. Authority. The City may utilize the full authority provided in § 66.0821, Wis. Stats., with respect to financing methods, stormwater service charges, and other matters therein dealt with, and shall have all legal authority permitted for municipal utilities to impose reasonable charges for services.

### § 453-7 Management of Utility.

- A. Oversight by Common Council. The oversight of the Utility is hereby vested in the Common Council. The Council shall direct and delegate the management and operation of the Utility to City staff and shall prescribe the functions thereof as may be necessary to operate and manage the Utility.
- B. Public Works Commission. The Public Works Commission, appointed in accordance with Chapter **136**, Article **I**, of the City of Watertown Municipal Code, shall make recommendations to the Common Council concerning the operation of the Utility.
- C. Finance Committee. The Finance Committee of the Council, in consultation with the Public Works Commission, shall make recommendations to the Council concerning the Utility budget, service charge rates and expenditures.
- D. Public Works Director/City Engineer. The Public Works Director/City Engineer shall be responsible for the day-to-day management of the Stormwater Management Utility. These day-to-day responsibilities include, but are not limited to, budget preparation,

recommending utility rates, coordinating compliance with all relevant permitting requirements, approval of expenditures, directing daily activities of personnel and making reports to the Public Works Commission, Finance Committee, Mayor and Common Council. **[Amended by Ord. No. 10-01]**

- E. Stormwater Management Fund. The City shall establish a Stormwater Management Fund, which shall be used for collection of revenues and payment of expenses relating to the Utility. Any excess of revenues over expenditures in a year shall be retained by the fund for subsequent years' needs.
- F. Utility receipts. All Utility receipts shall be collected and accounted for by the City Clerk/Treasurer.
- G. Annual audit. The Council shall cause an annual audit of the books of the Utility to be made and shall make the books and records relating to the Utility available for inspection during regular business hours.

#### § 453-8 **Stormwater service charges.**

##### A. General.

- (1) Charges established. There is hereby established a uniform system of stormwater service charges that shall apply to each and every lot or parcel with impervious surface area within the City. It shall be the policy to establish stormwater service charges in such amount in order to pay for all or a part of the following costs relating to the Utility: operations and maintenance costs; administrative costs; contributions to a replacement fund; capital costs and debt service. The Council may establish and modify stormwater service charges as necessary so as to assure that the charges generate adequate revenues to pay the costs of the stormwater management program and that costs are allocated fairly and proportionately to all parcels in the City.
- (2) Service charge categories.
  - (a) Volumetric service charge. A volumetric service charge shall be imposed on all property that has impervious surface area. This charge shall be related to the costs of managing stormwater runoff volume. The charge for each parcel shall be equal to the product of the service charge rate in terms of dollars per ERU and the number of volume ERUs assigned to the parcel. The number of volume ERUs assigned to each lot or parcel shall be determined based on the amount of impervious surface area.
  - (b) Pollutant loading service charge. A pollutant loading service charge shall be imposed on all property that has impervious surface area. This charge shall be related to the costs of managing pollutants in stormwater runoff. The charge for each parcel shall be equal to the product of the service charge rate in terms of dollars per ERU and the number of pollutant ERUs assigned to the parcel. The number of pollutant ERUs assigned to each lot or parcel shall be determined based on the amount of impervious surface area and the land use.
  - (c) Special charge. A special charge may be imposed on property that is in an area specially benefited by a particular stormwater management facility. This charge will be developed to reflect the benefits in a particular area that may not be appropriate to allocate to property

throughout the City.

- (d) Administrative charge. An administrative charge shall be imposed upon each property that has impervious surface area. The administrative charge shall recover a portion of costs related to stormwater flow not directly attributable to users (i.e., stormwater runoff from streets and roads) and customer costs (including accounting and billing). The administrative charge shall be imposed on each user subject to stormwater service charges and will consist of a flat fee per customer account. **[Added by Ord. No. 11-28]**

(3) Billing and payment.

- (a) Billing. The City shall compute the amounts due the City for stormwater service charges and shall render a statement thereof, at periodic intervals, to the owner or occupant of any premises subject to such charge.
- (b) Payment. Property owner is held responsible for all stormwater service charges on real property owned. All stormwater bills and notices of any nature relative to the stormwater management program will be addressed to the owner and delivered to the addressee by first class mail. All amounts due hereunder shall be payable at the office of the City Clerk/Treasurer. Failure to receive a bill does not relieve a party of his/her obligation, nor relieve him/her of payment of the penalty if not paid before the due date. Claims or complaints must be made within five days from due date of bill. **[Amended by Ord. No. 10-28]**
- (c) Late charges. If stormwater service charges are not paid in full on the due date, a charge shall be made on the balance as set forth in the fee schedule set by Common Council. **[Amended 4-6-2020 by Ord. No. 20-12]**
- (d) Failure to receive bills. Reasonable care will be taken in the delivery of stormwater service charge bills. Failure of any person to receive bills for stormwater service charges shall not be considered an excuse for nonpayment nor shall such failure result in an extension of the period of time during which the net bill should have been paid.
- (e) Lien on property. Unpaid stormwater service charges shall be a lien upon the property served and shall be enforced as provided in § 66.0809(3), Wis. Stats.
- (4) Rates set by resolution. All stormwater service charge rates shall be established from time to time by written resolution of the Common Council. The rates shall be reviewed by the Common Council on an annual basis and adjusted as necessary.

B. Determination of ERUs.

- (1) For purposes of imposing the service charges, all lots and parcels in the City shall be classified into the following seven customer classifications:
  - (a) Single-family residential.
  - (b) Condominium residential.
  - (c) Duplex and multifamily residential.

- (d) Industrial.
- (e) Commercial.
- (f) Institutional.
- (g) Undeveloped.

**(h) Public Authority.**

(2) Volume ERUs shall be calculated for each classification as follows:

- (a) Single-family residential: one ERU per dwelling unit.
  - (b) Condominium residential. The Public Works Director/City Engineer shall be responsible for determining the total impervious area of each condominium parcel based on the best available information, including but not limited to data supplied by the City Assessor, Building Inspector or Zoning Administrator; aerial photography; the property owner, tenant or developer; or actual on-site measurement. The total impervious area of the parcel shall be divided equally among the condominium units to determine the square feet of impervious area per unit. This amount shall be divided by the number of square feet per ERU as established by the Common Council and set forth in the Stormwater Service Charge Rate Table in § 453-6B(1) to determine the number of ERUs to assign to each unit, except that in no case shall a condominium unit be assigned less than 0.5 ERU. The number of ERUs per unit shall be rounded to the nearest 0.5 ERU.
  - (c) Duplex and multifamily residential: 0.50 ERU per dwelling unit.
  - (d) Industrial, commercial, **public authority** and institutional property. The Public Works Director/City Engineer shall be responsible for determining the impervious area of each nonresidential parcel based on the best available information, including but not limited to data supplied by the City Assessor, Building Inspector or Zoning Administrator; aerial photography; the property owner, tenant or developer; or actual on-site measurement. The total impervious area of the parcel shall be divided by the number of square feet per ERU as established by the Common Council and set forth in a Stormwater Service Charge Rate Table in § 453-6B(1) to determine the number of ERUs to assign to the parcel. The number of ERUs per parcel shall be rounded to the nearest 0.5 ERU.
  - (e) Undeveloped property. For any lot or parcel that has no impervious surface area, no volume ERUs shall be assigned for purposes of imposing service charges under this article.
- (3) Pollutant ERUs shall be calculated for each classification as follows:
- (a) Single-family and duplex residential: one ERU per dwelling unit.
  - (b) Condominium residential. The number of volume ERUs shall be multiplied by a factor of 1.0 to determine the number of pollutant ERUs.
  - (c) Multifamily residential. The number of volume ERUs shall be multiplied by a factor of ~~1.0~~ **1.0** to determine the number of pollutant ERUs.

- (d) Industrial. The number of volume ERUs shall be multiplied by a factor of ~~0.90~~ 1.0 to determine the number of pollutant ERUs.
- (e) Commercial. The number of volume ERUs shall be multiplied by a factor of ~~1.10~~ 1.0 to determine the number of pollutant ERUs.
- (f) Institutional. The number of volume ERUs shall be multiplied by a factor of ~~0.50~~ 1.0 to determine the number of pollutant ERUs.
- (g) Undeveloped property. For any lot or parcel that has no impervious surface area, no pollutant ERUs shall be assigned for purposes of imposing service charges under this article.
- (h) **Public Authority. The number of volume ERUs shall be multiplied by a factor of 1.0 to determine the number of pollutant ERUs.**
- (4) New construction. For all classifications other than single-family, duplex and multifamily residential, the construction of new or expanded buildings, driveways or other structures or improvements that add impervious surface area to the lot or parcel shall be subject to an increase in the number of ERUs assigned to a lot or parcel. The City shall **confirm the recalculation of** ~~recalculate~~ the number of ERUs upon completion of new construction.

C. Appeals and credits. **[Amended by Ord. No. 10-01; Ord. No. 11-28]**

- (1) Nonresidential credits for the provision of stormwater mitigation facilities and/or activities. Owners of nonresidential properties that have facilities for on-site detention and runoff control or pollutant loading reduction, that undertake activities designed to reduce the quantity of or pollutant loadings in stormwater runoff from the lot or parcel, or that conduct a public education and information program designed to increase public awareness regarding the water quality impacts of stormwater runoff may be eligible for a reduction in the volumetric and/or pollutant loading service charges for their lot or parcel. In order to be eligible for a credit, the facilities or practices must exceed the City stormwater discharge standards that were in effect at the time that the lot or parcel was developed for its current use. Such property owners may apply for a review of the service charges for the lot or parcel. The amount of the credit or adjustment will be determined based on the amount of reduction in the peak rate or total annual volume of stormwater runoff or the percentage reduction in pollutant loadings that the facilities or activities are designed to achieve. No credits will be provided for the administrative charges.
- (a) Application for credit. Any property owner desiring to apply for a reduction in the stormwater service charge shall submit an application to the Public Works Director/City Engineer on forms supplied by the City. By submitting an application, the applicant is authorizing the Public Works Director/City Engineer to enter the property to obtain information required for the review of the credit request. The application shall be accompanied by the following:
  - [1] Plans and studies. The applicant shall provide, as applicable, a written description of the proposed practices or public education program, hydrologic and/or hydraulic studies, plans, computations, etc., that demonstrate, to the satisfaction of the City, that the practices, programs or facilities meet the requirements for the credit requested.



- [2] Maintenance agreement. The applicant shall provide a plan for maintenance of the facilities or practices.
  - [3] Ongoing documentation. For as long as the credit is in effect, the property owner or occupant shall supply to the City copies of any documentation required to demonstrate that the proposed practices or public education program is being carried out in accordance with the plans submitted to the City or that the facilities are being properly maintained in accordance with the maintenance agreement.
- (b) Determination of credit. Within 30 days of receipt of a complete application and supporting documentation, the Public Works Director/City Engineer shall review the application and supporting documentation and shall make a recommendation to the Public Works Commission regarding the credit request. The Public Works Commission shall review said application along with the Public Works Director/City Engineer's recommendation and shall determine whether a reduction in the stormwater service charge is due the applicant. The applicant shall be provided five business days' prior written notice of the time and place of the Commission's consideration of the credit at the address listed in the application. The Commission shall base its decision on the record submitted to it at its meeting. The Public Works Director/City Engineer shall notify the applicant in writing of the Commission's determination by first class mail addressed to the applicant using the address listed in the application. The credit shall be applied to the next practicable billing for stormwater service charges and all subsequent billings for as long as the facilities or practices are operated or carried out in accordance with the plans submitted with the application for the credit.
  - (c) Amount of credit. Any credit to the stormwater service charge shall be in the form of a reduction in the volume ERUs, a reduction in the pollutant ERUs, or both. The percentage reduction in the number of ERUs shall be equal to the percentage reduction in the peak rate or total annual volume of stormwater runoff or pollutant loadings beyond what is required by the City's stormwater discharge standards, up to a maximum reduction of 75% in the number of volume and/or pollutant ERUs assigned to the parcel.
- [1] Parcels developed under current stormwater discharge standards. Parcels developed under the stormwater discharge standards in effect at the time of a credit application shall not be eligible for a reduction in stormwater service charges unless the facilities or practices exceed the City's stormwater discharge standards.
  - [2] Parcels developed prior to current stormwater discharge standards. Parcels that were developed prior to the stormwater discharge standards in effect at the time of a credit application may be eligible for a reduction in stormwater service charges if the facilities or practices exceed the City's stormwater discharge standards that were in effect when the parcel was developed. The credit shall be a percentage reduction in the number of volume and/or pollutant ERUs assigned to the parcel equal to the percentage reduction in the peak rate or total annual volume of stormwater runoff or pollutant loadings beyond what was required by the City's stormwater discharge standards in effect at the time the parcel was developed, up to a maximum reduction of 75% in the number of volume and/or pollutant ERUs assigned to the parcel.
  - (d) Appeals. The stormwater service charge, a determination of ERUs or ERU credits may be appealed by filing a written appeal with the Public Works Director/City Engineer prior to

the due date, if not paid, or within 30 days of payment. The appeal shall specify all bases for the challenge and the amount of the stormwater service charge the appellant asserts is appropriate. Failure to timely file an appeal waives all right to contest such charge.

- [1] The administrative review board shall review said written appeal and shall determine whether the stormwater service charge, the ERU determination or the ERU credit is fair and reasonable or whether an adjustment or refund is due the appellant. The applicant shall be provided five business days' prior written notice of the time and place of the administrative review board's consideration of the appeal to the owner at the address listed in the appeal. The administrative review board shall base its decision on the record submitted to it at its meeting. The Public Works Director/City Engineer shall notify the appellant in writing of the administrative review board's determination by first class mail addressed to the owner using the address listed in the appeal.
- [2] If as a result of any appeal a refund is due the owner, such refund shall be applied as a credit on the owner's next practicable stormwater charge bill.
- (2) Rebates to residential properties for the provision of stormwater mitigation facilities. Residential properties that provide a rain barrel, ~~or~~ construct a rain garden, **install permeable pavement or other stormwater mitigation practice** to mitigate the volume of stormwater and/or pollutant loadings discharged from the property shall be eligible for a one-time rebate of ~~\$15~~ **\$40**. Property owners may apply for the rebate by completing an application supplied by the Public Works Director/City Engineer and supplying a receipt or other appropriate documentation of the purchase or installation of the rain barrel or rain garden.

#### § 453-9 Amendments.

The City reserves the right to amend this article in part or in whole whenever it may deem necessary, but only after due notice and hearing, as provided by law.

**SECTION 2.** Article II of Chapter 453 is hereby amended to read as follows:

## ARTICLE II

### **Nonstormwater Discharges to Stormwater System**

#### **§ 453-10. Legislative purpose.**

The purpose of this article is to provide for the health, safety and general welfare of the citizens of the City of Watertown through the regulation of nonstormwater discharges to the storm drainage system to the maximum extent practicable, as required by federal and state law. This article establishes methods for controlling the introduction of pollutants into the municipal separate storm sewer system (MS4) in order to comply with requirements of the Wisconsin Pollutant Discharge Elimination System (WPDES) permit process. The objectives of this article are:

- A. To regulate the contribution of pollutants to the municipal separate storm sewer system (MS4) by stormwater discharges by any user.
- B. To prohibit illicit connections and discharges to the municipal separate storm sewer system.

- C. To establish legal authority to carry out all inspection, surveillance and monitoring procedures necessary to ensure compliance with this article.

### § 453-11. Definitions.

For the purposes of this article, the following terms shall have the meanings indicated:

**ADMINISTERING AUTHORITY** — The Public Works Director/City Engineer and their designees is designated by the City of Watertown to administer this article.[Amended by Ord. No. 10-01]

**BEST MANAGEMENT PRACTICES (BMPs)** — Structural or nonstructural measures, practices, techniques or devices employed to avoid or minimize soil, sediment or pollutants carried in runoff to waters of the state.

**CLEAN WATER ACT** — The Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

**CONSTRUCTION ACTIVITY** — Activities subject to City of Watertown or WPDES construction permits. Such activities include but are not limited to clearing and grubbing, grading, excavating and demolition.

**HAZARDOUS MATERIALS** — Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration or physical, chemical or infectious characteristics may cause or significantly contribute to a substantial present or potential hazard to human health, safety, property or the environment when improperly treated, stored, transported, disposed of, or otherwise managed.

**ILLEGAL DISCHARGE** — Any direct or indirect nonstormwater discharge to the storm drain system, except as exempted in § 453-15 of this article.

**ILLICIT CONNECTION** — Either of the following: Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system, including but not limited to any conveyances which allow any nonstormwater discharge, including sewage, process wastewater, and wash water, to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted or approved by the administering authority, or any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps or equivalent records and approved by the administering authority.

**INDUSTRIAL ACTIVITY** — Activities subject to WPDES industrial permits as defined in 40 CFR 122.26(b)(14).

**NONSTORMWATER DISCHARGE** — Any discharge to the storm drain system that is not composed entirely of stormwater.

**PERSON** — Any individual, association, organization, partnership, firm, corporation or other entity recognized by law and acting as either the owner or as the owner's agent.

**POLLUTANT** — Has the meaning given in § 283.01(13), Wis. Stats.

**PREMISES** — Any building, lot, parcel of land, or portion of land, whether improved or unimproved, including adjacent sidewalks and parking strips.

**STORM DRAINAGE SYSTEM** — Publicly owned facilities by which stormwater is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs and other drainage structures for which a municipal separate stormwater permit (also known as a "MS4 Permit") has been issued by the WDNR to the City of Watertown under Ch. NR 216, Wis. Adm. Code.

**STORMWATER** — Any surface flow, runoff and drainage consisting entirely of water from any form of natural precipitation, and resulting from such precipitation.

**STORMWATER POLLUTION PREVENTION PLAN** — A document which describes the best management practices and activities to be implemented by a person or business to identify sources of pollution or contamination at a site and the actions to eliminate or reduce pollutant discharges to stormwater, stormwater conveyance systems, and/or receiving waters to the maximum extent practicable.

**VIOLATION** — Any act performed by a person that falls under the categories outlined in § 453-15 or as determined by the administering authority. See § 453-22.

**WASTEWATER** — Any water or other liquid, other than uncontaminated stormwater, discharged from a facility.

**WISCONSIN POLLUTANT DISCHARGE ELIMINATION SYSTEM (WPDES)**

**STORMWATER DISCHARGE PERMIT** — A permit issued by WDNR that authorizes the discharge of pollutants to waters of the United States, whether the permit is applicable on an individual, group or general area-wide basis.

#### **§ 453-12. Applicability.**

This article shall apply to all water entering the storm drain system generated on any developed and undeveloped lands, unless explicitly exempted by the administering authority.

#### **§ 453-13. Responsibility for administration. [Amended by Ord. No. 10-011]**

The Public Works Director/City Engineer and their designees, shall administer, implement, and enforce the provisions of this article. Any powers granted or duties imposed upon the administering authority may be delegated in writing by the City of Watertown to persons or entities acting in the beneficial interest of or in the employ of the City of Watertown.

#### **§ 453-14. Ultimate responsibility.**

The standards set forth herein and promulgated pursuant to this article are minimum standards; therefore, this article does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants.

## § 453-15. Discharge prohibitions.

- A. Prohibition of illegal discharges. No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants, that cause or contribute to a violation of applicable water quality standards, other than stormwater. Examples of illegal discharges include but are not limited to: vehicle fluids, lawn fertilizers, grass clippings, concrete washouts, sanitary sewage and hazardous wastes. The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:
- (1) The following discharges are exempt from discharge prohibitions established by this article: waterline flushing or other potable water sources, landscape irrigation or lawn watering, diverted stream flows, rising groundwater, groundwater infiltration to storm drains, uncontaminated pumped groundwater, foundation or footing drains (not including active groundwater dewatering systems), crawl space pumps, air-conditioning condensation, springs, individual residential washing of vehicles, natural riparian habitat or wetland flows, swimming pools (if dechlorinated, typically less than 1 ppm chlorine), firefighting activities, and any other water source not containing pollutants.
    - a. Permit required. No mini-storm sewer system or sump discharge shall be connected to the municipal storm sewer system without a permit issued by the Engineering Division.
    - b. If a storm sewer system is not available for connection in proximity to the source of the sump discharge, a seasonal (Nov. 1 – March 31) permit may be issued by the Water/Wastewater Division to connect to the sanitary sewer system to minimize the amount of potential icing on surfaces in cold weather per Ch. 508-8, Municipal Code.
  - (2) Discharges specified in writing by the administering authority as being necessary to protect public health and safety.
  - (3) Dye testing is an allowable discharge, but requires a verbal notification to the administering authority prior to the time of the test.
  - (4) The prohibition shall not apply to any nonstormwater discharge permitted under an WPDES permit, waiver or waste discharge order issued to the discharger and administered under the authority of the Wisconsin Department of Natural Resources, provided that the discharger is in full compliance with all requirements of the permit, waiver or order and other applicable laws and regulations, and provided that written approval has been granted for any discharge to the storm drain system.

- B. Prohibition of illicit connections. The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.

(1) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

(2) A person is considered to be in violation of this article if the person connects a line conveying sewage to the MS4 or allows such a connection to continue.

#### **§ 453-16. Suspension of MS4 access.**

The administering authority may suspend, prohibit and disconnect a person from access to the storm drain system under the following conditions:

- A. Suspension due to illicit discharges in emergency situations. The administering authority may, without prior notice, suspend MS4 discharge access to a person when such suspension is necessary to stop an actual or threatened discharge which presents or may present imminent and substantial danger to the environment, or to the health or welfare of persons, or to the MS4 or waters of the United States. If the violator fails to comply with a suspension order issued in an emergency, the administering authority may take such steps as deemed necessary to prevent or minimize damage to the MS4 or waters of the United States, or to minimize danger to persons.
- B. Suspension due to the detection of illicit discharge. Any person discharging to the MS4 in violation of this article may have its MS4 access terminated if such termination would abate or reduce an illicit discharge. The administering authority will notify a violator of the proposed termination of its MS4 access. The violator may petition the administering authority for a reconsideration and hearing.
- C. Suspension due to unauthorized connection to MS4. A person commits a violation of this article if the person reinstates MS4 access to premises terminated pursuant to this section without the prior approval of the administering authority.

#### **§ 453-17. Industrial or construction activity discharges.**

Any person subject to an industrial or construction activity WPDES stormwater discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the administering authority prior to the allowing of discharges to the MS4.

#### **§ 453-18. Monitoring of discharges.**

- A. Applicability. This section applies to all facilities or structures that have stormwater discharges ~~associated with industrial activity~~, including construction activity.
- B. Access to facilities or structures.

- (1) The administering authority shall be permitted to enter and inspect facilities subject to regulation under this article as often as may be necessary to determine compliance with this article. If a discharger has security measures in force which require proper identification and clearance before entry into its premises, the discharger shall make the necessary arrangements to allow access to representatives of the administering authority.
- (2) Facility operators shall allow the administering authority ready access to all parts of the premises for the purposes of inspection, sampling, examination and copying of records that must be kept under the conditions of a WPDES permit to discharge stormwater and the performance of any additional duties as defined by state and federal law.
- (3) The administering authority shall have the right to set up on any permitted facility such devices as are necessary in the opinion of the administering authority to conduct monitoring and/or sampling of the facility's stormwater discharge.
- (4) The administering authority has the right to require the discharger to install monitoring equipment as necessary. The facility's sampling and monitoring equipment shall be maintained at all times in a safe and proper operating condition by the discharger at its own expense. All devices used to measure stormwater flow and quality shall be calibrated to ensure their accuracy.
- (5) Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the operator at the written or oral request of the Public Works Director/City Engineer or their designees and shall not be replaced. The costs of clearing such access shall be borne by the operator. **[Amended by Ord. No. 10-01]**
- (6) Unreasonable delays in allowing the administering authority access to a permitted facility is a violation of a stormwater discharge permit and of this article. A person who is the operator of a facility with a WPDES permit to discharge stormwater associated with industrial activity commits an offense if the person denies the administering authority reasonable access to the permitted facility for the purpose of conducting any activity authorized or required by this article.
- (7) If the administering authority has been refused access to any part of the premises from which stormwater is discharged, and he/she is able to demonstrate probable cause to believe that there may be a violation of this article, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program designed to verify compliance with this article or any order issued hereunder, or to protect the overall public health, safety and welfare of the community, then the administering authority may seek issuance of a special inspection warrant or a search warrant from any court of competent jurisdiction.



**§ 453-19. Requirement to prevent, control, and reduce stormwater pollutants by use of best management practices.**

The administering authority may provide requirements identifying best management practices for any activity, operation or facility which may cause or contribute to pollution or contamination of stormwater, the storm drain system, or waters of the United States. The owner or operator of a commercial or industrial establishment shall provide, at its own expense, reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses through the use of these structural and nonstructural BMPs. Further, any person responsible for a property or premises which is, or may be, the source of an illicit discharge may be required to implement, at said person's expense, additional structural and nonstructural BMPs to prevent the further discharge of pollutants to the municipal separate storm sewer system or watercourses. Compliance with all terms and conditions of a valid WPDES permit authorizing the discharge of stormwater associated with industrial activity, to the extent practicable, shall be deemed compliance with the provisions of this section. These BMPs shall be part of a stormwater pollution prevention plan (SWPPP) as necessary for compliance with requirements of the WPDES permit.

**§ 453-20. Watercourse protection.**

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property free of trash, debris, excessive vegetation, and other obstacles that would pollute, contaminate or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function or physical integrity of the watercourse.

**§ 453-21. Notification of spills.**

Notwithstanding other requirements of law, as soon as the property owner, agent, lessee, person in possession of any premises or any person responsible for a facility or operation or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into stormwater, the storm drain system, or water of the United States, said person shall take all necessary steps to ensure the discovery, containment and cleanup of such release. In the event of such a release of hazardous materials, said person shall immediately notify emergency response agencies of the occurrence via emergency dispatch services. In the event of a release of nonhazardous materials, said person shall notify the administering authority in person or by phone or ~~facsimile~~ electronic mail within 24 hours of becoming aware of the release. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the administering authority within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

**§ 453-22. Violations and Enforcement.**

A. Violation of this article. It shall be unlawful to discharge any substance in violation of any of the provisions of this article, or otherwise neglect, refuse or fail to comply with this article's requirements. Any person who violates or fails to comply with any of the provisions of this article shall be subject to the penalties set forth in Subsections B through D and, in addition, shall pay all costs and expenses, including actual reasonable attorneys' and other fees involved in the case.

~~A.B. Penalties. Any person, firm or corporation who or which fails to comply with the provisions of this article or any order of the Director of Public Works/City Engineer or their designees shall forfeit not more than \$500 and costs of prosecution for each violation. Each day a violation exists or continues shall constitute a separate offense. Any person violating any of the provisions of this article shall be subject to a forfeiture of not less than \$100 nor more than \$1,000 and the costs of prosecution for each violation. Each day a violation exists shall constitute a separate offense.~~ Notice of violation. Whenever the administering authority finds that a person has violated a prohibition or failed to meet a requirement of this article, the administering authority may order compliance by written notice of violation to the responsible person. Such notice may require without limitation:

- (1) The performance of monitoring, analyses and reporting;
- (2) The elimination of illicit connections or discharges;
- (3) That violating discharges, practices, or operations shall cease and desist;
- (4) The abatement or remediation of stormwater pollution or contamination hazards and the restoration of any affected property;
- (5) Payment of a fine to cover administrative and remediation costs; ~~and~~
- (6) The implementation of source control or treatment BMPs; ~~and~~;
- (7) ~~Forfeiture of not more than \$500;~~ not less than \$100 nor more than \$1,000 and the costs of prosecution

C. Citable offenses. Any action performed which results in a prohibited substance entering the storm drainage system (including but not limited to discharges such as waste oil, grass clippings and pet waste) shall be considered citable offenses and a violation of this article, subject to the penalties of Subsections B and C.

D. Notice of abatement. If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work will be done by a designated governmental agency or a contractor, and the expense thereof shall be charged to the violator.

**§ 453-23. Appeal of notice of violation.**

Any person receiving a notice of violation may appeal the determination of the administering authority. The notice of appeal must be received within five days from the date of the notice of violation. Hearing on the appeal before the City of Watertown Public Works Commission, which is designated as the appropriate authority to hear and determine such appeal, shall take place within 30 days from the date of receipt of the notice of appeal. The decision of the City of Watertown Public Works Commission shall be final, subject to appeal to a court of competent jurisdiction under law.

**§ 453-24. Enforcement measures after appeal.**

If the violation has not been corrected pursuant to the requirements set forth in the notice of violation or, in the event of an appeal, within 10 days of the decision of the City of Watertown Public Works Commission upholding the decision of the administering authority, then representatives of the administering authority shall enter upon the subject private property and are authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent, lessee or person in possession of any premises to refuse to allow the government agency or designated contractor to enter upon the premises for the purposes set forth above.

**§ 453-25. Cost of abatement of the violation.**

Within 15 days after abatement of the violation, the owner of the property will be notified of the cost of abatement, including administrative costs. If the amount due is not paid within 60 days after receipt of the final bill, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment. Any person violating any of the provisions of this article shall become liable to the administering authority by reason of such violation. Interest may be assessed on the balance beginning on the 31st day following notice to the property owner of the cost of the abatement.

**§ 453-26. Injunctive relief.**

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this article. If a person has violated or continues to violate the provisions of this article, the administering authority may petition for a preliminary or permanent injunction restraining the person from activities which would create further violations or compelling the person to perform abatement or remediation of the violation.

**§ 453-27. Compensatory action.**

In lieu of enforcement proceedings, penalties and remedies authorized by this article, the administering authority may impose upon a violator alternative compensatory actions, such as storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.

**§ 453-28. Violations deemed public nuisance.**

In addition to the enforcement processes and penalties provided, any condition caused or permitted to exist in violation of any of the provisions of this article is a threat to public health,

safety and welfare and is declared and deemed a nuisance and may be summarily abated or restored at the violator's expense, and/or a civil action to abate, enjoin or otherwise compel the cessation of such nuisance may be taken.

**§ 453-29. Criminal prosecution.**

Any person that has violated or continues to violate this article shall be liable to criminal prosecution to the fullest extent of the law and shall be subject to a criminal penalty adopted by the Wisconsin Legislature and imposed by the Wisconsin Department of Natural Resources at its discretion. This criminal penalty shall be on file in the offices of the Police Chief and the City Clerk/Treasurer.

**§ 453-30. Recovery of costs of abatement and enforcement.**

The administering authority may recover any and all attorney's fees, court costs and other expenses associated with enforcement of this article, including sampling and monitoring expenses.

**§ 453-31. Remedies not exclusive.**

The remedies listed in this article are not exclusive of any other remedies available under any applicable federal, state or local law, and it is within the discretion of the administering authority to seek cumulative remedies.

**SECTION 3.** All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

**SECTION 4.** This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	March 21, 2023		April 3, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED April 3, 2023

CITY CLERK

APPROVED April 3, 2023

MAYOR

**ORDINANCE TO  
CREATE ARTICLE III OF CHAPTER 453, STORMWATER UTILITY OF  
THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION**

**Whereas,** Stormwater runoff in the City of Watertown is managed to minimize flooding and reduce pollution impacts to local waterways; and,

**Whereas,** many stormwater management practices, drainage swales and easements exist on private property; and,

**Whereas,** the responsibility of maintenance of these systems has been unclear in the past; and,

**Whereas,** the Public Works Commission reviewed the proposed Article III of Chapter 453 at its February 28, 2023 meeting and recommends adoption of said Article III.

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

SECTION 1. Article III of Chapter 453 is hereby created to read as follows:

**Article III  
Stormwater Maintenance**

**453-32 Scope.** Stormwater Best Management Practices (BMP) are designed and constructed to reduce the amount of localized flooding and to improve downstream water quality. Inspections and maintenance of these BMPs are necessary to ensure that the BMP is functioning as designed.

**453-33 Findings**

- A. Lack of long-term maintenance of stormwater best management practices (BMP) can lead to malfunction or failure of the practice, resulting in flooding, damage to public infrastructure, nuisance conditions, property damage, reduced property value, environmental degradation, and other adverse impacts upstream or downstream of the BMP.
- B. The Wisconsin Department of Natural Resources (WDNR) Municipal Separate Storm Sewer System (MS4) Permit requires the City ensure that ongoing inspections and maintenance are performed on any stormwater BMPs that are designed and installed to meet City stormwater management requirements.

**453-34 Definitions**

- A. **Drainage and Stormwater Utility Easements** means an area that has been conveyed to a municipality for water runoff drainage, flood control, water quality treatment or access to storm sewer and stormwater management practices.

- B. Maintenance Agreement** means a legal document that provides for long-term maintenance of stormwater management practices.
- C. Maintenance Plan** means a document that is developed for the life of each stormwater management practices including the required maintenance activities and an inspection and maintenance activity schedule.
- D. Municipal Separate Storm Sewer System (MS4) Permit** means a National Pollutant Discharge and Elimination System (NPDES) permit issued to a municipality to control the amount of pollution reaching local waterways via the storm sewer system which is not a combined sewer system.
- E. Privately-owned BMPs** means any BMP located on property owned by a single owner, business, entity, condo associations, homeowners associations, stormwater associations, fractional ownership or other non-governmental entity.
- F. Owner** means any person(s) or entity holding fee title to the property upon which the stormwater management practice is located, as recorded at the local County Register of Deeds.
- G. Stormwater** means water from rain, snow or ice melt, or dewatering that moves over the land surface via sheet or channelized flow.
- H. Stormwater Best Management Practice (BMP)** means any permanent stormwater management facility designed to collect or manage the quantity or quality of stormwater runoff. Some examples include but are not limited to: wet or dry detention basin, infiltration trench or basin, biofilter, constructed wetland, stilling basin, sand filter, permeable pavement, underground detention, manufactured proprietary device, rain garden, vegetated buffer or filter strip, or any combination of these or other permanent stormwater management feature.
- I. Technical Standard** means a document that specifies design, predicted performance, construction or testing methods, material use, and operation and maintenance requirements for a stormwater management practice. Examples include but are not limited to those published by the Wisconsin Department of Natural Resources (WDNR), the USDA-Natural Resource Conservation Service (NRCS), the City of Watertown and other authoritative resources on stormwater management.

**453-35 Applicability** This article applies to all storm water management best management practices (BMPs) located within the jurisdictional boundaries of the City of Watertown and that portion of the Town of Emmet, Dodge County, Wisconsin, that is subject to the City's Plat Review Jurisdiction as set forth in Resolution Exhibit No., 6152 and recorded on September 25, 1997 in Volume 937 on Page 86 as document No. 851436 in the Dodge County Office of the Register of Deeds and the Chapter 288, Municipal Code, regardless of approval date, who issued the approval, construction date, or the design, location or ownership of the stormwater BMP.

- A. Stormwater BMP Owners** on property owned by multiple owners, including but not limited to homeowners associations, stormwater associations and condominium associations shall maintain the current owner or agent contact information on file with the City of Watertown Engineering Division.



### 453-36 Ultimate Responsibility

- A. Where no stormwater maintenance agreement exists, all lot and tract owners within a subdivision and property owners whose property benefits from the stormwater management system and facilities shall be ultimately responsible for the maintenance of the stormwater management system and facilities, whether or not a homeowners' association or property owners' association is the designated responsible entity.
- B. In the event the City obtains ownership of stormwater management systems and facilities once privately owned or owned by another governmental entity as the result of or arising from enforcement action under this section, as the result of annexation, or by any other means, the City shall have the right to continue to assess and charge each of the property owners benefiting from the stormwater management systems and facilities for ongoing maintenance, repair, replacement and administrative expenses relating to such stormwater management systems and facilities.
- C. Where existing City-approved private storm sewer and/or best management practices are in a state of disrepair, not constructed in accord with approved plans, or present an obstruction to the drainage system, and the resulting drainage overflows cause damage to the roadway or adjacent public or private lands, the Director of Public Works/City Engineer is authorized to resolve the drainage problem such that the system is functioning in accord with the approved design. Authorized actions include, but are not limited to: removal of any drainage obstructions (at existing inlets, at existing ditch lines and similar locations); regrading of existing ditch lines; repairing best management practices to bring them into compliance with the approved design; and construction of improvements to the stormwater management systems such that they are constructed in accordance with the approved plans. The costs of this work shall be charged back to the owner per 453-39(D).

### 453-37 Inspections

- A. **Inspection Frequency.** Inspections are required per the frequency described in the individual Stormwater Maintenance Plan and at least as often as described in the most current version of the City of Watertown Stormwater BMP Maintenance Program (on file with the City of Watertown Engineering Division), the City of Watertown Post-Construction Stormwater Management Program and the Wisconsin Department of Natural Resources Municipal Separate Storm Sewer System (MS4) Permit.
  - 1) The City of Watertown Engineering Division has detailed information on most stormwater BMPs located within the City. Please contact the Director of Public Works/City Engineer for individual BMP plans, maintenance plans, and City Stormwater Program information.
- B. **Inspection Reports.** The BMP Inspection Report shall contain the following information:
  - 1) BMP owner contact information
  - 2) BMP location with site map
  - 3) BMP condition (details include inlets, outlets, vegetation, debris, litter, riprap, sediment, water level, berms and swales)
  - 4) Recommendations for maintenance, as applicable
  - 5) Date of completed maintenance, if known

- 6) Date of Inspection
- 7) Signature of Inspector
- 8) BMP Type (i.e., wet or dry detention pond, biofilter, etc.)

C. **Inspection Report Submittal to City.** All stormwater BMP inspection reports shall be submitted to the City of Watertown Engineering Division within 60 days of inspection.

#### 453-38 Maintenance

- A. **Routine Maintenance.** All stormwater BMPs shall be maintained in accordance with the measures described in the individual Stormwater BMP Maintenance Plan and as outlined in the most recent version of the Wisconsin Department of Natural Resources (WDNR) Conservation Technical Standards or other authoritative technical stormwater resource (technical standards).
- B. **Maintenance Required Following Inspection.** Upon receipt of an inspection report that recommends the completion of maintenance work or by order of the Director of Public Works/City Engineer, the owner(s) of a stormwater BMP shall, at the owner's cost, complete all maintenance work recommended in the report or ordered by the Director of Public Works/City Engineer within a reasonable time period, as determined by the Director of Public Works/City Engineer. All maintenance work shall comply with the applicable stormwater BMP maintenance plan and the applicable technical standards.
- C. **Confirmation of Maintenance to City.** The owner(s) of the stormwater BMP shall submit a maintenance report to the Director of Public Works/City Engineer within 60 days of the completion of BMP maintenance. The maintenance report shall include:
  - 1) BMP owner contact information
  - 2) BMP location with site map
  - 3) Date of completed maintenance
  - 4) Signature of BMP owner(s)
  - 5) Accurate description of the completed work
  - 6) Photos of the completed work
  - 7) Any applicable professional verifications, including WDNR NR 528 sediment evaluation
  - 8) Any other information determined by the Director of Public Works/City Engineer as necessary to determine compliance with the approved stormwater BMP plans or this ordinance.
- D. **City Authorization to Complete Work.** The City is authorized to perform the corrected actions identified in the inspection report if the owner(s) does not make the required corrections in the specified time period. The City may perform corrective actions in the event of an emergency without prior notification to the owner. The City shall enter the amount due on the tax rolls and collect the money as a special charge against the property pursuant to Such. VII of Ch. 66, Wis. Stats.

#### 453-39 Drainage & Stormwater Utility Easements

- A. **Easements.** Stormwater utility / drainage easements should be identified on the preliminary and final plats, maintenance agreement or other document and recorded with the local County Register of Deeds to run in perpetuity with the property.

- B. Access.** The City has the authority to enter the easement area to access the stormwater utility / drainage swale and/or the stormwater BMP to inspect and perform maintenance.
- C. Maintenance Responsibilities.** The owner(s) is responsible for the ongoing routine maintenance activities including but not limited to mowing and removal of debris within the stormwater utility / drainage swale. Items that are prohibited from being stored within the stormwater utility / drainage swale or easement include:
- 1) Brush and compost bins and piles, fertilizers
  - 2) Wood piles
  - 3) Permanent structural landscaping features including but not limited to fences, retaining walls, raised garden beds, trees, shrubs, and filling or grading or land.
  - 4) Recreational furniture and equipment including but not limited to swingsets, sandboxes, firepits, and above ground pools.
  - 5) Grills
  - 6) Vehicles, trailers, boats or campers.
  - 7) Sheds and other storage structures.
  - 8) Any items that may prevent or block the managed flow of stormwater during a rain or snow melt event whether resting in place or by floating downstream.
- D.** The City is authorized to perform the corrected actions identified in the inspection report if the owner(s) does not make the required corrections in the specified time period. The City may perform corrective maintenance in the event of an emergency without prior notification to the owner. The costs of this work shall be charged back to the owner per 453-39(D).

**453-40 Maintenance of Effort.** For redevelopment sites where the redevelopment will be replacing older development that was subject to post-construction performance standards of Ch. NR 151, Wis. Adm. Code, in effect on or after October 1, 2004, the owner(s) shall meet the total suspended solids reduction, peak flow control, infiltration, and protective areas standards applicable to the older development or meet the redevelopment standards of this article, whichever is more stringent. Routine and occasional maintenance of these facilities is required by the owner.

#### **453-41 Enforcement**

- A.** The City shall notify the owner(s) by certified mail of any noncompliance with this article. The notice shall describe the nature of the violation, remedial actions needed, a schedule for remedial action, and additional enforcement action which may be taken.
- B.** Upon receipt of written notification from the City under Subsection B, the owner(s) shall correct work that does not comply with this article. The owner(s) shall make corrections as necessary to meet the specifications and schedule set forth by the City in the notice.
- C.** The City is authorized to refer any violation of this article to the City Attorney for the commencement of further legal proceedings in any court with jurisdiction.
- D.** Any person, firm, association or corporation who does not comply with the provisions of this article shall be subject to a forfeiture of not less than \$100 nor more than \$1,000 per offense,

together with the costs of prosecutions. Each day that the violation exists shall constitute a separate offense.

- E. Compliance with the provisions of this article may also be enforced by injunction in any court with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease-and-desist order before petitioning for or obtaining an injunction.
- F. When the City determines that the owner of a property has failed to be compliant with the requirements of this article, or has failed to comply with the schedules set forth in the applicable stormwater management plan, the City or a party designated by the City may enter upon the land and perform the work or other operations necessary to bring the condition of said lands into conformance with requirements of the approved plan. The City shall keep a detailed account of the costs and expenses of performing this work. The costs and expenses shall be entered on the tax roll as a special charge against the property and collected with any other taxes levied thereon from the year in which the work is completed.

**453-42 Conflicting Ordinances.** This ordinance supersedes all provisions of ordinances previously enacted by the City of Watertown relating to the long-term maintenance of stormwater management practices.

**453-43 Declaration of Severability.** If any section, clause or provision of this article is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this article shall remain in force and shall not be affected by such judgement.

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:	March 21, 2023		April 3, 2023	
READING:	1ST		2ND	
	YES	NO	YES	NO
DAVIS				
LAMPE				
RUETTEN				
BARTZ				
LICHT				
SMITH				
SCHMID				
WETZEL				
ROMLEIN				
MAYOR MCFARLAND				
TOTAL				

ADOPTED April 3, 2023

\_\_\_\_\_  
CITY CLERK

APPROVED April 3, 2023

\_\_\_\_\_  
MAYOR

**RESOLUTION TO  
AWARD STORM SEWER PIPE REHABILITATION TO  
VISU-SEWER FOR \$126,000**

**SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION**

**WHEREAS,** The 84” mainline storm sewer beneath S. Church Street near 1530 Utah Street and 1520 S. Church Street is in need of rehabilitation; and,

**WHEREAS,** Said mainline storm sewer pipe serves a large drainage area and its integrity is crucial during rain events; and,

**WHEREAS,** The City’s Engineering Division has consulted with and sought a quote from Visu-Sewer Inc. for rehabilitating said pipe to ensure functionality; and,

**WHEREAS,** The quote received from Visu-Sewer Inc. to perform rehabilitation work on said pipe is in the amount of \$126,000 and is within the approved budgeted amount for this project.

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

That the proper City Officials be and are hereby authorized to enter into an agreement with Visu-Sewer Inc. for storm sewer pipe rehabilitation in the amount of \$126,000.00. Said money for the above project to come from Storm Water Utility Capital Outlay Account #16-58-16-60.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 21, 2023

\_\_\_\_\_  
CITY CLERK

APPROVED March 21, 2023

\_\_\_\_\_  
MAYOR

RESOLUTION TO  
AUTHORIZE SUBMITTAL OF 2022 ANNUAL STORMWATER REPORT

SPONSOR: ALDERPERSON WETZEL, CHAIR  
FROM: PUBLIC WORKS COMMISSION

WHEREAS, the City of Watertown is required to submit an annual stormwater report to the Wisconsin Department of Natural Resources (WDNR); and,

WHEREAS, the City of Watertown Engineering Division has completed said report and included all necessary information to be submitted with said report; and,

WHEREAS, the City of Watertown Public Works Commission has reviewed said report and recommends submittal to the WDNR.

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

That the proper City officials are hereby authorized to submit the attached Annual Stormwater Report under Municipal Separate Storm Sewer System (MS4) General Permit Number WI-S050075-3 to the WDNR.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 21, 2023

CITY CLERK

APPROVED March 21, 2023

MAYOR



# Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

Section 13, Item B.

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

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Form 3400-224(R8/2021)

## Reporting Information :

Will you be completing the Annual Report or other submittal type? ☒ Annual Report ☐ Other

**Project Name:** 2022 Annual Report

**County:** Jefferson

**Municipality:** Watertown City

**Permit Number:** S050075

**Facility Number:** 31435

**Reporting Year:** 2022

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? ☐ Yes ☒ No

Under s. 283.53(3)(a), a general MS4 permittee is required to reapply for permit coverage at least 180 days prior to the expiration date of the permit .

In order to acknowledge that you are reapplying for permit coverage, please check the following box: ☒

## Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

### Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
  - Public Education and Outreach Annual Report Summary
  - Public Involvement and Participation Annual Report Summary

- Illicit Discharge Detection and Elimination Annual Report Summary
  - Construction Site Pollution Control Annual Report Summary
  - Post-Construction Storm Water Management Annual Report Summary
  - Pollution Prevention Annual Report Summary
    - Leaf and Yard Waste Management
    - Municipal Facility (BMP) Inspection Report
    - Municipal Property SWPPP
    - Municipally Property Inspection Report
    - Winter Road Maintenance
  - Storm Sewer Map Annual Report Attachment
  - Storm Water Quality Management Annual Report Attachment
  - TMDL Attachment
  - Storm Water Consortium/Group Report
  - Municipal Cooperation Attachment
  - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
    - Public Education and Outreach Program
    - Public Involvement and Participation Program
    - Illicit Discharge Detection and Elimination Program
    - Construction Site Pollutant Control Program
    - Post-Construction Storm Water Management Program
    - Pollution Prevention Program
      - Municipal Storm Water Management Facility (BMP) Inventory
      - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
  - Total Maximum Daily Load documents (*\*If applicable, see permit for due dates.*)
    - TMDL Mapping\*
    - TMDL Modeling\*
    - TMDL Implementation Plan\*
    - Fecal Coliform Screening Parameter \*
    - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
    - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
- Sign and Submit form

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

**Municipal Contact Information- Complete**

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

**Note:** Compliance items must be submitted using the Attachments tab.

**Municipality Information**

**Name of Municipality** Watertown City

**Facility ID # or (FIN):** 31435

**Updated Information:** ☐ Check to update mailing address information

**Mailing Address:** 106 Jones Street

**Mailing Address 2:**

**City:** Watertown City

**State:** WI

**Zip Code:** 53094

xxxxx or xxxxx-xxxx

**Primary Municipal Contact Person (Authorized Representative for MS4 Permit)**

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

☐ Select to **create new** primary contact

**First Name:** Jaynellen

**Last Name:** Holloway

☒ Select to **update** current contact information

**Title:** DPW/City Engineer

**Mailing Address:** 106 Jones Street

**Mailing Address 2:**

**City:** Watertown

**State:** WI

**Zip Code:** 53094

xxxxx or xxxxx-xxxx

**Phone Number:** 920-262-4050

Ext:

xxx-xxx-xxxx

**Email:** jaynellenh@cityofwatertown.org

**Additional Contacts Information (Optional)**

Individual with responsibility for:  
(Check all that apply)

- ☒ I&E Program
- ☒ IDDE Program
- ☒ IDDE Response Procedure Manual
- ☒ Municipal-wide Water Quality Plan
- ☒ Ordinances
- ☒ Pollution Prevention Program
- ☒ Post-Construction Program
- ☒ Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:  xxxxx or xxxxx-xxxx

Phone Number:  Ext:  xxx-xxx-xxxx

Email:

Individual with responsibility for:  
(Check all that apply)

- ☐ I&E Program
- ☐ IDDE Program
- ☐ IDDE Response Procedure Manual
- ☐ Municipal-wide Water Quality Plan
- ☐ Ordinances
- ☒ Pollution Prevention Program
- ☐ Post-Construction Program
- ☒ Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code:  xxxxx or xxxxx-xxxx

Phone Number:  Ext:  xxx-xxx-xxxx

Email:

Individual with responsibility for: (Check all that apply)	<input type="checkbox"/>	I&E Program
	<input type="checkbox"/>	IDDE Program
	<input type="checkbox"/>	IDDE Response Procedure Manual
	<input type="checkbox"/>	Municipal-wide Water Quality Plan
	<input type="checkbox"/>	Ordinances
	<input checked="" type="checkbox"/>	Pollution Prevention Program
	<input type="checkbox"/>	Post-Construction Program
	<input checked="" type="checkbox"/>	Winter roadway maintenance

First Name:	Matt		
Last Name:	Willmann		
Title:	Asst Operations Mngr		
Mailing Address:	811 S. First Street		
Mailing Address 2:			
City:	Watertown		
State:	WI		
Zip Code:	53094	xxxxx or xxxxx-xxxx	
Phone Number:	920-206-4272	Ext:	xxx-xxx-xxxx
Email:	mwillmann@cityofwatertown.org		

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

<input checked="" type="checkbox"/>	Select to <b>create new</b> Billing contact		
	First Name:	Mark	
	Last Name:	Stevens	
<input checked="" type="checkbox"/>	Select to <b>update</b> current contact information		
	Title:	Finance Director/Treasurer	
	Mailing Address:	106 Jones Street	
	Mailing Address 2:		
	City:	Watertown	
	State:	WI	
	Zip Code:	53094	xxxxx or xxxxx-xxxx
	Phone Number:	920-262-4007	Ext: xxx-xxx-xxxx
	Email:	mstevens@cityofwatertown.org	

1. Does the municipality rely on another entity to satisfy some of the permit requirements?  
☒ Yes   ☐ No

- ☒ Public Education and Outreach   Rock River Stormwater Group
- ☒ Public Involvement and Participation   Rock River Stormwater Group

☐ Illicit Discharge Detection and Elimination

Section 13, Item B.

☐ Construction Site Pollutant Control

☐ Post-Construction Storm Water Management

☐ Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

☐ Yes ☒ No

### Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) ☒ Yes  
☐ No
- b. How many total educational events were held during the reporting year: 22
- c. The permit requires that both passive and interactive mechanisms are utilized. How many interactive mechanisms were used during the reporting year? 9

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input checked="" type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input checked="" type="checkbox"/> Green infrastructure/low impact development <input checked="" type="checkbox"/> Other: general stormwater system (drains to r...	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input checked="" type="checkbox"/> Other

- d. Will additional information/summary of education events be attached to the annual report? ☒ Yes  
☐ No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The City completed 22 stormwater outreach actions/events that were not included in the RRSg report in addition to the items listed in the RRSg report (see attached).

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

- a. Permit Activities. Complete the following information on Public Involvement and Participation



Activities related to storm water. Select the Delivery Mechanism that best describes how activities were conveyed to your population. Use the Add Event to add additional entries

Section 13, Item B.

<b>Event Start Date</b>	3/8/2022		
<b>Project/Event Name</b>	Public Works Commission		
<b>Delivery Mechanism</b>	Government Event (Public Hearing, Council Meeting, etc)		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input checked="" type="checkbox"/> Other: TMDL	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No

**b. Volunteer Activities.** Complete the following information on Public Involvement and Participation Activities related to storm water. Select the Delivery Mechanism that best describes how volunteer activities were conveyed to your population. Use the Add Event to add additional entries.

<b>Event Start Date</b>	9/17/2022 <input type="checkbox"/> NA (Individual Permittee).		
<b>Project/Event Name</b>	River Clean-Up		
<b>Delivery Mechanism</b>	Clean up event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	11-50	<input checked="" type="radio"/> Yes <input type="radio"/> No

<b>Event Start Date</b>	4/9/2022 <input type="checkbox"/> NA (Individual Permittee).		
<b>Project/Event Name</b>	RRSG adopt a drain program		
<b>Delivery Mechanism</b>	Other hands-on event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input type="checkbox"/> General Public <input type="checkbox"/> Public Employees	11-50	<input checked="" type="radio"/> Yes <input type="radio"/> No

	<input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other		<div>Section 13, Item B.</div>
--	---	--	--------------------------------

<b>Event Start Date</b>	10/15/2022 <input type="checkbox"/> NA (Individual Permittee).
<b>Project/Event Name</b>	Rock River Coalition Confluence
<b>Delivery Mechanism</b>	Citizen committee meeting

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input checked="" type="checkbox"/> Other	11-50	<input checked="" type="radio"/> Yes <input type="radio"/> No

<b>Event Start Date</b>	5/1/2022 <input type="checkbox"/> NA (Individual Permittee).
<b>Project/Event Name</b>	RRC Citizen Stream Monitor Training
<b>Delivery Mechanism</b>	Stream monitoring

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	1 - 10	<input type="radio"/> Yes <input checked="" type="radio"/> No

<b>Event Start Date</b>	6/17/2022 <input type="checkbox"/> NA (Individual Permittee).
<b>Project/Event Name</b>	Yes! Riverwalk Clean-Up

<b>Delivery Mechanism</b>	<u>Clean up event</u>		
Section 13, Item B.			
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	<u>1 - 10</u>	<input type="radio"/> Yes <input checked="" type="radio"/> No

<b>Event Start Date</b>	4/23/2022 <input type="checkbox"/> NA (Individual Permittee).		
<b>Project/Event Name</b>	Rain Barrel Workshop		
<b>Delivery Mechanism</b>	<u>Public Workshop</u>		

<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
Volunteer Opportunity	<input type="checkbox"/> General Public <input type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	<u>11-50</u>	<input checked="" type="radio"/> Yes <input type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The City partners with the Rock River Stormwater Group and the Rock River Coalition to offer stormwater improvement opportunities.

### Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 3 : Complete

### 3. Illicit Discharge Detection and Elimination

a.

How many total outfalls does the municipality have?	553	<input type="checkbox"/> Unsure
b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?	44	<input type="checkbox"/> Unsure
c. From the municipality's routine screening, how many were confirmed illicit discharges?	0	<input type="checkbox"/> Unsure
d. How many illicit discharge complaints did the municipality receive?	2	<input type="checkbox"/> Unsure
e. From the complaints received, how many were confirmed illicit discharges?	2	<input type="checkbox"/> Unsure
f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)?	2	<input type="checkbox"/> Unsure

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

g. How many of the following enforcement mechanisms did the municipality use to enforce its illicit discharge ordinance? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

<input type="checkbox"/> Verbal Warning	
<input checked="" type="checkbox"/> Written Warning (including email)	2
<input type="checkbox"/> Notice of Violation	
<input type="checkbox"/> Civil Penalty/ Citation	

Section 13, Item B.

Additional Information: \_\_\_\_\_

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The City's Leaf Collection Program allows residents to rake loose leaves on the terrace next to the curb, not into the street. Loose leaves raked into the street are considered an illicit discharge.

## Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 4 : Complete

### 4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year? 8 ☐ Unsure
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year? 3 ☐ Unsure
- c. How many erosion control inspections did the municipality \_\_\_\_\_ ☐ Unsure

complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?

61

Section 13, Item B.

- d. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

☐ No Authority

☒ Verbal Warning

0

☒ Written Warning (including email)

4

☒ Notice of Violation

0

☒ Civil Penalty/ Citation

0

☒ Stop Work Order

1

☒ Forfeiture of Deposit

0

☐ Other - Describe below

- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Most construction projects last year were under 1 acre. Explaining to the contractor/developer that non-compliance will result in additional inspections promotes compliance.

## Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 5 : Complete

### 5. Post-Construction Storm Water Management

- a. How many sites with new structural storm water management Best Management Practice (BMP) have received local approval ?

11

☐ Unsure

\*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,

- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities?

☒ Yes ☐ No

☐ Unsure

- c. If Yes, how many privately owned storm water management facilities were inspected in the reporting year ?

26

☐ Unsure

Inspections completed by private landowners should be included in the reported number.

d.

☒ Yes ☐ No

☐ Unsure

Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis?

e. If yes, does MS4 have maintenance authority on these privately owned BMPs? 84 ☐ Unsure

f. How many municipally owned storm water management BMPs were inspected in the reporting year? 12 ☐ Unsure

g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year. ☐ Unsure

<input type="checkbox"/> No Authority	
<input checked="" type="checkbox"/> Verbal Warning	0
<input checked="" type="checkbox"/> Written Warning (including email)	0
<input checked="" type="checkbox"/> Notice of Violation	0
<input checked="" type="checkbox"/> Civil Penalty/ Citation	0
<input checked="" type="checkbox"/> Forfeiture of Deposit	0
<input checked="" type="checkbox"/> Complete Maintenance	0
<input checked="" type="checkbox"/> Bill Responsible Party	0
<input checked="" type="checkbox"/> Other - Describe below	1

Redevelopment plan approval required maintenance and retrofitting of existing stormwater BMP.

e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Historic plans, approvals and current status of BMP/maintenance was provided to at least 2 new BMP owners (property sale). City is revising stormwater ordinance & developing letters through UNPS & SW Planning Grant.

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections ☐ Not Applicable

a. Enter the total number of municipally owned or operated structural storm water management best management practices. 22 ☐ Unsure

b. How many new municipally owned storm water management best management practices were installed in the reporting year ? 8 ☐ Unsure

- c. How many municipally owned storm water management best management practices were inspected in the reporting year?  ☐ Unsure

Section 13, Item B.

- d. What elements are looked at during inspections (250 character limit)?

inlets, outlets, water elevations, vegetation, sediment depth, animal holes, riprap, etc.

- e. How many of these facilities required maintenance?  ☐ Unsure

- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

All City-owned BMPs are inspected annually and maintained as needed. Vegetation/mowing is the primary routine maintenance need.

Public Works Yards & Other Municipally Owned Properties (SWPPP Plan Review) ☐ Not Applicable

- g. How many municipal properties require a SWPPP?  ☐ Unsure

- h. How many inspections of municipal properties have been conducted in the reporting year?  ☐ Unsure

- i. Have amendments to the SWPPPs been made?

☐ Yes ☒ No ☐ Unsure

- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Continued routine maintenance is completed as needed.

Collection Services - Street Sweeping / Cleaning Program ☐ Not Applicable

- l. Did the municipality conduct street sweeping/cleaning during the reporting year?

☒ Yes ☐ No ☐ Unsure

- m. If known, how many tons of material was removed?  ☐ Unsure

- n. Does the municipality have a low hazard exemption for this material? ☐ Yes ☒ No

- o. If street cleaning is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?

☒ Yes - Explain frequency Quarterly around the City. Add'l routes as needed.

☐ No - Explain \_\_\_\_\_

☐ Not Applicable

Collection Services - Catch Basin Sump Cleaning Program ☒ Not Applicable



Collection Services - *Leaf Collection Program* ☐ Not Applicable

Section 13, Item B.

- u. Does the municipality conduct curbside leaf collection? ☒ Yes ☐ No ☐ Unsure
- v. Does the municipality notify homeowners about pickup? ☒ Yes ☐ No ☐ Unsure
- w. Where are the residents directed to store the leaves for collection?
- ☒ Pile on terrace ☐ Pile in street ☒ Bags on terrace ☐ Unsure
- ☒ Other - Describe bagged leaves to yard waste site

- x. What is the frequency of collection?

Monthly

- y. Is collection followed by street sweeping/cleaning? ☒ Yes ☐ No ☐ Unsure

- z. Brief explanation on Collection Services reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

The City collected approximately 1072 tons of leaves between curbside collection and yard waste site drop off.

Winter Road Management ☐ Not Applicable

\*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles.*) 232 ☐ Unsure
- ab. Provide amount of de-icing products used by month last winter season?  
Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	<u>0</u>	<u>0</u>	<u>555</u>	<u>310</u>	<u>459</u>	<u>150</u>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	<u>0</u>	<u>0</u>	<u>837</u>	<u>3750</u>	<u>613</u>	<u>0</u>

- ac. Was salt applying machinery calibrated in the reporting year? ☐ Yes ☒ No ☐ Unsure
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? ☒ Yes ☐ No ☐ Unsure

Training Date	Training Name	# Attendance
<u>2/10/2022</u>	<u>WI Salt Wise Municipal Training</u>	<u>25</u>

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Based on successful trial of brine, the City is looking at ways to expand the current brine program.

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element ? ☒ Yes ☐ No ☐ Unsure

Section 13, Item B.

If yes, describe what training was provided (250 character limit):

Various webinars, virtual workshops, and in-person trainings covering BMP maintenance, SWPPPs, Leaves, Snow & Ice Control, Sustainable Infrastructure, TMDLs, erosion control, and more.

When: 2022

How many attended: 32

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Stormwater Project Manager gave 6 presentations/updates to Public Works Commission in 2022. MS4 Report presented to Common Council in March 2022.

Municipal Officials

SW PM updated Mayor Emily McFarland, Director of Public Works/City Engineer Jaynellen Holloway, Asst. City Engineer Andrew Beyer many times in 2022. Mayor and department heads convey new/redevelopment requirements to developers.

Appropriate Staff ( such as operators, Department heads, and those that interact with public)

SW PM updates Engineering, Building Inspector, Development Coordinator, Streets, Parks on related permit and program changes, including ordinance revisions. Streets & Engineering staff learned permeable pavement and biofilter installation techniques.

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Multiple staff viewed webinars, virtual workshops and attended in-person trainings, tours and one-on-one trainings with Stormwater PM.

## Missing Information

Do not close your work until you **SAVE**.

**Note:** For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

## Minimum Control Measures - Section 7 : Complete

### 7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year? ☒ Yes ☐ No ☐ Unsure

If yes, check the areas the map items that got updated or changed:

- ☒ Storm water treatment facilities
- ☒ Storm pipes
- ☒ Vegetated swales
- ☐ Outfalls
- ☒ Other - Describe below

Section 13, Item B.

New storm pipe, BMPs, and vegetated swales have been added to the MS4 Map.

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

The City completed a city-wide stormwater system mapping/GIS update. Structures were inventoried & measured in-field throughout the City (2020-2022); data was uploaded to new GIS layer.

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

**Final Evaluation - Complete****Fiscal Analysis**

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

<b>Annual Expenditure</b> Reporting Year	<b>Budget</b> Reporting Year	<b>Budget</b> Upcoming Year	<b>Source of Funds</b>
---	---------------------------------	--------------------------------	------------------------

**Element:** Public Education and Outreach

8000	8000	13000	<u>Storm water utility</u>
------	------	-------	----------------------------

**Element:** Public Involvement and Participation

2000	2000	4500	<u>Storm water utility</u>
------	------	------	----------------------------

**Element:** Illicit Discharge Detection and Elimination

750	750	750	<u>Storm water utility</u>
-----	-----	-----	----------------------------

**Element:** Construction Site Pollutant Control

5000	5000	15000	<u>Storm water utility</u>
------	------	-------	----------------------------

**Element:** Post-Construction Storm Water Management

30000	30000	50000	<u>Storm water utility</u>
0	40000	20000	<u>Permit fee and/or deposit/escrow</u>

**Element:** Pollution Prevention

16925	25000	25000	<u>Storm water utility</u>
11000	11000	7000	<u>Storm water utility</u>

**Other (describe)**

TMDL Compliance			
22347	70000	70000	<u>Grants</u>

**Other (describe)**

TMDL Compliance			
0	0	39650	Storm water utility

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Stormwater plan reviews have moved in-house; review fees have not been charged back to applicants recently, but may in the future. Created line item for TMDL costs.

### Water Quality

**a:** Were there any known water quality improvements in the receiving waters to which the municipality's storm sewer system directly discharges to?

☒ Yes ☐ No ☐ Unsure If Yes, explain below:

Additional stormwater BMPs were installed.

**b:** Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

☐ Yes ☒ No ☐ Unsure If Yes, explain below:

**c:** Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

☐ Yes ☒ No ☐ Unsure

**d:** Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

☒ Yes ☐ No ☐ Unsure

### Storm Water Quality Management

**a.** Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? ☐ Yes ☒ No

**b.** If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

### Status of Total Maximum Daily Loads (TMDLs) Implementation

The permittee Watertown City is subject to the following approved TMDLs: Rock River Basin and/or Beaver Dam Lake

The permittee intends to comply with the following permit requirements to show progress towards meeting the TMDL:

**[A.3.1] The Permittee is following the TMDL Compliance Plan, which received department concurrence prior to April 30, 2019.**

The permittee is confirming that all planned efforts are on schedule.

☒ Agree ☐ Disagree

**[A.6.3] Final Documentation.**

The permittee is confirming that all planned efforts are on schedule to submit the final documentation materials [updates to mapping, modeling, tabular summary, and Implementation Plan] under section A.6.3 by October 31, 2023.

☒ Agree ☐ Disagree

**Additional Information**

Based on the municipality’s storm water program evaluation, describe any proposed changes to the municipality’s storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

### Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- ☐ Public Education and Outreach
- ☐ Public Involvement and Participation
- ☐ Illicit Discharge Detection and Elimination
- ☐ Construction Site Pollutant Control
- ☐ Post-Construction Storm Water Management
- ☐ Pollution Prevention
- ☐ Storm Water Quality Management
- ☐ Storm Sewer System Map
- ☐ Water Quality Concerns
- ☐ Compliance Schedule Items Due
- ☐ MS4 Program Evaluation



Do not close your work until you **SAVE**.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information


Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

\*Required Item


Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Storm Sewer System Map

 File Attachment


Attach - Other Supporting Documents

AR EO

 File Attachment


[2022WatertownStormwaterEdwAttachments.pdf](#)

AR EO

 File Attachment


[LincolnSTEMSchoolCreekSolutionsNov2022.pdf](#)

AR SWGroupReport

 File Attachment


[RRSG-2022PWWAnnualReportMini-grantappended-FINAL.pdf](#)

AR SWGroupReport

 File Attachment


[RRSG-2022-MS4PermitReportingTables-EventTables2.pdf](#)

AR SWGroupReport

 File Attachment


[RRSG-MonthlyThemeTablesforRRSG2022Report.pdf](#)

AR SWGroupReport

 File Attachment

[RRSG-2022-MS4PermitReportingTables-VolunteerActivities-CleanUp.pdf](#)

AR PP

 File Attachment

[CityofWatertownMS4SWBMPMaintenanceProgramMarch2023.pdf](#)

## AR LeafYardMgmt

 File Attachment

[CityofWatertownMS4LeafCollectionProgramMarch2023.pdf](#)

Section 13, Item B.

## AR WintRdMain

 File Attachment

[CityofWatertownMS4WinterRoadManagementProgramMarch2023.pdf](#)

## AR WintRdMain

 File Attachment

[WatertownBRINEROUTE2023.pdf](#)

## AR Other

 File Attachment

[CityofWatertownMS4StreetSweepingCatchBasinProgramMarch2023.pdf](#)

## AR Other

 File Attachment

[Watertown-MS4PermitStreetSweepingProgramChanges.msg](#)

## AR Other

 File Attachment

[CityofWatertownMS4InternalTrainingProgramMarch2023.pdf](#)

## AR Other

 File Attachment

[2022InternalSWTrainingSpreadsheet.pdf](#)

## AR Other

 File Attachment

[WISaltWiseMunicipalTraining-2-10-22AttendanceList.pdf](#)

## AR Other

 File Attachment

[3-25-22StreetsECTrainingAttendanceSheet.pdf](#)

## AR Other

 File Attachment

[3-25-22StreetsMunicipalSWPPPTrainingAttendanceSheet.pdf](#)

## AR TMDL

 File Attachment

[TMDLImplementationReportA.pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

You must attach a Storm Sewer Map file,

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Do not close your work until you **SAVE**.

Form 3400-224(R8/2021)

**Complete and Submit Your Application**

You have not completed all areas of the application. Please return to the application and complete all missing items.

Contact Information: Complete

Minimum Control Measures Section 1: Complete

Minimum Control Measures Section 2: Complete

Minimum Control Measures Section 3: Complete

Minimum Control Measures Section 4: Complete

Minimum Control Measures Section 5: Complete

Minimum Control Measures Section 6: Complete

Minimum Control Measures Section 7: Complete

Attachments: Has Missing Items

Final Evaluation: Complete



**MS4 Permit No. WI-S050075-3**

**Section 2.1 Stormwater Education (Public Education and Outreach) Program  
2022 Summary**

The City of Watertown participates in the Rock River Stormwater Group’s (RRSG) Protect Wisconsin Waterways (PWW) education and outreach campaign (See 2022 PWW Annual Report). The City also conducts a number of stormwater outreach activities in addition to the RRSG program each year. The following is a summary of the City’s stormwater outreach activities for 2022.

**City of Watertown Stormwater Outreach Posts**

Date: 1/23/2022      17 Comments, 0 Shares, 22 Reactions



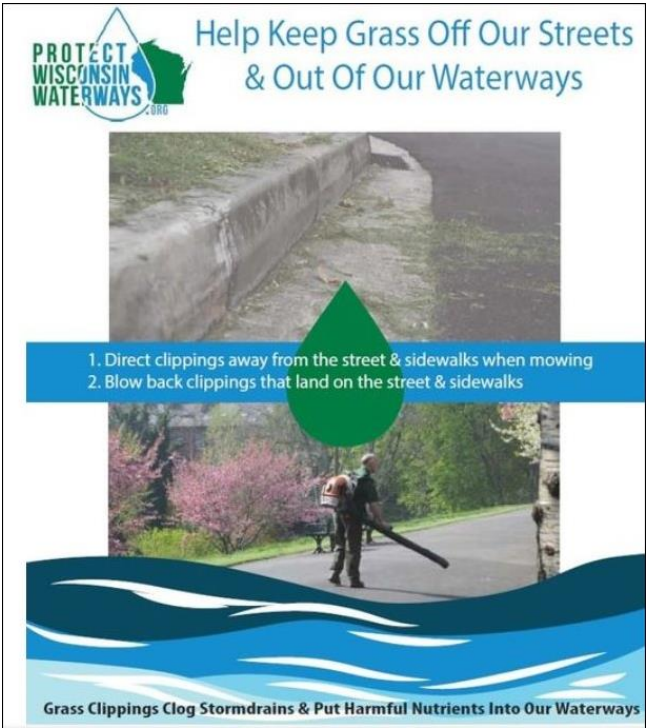
Date: 1/25/2022      19 Comments, 10 Shares, 22 Reactions



Date: 4/7/2022      22 Comments, 4 Shares, 16 Reactions



Date: 5/28/2022      4 Comments, 8 Shares, 19 Reactions



Date: 9/7/2022      1 Comments, 2 Shares, 9 Reactions





Date: 11/3/2022                      27 Comments, 10 Shares, 28 Reactions



Date: September 2022                      870 Views, 1 Comment, 11 Likes

YouTube video re: Biofilters & Permeable Pavement installations at new City parking lot, illicit discharge info, and general stormwater system/waterway information.  
<https://www.facebook.com/cityofwatertownwi/videos/2132531523601454>

**Stormwater Outreach Presentations to School Groups**

Date: 1/28/2022                      Lincoln STEM School Career Day

McBroom presented stormwater runoff information and used EnviroScape model during 3 separate presentations with approximately 75 K-5<sup>th</sup> grade students (total).

Date: 3/3/2022                      Mayor’s Visit to Schurz School

Mayor McFarland presented stormwater information and passed out worksheets to 2 classes of 3<sup>rd</sup> grade students. Worksheets included 2022 stream clean-up notification, Clean-Up Bingo, Only Rain in the Storm Drain coloring sheet and turtle and owl geometric shape drawing worksheets (attached).

Date: 10/26/2022                      Lincoln STEM School Erosion Field Trip

McBroom presented streambank erosion information to approximately 60 2<sup>nd</sup>&3<sup>rd</sup> graders while walking along Riverside Park Creek in Riverside Park. Students discussed stream flow direction/current, impacts to outer and inner streambanks, scour, deposition, invasive species, native vegetation, and options to stabilize banks. (See completed problem and solution assignments, attached.)

**Stormwater Outreach Presentations to Government**

Public Works Commission Meetings

McBroom presented the following stormwater information and updates to the Public Works Commission:

- 2/8/2022: 2022 Stormwater Education Program
- 3/8/2022: 2021 MS4 Annual Report
- 3/22/2022: MS4 Permit – TMDL Update
- 7/12/2022: Stormwater Maintenance Agreements - overview
- 9/27/22: Water Quality Trading overview for MS4 Permit – TMDL Compliance
- 12/13/2022: Urban Nonpoint Source & Storm Water Planning Grant Update: Ordinance Revisions & Proposed Street Sweeper Purchase - Leaf Collection Analysis Results

**Stormwater Outreach to Businesses**

- 10/13/2022: Forwarded email re: WIU Salt Wise Open House information to Watertown Chamber of Commerce for distribution to Chamber members.
- November 2022: Provided NASECA Erosion Control Training Event information at Engineering Division and Building, Safety and Zoning Division front desks for people applying for City permits.
- 12/14/2022: Held in-person Stormwater Coffee Hour to discuss proposed stormwater ordinance and permit program changes with interested engineers, contractors, developers and City staff/officials. (Approximately 22 people.)

**Stormwater Outreach to General Public**

- June 2022: Engineering Division Interns stenciled 86 storm inlets along the Tour de Goose Bike Ride Route
- Spring 2022: City Connection Newsletter re: Clean Sweep/household hazardous waste disposal, recycling & solid waste, Rock River Coalition volunteer stream monitoring and RRSg adopt-a-storm drain program. <https://www.ci.watertown.wi.us/City%20Connection%20Spring%202022.pdf>
- Fall 2022: City Connection Newsletter re: leaf collection program, winter snow and ice control, salt brine, recycling and household hazardous waste disposal, RRSg adopt-a-storm drain program. <https://www.ci.watertown.wi.us/City%20Connection%20Fall%202022%20-%20FINAL.pdf>



# 2022 Waterways Clean-Up

Saturday  
Sept. 17

Watertown  
Riverside Park

Pavilion near Parking Lot  
Watertown, WI 53098

10 AM - 12 PM

Keep our local  
waterways clean!

Register online by  
August 17  
to reserve your t-shirt



Splash Appearance

Scan the code below or go to:  
[protectwiwaterways.org/2022cleanup](https://protectwiwaterways.org/2022cleanup)



 SCAN ME



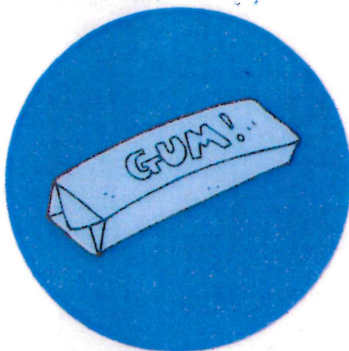


# Clean-Up Bingo

All of these things do not belong in our waterways.  
Can you find them all and clean them up to make our waterways  
clean again? Cross out the objects you cleaned up during your  
cleanup adventure. What other unique items did you find? Take  
a photo and share it with us on Facebook:  
[@ProtectWisconsinWaterways](#)



Plastic bottle



Chewing gum



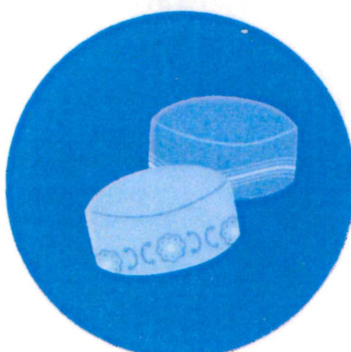
Soda can



Mask



Juice box



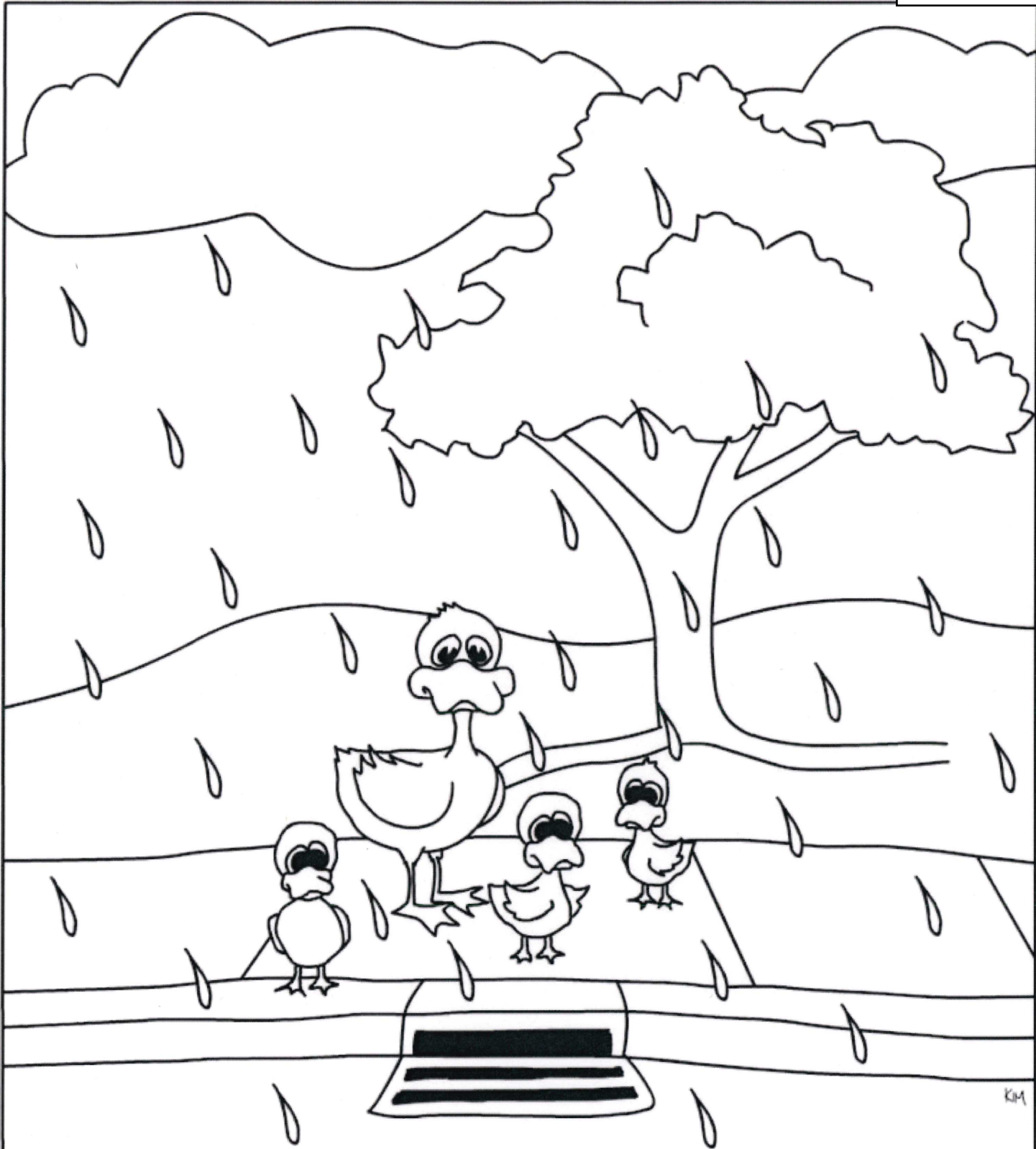
Bottle cap



Cardboard or paper



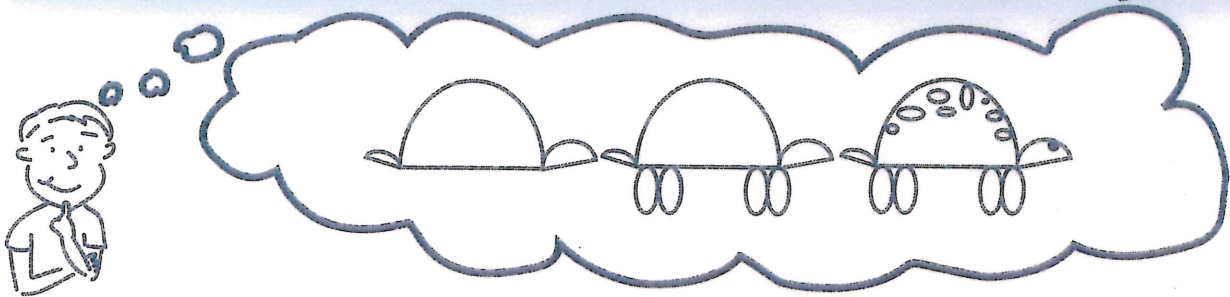
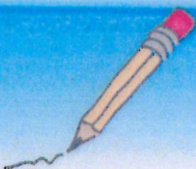
Cigarette butt



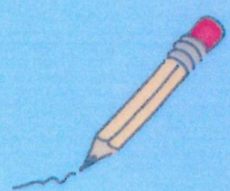
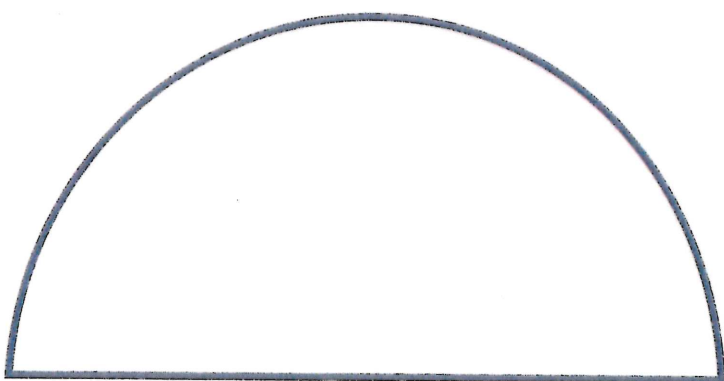
**Only rain in the storm drain!**






# Drawing is Easy!



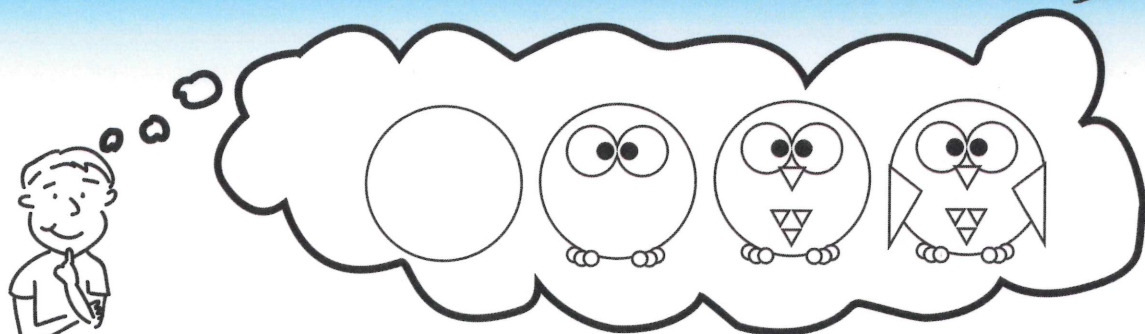
Use ovals, circles and half-circles to draw a turtle.



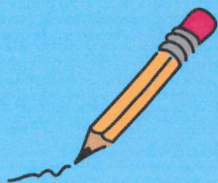
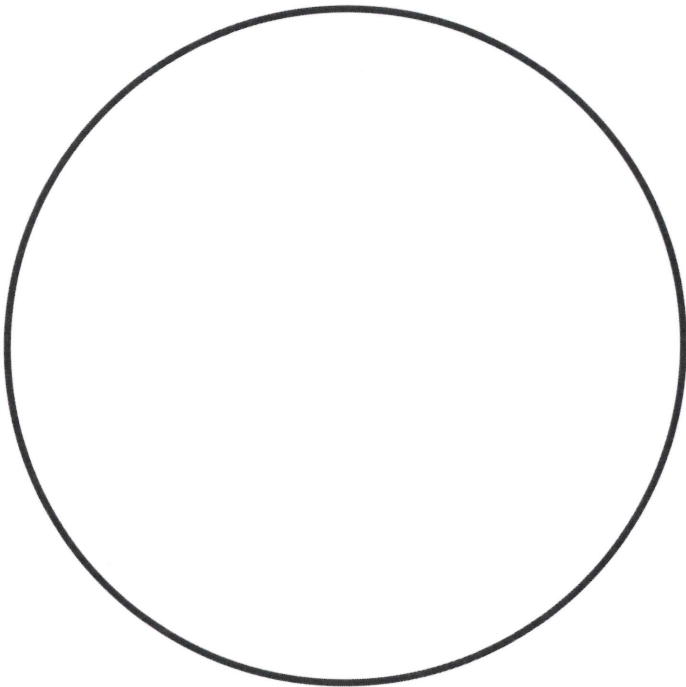
How many		did you draw?	_____
How many		did you draw?	_____
How many		did you draw?	_____





# Drawing is Easy!



Use circles and triangles to draw an owl.



How many  did you draw? \_\_\_\_\_

How many  did you draw? \_\_\_\_\_

**Maureen McBroom**

**From:** Maureen McBroom  
**Sent:** Thursday, October 13, 2022 4:49 PM  
**To:** Bonnie  
**Cc:** Wanda Fredrick; Jaynellen Holloway; Andrew Beyer  
**Subject:** For Watertown Chamber Members: WI Salt Wise Open House, 11/1/22

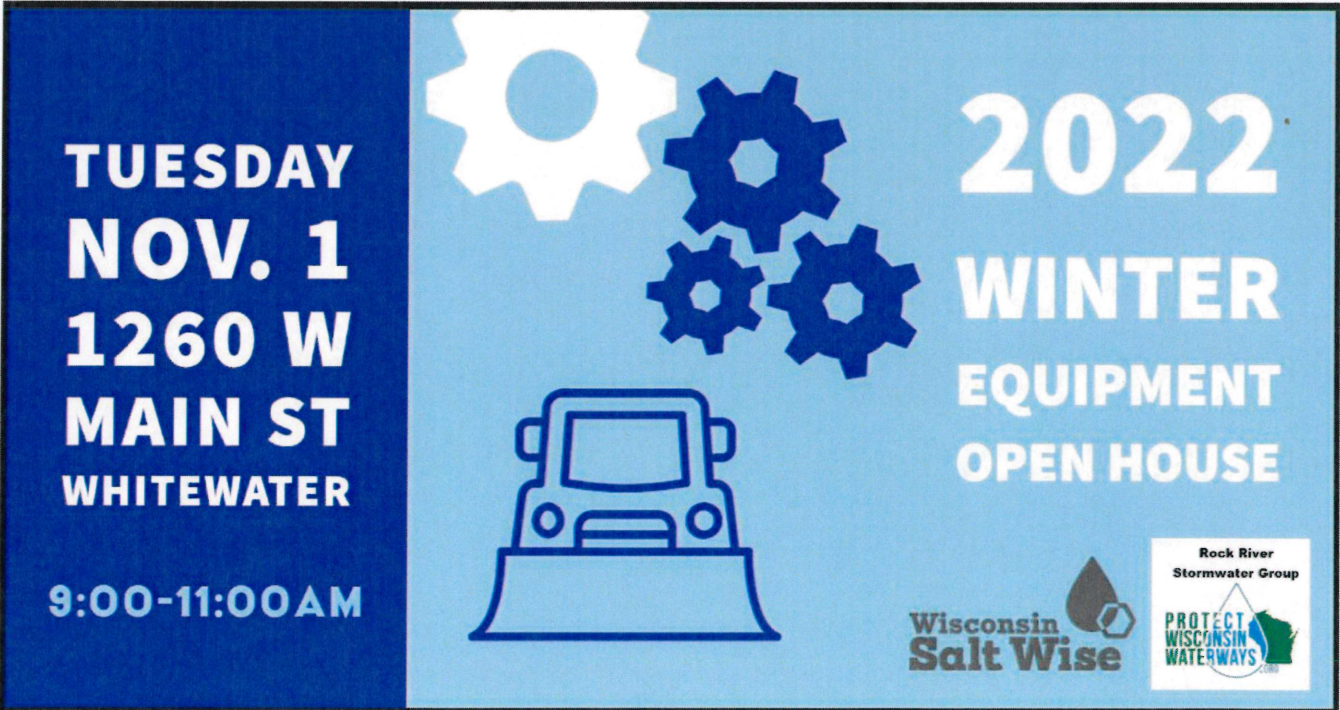
Hi Bonnie-

Thank you for helping to share this winter salting and snow removal information with Watertown Chamber of Commerce members! This information should be particularly useful to contractors, schools, and businesses with sidewalks & larger parking areas.

WI Salt Wise is coordinating a winter equipment open house with UW-Whitewater, the City of Whitewater and the Rock River Stormwater Group on Tuesday, November 1, 2022 from 8:30 a.m.-10:30 a.m. As prices keep rising to manage snow and ice, many are looking for more efficient and cost-effective ways to handle snow removal.

**Whitewater Salt Wise Winter Equipment Open House – Register Here**

A regional equipment open house aimed at accelerating the adoption of smart winter salting best practices through peer-to-peer conversations with contractors, facilities staff from UW-Whitewater, area school districts, clinics, and municipal DPW staff. We will discuss best practices and facilitate conversations around goals and barriers, and brainstorm solutions through a show-and-tell of campus and municipal snow and ice management equipment.



Additional information on costs, alternatives, and impacts of snow and ice removal methods can be found on the WI Salt Wise website: <https://www.wisaltwise.com/>

If you have any questions regarding any of these opportunities, feel free to contact Allison:  
[wisaltwise@gmail.com](mailto:wisaltwise@gmail.com).

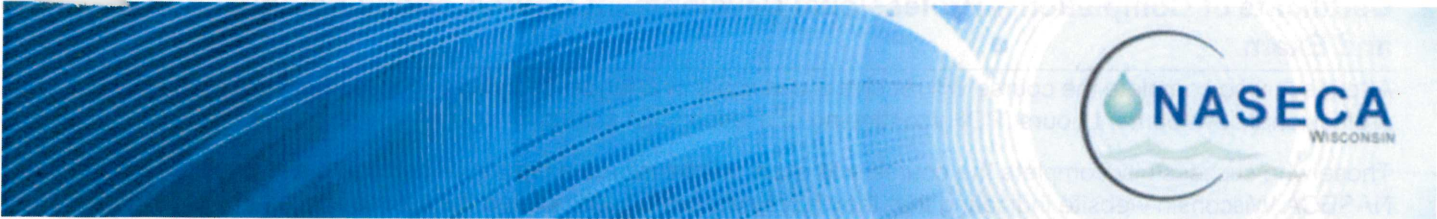
Or please contact me to discuss anything stormwater-related. 😊

Thank you!  
-McB

Maureen McBroom, ENV SP  
Stormwater Project Manager  
City of Watertown  
920-206-4264  
[Maureenm@cityofwatertown.org](mailto:Maureenm@cityofwatertown.org)







# NASECA-WI CONSTRUCTION SITE EROSION CONTROL AND STORMWATER PERMIT COMPLIANCE TRAINING

Focusing on Engineers, Site Managers, Site Superintendents, Contractor Superintendents and Foremen, BMP Installers and Inspectors, BMP Installers and Inspectors

**November 30-December 1, 2022, 8:00 am-4:30 pm**

**Virtual via Zoom or On-Site at Holiday Inn Pewaukee-Milwaukee West**

N14 W24140 Tower Pl, Pewaukee, WI 53072

## Course description

This two-day course is designed for those who perform site management duties, supervise or direct construction activities, install best management practices, and/or inspect sites for compliance relating to erosion/sediment control and storm water management. This course is offered around Wisconsin semi-annually. We encourage those who have not attended for the past 3 years to do so in order to be informed of the latest regulations and practices.

### This course will cover:

- |   |                                       |                                     |
|---|---------------------------------------|-------------------------------------|
| • Permit requirements   | • Proper installation of devices      | • Demonstration of turbidity meter  |
| • Roles and responsibilities                                  | • Establishing protective vegetation  | • Completing WPDES site inspections |
| • Construction site erosion control plans                     | • Grading practices to reduce erosion | • Completing required documentation |
| • BMPs to reduce or control erosion and offsite sedimentation | • Timing of installations             | • EPA permit requirements           |

## Who should attend

- Professionals representing the owner or a department and acting as project engineers, project managers, project supervisors, and job site inspectors on projects requiring WPDES construction storm water permits.
- Professionals working for contractors and in charge of grading, utility installation, excavating, bridge construction and other activities disturbing soil.
- Turf establishment or erosion control contractors and contractors doing site restoration work.
- Project personnel assigned to conduct weekly site inspections and fill out the WPDES inspection log.
- Professionals assigned to monitor or inspect sites for permit compliance.
- Professionals who perform soil disturbing work in Indian Country.

## Registration

### Training only Registration- \$329

Includes breakfast, lunch, learning materials, 12 CE/PDH, and optional NASECA-WI training exam. Those who register for the Training only will attend the two-day training and may sit for the optional NASECA-WI training exam. Those who successfully complete this exam with a score of at least 70% will receive a certificate of successful completion and their name posted on the NASECA-WI website.

### Training Registration with DSPS Exam- \$349

Includes all the benefits of the Training only registration, with the exception of a NON-OPTIONAL NASECA-WI training exam, followed by the **DSPS Soil Erosion Inspector exam**. Those who score at least 70% on both exams may apply for the DSPS Soil Erosion Inspector credential. See more on reverse.

## **Certificate of Completion – Professional Development Hours/Continuing Education Credits and Exam**

Attendees who complete the course will receive a certificate of attendance indicating that they have received 12 professional development hours (PDH)/continuing education (CE) credits.

Those who successfully complete the course and exam will be issued a credential certificate and be listed on the NASECA Wisconsin website indicating that they have successfully completed the course and exam. See more information below.

## **Wisconsin Department of Safety & Professional Services (DSPS) Credentials**

Wisconsin DSPS has approved this program for 12 hours of continuing education credit for Commercial Building Inspector (CBI), Dwelling Contractor Qualifier (DCQ), Master Plumber-Restricted Service (MPRS), UDC Construction Inspector (UCI), Utility Contractor (UC).

The program is an approved course for the Soil Erosion Inspector qualifier. It involves a qualifier exam that must be passed with a minimum of 70%. Upon completion of the course and passing the qualifier exam you will receive a certificate that can be submitted with the application from DSPS and the appropriate fee to obtain your Soil Erosion Inspector credential.

This training is in partnership with:



Date	Post text	Comments	Shares	Reactions	Post link
1/23/2022	<p>Once you put salt down, it doesn't go away. Instead, it travels into our lakes, rivers, streams and wetlands, putting aquatic life at risk and endangering our freshwater resources. It only takes one teaspoon of salt to pollute up to 5 gallons of water.</p> <p>Visit <a href="https://www.wisaltwise.com/">https://www.wisaltwise.com/</a> to find out how you can help!</p>	17	0	22	<a href="https://www.facebook.com/photo.php?fbid=240576928257089&amp;set=pb.100069143501820.-2207520000.&amp;type=3">https://www.facebook.com/photo.php?fbid=240576928257089&amp;set=pb.100069143501820.-2207520000.&amp;type=3</a>
1/25/2022	<p>This week is WI Salt Wise Salt Awareness Week! Believe it or not, a 12 oz. cup of salt is enough to treat an entire 20-foot driveway or 10 sidewalk squares. Scatter the salt leaving space between the grains.</p> <p>For more salting tips, visit <a href="https://www.wisaltwise.com/">https://www.wisaltwise.com/</a></p>	19	10	22	<a href="https://www.facebook.com/photo.php?fbid=241974141450701&amp;set=pb.100069143501820.-2207520000.&amp;type=3">https://www.facebook.com/photo.php?fbid=241974141450701&amp;set=pb.100069143501820.-2207520000.&amp;type=3</a>
4/7/2022	<p>Are you Storm Drain Wise? Join the City of Watertown and other municipalities along the Rock River by adopting a storm drain in your neighborhood. Keep an eye out for door-to-door volunteers in Watertown asking homeowners to Be Wise and Protect Wisconsin Waterways. Don't wait and sign up online at <a href="https://protectwiwaterways.org/storm-drain-protector.../">https://protectwiwaterways.org/storm-drain-protector.../</a></p>	22	4	16	<a href="https://www.facebook.com/photo.php?fbid=288287606819354&amp;set=pb.100069143501820.-2207520000.&amp;type=3">https://www.facebook.com/photo.php?fbid=288287606819354&amp;set=pb.100069143501820.-2207520000.&amp;type=3</a>
28-May	<p>Please remember to keep grass out of our waterways this spring and summer! #ProtectWISWaterways</p>	4	8	19	<a href="https://www.facebook.com/photo.php?fbid=322040680110713&amp;set=pb.100069143501820.-2207520000.&amp;type=3">https://www.facebook.com/photo.php?fbid=322040680110713&amp;set=pb.100069143501820.-2207520000.&amp;type=3</a>
9/7/2022	<p>It's clean-up time! Help us protect the Rock River and other area waterways by participating in this clean-up event on September 17th! Sign up here: <a href="https://protectwiwaterways.org/2022cleanup">protectwiwaterways.org/2022cleanup</a></p> <p>Image: protect our waterways text with the above information</p> <p>A reminder before the rain comes pouring down tomorrow - please clean out your storm drains. And remember, leaves should not go into the storm drain! This can clog the drains, and overload the river with nutrients that will cause more algae than normal! Thanks for being #stormdrainwise</p>	1	2	9	<a href="https://www.facebook.com/photo.php?fbid=390941699887277&amp;set=pb.100069143501820.-2207520000.&amp;type=3">https://www.facebook.com/photo.php?fbid=390941699887277&amp;set=pb.100069143501820.-2207520000.&amp;type=3</a>
11/3/2022	<p>image: storm drain clogged with leaves</p>	27	10	28	<a href="https://www.facebook.com/photo.php?fbid=433752942272819&amp;set=pb.100069143501820.-2207520000.&amp;type=3">https://www.facebook.com/photo.php?fbid=433752942272819&amp;set=pb.100069143501820.-2207520000.&amp;type=3</a>



Deliah

Riverside Park Creek Erosion Worksheet

Oct. 2022

What are the biggest problems caused by erosion at Riverside Park Creek?

The problems are that the creek isn't doing too good I can tell because it's very old and the wall is broken and there is a pipe in the creek. And build a new wall please

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?



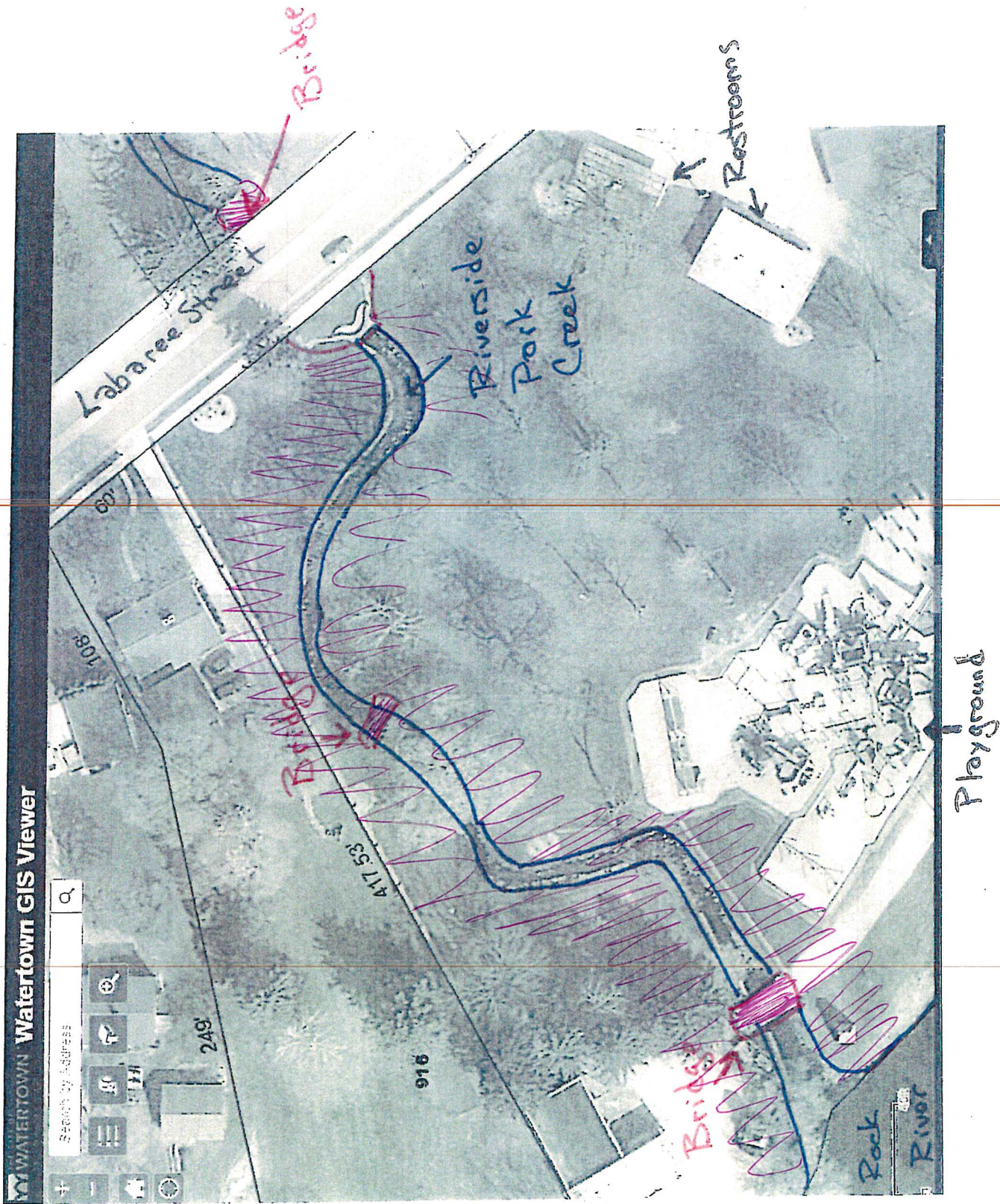
The sagvilles are brick and merle wall

P.S. Sorry About my handwriting!



Oct. 2022

Riverside Park Creek Erosion Worksheet





11/4/22

Oct. 2022

Brady

Riverside Park Creek Erosion Worksheet

What are the biggest problems caused by erosion at Riverside Park Creek?

I think the biggest problem is the rock wall because it is cracking so stone masonry is failing in the water.

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

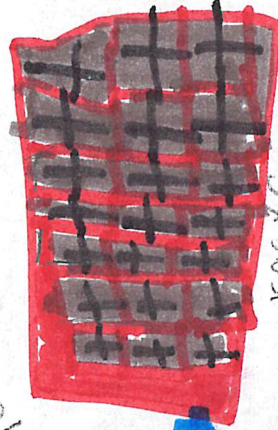
we should put in steel poles or put in

new bricks. - plant a rock

- water

- rocks

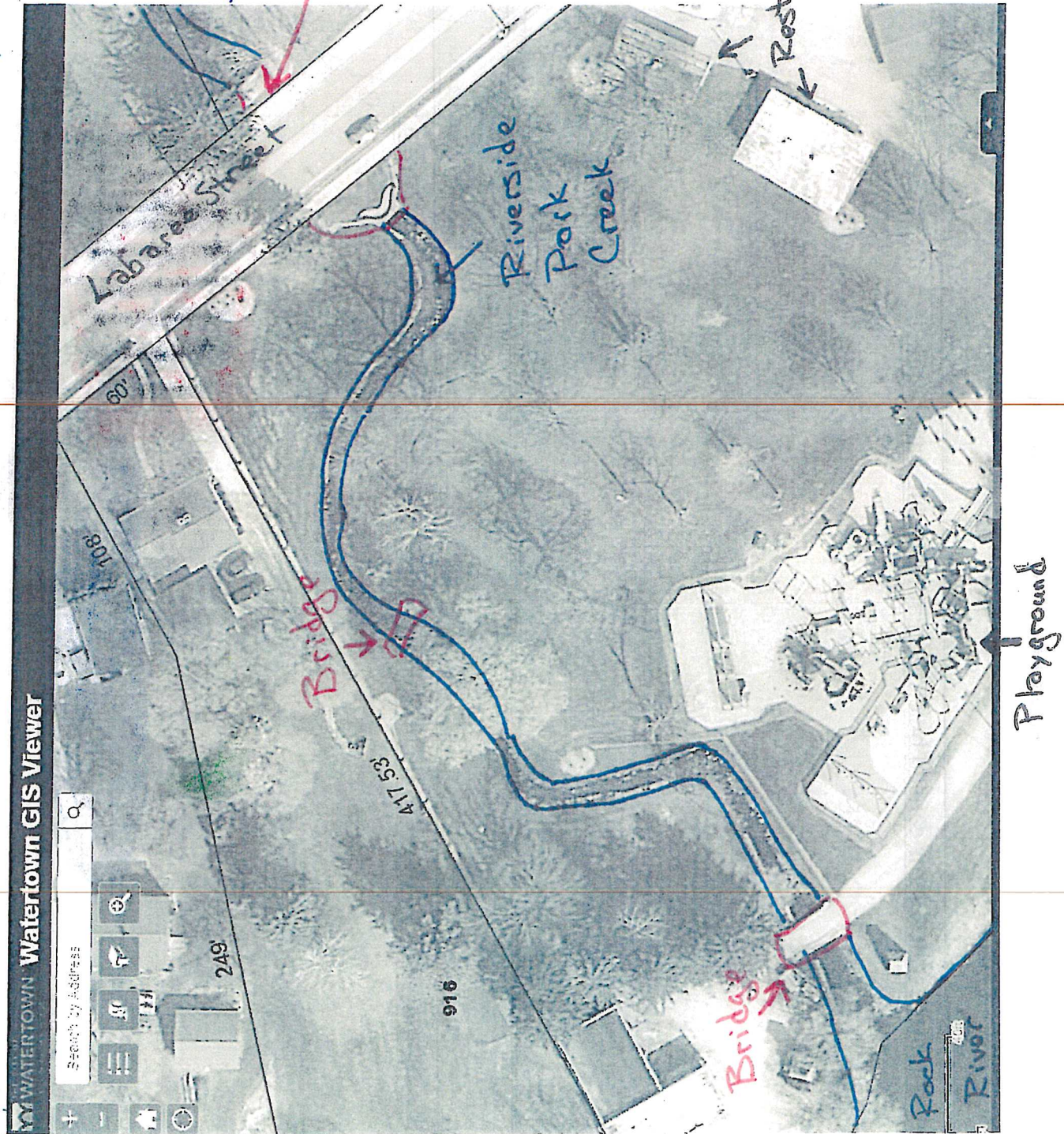
- rock wall cracking





Oct. 2022

Riverside Park Creek Erosion Worksheet





note: my name is

@mabaddla and good luck!

What are the biggest problems caused by erosion at Riverside Park Creek?

trying to  
not put so  
much hills!

The creek is getting  
rewind by people not being  
careful of where they put there  
garbage.

The water  
is too fast we  
need to slow  
it down a lot by

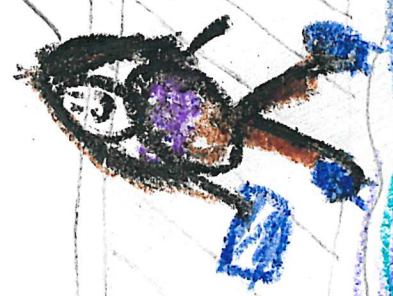
P.S.S. sorry  
Mabaddla  
a good  
Drawing!

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

Plant

Fence

Plant

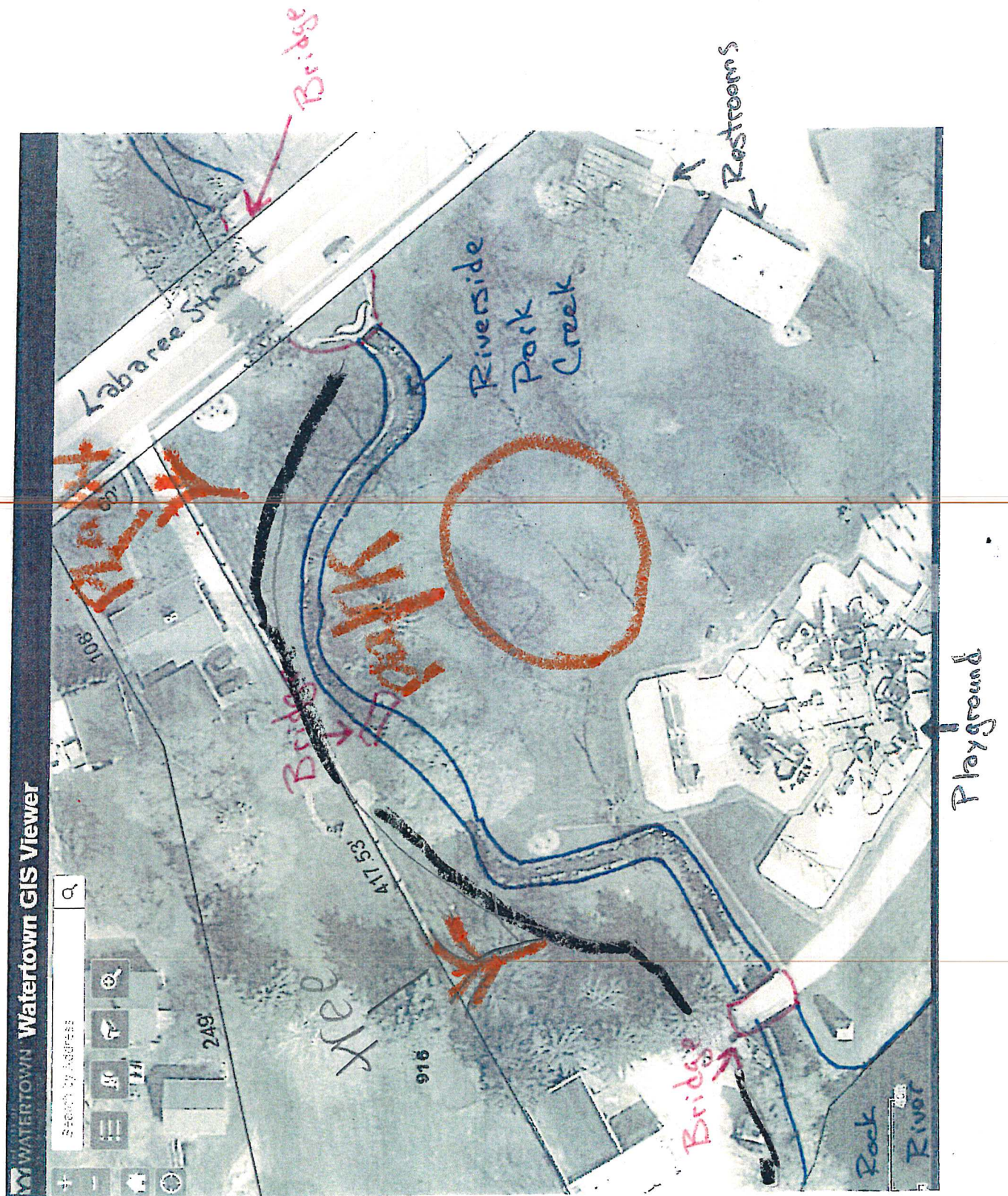


the plants  
seeds!

P.S. Put the fence a little bit away from the water, we can  
plant some plants.  
P.S.S. thank you for trying your best to help!



Oct. 2022





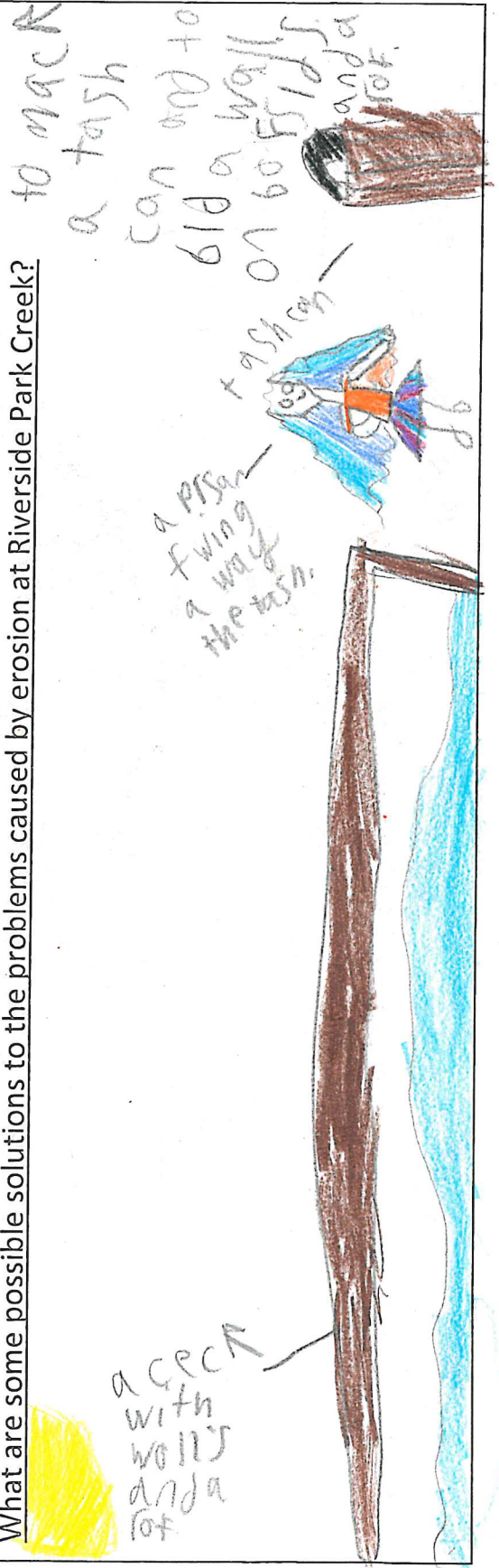
Oct. 2022

Riverside Park Creek Erosion Worksheet

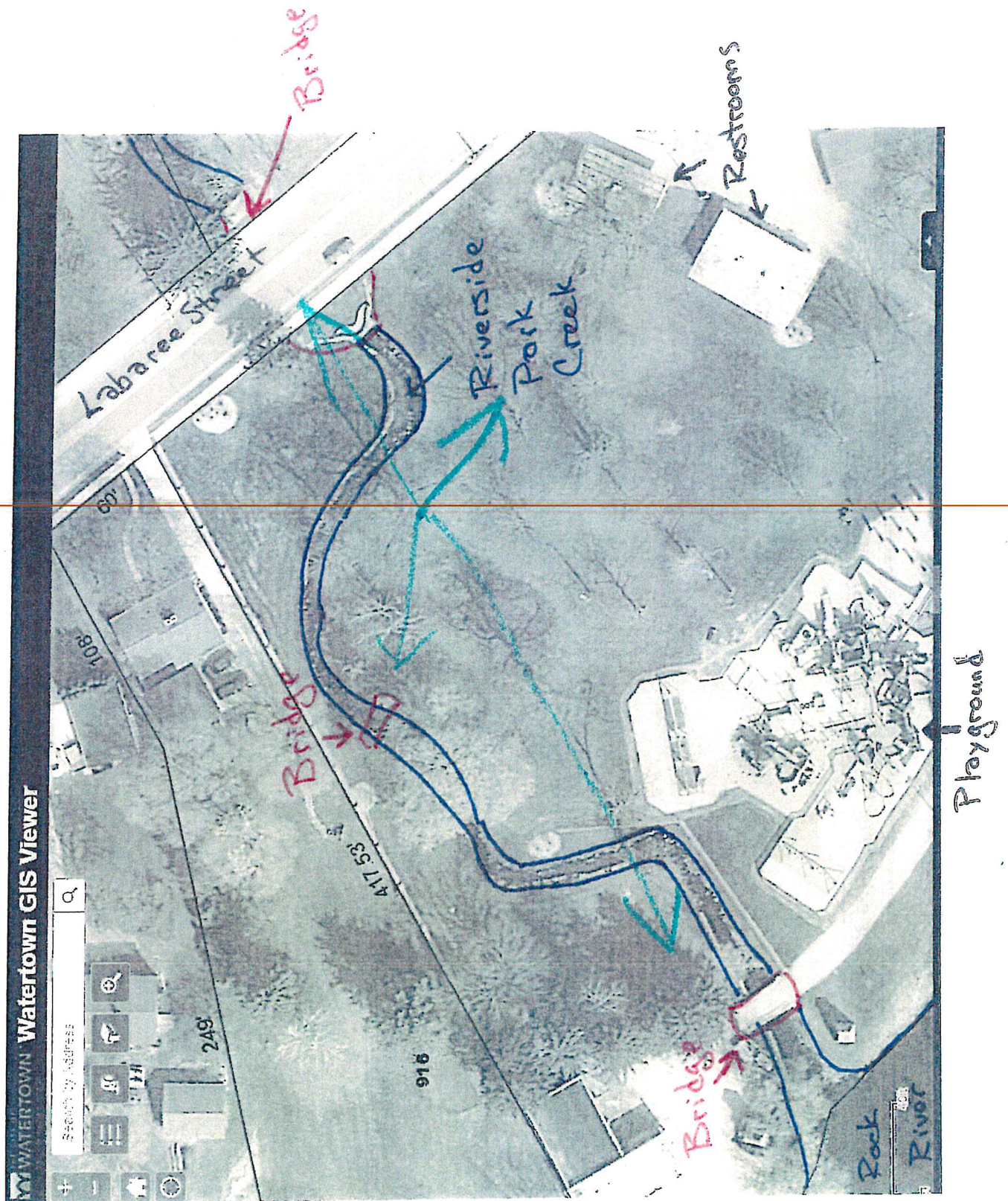
What are the biggest problems caused by erosion at Riverside Park Creek?

That the erosion  
is going all over?  
Riverside Park  
creek.

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?







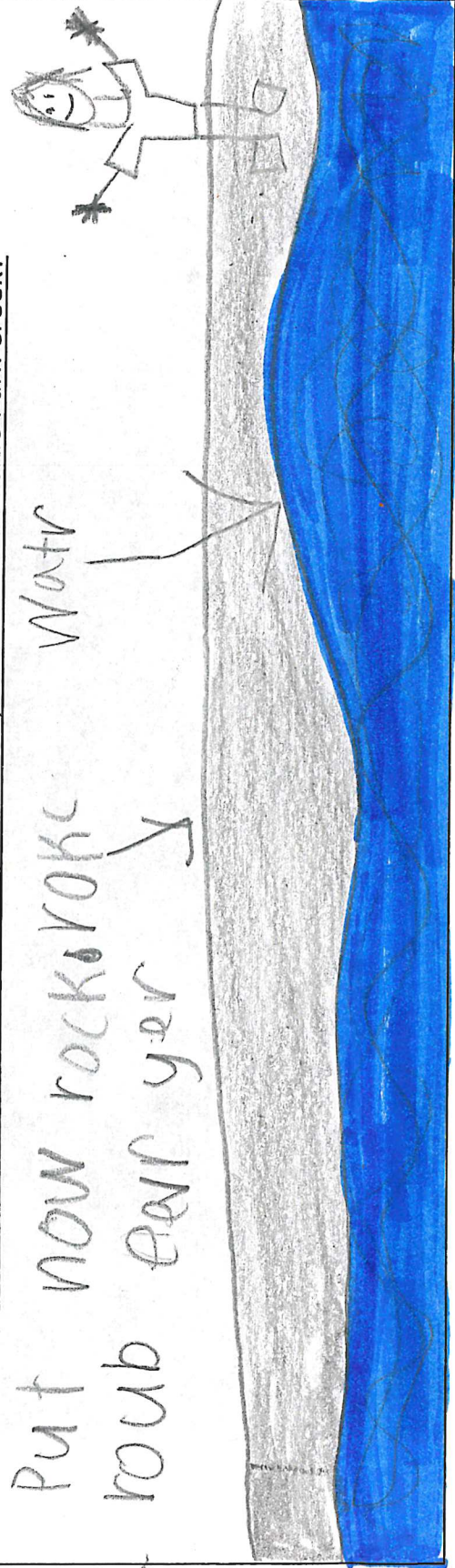


What are the biggest problems caused by erosion at Riverside Park Creek?

The water goes to the side when a storm comes and erodes the land.

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

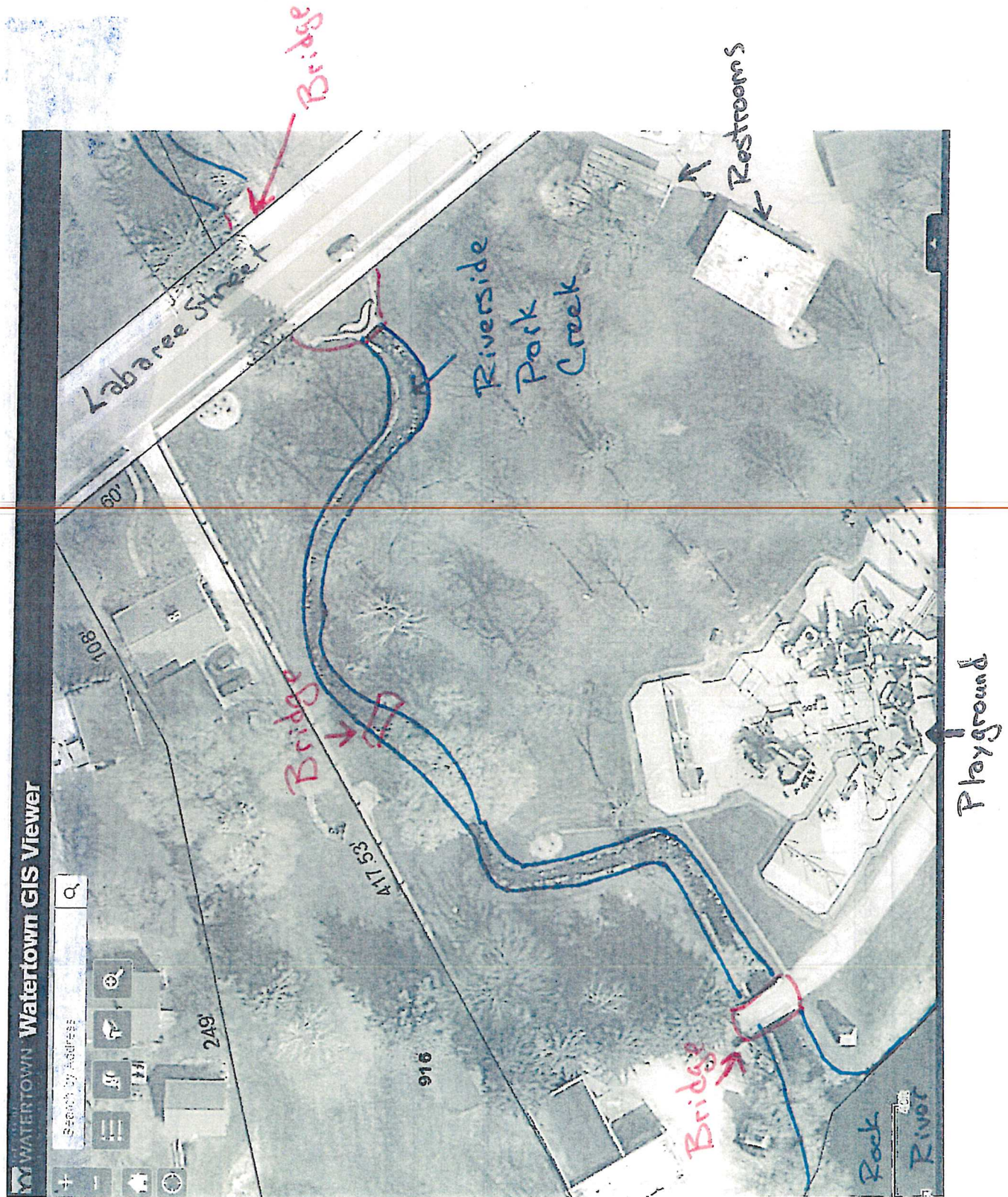
Put now rocks  
a row ear yer Y





Riverside Park Creek Erosion Worksheet

Oct. 2022



Riverside Park Creek Erosion Worksheet

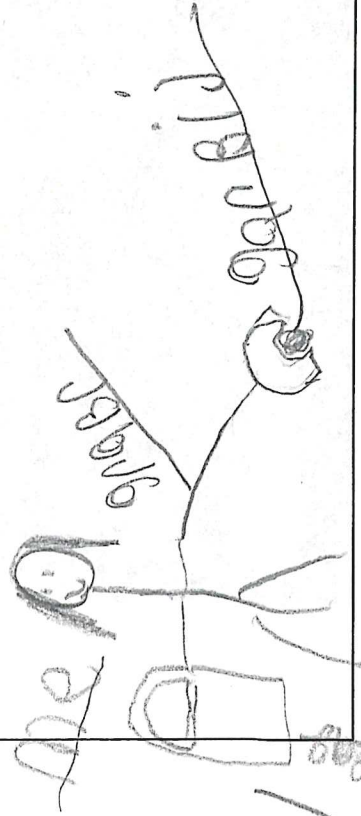
Oct. 2022

Q4Bx  
What are the biggest problems caused by erosion at Riverside Park Creek?

The water is ~~are~~ flowing AND  
leaves AND garbage is blocking the creek.

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

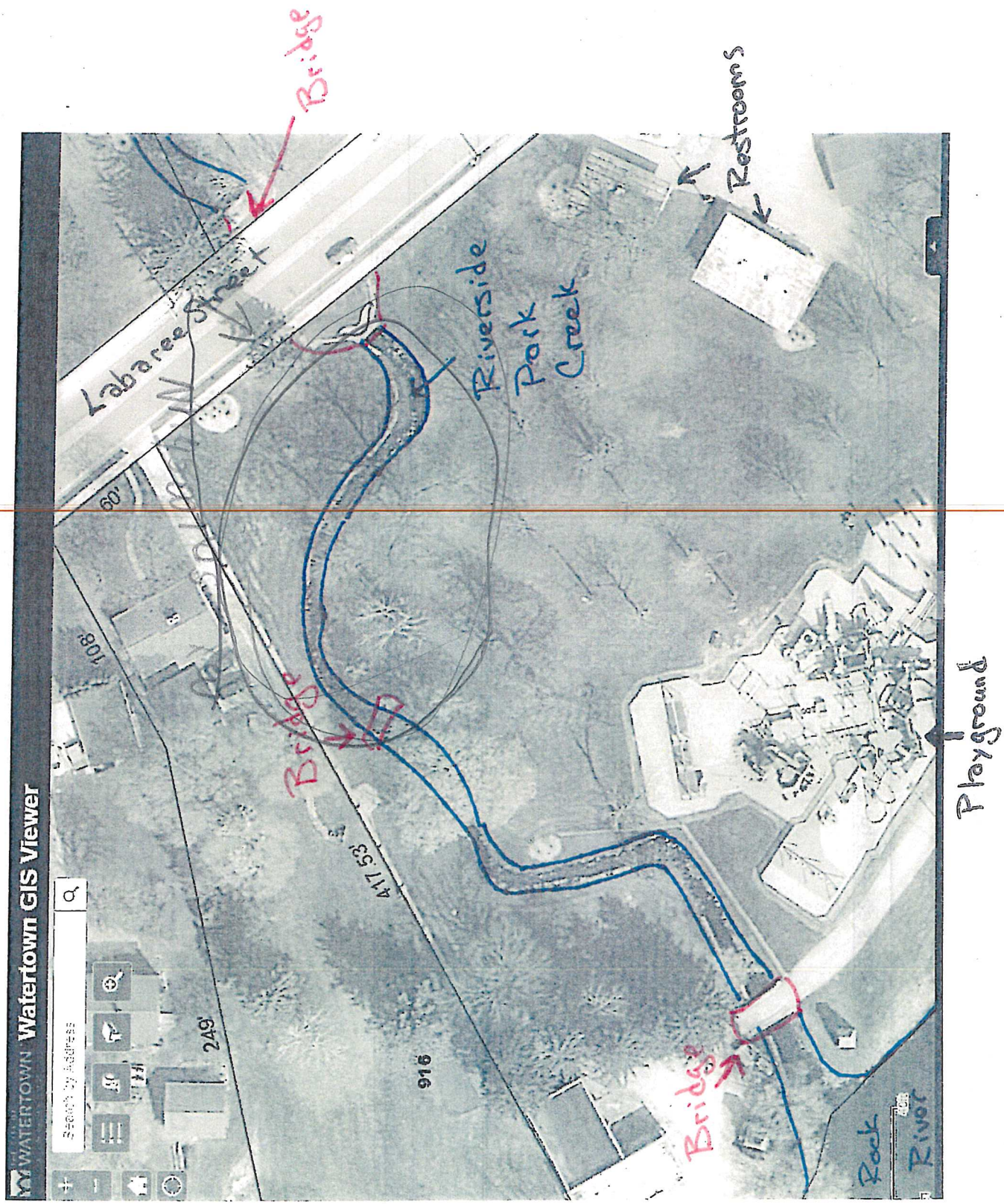
getting the leaves AND garbage





Oct. 2022

Riverside Park Creek Erosion Worksheet





Oct. 2022

What are the biggest problems caused by erosion at Riverside Park Creek?

The water is eroding away the creek  
and is plowed with leaves and garbage

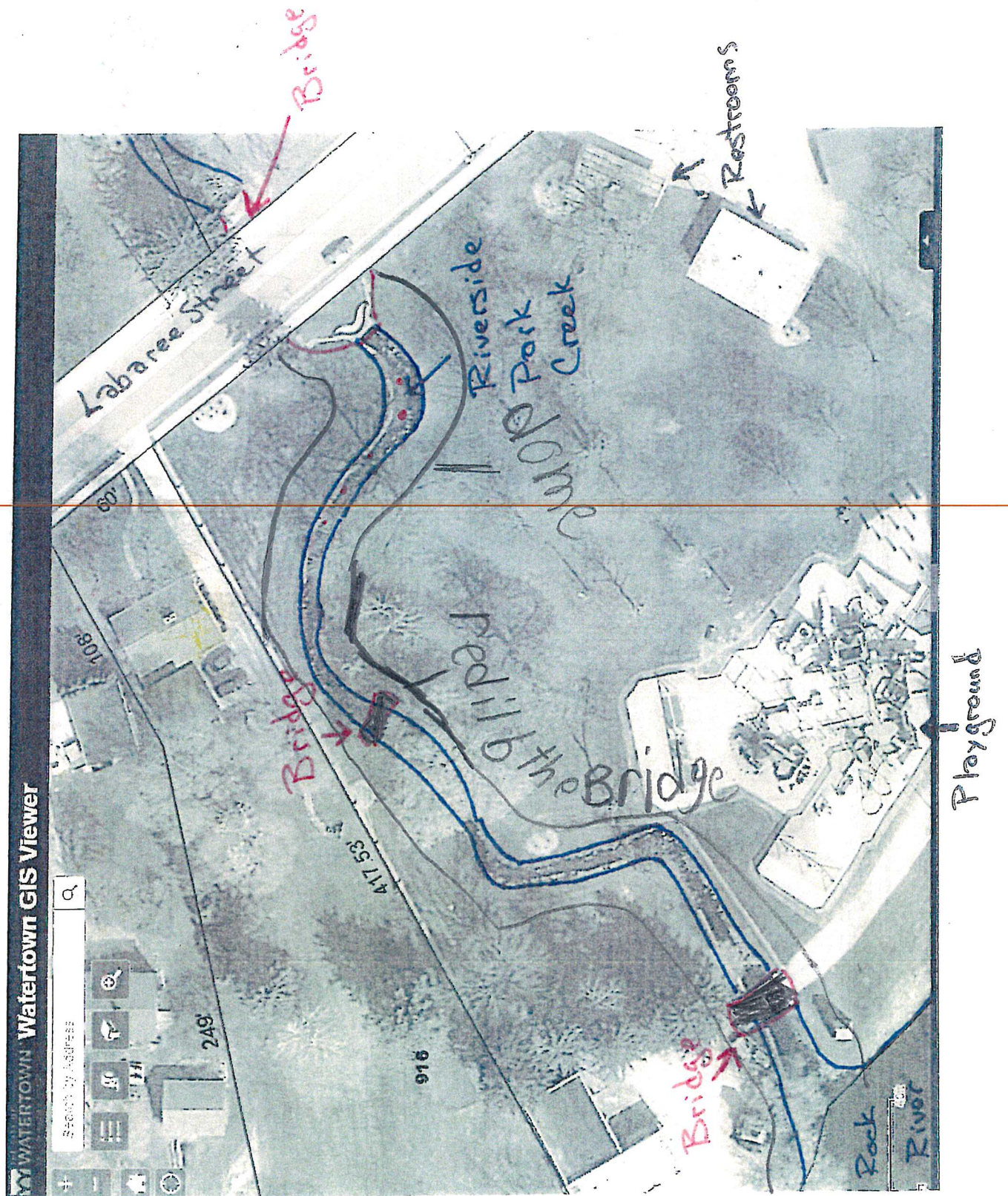
What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

Kleen the creek first then build  
a new wall car





Oct. 2022





by Logan Clayton

Riverside Park Creek Erosion Worksheet

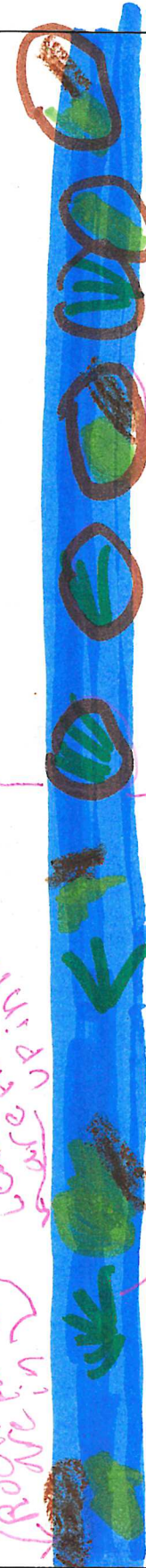
Oct. 2022

What are the biggest problems caused by erosion at Riverside Park Creek?

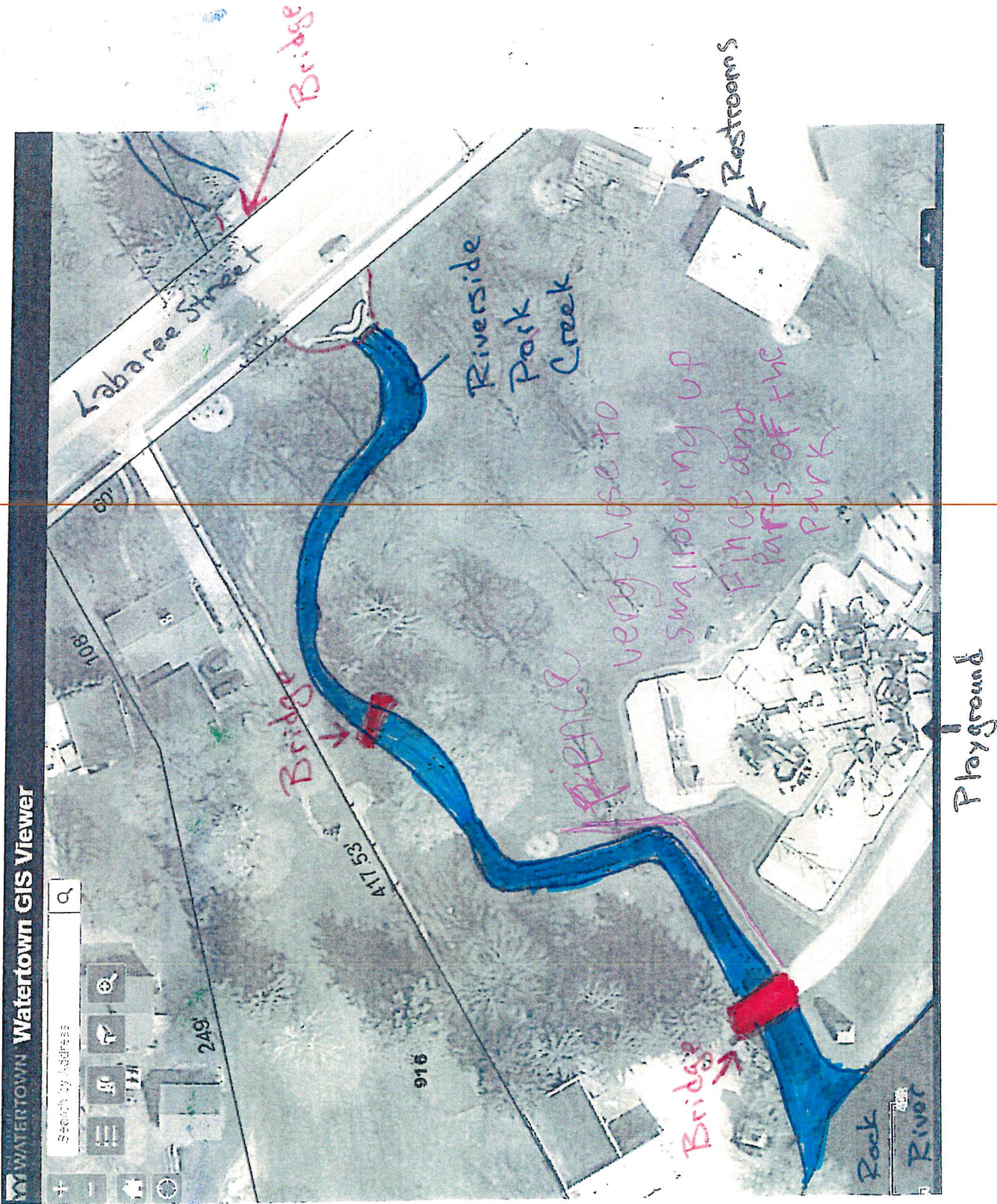
Especially in fall leaves and the rock wall and plants are falling into the creek. and that causes it to clog up the creek and it gets clogged then it takes land and possibly suck up the playground

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

Rock walling  
planting trees  
clean it out every once in a while and build a new wall made with bricks









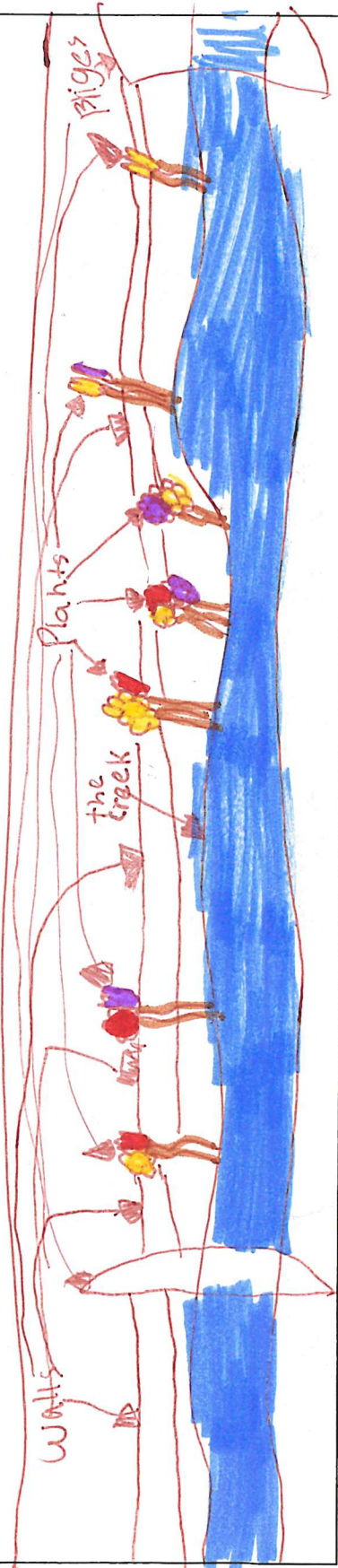
## Riverside Park Creek Erosion Worksheet

What are the biggest problems caused by erosion at Riverside Park Creek?

The walls are eroding away and some water flows flowing in some places.

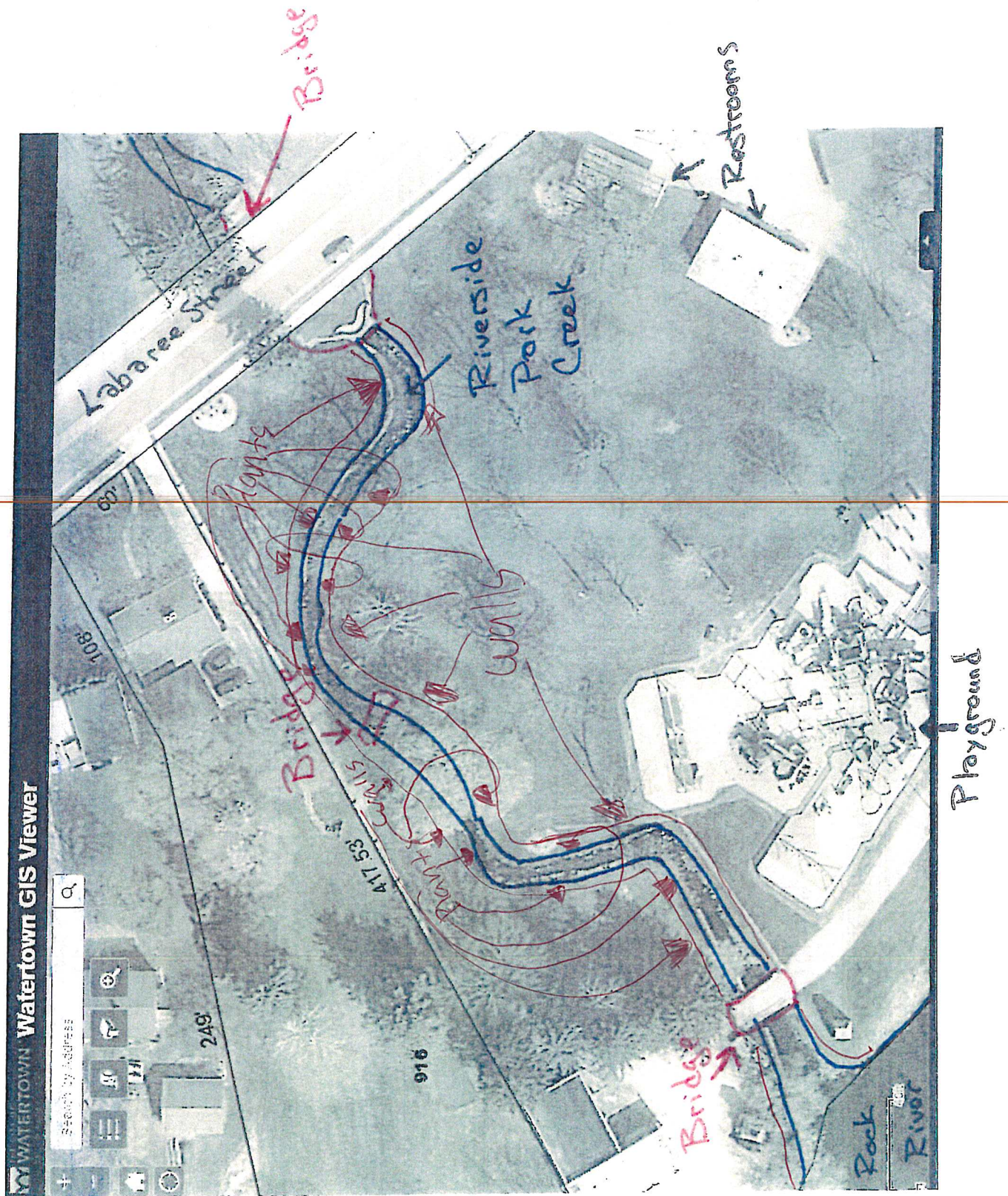
What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

Plant some plants with long roots and put some short walls behind them.





Oct. 2022





Oct. 2022

What are the biggest problems caused by erosion at Riverside Park Creek?

What are the biggest problems caused by erosion at Riverside Park Creek?

Washed good material to K road  
and got 1000's of tons of gravel

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

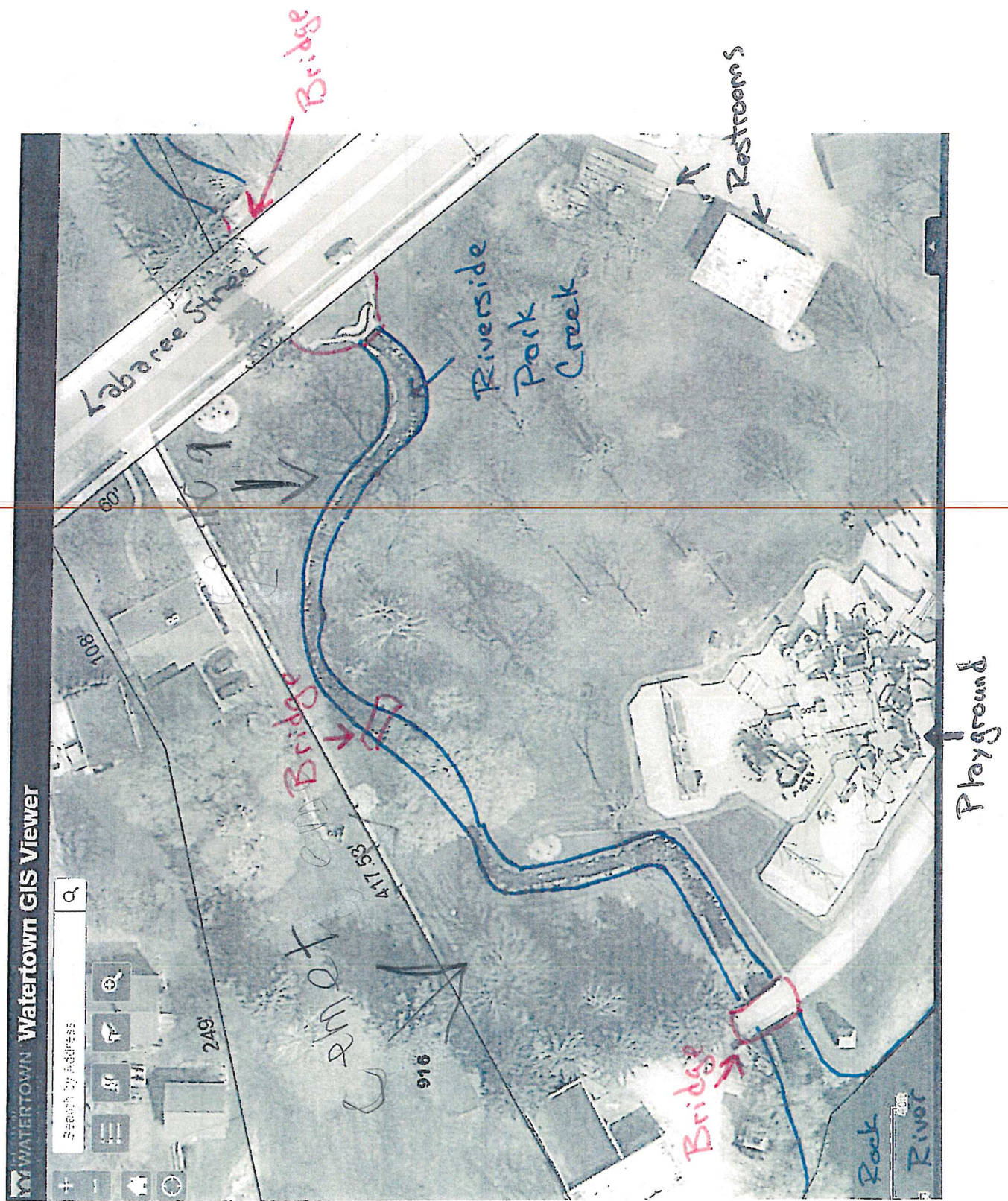
Cemet / rox





Oct. 2022

Riverside Park Creek Erosion Worksheet





9

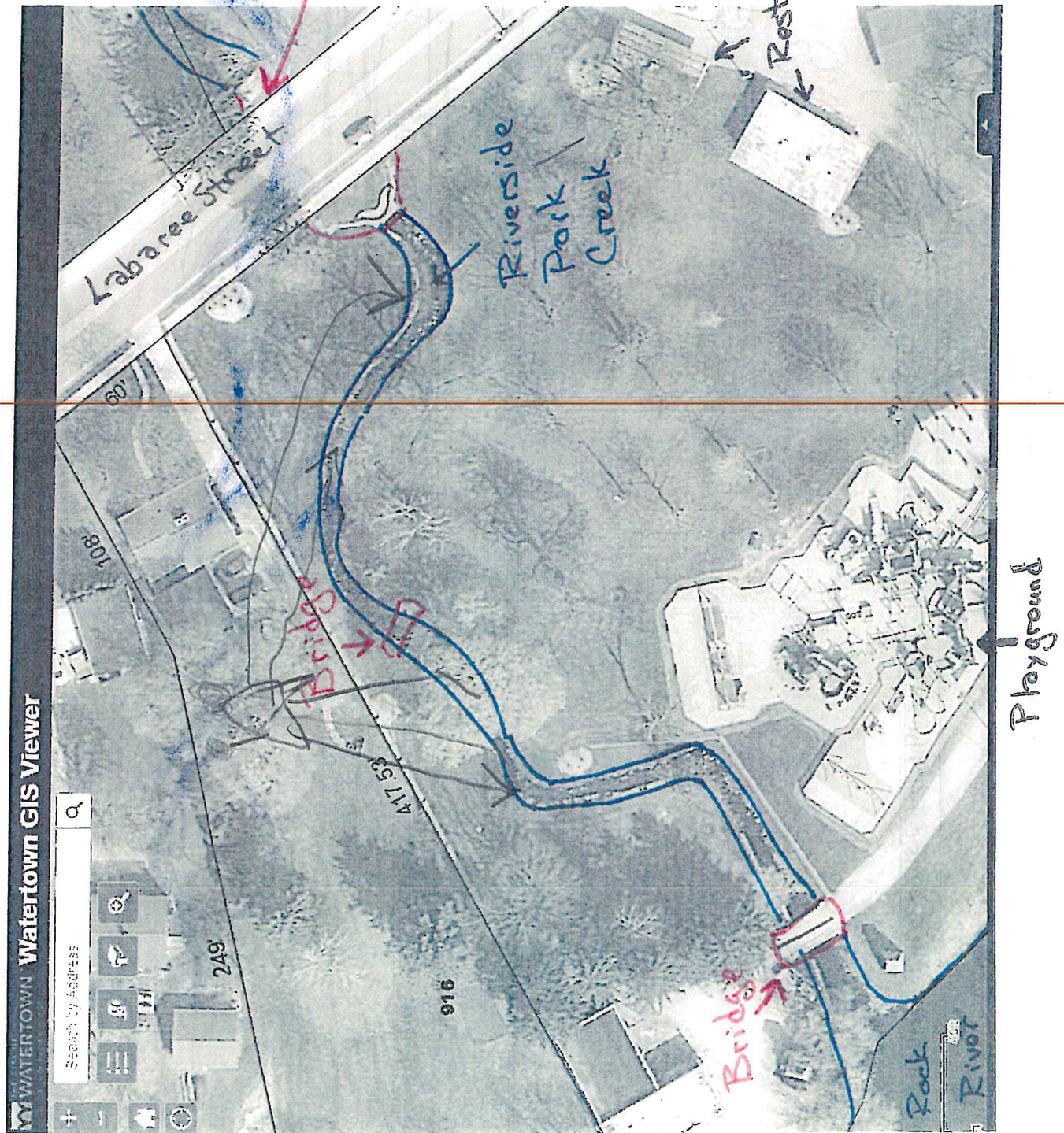
What are the biggest problems caused by erosion at Riverside Park Creek?

The rocks are falling  
in the water

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?









Brianna

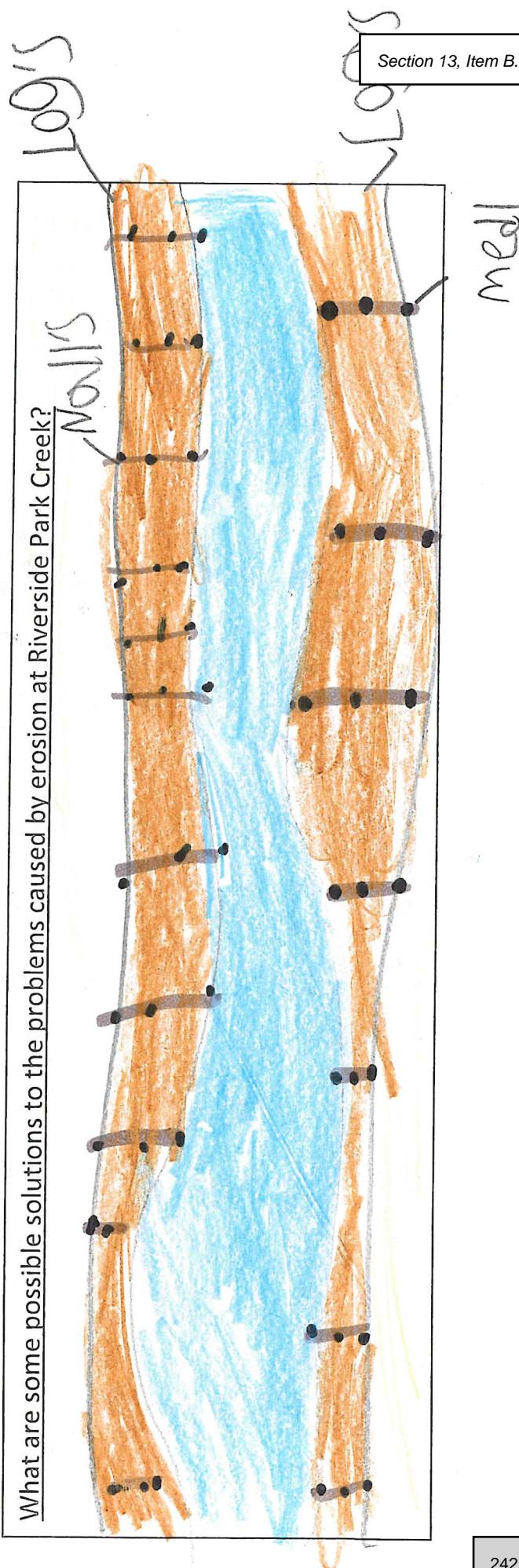
Riverside Park Creek Erosion Worksheet

Oct. 2022

What are the biggest problems caused by erosion at Riverside Park Creek?

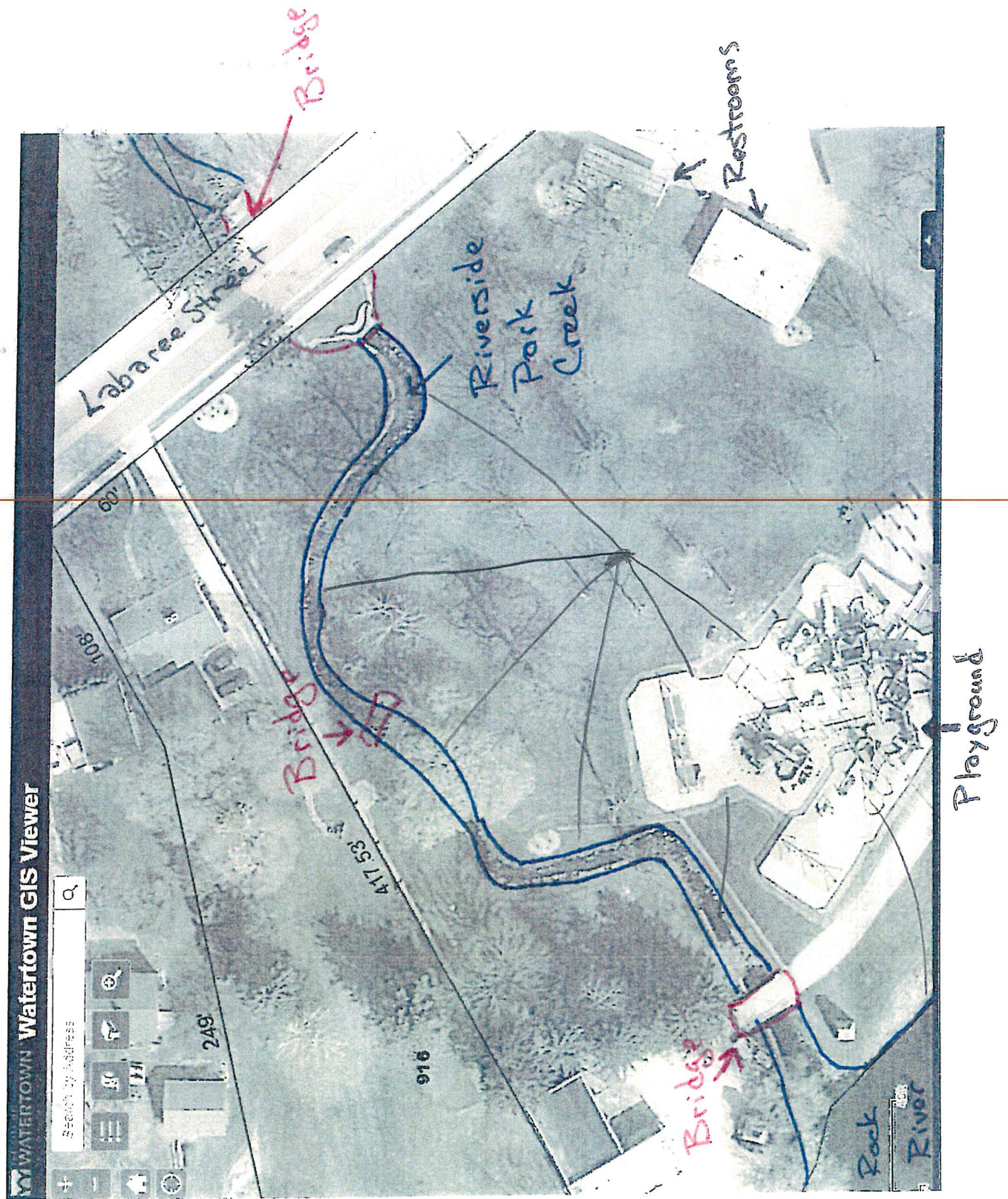
the wall is erode away the water  
water can go over and flood  
Riverside park.

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?





Oct. 2022





Riverside Park Creek Erosion Worksheet

Oct. 2022

ma hic

What are the biggest problems caused by erosion at Riverside Park Creek?

are eroding and holding in the water.  
The walls  
strims. the stream to make new

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

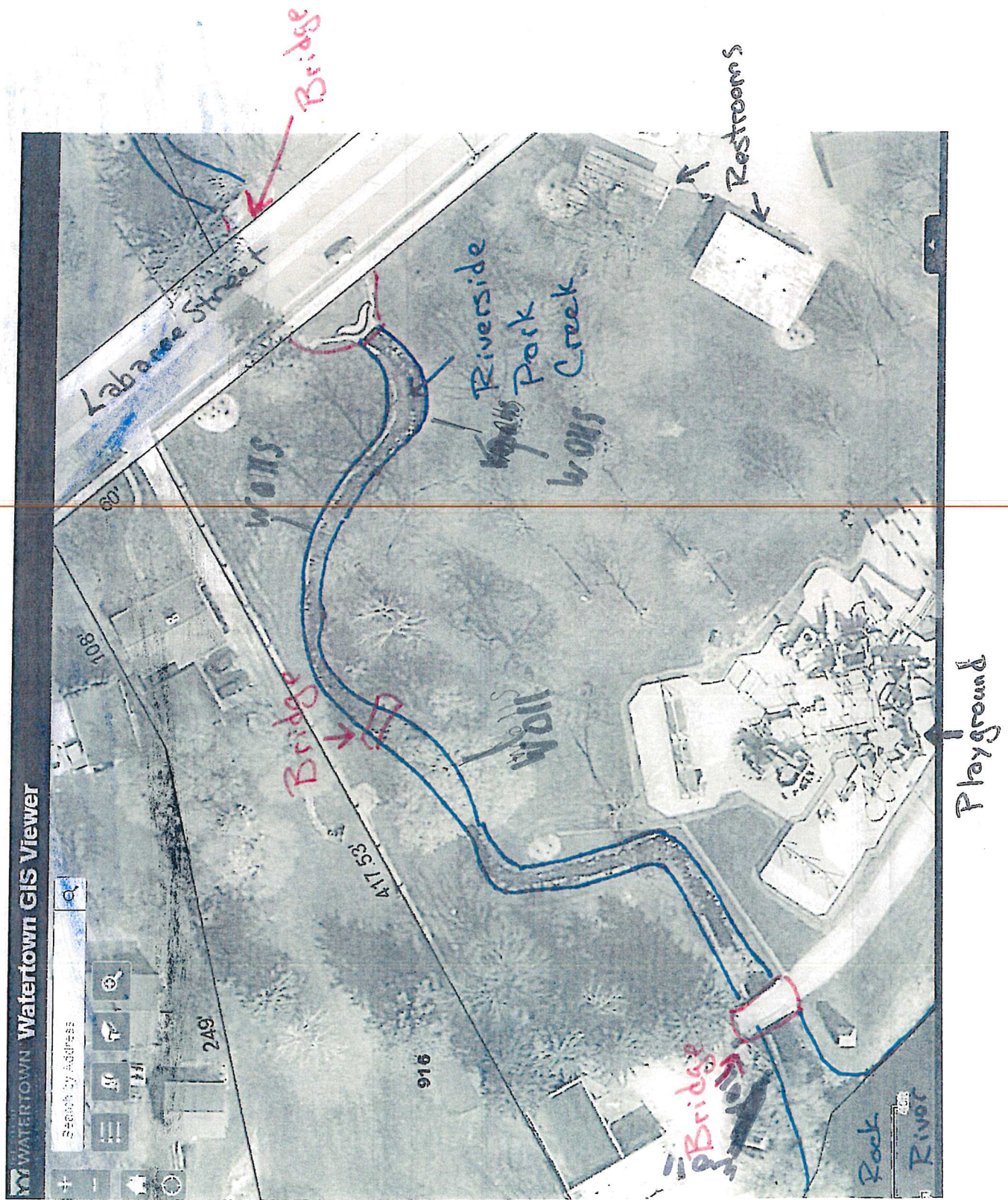
We  
could build new concrete walls, and take out the  
old ones.





Riverside Park Creek Erosion Worksheet

Oct. 2022





Riverside Park Creek Erosion Worksheet

Oct. 2022

6/4/06s

good luck

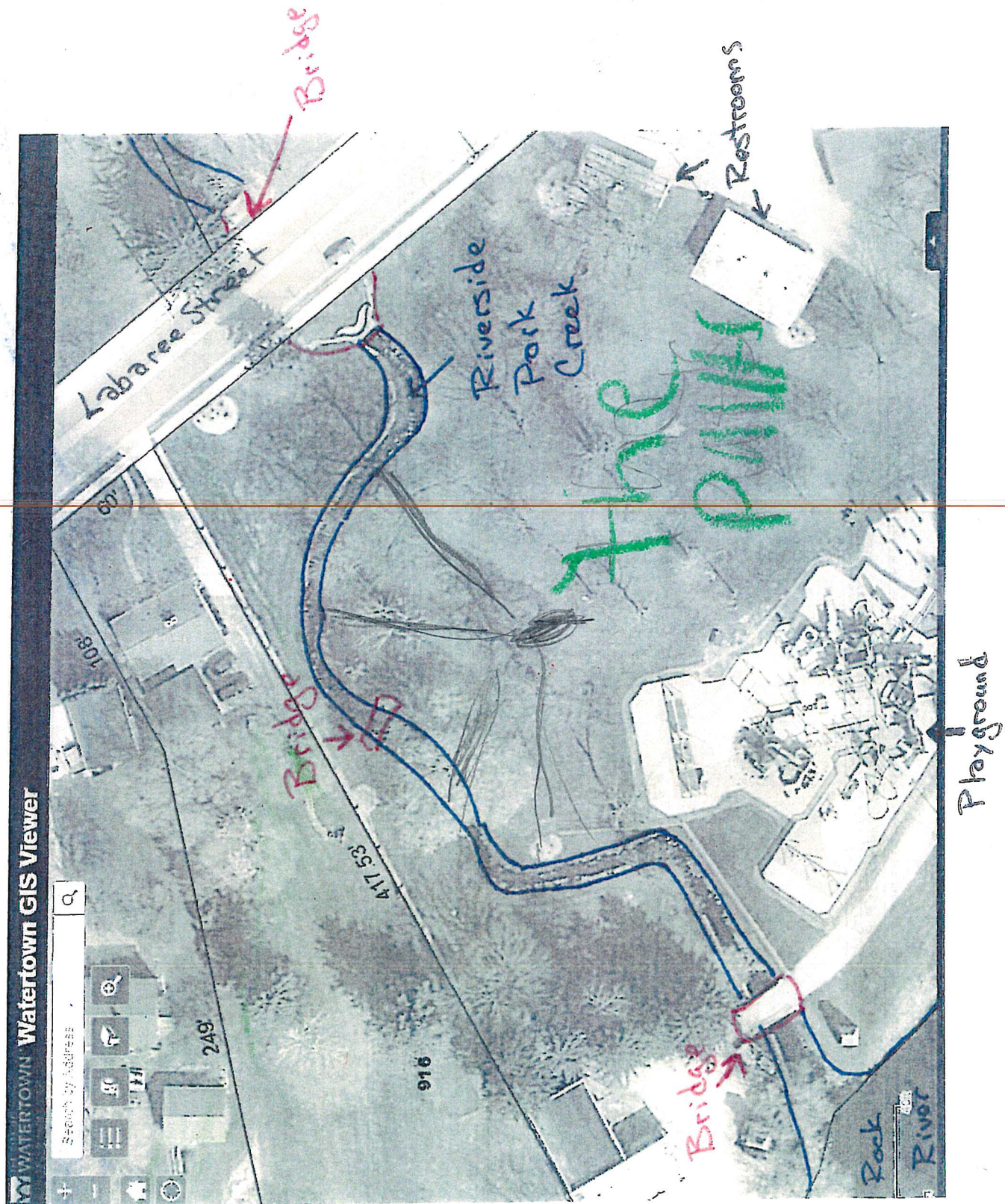
What are the biggest problems caused by erosion at Riverside Park Creek?

The water is filling  
1500's gully and water  
in water

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?









What are the biggest problems caused by erosion at Riverside Park Creek?

the big weeds can sloo+1 down  
so it can stop from breaking  
the water down from  
the water down from

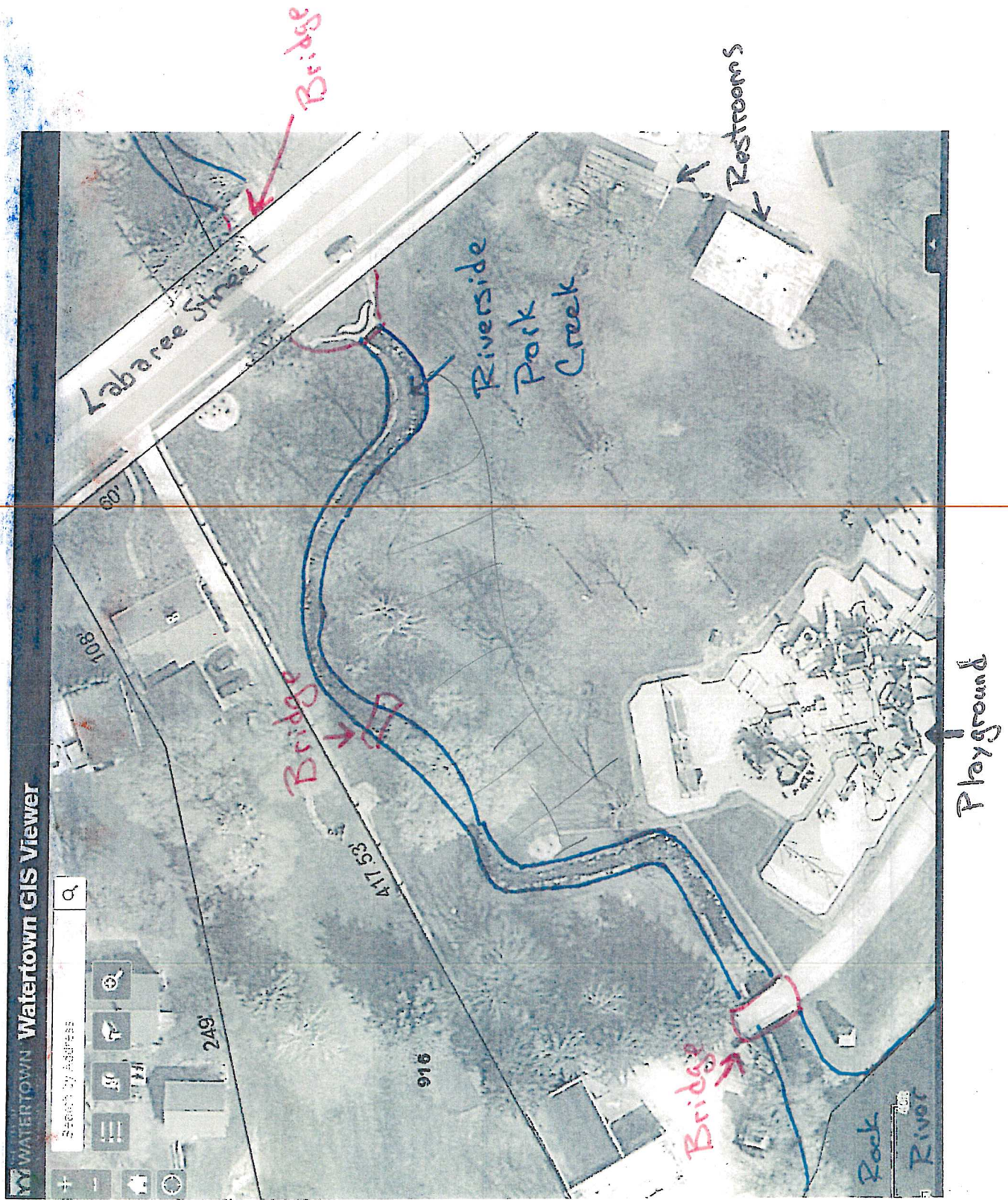
What are some possible solutions to the problems caused by erosion at Riverside Park Creek?





Oct. 2022

Riverside Park Creek Erosion Worksheet





Oct. 2022

Nick Owens

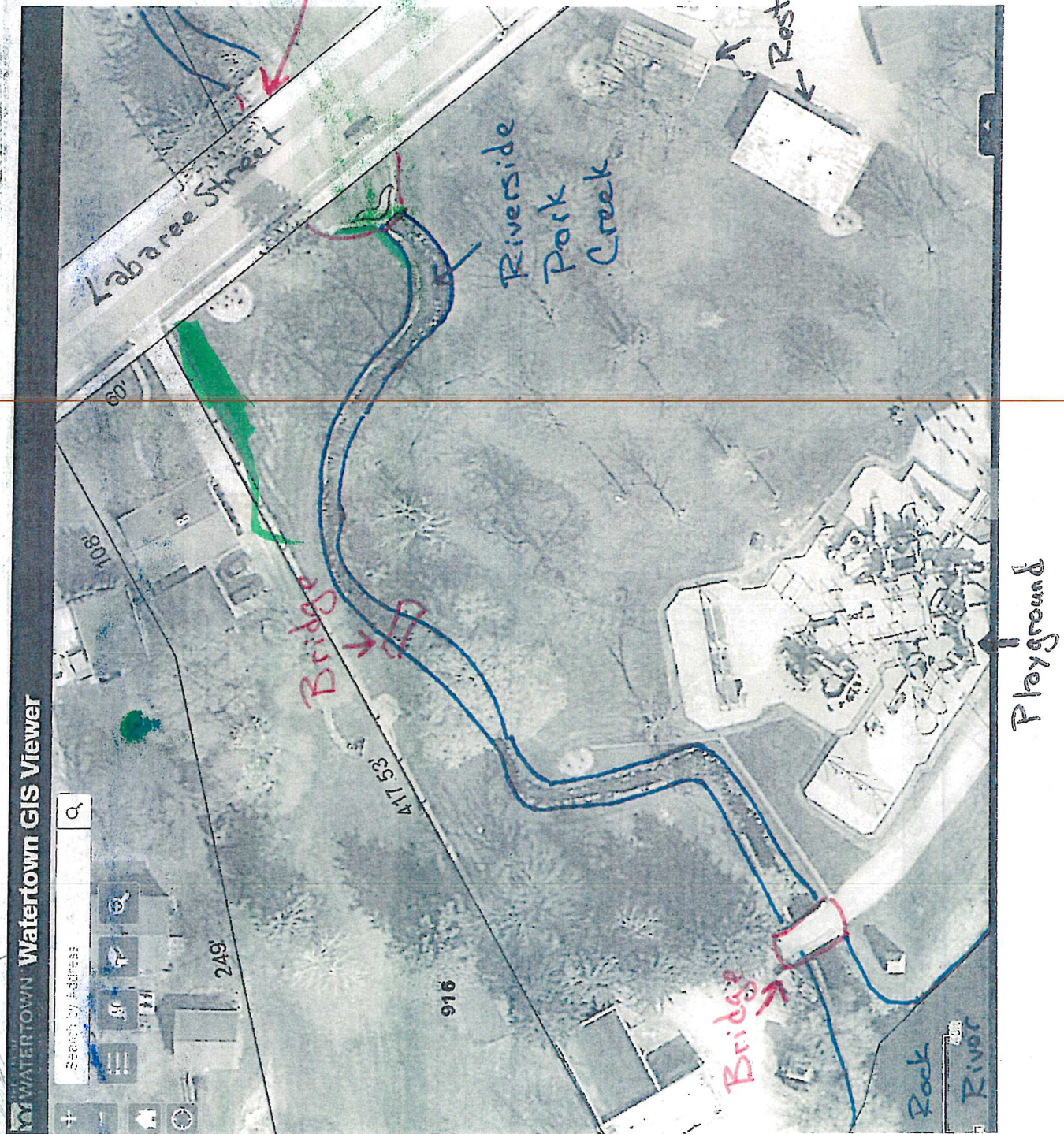
What are the biggest problems caused by erosion at Riverside Park Creek?

The rocks or FALLING IN THE  
CREEK AND FORTS NOT GOOD!

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?







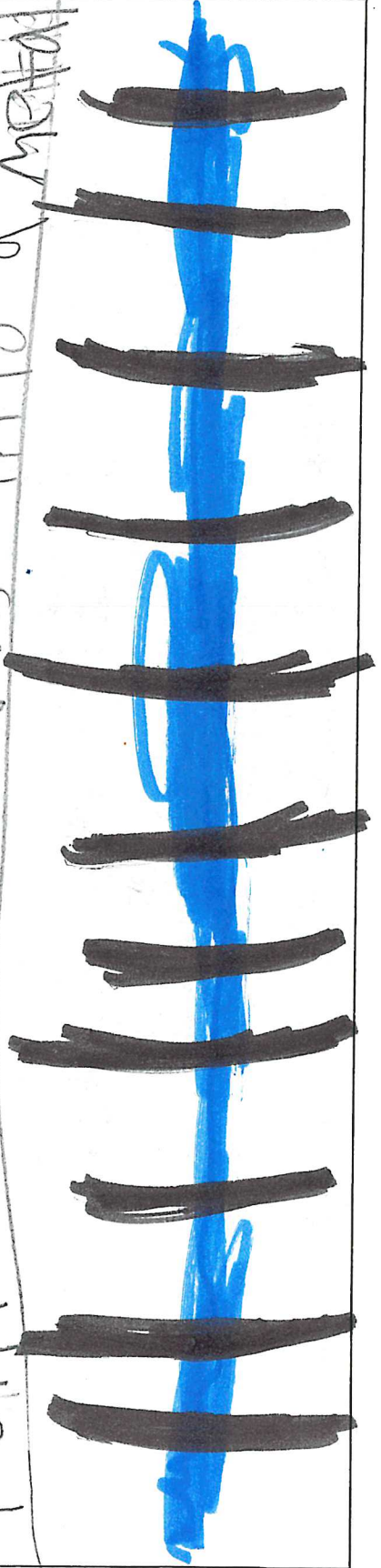


What are the biggest problems caused by erosion at Riverside Park Creek?

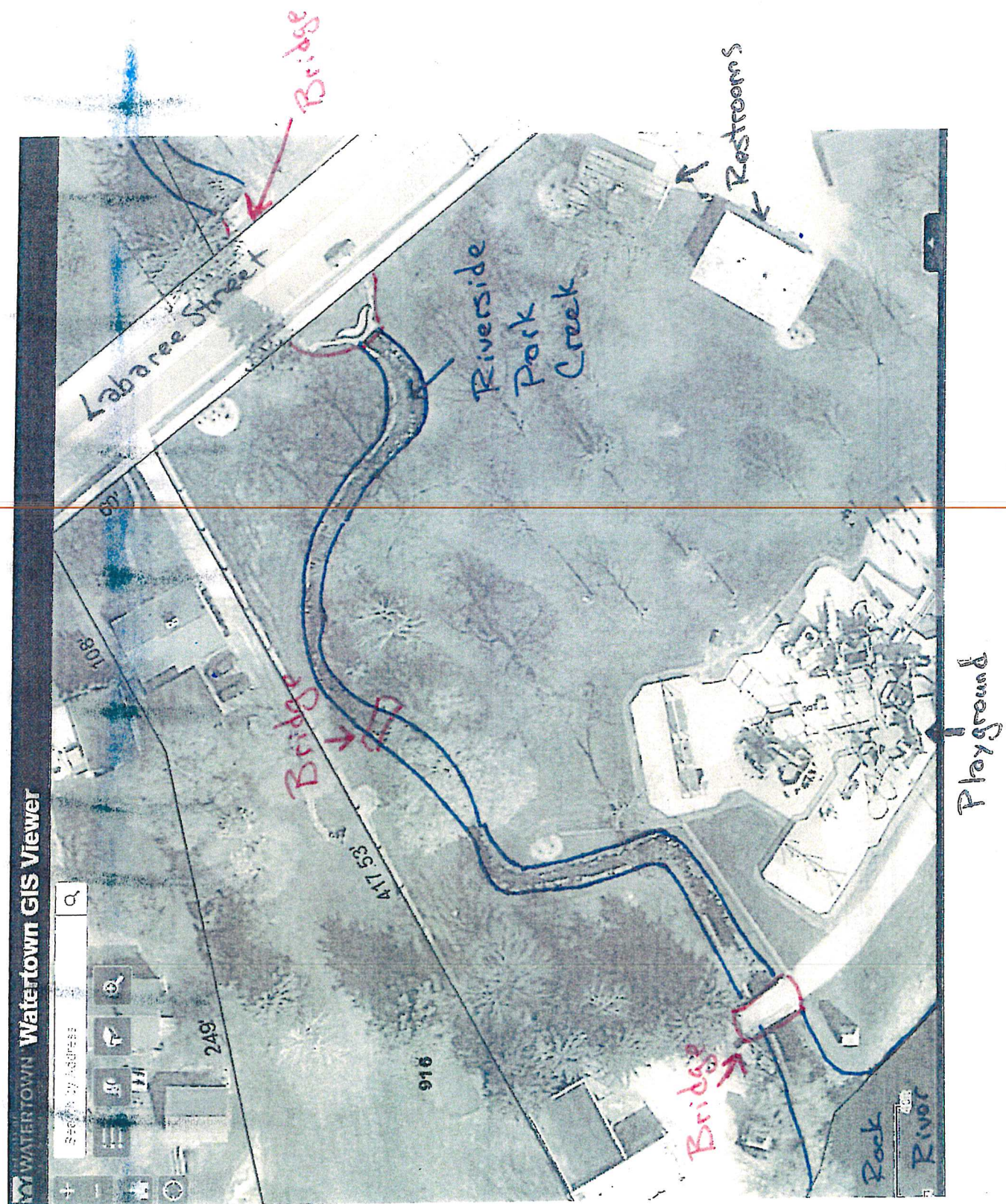
The Bitks are filling so  
Then make The Sind or The  
creek is the problem.

What are some possible solutions to the problems caused by erosion at Riverside Park Creek?

replace the Bitks with into a metal wills









# 2022 Final Report



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# 2022 Highlights

## Annual Report 2022 Metrics Highlight

**Summary:** In 2022, the Protect Wisconsin Waterways (Rock River Stormwater Group) focused on organic and partner-driven digital reach and had an **in-person active presence at 32 events**. Partner-driven digital outreach included establishing partnerships with chambers of commerce and other community-based organizations. Combined with Protect Wisconsin Waterways’ digital outreach efforts (website, email, social media), the RRSg + partner outreach resulted in over **277,900+ digital impressions (+21.5% compared to 2021 efforts)**.

Attendance and tabling at in-person events helped **actively engage 1,697+ individuals** (does not include 13,000+ impressions based on UW-Whitewater homecoming football game attendance where we served as a parade sponsor). Our Protect Wisconsin Waterways annual cleanup was highly successful, resulting in a total of **201 volunteers**. There were a total of **nine cleanup locations along the Rock River** that volunteers had the option of attending. Plans for 2023 will continue to have volunteers attend in-person events and continue door-to-door visits to recruit additional Storm Drain Protectors (adopt-a-storm drain program). The group plans to expand outreach via existing and new community partnerships. RRSg also intends to continue offering mini-grants to local community groups to implement additional stormwater-related projects in RRSg member communities.

## Total Digital Outreach Summary Statistics – Year Over Year

Combined Digital Outreach	2022	2021*	2020*	2019
Total Impressions	277,900+	228,733+	184,403+	161,016

*\*Note: Combined impressions include RRSg metrics + data provided by community partners related to specific Protect Wisconsin Waterways-related social media posts, email messages, etc. (i.e., chambers of commerce, partner alliances, and others)*

## Website Summary Statistics – Year Over Year

Website Metrics	2022	2021	2020	2019
Total Visits	8,412	8,010	8,540	7,995
Storm Drain Protector Program	218	241	380	25*

*\*Note: 2020 and 2021 numbers reflect online-only efforts. 2020 efforts included paid ads on Google that resulted in additional visitors.*

### Facebook Summary Statistics – Year Over Year

	2022** 1,007 Page Likes 104 Posts	2021 897 Page Likes 119 Posts	2020* 802 Page Likes 143 Posts	2019 561 Page Likes 144 Posts
<b>Post (Content) Reach</b>	10,937	n/a	n/a	n/a
<b>Page Reach</b> (# unique accounts reached)	3,201	n/a	n/a	n/a
<b>Facebook Page Visits</b> (# of times profile page visited)	652	n/a	n/a	n/a

\* Meta changed available metrics for (Facebook) Business Accounts and content in 2022. Similar metrics are not available for direct comparison to previous years.

### Instagram Summary Statistics – Year Over Year

	2022 1,078 Followers 129 Posts	2021 1,019 Followers 89 Posts	2020 901 Followers 82 Posts	2019 438 Followers 113 Posts
<b>Instagram Post/Stories (Content) Reach</b>	12,425	n/a	n/a	n/a
<b>Instagram Reach</b> (# unique accounts reached)	1,890	n/a	n/a	n/a
<b>Instagram Profile Visits</b> (# of times profile page visited)	1,064	n/a	n/a	n/a
<b>Instagram Content Interaction Rate</b> (i.e., likes, reactions, replies, shares, comments)	9.5%	n/a	n/a	n/a

\* Meta changed available metrics for (Facebook) Business Accounts and content in 2022. Similar metrics are not available for direct comparison to previous years.

### YouTube Summary Statistics

YouTube	2022	2021	2020	2019
<b>Total Views on YouTube*</b>	2,300+	4,400+	1,600+	1,500+

\*Note: Additional views occur via distribution on other social platforms.

### Clean-Up Summary Statistics – Year Over Year

Clean-Up Metrics	2022	2021	2020*	2019	2018
<b>Total Volunteers</b>	201	187	-	196	130
<b>Total Trash Collected</b>	80+ bags + other items	200+ bags + other items	-	151+ bags + other items	37+ bags + other items

*\*Note: The 2020 clean-up was canceled due to COVID. Other items include tires, large pieces of metal, or other debris that is too large or heavy to fit inside a trash bag.*

### Event Summary Statistics – Year Over Year

Event Metrics	2022	2021*	2020*	2019
<b>Total Events</b>	32	20	-	41
<b>Total Event Reach/Impressions</b>	1,697+	2,360+	-	3,595
<b>Total Community Events</b>	32	20	-	35
<b>Total Community Event Reach</b>	1,697+	2,360+	-	3,453
<b>Total K-12 Educational Events</b>	-	-	-	6
<b>Total Educational Event Reach</b>	-	-	-	142

*\*Note: All in-person events were canceled in 2020; in-person events resumed in May 2021. K-12 in-person visits remained on hold due to COVID. The total event reach/impressions in 2022 of 1,697 does not include the estimated 13,000+ potential impressions from our sponsorship of the UW-Whitewater homecoming football game.*

# 2022 Year-in-Review

## Introduction

The following document provides an overview of the Rock River Stormwater Group’s (RRSG) public education and outreach activities (branded as Protect Wisconsin Waterways) as part of regional stormwater public education and outreach during the 2022 calendar year.

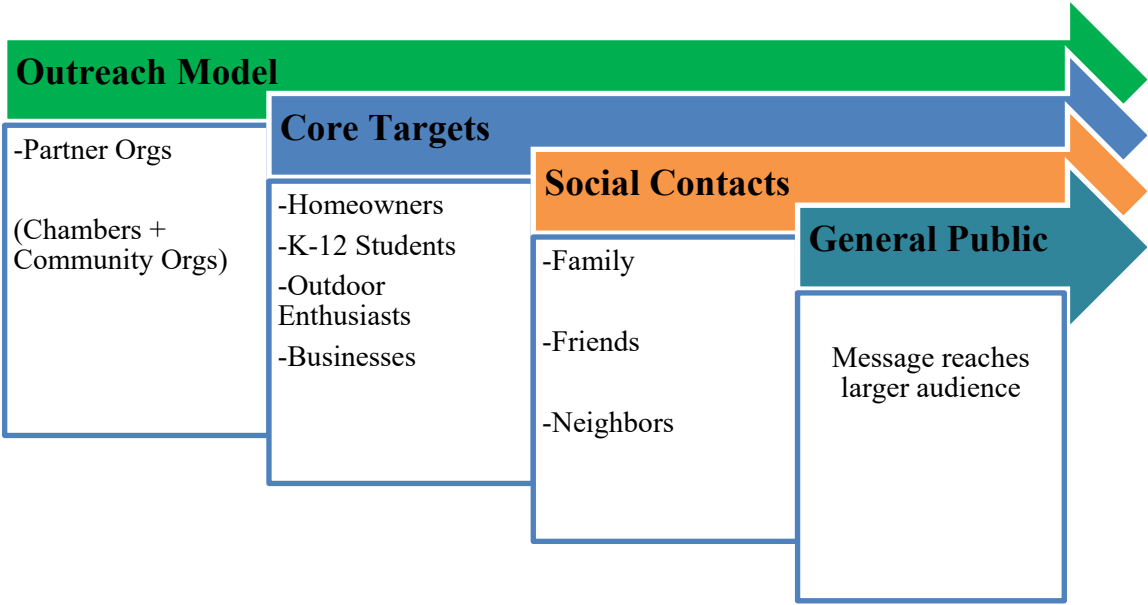
The Protect Wisconsin Waterways regional stormwater public education efforts had a presence at 32 in-person events in 2022. Community-based events included farmer’s markets, festivals near downtown areas or along waterways, and other events organized by community partners. Protect Wisconsin Waterways also sponsored **nine waterway clean-up events** on September, 17th 2022 that engaged **201 volunteers**. The events also created additional exposure among community residents in the same area and via media coverage. Each event contributed to active education efforts to the general public, and some also led to interactions with city officials in member communities. A consortium of townships from Rock County also joined the Rock River Stormwater Group in 2022. A key initiative with these townships included updating the direct mail information sent along with property taxes in December 2022. Two new initiatives in 2022 included (a) the launch of the RRSg mini-grant program that funded two projects with the Wisconsin EcoLatinos and Rock River Trail groups, and (b) initial creation of Stormwater Awareness Week on a local level and preliminary planning with other stormwater groups from around the state for a 2023 statewide proclamation and Stormwater Week. On a digital front, we maintained partnership efforts through a variety of community-based organizations. Stormwater-focused communications shared through these organizations, plus Protect Wisconsin Waterway’s social media efforts resulted in over 277,900 digital impressions (+21.5% compared to 2021 efforts). In combination, the efforts helped the Protect Wisconsin Waterways brand increase public education efforts compared to 2021 efforts.





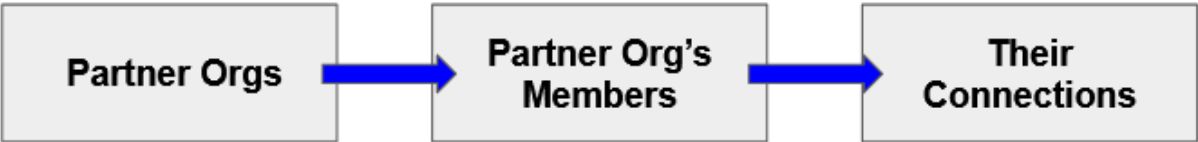
**Target Audiences & Outreach Communication Model**

Protect Wisconsin Waterways’ outreach and communication plan in 2022 focused on leveraging partnerships with community-based organizations to help engage our core targets, their social contacts, and by extension, the general public. The addition of the mini-grant program created additional outreach to a variety of community organizations, and continue in 2023.



**Initiative #1: Expand on Existing Brand Awareness via Establishing & Maintaining Community Partners**

The RRSg continues to leverage social media and other digital marketing communications to expand on our existing brand awareness and promote our educational initiatives and programs through these partner organizations. We implemented new digital strategies to continue educating our current followers while engaging new audiences through various partner organizations and highlighting community members who were part of the storm drain protector program.



In addition to maintaining ongoing sponsorships/partnerships with WI SaltWise and the Rock River Coalition, RRSg digital outreach efforts occurred via chambers, community organizations, and other local groups. RRSg municipalities also regularly share city-specific content via social media posts, city websites, and other communication outlets. Digital outreach via these partnerships on behalf of Protect Wisconsin Waterways included social media posts, website details, emails to partner email lists, and other methods that contribute to ~277,900 digital impressions of RRSg-related messaging, including multiple posts/event sharing for our annual clean-up events or other Protect Wisconsin Waterways’ messaging. Partnerships and other relationships were also established via the launch of the RRSg mini-grant program which will continue to increase engagement, education, and awareness within member communities. We also partnered with WI SaltWise to host an open house on salting equipment, rain barrel workshops with the Rock River Coalition, and other events not directly managed by RRSg. In combination, these partnerships also helped increase media exposure/coverage. Examples of new or expanded partnerships in 2022 include:




Example posts/media coverage from community partners/media outlets related to RRSg activities



Beloit Plogging

September 16, 2022 · 🌐

Tomorrow Morning, Riverside Park, 8AM 🌤️🌿



City of Beloit, Wisconsin - Government


September 13, 2022 · 🌐

Get outside and help clean up the Rock River! We will be participating in this community cleanup on Saturday!



PROTECTWATERWAYS.ORG

Join the Protect Wisconsin Waterways 2022 Clean-Up - Protect Wisconsin Waterways



Rock River Coalition, Inc.

August 17, 2022 · 🌐

Register for the Fort Atkinson Waterway Clean-Up by THIS FRIDAY (8/19) to guarantee your free event t-shirt!

Join volunteers on Saturday, Sept 17th for a morning river clean-up and after party in the park with games, fun, and free lunch!



SAT, SEP 17, 2022

Fort Atkinson Waterway Clean-Up

Fort Atkinson, WI

22 people interested

Interested




Rotary Club of Beloit is at Rotary Club of Beloit.

September 17, 2022 · Beloit, WI · 🌐

Local Service Project Success: Rock River Cleanup, City of Beloit. 🌤️🌿

Thank you to the awesome Rotaract Students from Beloit College, Beloit College Men's Soccer team, Rock River Coalition, Inc., and City of Beloit, Wisconsin - Government for making this such a successful event! #ServiceAboveSelf



7 shares



City of Beloit, Wisconsin - Government

September 13, 2022 · 🌐


Get outside and help clean up the Rock River! We will be participating in this community cleanup on Saturday!



PROTECTWATERWAYS.ORG

Join the Protect Wisconsin Waterways 2022 Clean-Up - Protect Wisconsin Waterways





City of Fort Atkinson, WI

September 7, 2022 ·

We are officially only TWO weeks away from the #ProtectWIWaterways clean-up! 🌊🌱


Check out the link below for more specific details📄

<https://protectwiwaterways.org/2022cleanup/>



UNTIL THE ANNUAL PROTECT WISCONSIN WATERWAYS CLEAN-UP

PROTECT  WATERWAYS



WI Salt Wise

October 20, 2022 ·

It's getting to be that season again. 🌨️🧊

Check out a local event or virtual class and be a leader in smart winter maintenance. Help promote our events to your local school districts, contractors, property managers, and municipal staff.

#keepitfreshwi





Rotary Club of Beloit

September 16, 2022 ·

Join us TOMORROW as Beloit Rotarians, Beloit College Rotaract Students, and members from the community come out and help clean up our waterways!

Taking care of the environment is Rotary's seventh main cause. Cheers to another local service project and living #ServiceAboveSelf.



PROTECTWIWATERWAYS.ORG


Join the Protect Wisconsin Waterways 2022 Clean-Up - Protect Wisconsin Waterways



City of Watertown, WI - Government

September 15, 2022 ·


This Saturday! It's clean-up time! Help us protect the Rock River and other area waterways by participating in this clean-up event on September 17th! Sign up here: [protectwiwaterways.org/2022cleanup](https://protectwiwaterways.org/2022cleanup)

Image: protect our waterways text with the above information




**Waupun Municipal Government**  
 August 31, 2022 · 🌐

Join us and help keep our waterways clean!



CITY OF  
**WAUPUN**  
 municipal government


SAT, SEP 17, 2022

**2022 Rock River Waterways Clean-Up**


Shaler Park, 451 E Spring Street, Waupun, WI 53963


☆ Interested

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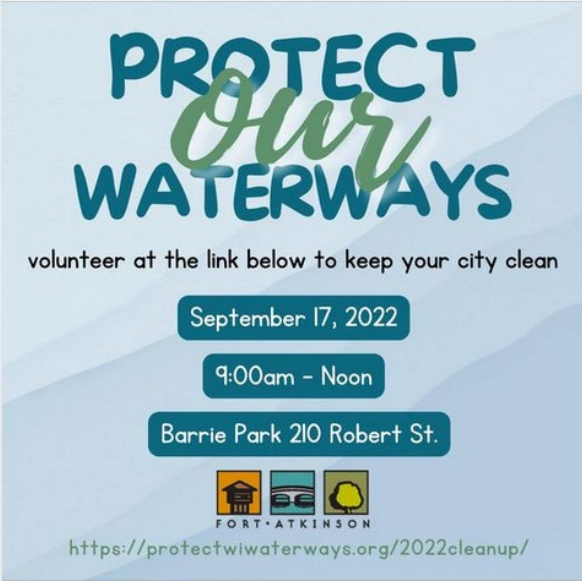

**City of Fort Atkinson, WI**  
 September 17, 2022 · 🌐

The Protect Wisconsin Waterway Clean-Up starts today at 8 a.m. at Barrie Park. More info here:  
[https://www.facebook.com/events/1038253286984364/?context=%7B%22event\\_action\\_history%22%3A\[%7B%22surface%22%3A%22page%22%7D\]%7D](https://www.facebook.com/events/1038253286984364/?context=%7B%22event_action_history%22%3A[%7B%22surface%22%3A%22page%22%7D]%7D)




**City of Fort Atkinson, WI**  
 September 16, 2022 · 🌐


Sign up to help protect the Rock River <https://fb.me/e/58i0Owx27>



September 17, 2022


9:00am - Noon

Barrie Park 210 Robert St.



 FORT ATKINSON

<https://protectwiwaterways.org/2022cleanup/>

---


**City of Fort Atkinson, WI**  
 September 15, 2022 · 🌐

Sign up for the Fall Rock River clean up here: <https://fb.me/e/58i0Owx27>



2022 WATERWAYS CLEAN-UP

SATURDAY  
SEPT. 17TH

Fort Atkinson  
Barrie Park  
210 Robert St  
Fort Atkinson, WI 53538

9 AM - NOON

Keep our local waterways clean!

Scan the code below or go to:  
[protectwiwaterways.org/2022cleanup](https://protectwiwaterways.org/2022cleanup)

SCAN ME

PROTECT WISCONSIN WATERWAYS .ORG





## Whitewater Waterway Clean-Up

Scott Peterson Sep 1, 2022

f t i s o

The City of Whitewater Department of Public Works is announcing a community cleanup event, sponsored by Protect Wisconsin Waterways, at Cravath Lakefront Park, 341 S. Fremont St., on Saturday, Sept. 17, from 8 to 10 a.m.

Residents of the City of Whitewater (a member of the Rock River Stormwater Group) are encouraged to take an active role to help better their community by joining the annual clean-up of the Rock River and its tributaries.

This event is part of the Protect Wisconsin Waterways campaign to spread awareness of what individuals can do to help protect their local lakes and rivers.



Protect Wisconsin Waterways has run this event since 2016, and each year the total effort can remove over 50 bags of trash and litter from and around local lakes and rivers. Objects as small as cans, bottles, and wrappers, as well as large items, traffic cones, and PVC pipes, have been removed from our local waterways. Our waterways are home not only to a bounty of wildlife, but are also the place where we fish, boat, kayak, and swim. Maintaining our waterways makes the area around us an even more enjoyable place for everyone.



DONATE

Get Involved

Events

Projects

About

Webinars

Story Map

Contact

FAQs

SEARCH

Event

August 11, 2022

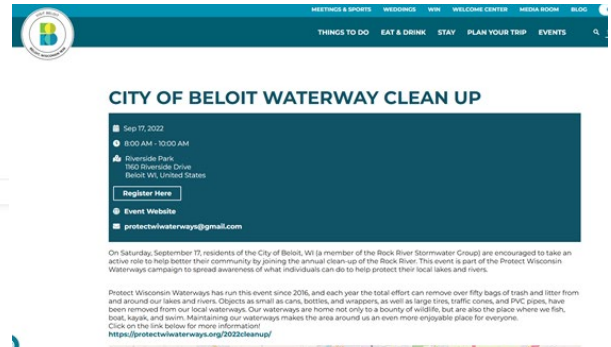
Rock River Basin Clean-Up



Event Details

- Date: September 17, 2022 9:00 am - 12:00 pm
- Categories: RRC Events

Rock River Coalition is joining the Rock River Stormwater Group for our annual Rock River Clean-up on Saturday, September 17th! Protect Wisconsin Waterways Clean-Up is an annual event to help clean up litter and debris from the Rock River and connected waterways. From picking up basic trash like aluminum cans and wrappers to more unique items - children's bikes, plastic toys, shoes, a TV, bike



## ROCK RIVER CLEANUP EVENTS PLANNED FOR SEPTEMBER 17TH

September 4, 2022 Local News

TWEET SHARE LINKEDIN EMAIL







City of Janesville, WI  
September 14, 2022 · 🌐

Don't miss the Janesville Waterway Clean-Up this Saturday, September 17, from 10 a.m. to noon in Monterey Park!

Join [Protect Wisconsin Waterways](#) and communities across the Rock River Basin as we come together to enhance one of our region's most incredible natural resources. Register to volunteer online at [protectwiwaterways.org/2022cleanup!](#)






Waupun Municipal Government  
November 3, 2022 · 🌐

City crews are in the middle of yard waste cleanup. With trees still dropping their leaves and rains projected on Friday through the weekend, we are asking for your assistance. Please make sure leaves are within the terrace area and away from the street and storm drains. When storm drains are blocked with debris, flooding can occur. Your help in keeping the storm drains cleared from yard waste will help to control and minimize flooding in neighborhoods. Yard waste pickup... [See more](#)




5 · 4 shares




City of Watertown, WI - Government  
November 3, 2022 · 🌐

A reminder before the rain comes pouring down tomorrow - please clean out your storm drains. And remember, leaves should not go into the storm drain! This can clog the drains, and overload the river with nutrients that will cause more algae than normal! Thanks for being [#stormdrainwise](#)

Image: storm drain clogged with leaves



28 · 27 comments · 10 shares





City of Janesville, WI  
September 19, 2022 · 🌐

Wisconsin's Park Place has no space for litter! 🌱💧💚

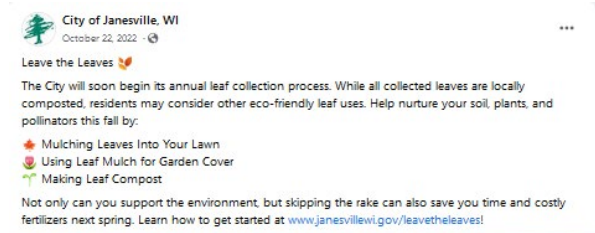
Our volunteers brought energy and effort to Monterey Park on Saturday for the [Protect Wisconsin Waterways](#) Clean-Up! Janesville proudly joined communities across the Rock River Basin for this annual day of action for one of our region's most incredible natural resources. Thank you to all of this weekend's volunteers for your hard work!

Residents can learn more about keeping the Rock River clean at [protectwiwaterways.org](#).









1230am 92.7m

**WCLO**

news • talk • sports

JANESVILLE WEATHER

36°F  
overcast clouds

ON AIR NOW  
KEN COLEMAN  
LIVE

Tuesday 45°F 28°F

Wednesday 41°F 29°F

Thursday 34°F 32°F

LISTEN LIVE

HOME NEWS PROGRAMS PODCASTS SPORTS ON AIR PARTICIPATE INFORMATION ADVERTISE

search here...

**What's up, Doc?**  
First and third Thursday each month at 11 am on WCLO!

**Janesville to help clean Rock River Basin**

SEPTEMBER 15, 2022 NEWS LOCAL

Janesville will be participating in the Protect Wisconsin Waterways project with a river cleanup at Monterey Park in Janesville on Saturday morning.

City Engineer Karissa Greer says people can register to volunteer online by visiting [protectwi.org](http://protectwi.org) and filling out a form for the Janesville location.

Greer says the Protect Wisconsin Waterway groups works with local organizations to clean up areas like the Rock River Basin and they'll be cleaning mainly the shoreline along Monterey Park.

The cleanup will run Saturday morning from 10:00 until noon.

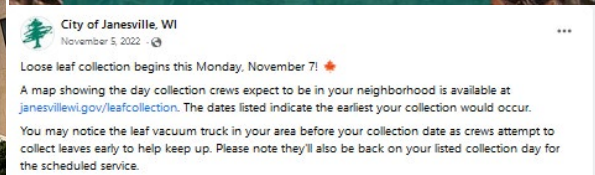
**Mercyhealth**

THE SERVICE YOU EXPECT, THE SOLUTIONS YOU NEED.


**NOWLAN**  
(808) 755-8100

OFFICES IN JANESVILLE AND BELOIT


**Pulver's**








**City of Beloit, Wisconsin - Government**  
 October 31, 2022 · 🌐

Public Works has noticed leaves in the curb and gutter area. Please do not rake leaves into the street - this can block storm drains and negatively impact our waterways.





**Please Keep Leaves Out of the Curb and Gutter Area!**




**City of Fort Atkinson, WI**  
 October 13, 2022 · 🌐


Leaf pickup will begin in the City in November. If you have leaves before that consider mowing and mulching for the health of your grass.





**City of Janesville, WI**  
 August 17, 2022 · 🌐


The City is joining the Rock River Stormwater Group (RRSG) in recognizing this week as Stormwater Awareness Week! 🌧️💧

In partnership with the RRSG, the City will join in the [Protect Wisconsin Waterways Clean-Up](#) on Saturday, September 17, with a local event in Monterey Park. Register to volunteer for the Clean-Up online at [protectwiwaterways.org/2022cleanup!](#)




**Waupun Municipal Government**  
 August 31, 2022 · 🌐

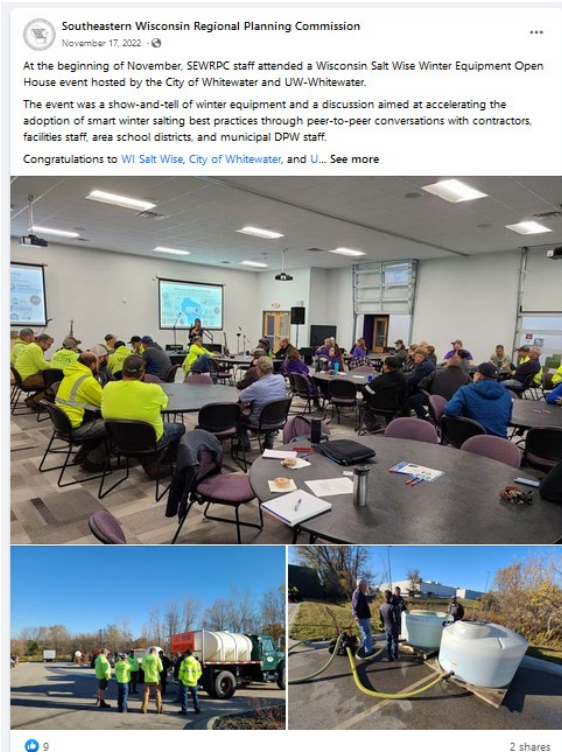
Join us and help keep our waterways clean!



**2022 Rock River Waterways Clean-Up**  
 Shaler Park, 451 E Spring Street, Waupun, WI 53963

SAT, SEP 17, 2022

Interested





**Initiative #2: Content Calendar Related to Educational Topics**

We continued to follow a monthly themed content calendar to ensure our monthly outreach efforts covered each of the MS4 permit topical areas – plus additional topics deemed of value given past engagement efforts. The content calendar included new graphics and other digital content in addition to integrating past graphics/content.

Month	Theme
January	Pollution Prevention Education
February	Construction Site and Post-Construction Stormwater Management
March	Snow Melt Runoff
April	Fertilizer and Pesticide Application
May	Household Hazardous Waste Disposal
June	Yard and Pet Waste Management
July	Stream and Shoreline Management
August	Illicit Discharge Detection and Elimination
September	Vehicle Washing
October	Green Infrastructure and Low Impact Development
November	Residential Infiltration
December	Salt Use

**Website:**

The group continued to update the website (protectwiwaterways.org) with additional information specific to each municipality. HubSpot lead forms helped track engagement and sign-ups for the storm drain protector program, clean-up registration, and more. “BeWise” content pages to coincide with new brochure series were also created. We also created new mini-grant program pages to highlight key information about the new program. This also included creating a GrateWorks program page on our website to align with information hosted on the Rock River Trail’s website. Finally, with the addition of new townships, we also contributed content that was placed directly on these township websites about Protect Wisconsin Waterways. Total website visits for 2022 included 8,412 page visits.

Website Summary Statistics – Year Over Year				
Website Metrics	2022 (Q4)	2021	2020	2019
Total Visits	8,412	8,010	8,540	7,995
Storm Drain Protector Program	218	241	380	25*
<i>*Note: 2020 and 2021 numbers reflect online-only efforts. 2020 efforts included paid ads on Google that resulted in additional visitors.</i>				



## Example Webpages

[ABOUT](#)
[GET INVOLVED](#)
[PROTECT A STORM DRAIN](#)
[FIND YOUR BASIN](#)
[MINI-GRANT](#)

MINI-GRANT PROGRAM

### Water Quality Education & Involvement Mini-Grant Application

Protect Wisconsin Waterways is pleased to announce its 2023 Water Quality Education and Involvement Mini-Grant Program. Funding will be awarded to non-profit organizations, community, civic, school groups, and others for projects or activities that educate the public about stormwater pollution prevention or contribute to efforts to reduce stormwater runoff pollution in one of the Rock River Stormwater Group municipalities. The Mini-Grant program in 2023 will award up to \$5,000 to projects that:

- Raise awareness of storm water pollution impacts on bodies of water in the [Rock River watershed](#) and encourage changes in behavior to reduce such impacts
- Engage target audiences within municipalities of the Rock River watershed that may include the general public, public employees, residents, businesses, contractors, developers, industries, and/or others as appropriate
- Incorporate active and/or passive mechanisms of delivery for educational content in related topic areas that may include hazardous waste disposal, pet waste management, vehicle washing, yard waste management, pesticide and fertilizer application, stream and shoreline management, residential infiltration, construction site management, pollution prevention, or green infrastructure.

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### Elements

The project must include an outline, description, and educate the public about ways they can protect waterways.

See Details

### Eligibility

The project must be located within one of the municipalities and is only available for non-profit organizations.

See Requirements

### Examples

Check out previous projects to get ideas to implement in your community! Not sure if your project will qualify - get in touch!

See Examples

[ABOUT](#)
[GET INVOLVED](#)
[PROTECT A STORM DRAIN](#)
[FIND YOUR BASIN](#)
[MINI-GRANT](#)

GRATEWORKS

### What is the Rock River Trail GrateWorks Program?

The [Rock River Trail](#) and Protect Wisconsin Waterways invite residents and visitors to the Rock River Trail system in Wisconsin to do #GrateWorks for Wisconsin's waterways.

### How can You Do GrateWorks for Your Waterways?

Adopt a storm drain in your community and keep it clear of garbage and debris. You can also follow best practices around your home or business to prevent pollutants like grass clippings, leaves, and other yard waste that lower the water quality in our waterways.

**Did you know that water and other pollutants that go down a storm drain go untreated directly into our waterways?** Adopting a storm drain helps keep your neighborhood and our local waterways clean. Stormwater runoff is one of the biggest contributors of pollution to our waterways! Rain and snowmelt runoff washes leaves, grass clippings, trash, dirt, fertilizer, pesticides, road salt, pet waste, and other pollutants directly into the nearest waterway. So everything that flows into a storm drain goes directly into a lake, stream, river, or other wetland!

Search ...

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### How To Be A Hero to our Waterways

- Adopt a storm drain or more than one!
- Register below so we can send you updates and more information.
- The storm drain doesn't need to be near your home; it could be on your biking or walking route, or near your school, church or favorite park.
- Take pictures of your efforts and share it on social media and use the hashtags #grateworks and #protectwisconsinwaterways.
- Complete this form each time you clean your storm drain so we can track how community members like you are making a difference!

### Are you LawnWise and have a best practice we missed or a success story on how you reduced lawn care pollutants?

Get in touch with Protect Wisconsin Waterways to share your experience and best practice tips with others!

[Government](#)
[Departments](#)
[Residents](#)
[Elections](#)
[Visitors](#)
[About](#)

[Dogs](#)
[Property Fraud](#)
[Tax Information](#)
[Stormwater](#)
[Burning](#)
[E-Waste Collection](#)
[Yard Waste](#)
[Hall Rental](#)

### Protect Wisconsin Waterways

In 2022, the Town of Turtle joined the Rock River Storm Water Group, a group of communities from Waupun to Beloit committed to improving the health of the Rock River and other Wisconsin waterways by reducing storm water runoff pollution. [Learn simple things you can do around your property to reduce storm water runoff](#) and help Protect Wisconsin's Waterways at [www.protectwisconsinwaterways.org](#)

**Save the date and join a Rock County area waterway clean up on September 23, 2023!**

**What is Storm Water Runoff & Why It Matters?**

Storm water runoff is rain and melting snow that flows off building rooftops, driveways, lawns, streets, parking lots, construction sites, and industrial storage yards. Storm water runoff goes directly into our waterways - but is not clean water. Storm water runoff often carries pollutants that can seriously harm our waterways and wildlife. It can also cause erosion. **Own waterfront property? Minimize your shoreline erosion** by following the tips at [protectwisconsinwaterways.org](#).

[ABOUT](#)
[GET INVOLVED](#)
[PROTECT A STORM DRAIN](#)
[FIND YOUR BASIN](#)
[MINI-GRANT](#)

Harmful Effects of Lawn Care Maintenance Pollutants on Our Waterways

### Grass & Leaves

Grass clippings and leaves can clog storm drains and lead to flooding of streets. When grass and leaves end up in waterways, it can increase the nitrogen level in the water, create algal blooms, and kill aquatic life.

### Fertilizers & Pesticides

Chemicals in fertilizers and pesticides can get washed down storm drains into waterways, creating a toxic environment that increases nutrient concentrations that deplete oxygen and create algal blooms.

### Gas, Oil, & Lubricants

Gas, oil, and lubricant can leak from poorly maintained lawn equipment. When it rains, these pollutants also get washed down the storm drain and into local waterways.

### Excessive Watering

Excessive and/or misdirected watering of a lawn can lead to additional stormwater runoff. Plus, when it rains the stormwater may not be as likely to soak into the ground. This can lead to additional flooding around stormdrains, plus be more likely to carry grass clippings or other pollutants into the storm drains.

### What are Best Management Practices for Homeowners & Lawn Care Companies?

If you are mowing lawns or applying fertilizers and pesticides either as a homeowner or lawn care company, follow these tips to prevent lawn debris like grass, leaves, fertilizers, and other pollutants from ending up in our local waterways.

**Municipality of the Month:**

In 2022, we continued our social media campaign highlighting the different municipalities that Protect Wisconsin Waterways serves. A key focus of the “Municipality of the Month” campaign is to showcase the cities/towns that Protect Wisconsin Waterways (RRSG) serves in the Rock River watershed, including the amount of land and water in that municipality. This year, we used the drone videos we obtained during the fall to create videos featuring each municipality.

In fall 2022, RRSG worked with a drone videographer to capture drone footage (video + images) across RRSG member municipalities. The drone footage is being edited for municipality spotlights and other digital uses in 2023.

**Example Drone Images**





**Social Media & Outreach:**

Both the Protect Wisconsin Waterways’ Facebook and Instagram pages are now over 1,000 page likes (followers). Social media content aligns with our monthly themes to address different MS4 permit topics. We also increasingly shared content from partners such as WI SaltWise. Of note, unlike prior years we did not use paid/boosted posts. While this lowered overall reach, we continued to see high engagement from our organic content. We placed additional focus in 2022 on providing content (graphics and captions) to partner organizations to have them directly share on our behalf. As noted earlier, partners’ digital outreach on our behalf contributed to a significant increase in our overall reach in 2022. In addition to RRSg municipality posts, chambers of commerce and other partner organizations helped share our message with their followers, thereby extending the total impact of digital outreach efforts. Below, we provide reach and engagement statistics for our Protect Wisconsin Waterways’ social media platforms. Of note, Meta (the parent company for Facebook and Instagram) changed how they report content reach and other metrics in 2022. We thus don’t have identical metrics for year-over-year comparisons, but 2022 metrics provide a new benchmark moving forward.

**Social Media Metrics 2022**

Facebook Summary Statistics – Year Over Year				
	2022** 1,007 Page Likes 104 Posts	2021 897 Page Likes 119 Posts	2020* 802 Page Likes 143 Posts	2019 561 Page Likes 144 Posts
Post (Content) Reach	10,937	n/a	n/a	n/a
Page Reach (# unique accounts reached)	3,201	n/a	n/a	n/a
Facebook Page Visits (# of times profile page visited)	652	n/a	n/a	n/a
* Meta changed available metrics for (Facebook) Business Accounts and content in 2022. Similar metrics are not available for direct comparison to previous years.				

### Instagram Summary Statistics – Year Over Year

	2022 1,078 Followers 129 Posts	2021 1,019 Followers 89 Posts	2020 901 Followers 82 Posts	2019 438 Followers 113 Posts
Instagram Post/Stories (Content) Reach	12,425	n/a	n/a	n/a
Instagram Reach (# unique accounts reached)	1,890	n/a	n/a	n/a
Instagram Profile Visits (# of times profile page visited)	1,064	n/a	n/a	n/a
Instagram Content Interaction Rate (i.e., likes, reactions, replies, shares, comments)	9.5%	n/a	n/a	n/a

*\* Meta changed available metrics for (Facebook) Business Accounts and content in 2022. Similar metrics are not available for direct comparison to previous years.*

### YouTube Summary Statistics

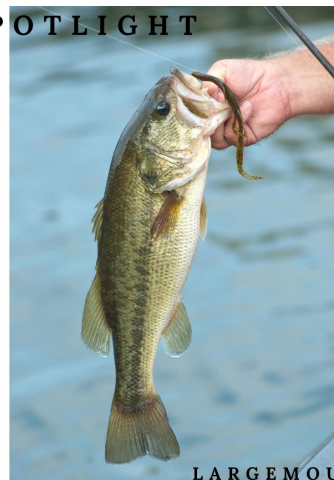
YouTube	2022	2021	2020	2019
Total Views on YouTube*	2,300+	4,400+	1,600+	1,500+

*\*Note: Additional views occur via distribution on other social platforms.*

**Example Social Media Content:**



**SPECIES  
SPOTLIGHT**



**LARGEMOUTH  
BASS**



**HOUSEHOLD  
HAZARDOUS WASTE TIPS**

- ✓ Keep materials in their original packaging and never remove their labels.
- ✓ Read the labels. Household hazardous materials come with general care directions.
- ✓ Use products in well-ventilated rooms and avoid breathing fumes.
- ✓ Handle empty containers with care since chemical residue can still be hazardous.


City of Fort Atkinson, WI  
October 11, 2022 · 🌐

Check out all these ways to maintain your yard while being conscious of the environment.  
[#protectwisconsinwaterways](#)

### MAINTAIN YOUR YARD

Regularly check any nearby storm drain and clear debris and litter To prevent local flooding and to avoid debris from entering the storm sewer system.

Mow your grass high and let it lie

Minimize fertilizer and pesticide use

Remove grass or fertilizer that ends up on streets, sidewalks, or driveways




Stabilize bare ground by seeding to stop and prevent erosion

Minimize salt use in the winter

Remove pet waste to prevent bacteria and nutrients from washing down the storm drain

Properly dispose of oil, paint, and other household chemicals




City of Fort Atkinson, WI  
October 7, 2022 · 🌐

Remember as you clean up your yards this fall to be [#WisconsinLawnWise](#)

### LAWN PRACTICES:

Keep grass clippings and leaves off streets, sidewalks, and driveways and remove any clippings or leaves that end up on these surfaces to keep them out of storm drains

Mow high and let it lie to leave grass clippings on the lawn for a natural fertilizer

Only apply when needed based on soil testing






Avoid applying fertilizers on streets, sidewalks, driveways, windy and rainy days and clean up any fertilizer that falls on these surfaces

Properly store and dispose of fertilizers and pesticides, NEVER dump down a storm drain

Seed bare soil to prevent erosion

Adjust sprinkler heads and down spouts to onto lawn rather than driveway or sidewalks.




City of Fort Atkinson, WI  
October 4, 2022 · 🌐

Help reduce pollution to our River by being [#WisconsinStormDrainWise](#).





### HOW TO REDUCE POLLUTION:

Wash your car at a car wash or on the lawn

Direct downspouts into rain barrels or onto the lawn

Minimize fertilizer use or use natural fertilizers and keep off hard surfaces like sidewalks or driveways

Talk to your neighbors about protecting th


Keep leaves, grass, litter, and other debris out of the storm drain

Don't pour any household chemicals, motor oil, paint, or other materials down the storm drain

Compost lawn clippings and keep them off the street

Pick up pet waste

Check your vehicle for fluid leaks e storm drain




City of Fort Atkinson, WI  
September 8, 2022 · 🌐

Does your street flood during heavy rains? Remember to check your storm drains are clear of leaves and other debris. [#ProtectWIWaterways](#)

## Wisconsin StormDrainWise







**Initiative #3: Outreach & Engagement via Community Events****Storm Drain Protector Program:**

The Storm Drain Protector Program was initially launched in 2019 and included door-to-door visits to engage homeowners with storm drains adjacent to their property. The program's goal is to raise awareness among municipal residents of the nature of stormwater and what things they should look for to preserve water quality. We ask homeowners to sign up to become "storm drain protectors" and pledge to keep their storm drains clear of leaves, grass clippings, and other debris. The 2022 efforts included both online sign-ups at our tabling events and door-to-door interactions. Although weather cancellations impacted some of the planned door-to-door visits, we are developing a new plan to re-establish door-to-door visits as that aspect tends to have the highest, targeted success rate.

**2022 Storm Drain Protector Sign-ups (digital + in-person): 218**

**Annual Waterway Clean-Up:** RRSg municipalities hosted nine waterway clean-up events in parks across the area on Saturday, September 17th, 2022. Details of the different clean-up events are included in the event write-up reports. The Facebook events generated over 220+ advanced registrations, and ultimately resulted in 201 volunteers participating in the clean-up events. Media coverage included articles in the Jefferson Daily Union, Whitewater Banner, an on-air radio interview on WCLO 1230 and online article, among other press coverage. Additionally, a small group of stream monitoring volunteers from the Rock River Coalition organized their own clean up event in Johnson Creek and reported their impact to our group. Although we don't list this as a separate event, it shows the additional impact on public involvement of the RRSg, including beyond our member communities.

Waupun	8-10 am	Shaler Park
Beaver Dam	8am-10am	Rotary RiverWalk Park
Watertown	10am-12pm	Riverside Park
Fort Atkinson	9am-12am	Barrie Park
Whitewater	8am-10am	Cravath Lakefront Park
Milton	8am-10am	Schilberg Park
Janesville	10am-12pm	Monterey Park
Town of Beloit	10am-12pm	Preservation Park, Armstrong-Eddy Park
City of Beloit	8am-10am	Riverside Park

## Community Engagement Event Reports

*The following section provides individual community engagement event details and metrics.*

**Date:** February 28th, 2022

**Location:** University of Wisconsin-Whitewater, Hyland Hall 1301 (Whitewater WI)

**Event Name:** Water Resource Associates, LLC Presentation and Training

**Amount of People Engaged:** 51

**Length:** 5:30 pm - 6:30 pm

**Style:** Presentation and Training

Tim Whittaker from Water Resource Associates, LLC provided background information and training to UW-Whitewater college students on MS4 related topics from a municipality perspective. Key issues and the science behind the issues were covered. Students also had the opportunity to ask questions to help prepare for upcoming in-person events and outreach on behalf of Protect Wisconsin Waterways.

**Date:** March 26, 2022

**Location:** Janesville (Hedberg Public Library)

**Event Name:** Sustainable Living Fair

**Amount of People Engaged:** 95+

**Length:** 10am-1pm

**Style:** Tabling Event and Enviroscope

On Saturday, March 26th 2022, two members of the Protect Wisconsin Waterways team attended the Janesville Sustainable Living Fair at the Hedberg Public Library in Janesville to promote our *Adopt a Storm Drain Protector Program*. We also were able to talk to other groups that attended about possible collaborations as well as promote the mini-grant program. We also presented the enviroscope to attendees.





**Date:** April 9th, 2022

**Location:** Watertown

**Event Name:** Door to Door Watertown

**Amount of People Engaged:** (Visited 108 homes) 40 out of 45 signed up / 63 not home

**Length:** 10am-2pm

**Style:** Door to Door Outreach for Storm Drain Protector Program

On Saturday, April 9th 2022, six members of the Protect Wisconsin Waterways team went door to door in efforts to promote our *Adopt a Storm Drain Protector Program*. During this event, we spoke to 43 individuals who adopted a storm drain. Our storm drain protector program emphasizes the importance of protecting and keeping our local waterways clean by doing simplistic tasks like keeping our storm drains clear of debris. Other door-to-door visit dates originally scheduled in April were canceled due to weather conditions.



**Date:** April 23rd , 2022

**Location:** Janesville Botanical Gardens

**Event Name:** Earth Day Celebration

**Amount of People Engaged:** 210 (107 Adults, 103 Kids, 26 Sign-Ups)

**Length:** 10:00am-2:00pm

**Style:** Tabling Event and Enviroscape

On Saturday, April 23rd 2022, two members of our Protect Wisconsin Waterways tem attended the Earth Day Celebration Event in Janesville. At this event, we promoted our *Adopt a Storm Drain Program*, and demonstrated our Enviroscape model that helps teach young individuals about protecting and keeping our local waterways clean.



**Date:** April 23rd , 2022

**Location:** Watertown (Senior & Community Center)

**Event Name:** Rain Barrel Workshop

**Amount of People Engaged:** 30

**Length:** 9:30am-11:30am

**Style:** Workshop

On Saturday, April 23rd 2022, the City of Watertown and Rock River Coalition hosted a build your own rain barrel workshop for 30 community members. The event was also sponsored by WisPak and the River Network to provide participants with rain barrel materials. Participants also received a one-time credit on their stormwater utility after connecting their rain barrel to a downspout on their property. The event was sold out and more workshops are planned across RRSG member municipalities for 2023.



**RAIN BARREL  
WORKSHOP**

**Saturday, April 23**  
9:30-11:30 am  
**\$15 reimbursable fee**  
Watertown Senior & Community Center  
Register by April 20 at <https://rockrivercoalition.org>



**Date:** May 7th, 2022

**Location:** Whitewater, Wisconsin

**Event Name:** Whitewater Farmers Market

**Amount of People Engaged:** 24 (4 Sign-Ups)

**Length:** 8:00 am- 12:00 pm

**Style:** Tabling Event and Enviroscape

On Saturday, May 7th 2022, six members of our Protect Wisconsin Waterways team attended the Whitewater Farmers Market. At this event we promoted our *Adopt A Storm Drain Protector Program*, and demonstrated our Enviroscape model in hopes of helping individuals understand how to help protect our local waterways.





**Date:** May 21st, 2022

**Location:** Downtown Beloit

**Event Name:** City of Beloit Farmers Market

**Amount of People Engaged:** 113 (17 Sign-Ups)

**Length:** 9:00am-12:00pm

**Style:** Tabling Event and Enviroscape

On Saturday, May 21st 2022, six members of the Protect Wisconsin Waterways team attended the Downtown Beloit Farmers Market. Like at most farmers markets, we promoted our *Adopt a Storm Drain Protector Program*, and demonstrated our Enviroscape model to promote protecting our local waterways.



**Date:** May 28th, 2022

**Location:** Fort Atkinson

**Event Name:** Fort Atkinson Farmers Market

**Amount of People Engaged:** 54 (5 Sign-Ups)

**Length:** 8:00 am- 12:00 pm

**Style:** Tabling Event and Enviroscape

On Saturday, May 28th 2022, three members of our Protect Wisconsin Waterways team attended the Fort Atkinson Farmers Market. At this event we promoted our *Adopt a Storm Drain Protector Program*, and demonstrated our Enviroscape model.



**Date:** June 11th, 2022

**Location:** Janesville

**Event Name:** Janesville Farmers Market

**Amount of People Engaged:** 300+ (29 Sign-Ups)

**Length:** 8:00am-1:00pm

**Style:** Tabling Event and Enviroscape

On Saturday, June 11th 2022, our Protect Wisconsin Waterways team attended the Janesville Farmers Market, and again promoted our *Adopt a Storm Drain Protector Program*. Along with that, we also demonstrated our Enviroscape model.



**Date:** July 7th, 2022

**Location:** Watertown

**Event Name:** Lights n Sirens

**Amount of People Engaged:** 150+ (5 Sign-Ups)

**Length:** 6:00pm-8:00pm

**Style:** Tabling Event and Enviroscape

On Thursday, July 7th 2022, two members of the Protect Wisconsin Waterways team attended the Lights n Sirens Event in Watertown. We promoted our *Adopt a Storm Drain Protector Program*, and demonstrated our Enviroscape model.





**Date:** July 16th, 2022

**Location:** Whitewater

**Event Name:** Whitewater Farmers Market

**Amount of People Engaged:** 20+

**Length:** 8:00am - 12:00pm

**Style:** Tabling Event and Enviroscope

On Saturday, July 16th 2022, our Protect Wisconsin Waterways team attended the Whitewater farmers market. At this market, we promoted our *Adopt a Storm Drain Protector Program*, and demonstrated our enviroscape model and new Lego “Around the Home” model (pictured below).



**Date:** July 30th, 2022

**Location:** Fort Atkinson

**Event Name:** Fort Atkinson Farmers Market

**Amount of People Engaged:** 30+

**Length:** 8:00 am- 12:00 pm

**Style:** Tabling Event and Enviroscope

On Saturday, July 30th 2022, four members of the Protect Wisconsin Waterways team attended the Fort Atkinson farmers market, where again we promoted our *Adopt a Storm Drain Protector Program*, and demonstrated our enviroscape model.

**Date:** August 13th, 2022

**Location:** Watertown

**Event Name:** Watertown RiverFest

**Amount of People Engaged:** 100+ (8 signed up for clean up)

**Length:** 8:00am-12:00pm

**Style:** Splash and PWW representatives walked around the Riverfest event

On Saturday, August 13th 2022, two of our Protect Wisconsin Waterways representatives attended the Watertown Riverfest event, and started promoting our clean up event that was taking place in September.

**Date:** August 20th, 2022

**Location:** Janesville

**Event Name:** Riverside Park Music Festival /Friends of Riverside Park 100th Celebration

**Amount of People Engaged:** 30+

**Length:** 11:00am - 4:00pm

**Style:** Promoted River Clean Up

On Saturday, August 20th 2022, three of our Protect Wisconsin Waterways representatives attended the Riverside Park Music Festival event, and we again promoted our local clean up event that was taking place in September.



**Date:** September 6th, 2022

**Location:** Whitewater

**Event Name:** Whitewater City Market

**Amount of People Engaged:** 20+

**Length:** 4:00pm - 7:00pm

**Style:** Tabling Event and Enviroscope

On Tuesday, September 6th 2022, our Protect Wisconsin Waterways team attended the Whitewater City Market, and promoted our annual clean up event that took place on September 17th, 2022.

**Date:** September 10th, 2022

**Location:** Whitewater

**Event Name:** Whitewater Farmers Market

**Amount of People Engaged:** 20+

**Length:** 8:00am - 12:00pm

**Style:** Tabling Event and Enviroscope

On Saturday, September 10th 2022, five members of our Protect Wisconsin Waterways team attended the Whitewater Farmers Market, and promoted our annual clean up that took place the following weekend (September 17th, 2022).

**Date:** September 17th, 2022

**Location:** Shaler Park 400 N Madison St (Waupun)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 20+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 10+

On Saturday, September 17th 2022, we hosted our annual waterway clean up in Waupun. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway.



**Date:** September 17th, 2022

**Location:** Rotary RiverWalk Park 110 W Mill St (Beaver Dam)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 13+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 6+

On Saturday, September 17th 2022, we hosted our annual waterway clean up in Beaver Dam. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway.





**Date:** September 17th, 2022

**Location:** Riverside Park 850 Labaree St. (Watertown)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 20

**Length:** 10:00am - 12:00pm

**Style:** Clean Up

**Bags of Trash:** 5+

On Saturday, September 17th 2022, we hosted a waterway clean up in Watertown. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway.



**Date:** September 17th, 2022

**Location:** Barrie Park 210 Robert St (Fort Atkinson)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 19+

**Length:** 9:00am - 12:00pm

**Style:** Clean Up

**Bags of Trash:** 6+

On Saturday, September 17th 2022, we hosted our annual waterway clean up in Fort Atkinson along with the Rock River Coalition. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway. Of note, additional volunteers from the Rock River Coalition membership organized their own clean up in Johnson Creek.



**Date:** September 17th, 2022

**Location:** Cravath Lakefront Park 407 S Wisconsin St (Whitewater)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 53+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 27+

On Saturday, September 17th 2022, we hosted our annual waterway clean up in Whitewater. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the waterway. Of note, several members of the UW-Whitewater fraternities and sororities volunteered at this clean up location.



**Date:** September 17th, 2022

**Location:** Schilberg Park 301 W High Street (Milton)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 7+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 3+

On Saturday, September 17th 2022, we hosted our annual waterway clean up in Milton. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash in Schilberg Park. Of note, youth athletic activities also took place that morning and thus increased exposure beyond the volunteers that actively participated in the clean up.



**Date:** September 17th, 2022

**Location:** Monterey Park 501 Rockport Rd (Janesville)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 22+

**Length:** 10:00am - 12:00pm

**Style:** Clean Up

**Bags of Trash:** 10+

On Saturday, September 17th 2022, we hosted our annual waterway clean up in Janesville. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the Rock River.



**Date:** September 17th, 2022

**Location:** Preservation Park 3444 Riverside Dr (Town of Beloit)

**Event Name:** Protect Wisconsin Waterways Clean Up

**Volunteers Engaged:** 4+

**Length:** 10:00am - 12:00pm

**Style:** Clean Up

**Bags of Trash:** 1+\*

On Saturday, September 17th 2022, we hosted our annual waterway clean up in the Town of Beloit at Preservation Park. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash along the Rock River. \*Of note, a car show was also held at this location this weekend and the show sponsors helped clean up trash/litter from the park as part of the show set-up the day prior to our official clean up event.

**Date:** September 17th, 2022

**Location:** Rotary River Center Riverside Park 1160 S Riverside Dr (City of Beloit)

**Event Name:** Protect Wisconsin Waterways Clean Up

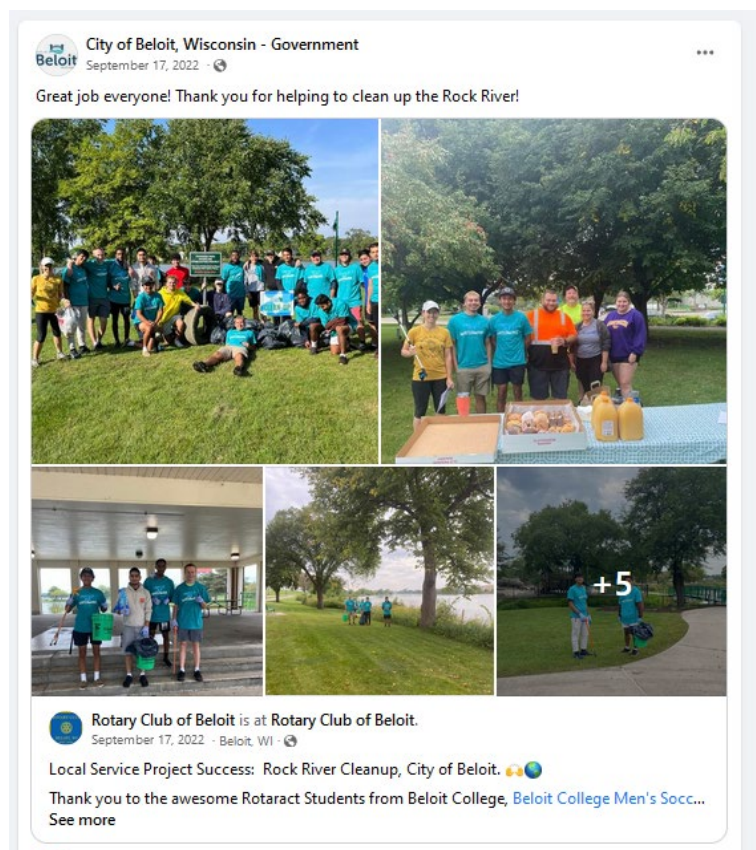
**Volunteers Engaged:** 47+

**Length:** 8:00am - 10:00am

**Style:** Clean Up

**Bags of Trash:** 12+

On Saturday, September 17th 2022, we hosted our annual waterway clean up in Beloit. A team of volunteers and Protect Wisconsin Waterways representatives helped collect trash near the Rock River. The location included volunteers from the Rotary Club of Beloit and Beloit College.



**Date:** September 20th, 2022

**Location:** Watertown

**Event Name:** Watertown Farmers Market

**Amount of People Engaged:** 10

**Length:** 7:00am - 12:00pm

**Style:** Tabling Event and Enviroscope

On Tuesday, September 20th 2022, five members of the Protect Wisconsin Waterways team attended the Watertown farmers market, and here we promoted our *Adopt a Storm Drain Protector Program*, and demonstrated our enviroscope model.

**Date:** September 24th, 2022

**Location:** Janesville

**Event Name:** Janesville Farmers Market

**Amount of People Engaged:** 30+

**Length:** 8:00am - 1:00pm

**Style:** Tabling Event and Enviroscope

On Saturday, September 24th 2022, four members of the Protect Wisconsin Waterways team attended the Janesville Farmers Market, and promoted our *Adopt a Storm Drain Protector Program*, along with demonstrating our enviroscope demonstration.



**Date:** October 15th, 2022

**Location:** Beloit

**Event Name:** Beloit Farmers Market

**Amount of People Engaged:** 50+

**Length:** 9:00am - 12:00pm

**Style:** Tabling Event and Enviroscope

On Saturday, October 15th 2022, five Protect Wisconsin Waterways representatives attended the Beloit Farmers Market, and started promoting our 2023 annual clean up, along with advertising our *Adopt a Storm Drain Protector Program*.



**Date:** October 15th, 2022

**Location:** Watertown (Watertown Senior Center)

**Event Name:** Confluence Event

**Amount of People Engaged:** 20+

**Length:** 8:00am - 2:00pm

**Style:** Interactive Presentation

On Saturday, October 15th 2022, four Protect Wisconsin Waterway representatives attended the Rock River Coalition’s Confluence event in Watertown. RRSg member Wesley Enterline and Protect Wisconsin Waterways representative Ashlee Platta presented about the Rock River Stormwater Group and Protect Wisconsin Waterways’ public education efforts. A tabling event also encouraged Confluence attendees to sign up to be a storm drain protector.



**Date:** October 22nd, 2022

**Location:** Whitewater

**Event Name:** UW-Whitewater Homecoming Parade & Game

**Amount of People Engaged:** 13,000+ Impressions

**Style:** Sponsorship & Splash in Parade

Protect Wisconsin Waterways was the official homecoming parade sponsor for the UW-Whitewater parade. Our mascot Splash also made an appearance in the parade (estimated attendance 1,000+). The group's logo also appeared on the scoreboard at the homecoming game (attendance 13,000+ at the game). Footage of the homecoming parade was also captured by UWWTW and available online.



**Date:** November 1st , 2022

**Location:** Whitewater

**Event Name:** Whitewater Salt Wise Equipment Open House Event

**Amount of People Engaged:** 50+

**Length:** 8:30am - 10:30am

**Style:** Interactive Presentation

On Tuesday, November 1st 2022, Wisconsin SaltWise, the City of Whitewater, UW-Whitewater, and Protect Wisconsin Waterways hosted the Whitewater Salt Wise Winter Equipment Open House Event. Attendees from area municipalities and private plowing contractors learned about ways to reduce salt when clearing parking lots/sidewalks. Attendees were also able to view different salting equipment from the UW-Whitewater campus. Custodians from the UWW campus represented a new target audience to further engage. This event also received media attention in the Daily Union (Jefferson County).





**Date:** November 7th, 2022

**Location:** University of Wisconsin-Whitewater

**Event Name:** Water Resource Associates Presentation and Training / Tim W.

**Amount of People Engaged:** 40+

**Length:** 4:30 pm - 6:30 pm

**Style:** Presentation and Training

Tim Whittaker from Water Resource Associates, LLC provided background information and training to UW-Whitewater college students on MS4 related topics from a municipality perspective. Key issues and the science behind the issues were covered. Students also had the opportunity to ask questions to help prepare for upcoming in-person events and outreach on behalf of Protect Wisconsin Waterways.



## Initiative #4: Launch the RRSB Mini-Grant Program

### Mini-Grant 2022:

In 2021, Protect Wisconsin Waterways began planning for a potential mini-grant program that we officially launched in 2022 to engage community organizations and help spread awareness of protecting and keeping our local waterways clean. The mini-grant program encouraged community organizations and other eligible groups to apply for project funding up to \$5,000 that relate to stormwater public education efforts.

In addition to promoting on the Protect Wisconsin Waterways' website and social media, outreach occurred to community organizations in each RRSB community. Certain in-person events such as the Janesville Sustainable Living Fair also allowed for direct promotion to relevant groups. The first year resulted in a total of three applications, including the Wisconsin EcoLatinos, Rock River Trail, and UW-Whitewater Rock County Campus. RRSB funded two of the three programs. The funded applications are included as an appendix at the end of this document, along with the final report from the Wisconsin EcoLatinos group. The Wisconsin EcoLatinos hosted two separate rain barrel workshop events in Janesville (August 4 and August 12). The Rock River Trail project includes creating a "GrateWorks" campaign and signage along the Rock River Trail. This project was continued into 2023 and more details will be provided in the 2023 report.





Wisconsin EcoLatinos

July 22, 2022 · 🌐

\*\*\*

Te invitamos, Janesville Friends. Wonderful opportunity to learn about the Rock River and take action to protect it.

#protectwisconsinwaterways #rainbarrels #raingarden

#hpljanesville

#rockriver

## APRENDAMOS COMO CUIDAR EL ROCK RIVER



**Agosto 4, 2022 6:00 pm ó  
Agosto 12, 2022 10:30 am**

**HEDBERG PUBLIC LIBRARY -  
JANESVILLE**

COMMUNITY ROOM

**En esta clase aprende como prevenir polución e inundaciones con el uso de tanques y jardines de lluvia**



**TANQUES DE LLUVIA**



**JARDINES DE LLUVIA**



**COMPOSTAJE**

**Rifaremos 2 tanques de lluvia, 2 contenedores de compostaje y plantas nativas entre los participantes**

REGISTRATION:

**wiecolatinos@gmail.com**



**FUNDED BY PROTECT WISCONSIN WATERWAYS**



\$ SUPPORT/DONATE



### **Initiative #5: Municipal Worker & Other Trainings**

The RRSg provides all members access to an online library of training resources (i.e., videos and other materials) on different stormwater topics. Each January, we encourage members to provide DPW and other employees with time to complete relevant training. Our continued partnership and sponsorship of Salt Wise also offers additional training opportunities and workshops specific to salt use, equipment calibration, and related topics. We also promoted Salt Wise workshops to the business community through our chamber of commerce connections. Municipal members also send employees to other training. For example, City of Waupun and City of Whitewater staff attended the February 10, 2022 Smart Salting, WI Roads Workshop. Several RRSg members also attended the November 1, 2022 Salting Equipment Open House co-hosted with WI SaltWise, the City of Whitewater, and UW-Whitewater that attracted over 50 attendees.

Municipal training resources include coverage of the following topics.

- Spill Prevention Control Countermeasure (SPCC)
- Stormwater MS4 'Rain Check'
- Stormwater Construction 'Ground Control'
- Stormwater 'Storm Watch' Municipal
- IDDE 'A Grate Concern' Employee Training

## 2022 Activities & RRSg’s Public Education & Outreach Goals

The following section outlines the relationship between RRSg’s specific activities and accomplishments to the group’s public education and outreach goals.

**Goal 1 - Illicit Discharge Detection and Elimination: Promote detection and elimination of illicit discharges and water quality impacts associated with such discharges from municipal separate storm sewer systems.**

1. Illicit Discharge was the August monthly theme for social media and the e-newsletter, the Runoff Rundown. Posts were made identifying illicit discharge and what to do if they see it happening.
2. A “Report a Violations” tab was added to the website that allows website users to report illicit discharge violations in 2017. No violations were reported via the website in 2022.

**Goal 2 - Household Hazardous Waste Disposal/Pet Waste/Management/Vehicle Washing: Inform and educate the public about the proper management of materials that may cause stormwater pollution from sources including automobiles, pet waste, household hazardous waste and household practices.**

1. The social media and e-newsletter monthly themes in May, June, and September align with the discussion of proper management for automobiles, pet waste, and household practices. Most other monthly themes also included information on how community members could improve their household practices.
2. Our informational brochures for the Storm Drain Protector Program included information on how to protect the waterways from one’s home. We have developed new “Be Wise” brochures and launched a broader “Be Wise” messaging campaign in 2022.
3. Informational pages on the website were updated to include more tips and tricks for community members to follow, including “Splash Tips.”
4. Clean-up events were held on September 17th, 2022.

**Goal 3 - Yard Waste Management/Pesticide and Fertilizer Application: Promote beneficial onsite reuse of leaves and grass clippings and proper use of lawn and garden fertilizers and pesticides.**

1. Our monthly themes in April and June were fertilizer/pesticide application and pet/yard waste such as: lawn clippings, waste disposal, and leaves, respectively.
2. A “Lawn Wise” and “Yard Wise” brochure and related digital content were created to share key tips and best practices that help homeowners “Be Wise” and Protect Wisconsin Waterways.



**Goal 4 - Stream and Shoreline Management: Promote the management of streambanks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways.**

1. Our monthly theme in July was stream and shoreline management where we discussed the best practices to benefit and help stream and shorelines.
2. A “Shore Wise” brochure and related digital content were created to share key tips and best practices that help homeowners “Be Wise” and Protect Wisconsin Waterways.

**Goal 5 - Residential Infiltration: Promote infiltration of residential stormwater runoff from rooftop downspouts, driveways and sidewalks.**

1. The monthly theme in November promoted better systems to allow more infiltration of residential stormwater.
2. The “Yard Wise” brochure includes information about residential infiltration.

**Goal 6 - Construction Sites and Post-Construction Storm Water Management: Inform and educate those responsible for the design, installation, and maintenance of construction site erosion control practices and stormwater management facilities on how to design, install and maintain the practices.**

1. By working with municipal representatives, we were able to gather information about different erosion control practices.
2. Our monthly theme for February was Construction Sites and Post Construction Storm Water Management.

**Goal 7 - Pollution Prevention: Identify businesses and activities that may pose a stormwater contamination concern, and educate those specific audiences on methods of stormwater pollution prevention.**

1. Pollution Prevention was our theme for January.
2. Educational efforts focused on community members and homeowners discussed various possible pollutants that they can help prevent from entering the waterways.
3. RRSB members had municipal/DPW employees complete online trainings via our Excal video library, Salt Wise, and Fortin virtual trainings.

**Goal 8 - Green Infrastructure/Low Impact Development: Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development.**

1. Green Infrastructure/Low Impact Development was October’s monthly theme.
2. By promoting things like rain gardens and educating people on erosion control, we promoted environmentally sensitive land development.



## 2022 Water Quality Education and Involvement Mini-Grant Application

### Applicant Information

Name: Cristina Carvajal

Title: Executive Director

Email: Wiecolatinos@gmail.com

Phone Number: 608-449-2110

Organization Name: Wisconsin EcoLatinos

Organization Address: 1006 River Birch Rd, Middleton WI

Organization Website (If Applicable): <https://www.wisconsin ecolatinos.org/>

**Organization Description:** Wisconsin EcoLatinos is a non-profit organization under fiscal sponsorship from the Center for Community Stewardship. We Promote sustainable practices on energy efficiency, waste reduction, and the protection of natural resources. By eliminating language and social barriers, our goal is to pursue an equitable and sustainable environment.

### Project Information

**Project Title:** Cuidemos el Rio con "Tanques y Jardines de Lluvia "  
Let's take care of the river with Rain Barrels and Rain Gardens

**Amount Requested:**

\$1425.0

**Municipality:** Janesville City, Town of Janesville, City of Whitewater

**Project Description:** A workshop in **Spanish** to teach Latino residents in the city of Janesville and Whitewater about

- Why is important to use a rain barrel and a rain garden
- How to install a rain barrel and how to build a rain garden in their homes.
- How to compost yard waste
- Three workshops; at each workshop, we will raffle one rain barrel and one compost bin. The winner agrees to invite other participants to observe the installed device and send a picture.
- Follow up with "winners" participants to confirm the installation of the rain barrel or compost bin.

**Budget:**

3 rain Barrels	\$600
3 yard waste Compost bins	\$300
3 -1hr Workshops and material	\$800
Operational	\$200
Total	\$1,900.0



**Project Timeline:**

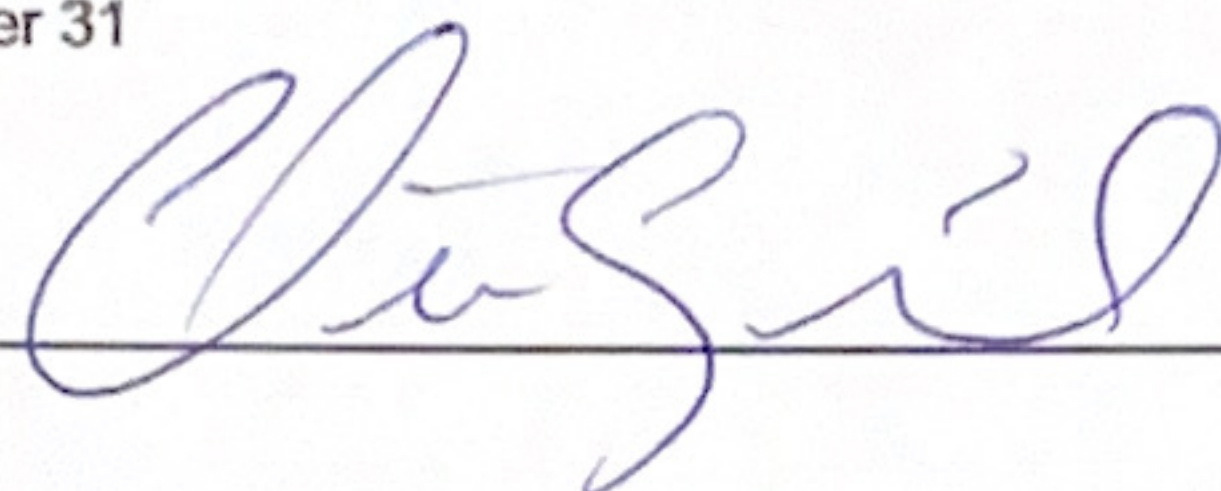
One Workshop monthly June, July, August, 2022

Project milestone : August 5, 2022

Follow up with residents: September-1st to October 30th, 2022

Project completion : October 31

Applicant Signature: \_\_\_\_\_



Date: \_\_\_\_\_

4/1/2022





Mini-Grant Report

September 12, 2022

**Rock River Watershed Outreach Program, Sumer- Fall 2022**  
**Wisconsin EcoLatinos and Protect Wisconsin Waterways**

**Cuidemos el Rock River con “Tanques y Jardines de Lluvia “**  
**Let’s take care of the Rock River with Rain Barrels and Rain Gardens.**

In this outreach program, we hosted two in-person events at Janesvilles’ Hedberg Public Library on August 4th and August 12th, 2022, and One virtual workshop on August 29th. In addition, we are scheduled to participate in the Hispanic Heritage Fiesta hosted by Premier Bank on September 25th in Janesville. In this event, we plan to continue this campaign and have a display of educational material in Spanish and English promoting actions to prevent stormwater contamination and the conservation of the Rock River Watershed. We have also been invited to the International Children’s day in whitewater in the spring of 2023, and we plan to continue this same educational campaign. We found out the best way to engage our community is to meet them where they are; this is why we plan to participate in these community events.

At this point, we have handed out (1) rain Barrel, (1 ) compost bin, and a certificate to buy native plants from AgreCol. Attached is the list of participants who received these items.

We consider this an important campaign, and we’d like to continue to partner with Protect Wisconsin Waterways.

Thank you for your support.

Cristina Carvajal

Wisconsin EcoLatinos

**Applicant Information**

**Name:** Therese Oldenburg  
**Title:** Rock River Trail Board Member and Coordinator  
**Email:** info@rockrivertrail.com  
**Phone Number:** 608-931-6895  
**Organization Name:** Friends of Rock River DBA Rock River Trail  
**Organization Address:** 2410 Clifcorn Drive, Beloit, WI 53511  
**Organization Website (If Applicable):** rockrivertrail.com  
**Organization Description:** Friends of the Rock River (Rock River Trail) promotes the natural and recreational opportunities provided by our Rock River Watershed. Running through 11 counties and two states, the Rock River Trail spans the 320-mile length of the Rock River from the Horicon National Wildlife Refuge in south central Wisconsin to the Mississippi River in Illinois.

**Project Information**

**Project Title:** Do GrateWorks For Your River – Storm Grate Adoption Initiative  
**Amount Requested:** \$3713  
**Municipality:** Communities along the Rock River in Wisconsin including: Beloit, Janesville, Town of Beloit, Town of Turtle, Milton, Fort Atkinson, Watertown, Waupun, Theresa, Jefferson  
**Project Description:**  
Over the last 12 years the Friends of Rock River worked in 11 counties in WI and IL to establish, grow and maintain the Rock River Trail. In 2013 we worked to establish the Rock River as the 10th National Water Trail by the National Park Service. We are committed to improving water quality and an enhanced river ecosystem. The Rock River Trail has distributed over 117,000 oak saplings for 12 years along the whole Rock River corridor and participated in the Rock River Sweep with our partners.  
  
To continue our work to improve the Rock River watershed, we’re seeking funding to establish the “Do GrateWorks For Your River” initiative to engage citizens in adopting and clearing storm sewer grates in communities along the Rock River. The aim is to encourage citizens to help keep storm drains free from anything that can end up polluting the Rock River.  
  
**The Need** - This initiative is spurred by personal experience of Rock River Trail coordinator Therese Oldenburg. In the last few years, Therese has witnessed more trash than ever before lodged in storm grates in her community of Beloit. At The Rock River Trail Visitor Center located at Nature At The Confluence, there is a Rock River tributary spring called Kelly Creek that is comingled with storm water. In 2021 staff removed over 300 lbs. of stormwater induced garbage before it reached the Rock River. On 2021 paddle trips along the Rock River, Therese witnessed more garbage than ever before. There is an evident need to reach this garbage before it enters the water ways.  
  
**The goal** of “GrateWorks For Your River” program is to engage citizens to help reduce pollutants from entering streams, creeks, rivers that feed into the Rock River Watershed. This program would also serve to educate citizens, as many people don't realize that everything in the street ends up in storm drains, and usually goes untreated into a river or lake.



On The Rock River Trail website a “GrateWorks” page would be established where we would provide tips to keep citizens safe while performing the cleaning. The page would also provide a place for them to sign up to adopt a storm grate and to provide feedback on their volunteer work. We would create and distribute signage to be installed in partner communities near the Rock River or major tributaries. Rack cards would be distributed, and a social media campaign would support the initiative.

To extend the reach of this program, we’ll engage partners such as Rock River Coalition, Nature At The Confluence, Friends of Turtle Creek, government entities and other Friends groups.

**Project Budget**

- \$1000 - 10 qty. 18' x 24' Full Color Permanent Outdoor Signs – designed, produced and offered to community partners to be posted near the Rock River.
- \$250 – design and print 50 qty posters
- \$400 - Design and Print 2500 qty Rack Cards for community partners
- \$400 - Purchase domain and develop website page to be hosted on Rock River Trail website with contact form to collect emails from people that want to participate
- \$900 - Staff time to contact city, county staff, community partners, friends and user groups and attend meetings, give presentations.
- \$300 - Social Media planning and implementation
- \$300 - Social Media graphics designed for groups to use
- \$200 - Facebook ad budget
- \$300 - Design and implement email blasts, and create media releases
- \$700 - Staff time for general program administration
- \$200 - Mailing/Shipping & Gas Expenses
  - **Project Total \$ 4950**
  - **Grant Request - \$3713**

**Measurable results would include the number of:**

- Citizens signed up as GrateWorks volunteers
- Visits to the GrateWorks page
- Places where we visited with community partners and the public, and the number of people talked to at these visits.
- Feedback from volunteers on # of times they check and clean their grates and estimate how many pounds they removed.

**Project Timeline:**

May-June: Distribution of Signage, Rack Cards to Partners, Webpage launched  
June – September – Marketing Campaigns, Community presentations  
August – Progress report  
September – Emails to volunteers, collection of volunteer reports  
October – final reports

See graphics on next page.

*Go Out And Do*

**GRATE  
WORKS**

**For Your River**



**#GRATEWORKS #ROCKRIVERTRAIL**

**STOP TRASH  
IN ITS TRACKS!**



[rockrivertrail.com](http://rockrivertrail.com)

## 1. January Theme

<b>Event Start Date</b>				January 1, 2022	
<b>Project Event Name</b>				Pollution Prevention	
<b>Delivery Mechanism</b>				Social Media, Website, Passive Print	
<b>Topics Covered</b>		<b>Target Audience</b>		<b>Estimated People Reached</b>	<b>Regional Effort (Yes/No)</b>
	Illicit Discharge detection and elimination	X	General Public	1,000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing	X	Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management	X	Businesses		
	Residential infiltration		Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				

## 2. February Theme

<b>Event Start Date</b>				February 1, 2022	
<b>Project Event Name</b>				Construction Sites and Post Construction Storm Water Management	
<b>Delivery Mechanism</b>				Social Media, Website, Passive Print	
<b>Topics Covered</b>		<b>Target Audience</b>		<b>Estimated People Reached</b>	<b>Regional Effort (Yes/No)</b>
	Illicit Discharge detection and elimination	X	General Public	1,000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing	X	Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management	X	Businesses		
	Residential infiltration	X	Contractors		
X	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				

## 3. March Theme

<b>Event Start Date</b>				March 1, 2022	
<b>Project Event Name</b>				Snowmelt Runoff	
<b>Delivery Mechanism</b>				Social Media, Website, Passive Print	
<b>Topics Covered</b>		<b>Target Audience</b>		<b>Estimated People Reached</b>	<b>Regional Effort (Yes/No)</b>
	Illicit Discharge detection and elimination	X	General Public	1,000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing		Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management		Businesses		
	Residential infiltration		Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
X	Other: Snowmelt Runoff				
	Explain:				



4. April Theme

<b>Theme and Month</b>				April 1, 2022	
<b>Project Event Name</b>				Fertilizer and Pesticide Application	
<b>Delivery Mechanism</b>				Social Media, Website, Passive Print	
<b>Topics Covered</b>		<b>Target Audience</b>		<b>Estimated People Reached</b>	<b>Regional Effort (Yes/No)</b>
	Illicit Discharge detection and elimination	X	General Public	1,000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing	X	Public Employees		
X	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management	X	Businesses		
	Residential infiltration	X	Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				

5. May Theme

<b>Event Start Date</b>				May 1, 2022	
<b>Project Event Name</b>				Household Hazardous Waste Disposal	
<b>Delivery Mechanism</b>				Social Media, Website, Passive Print	
<b>Topics Covered</b>		<b>Target Audience</b>		<b>Estimated People Reached</b>	<b>Regional Effort (Yes/No)</b>
	Illicit Discharge detection and elimination	X	General Public	1,000+	Yes
X	Household hazardous waste disposal/pet waste management/ vehicle washing		Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management		Businesses		
	Residential infiltration		Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				

6. June Theme

<b>Event Start Date</b>				June 1, 2022	
<b>Project Event Name</b>				Yard and Pet Waste Management	
<b>Delivery Mechanism</b>				Social Media, Website, Passive Print	
<b>Topics Covered</b>		<b>Target Audience</b>		<b>Estimated People Reached</b>	<b>Regional Effort (Yes/No)</b>
	Illicit Discharge detection and elimination	X	General Public	1,000+	Yes
X	Household hazardous waste disposal/pet waste management/ vehicle washing	X	Public Employees		
X	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management		Businesses		
	Residential infiltration	X	Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				

7. July Theme

<b>Event Start Date</b>				July 1, 2022	
<b>Project Event Name</b>				Stream and shoreline management	
<b>Delivery Mechanism</b>				Social Media, Website, Passive Print	
<b>Topics Covered</b>		<b>Target Audience</b>		<b>Estimated People Reached</b>	<b>Regional Effort (Yes/No)</b>
	Illicit Discharge detection and elimination	X	General Public	1000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing		Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
X	Stream and shoreline management		Businesses		
	Residential infiltration		Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				



8. August Theme

<b>Event Start Date</b>				August 1, 2022	
<b>Project Event Name</b>				Illicit Discharge Detection and Elimination	
<b>Delivery Mechanism</b>				Social Media, Website, Passive Print	
<b>Topics Covered</b>		<b>Target Audience</b>		<b>Estimated People Reached</b>	<b>Regional Effort (Yes/No)</b>
X	Illicit Discharge detection and elimination	X	General Public	1000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing	X	Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management		Businesses		
	Residential infiltration		Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				

9. September Theme

Event Start Date				September 1, 2022	
Project Event Name				Vehicle Washing	
Delivery Mechanism				Social Media, Website, Passive Print	
Topics Covered		Target Audience		Estimated People Reached	Regional Effort (Yes/No)
	Illicit Discharge detection and elimination	X	General Public	1000+	Yes
X	Household hazardous waste disposal/pet waste management/ vehicle washing		Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management		Businesses		
	Residential infiltration		Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				

10. Theme

Event Start Date				October 1, 2022	
Project Event Name				Green Infrastructure/low impact development	
Delivery Mechanism				Social Media, Website, Passive Print	
Topics Covered		Target Audience		Estimated People Reached	Regional Effort (Yes/No)
	Illicit Discharge detection and elimination	X	General Public	1000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing	X	Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management		Businesses		
	Residential infiltration		Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
X	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				

11. November Theme

Event Start Date				November 1, 2022	
Project Event Name				Residential Infiltration	
Delivery Mechanism				Social Media, Website, Passive Print	
Topics Covered		Target Audience		Estimated People Reached	Regional Effort (Yes/No)
	Illicit Discharge detection and elimination	X	General Public	1,000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing	X	Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management		Businesses		
X	Residential infiltration		Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
	Other				
	Explain:				



12. December Theme

Event Start Date				December 1, 2022	
Project Event Name				Salt Use	
Delivery Mechanism				Social Media, Website, Passive Print	
Topics Covered		Target Audience		Estimated People Reached	Regional Effort (Yes/No)
	Illicit Discharge detection and elimination	X	General Public	1,000+	Yes
	Household hazardous waste disposal/pet waste management/ vehicle washing	X	Public Employees		
	Yard waste management/pesticide and fertilizer application	X	Residents		
	Stream and shoreline management	X	Businesses		
	Residential infiltration	X	Contractors		
	Construction Sites and Post Construction Storm Water Management		Developers		
X	Pollution Prevention		Industries		
	Green Infrastructure/low impact development		Other		
X	Other: Salt Use				
	Explain:				

Event Start Date	9-17-2022			
Project/ Event Name	Beaver Dam Clean up			
Delivery Mechanism	Clean up event			
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)	
<input checked="" type="checkbox"/> Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input type="checkbox"/>	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>	<input type="checkbox"/> Contractors			
<input type="checkbox"/>	<input type="checkbox"/> Developers			
<input type="checkbox"/>	<input type="checkbox"/> Industries			
<input type="checkbox"/>	<input type="checkbox"/> Other			
<input type="checkbox"/>				

Event Start Date	9-17-2022			
Project/ Event Name	Waupun Clean Up			
Delivery Mechanism	Clean up event			
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)	
<input checked="" type="checkbox"/> Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input type="checkbox"/>	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>	<input type="checkbox"/> Contractors			
<input type="checkbox"/>	<input type="checkbox"/> Developers			
<input type="checkbox"/>	<input type="checkbox"/> Industries			
<input type="checkbox"/>	<input type="checkbox"/> Other			
<input type="checkbox"/>				

Event Start Date	9-17-2022			
Project/ Event Name	Watertown Clean Up			
Delivery Mechanism	Clean up event			
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)	
<input checked="" type="checkbox"/> Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input type="checkbox"/>	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>	<input type="checkbox"/> Contractors			
<input type="checkbox"/>	<input type="checkbox"/> Developers			
<input type="checkbox"/>	<input type="checkbox"/> Industries			
<input type="checkbox"/>	<input type="checkbox"/> Other			
<input type="checkbox"/>				

Event Start Date	9-17-2022			
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Project/ Event Name		Fort Atkinson Clean Up			
Delivery Mechanism		Clean up event			
Topics Covered		Target Audience	Estimated People Reached (Optional)		Regoinal Effort (Optional)
<input checked="" type="checkbox"/>	Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input type="checkbox"/>		<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>		<input type="checkbox"/> Contractors			
<input type="checkbox"/>		<input type="checkbox"/> Developers			
<input type="checkbox"/>		<input type="checkbox"/> Industries			
<input type="checkbox"/>		<input type="checkbox"/> Other			
<input type="checkbox"/>					

Event Start Date		9-17-2022			
Project/ Event Name		Whitewater Clean Up			
Delivery Mechanism		Clean up event			
Topics Covered		Target Audience	Estimated People Reached (Optional)		Regoinal Effort (Optional)
<input checked="" type="checkbox"/>	Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Residents	<input checked="" type="checkbox"/> 51-100		
<input type="checkbox"/>		<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>		<input type="checkbox"/> Contractors			
<input type="checkbox"/>		<input type="checkbox"/> Developers			
<input type="checkbox"/>		<input type="checkbox"/> Industries			
<input type="checkbox"/>		<input type="checkbox"/> Other			
<input type="checkbox"/>					

Event Start Date		9-17-2022			
Project/ Event Name		Milton Clean Up			
Delivery Mechanism		Clean up event			
Topics Covered		Target Audience	Estimated People Reached (Optional)		Regoinal Effort (Optional)
<input checked="" type="checkbox"/>	Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input checked="" type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input type="checkbox"/>		<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>		<input type="checkbox"/> Contractors			
<input type="checkbox"/>		<input type="checkbox"/> Developers			
<input type="checkbox"/>		<input type="checkbox"/> Industries			
<input type="checkbox"/>		<input type="checkbox"/> Other			
<input type="checkbox"/>					

Event Start Date		9-17-2022			
Project/ Event Name		Janesville Clean Up			

Delivery Mechanism		Clean up event			
Topics Covered		Target Audience	Estimated People Reached (Optional)		Regoinal Effort (Optional)
<input checked="" type="checkbox"/>	Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input type="checkbox"/>		<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>		<input type="checkbox"/> Contractors			
<input type="checkbox"/>		<input type="checkbox"/> Developers			
<input type="checkbox"/>		<input type="checkbox"/> Industries			
<input type="checkbox"/>		<input type="checkbox"/> Other			
<input type="checkbox"/>					

Event Start Date		9-17-2022			
Project/ Event Name		Town of Beloit Clean Up			
Delivery Mechanism		Clean up event			
Topics Covered		Target Audience	Estimated People Reached (Optional)		Regoinal Effort (Optional)
<input checked="" type="checkbox"/>	Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input checked="" type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input type="checkbox"/>		<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>		<input type="checkbox"/> Contractors			
<input type="checkbox"/>		<input type="checkbox"/> Developers			
<input type="checkbox"/>		<input type="checkbox"/> Industries			
<input type="checkbox"/>		<input type="checkbox"/> Other			
<input type="checkbox"/>					

Event Start Date		9-17-2022			
Project/ Event Name		City of Beloit Waterway Clean up			
Delivery Mechanism		Clean up event			
Topics Covered		Target Audience	Estimated People Reached (Optional)		Regoinal Effort (Optional)
<input checked="" type="checkbox"/>	Volunteer Opportunity	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input type="checkbox"/>		<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input type="checkbox"/>		<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input type="checkbox"/>		<input type="checkbox"/> Contractors			
<input type="checkbox"/>		<input type="checkbox"/> Developers			
<input type="checkbox"/>		<input type="checkbox"/> Industries			
<input type="checkbox"/>		<input type="checkbox"/> Other			
<input type="checkbox"/>					



<b>Event Start Date</b>	2-8-2022		
<b>Project/ Event Name</b>	Water Resource Associates Presentation and Training / Tim W.		
<b>Delivery Mechanism</b>	Targeted Group Training		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input checked="" type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input checked="" type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input checked="" type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	3-26-2022		
<b>Project/ Event Name</b>	Janesville Sustainable Living Fair (Hedberg Library, Janesville)		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input checked="" type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input checked="" type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	4-9-2022		
<b>Project/ Event Name</b>	Door to Door Storm Drain Protector Program Watertown		
<b>Delivery Mechanism</b>	Other (active)		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	4-23-2022		
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Project/ Event Name	Janesville Rotary Gardens Earth Day Event		
Delivery Mechanism	Informational booth at event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input checked="" type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

Event Start Date	4-23-2022		
Project/ Event Name	Watertown/Rock River Coalition Rain Barrel Workshop		
Delivery Mechanism	Workshop		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

Event Start Date	5-7-2022		
Project/ Event Name	Whitewater Farmers Market		
Delivery Mechanism	Informational booth at event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

Event Start Date	5-21-2022
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Project/ Event Name	Beloit Farmers Market		
Delivery Mechanism	Informational booth at event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input checked="" type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

Event Start Date	5-28-2022		
Project/ Event Name	Fort Atkinson Farmers Market		
Delivery Mechanism	Informational booth at event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input checked="" type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

Event Start Date	6-11-2022		
Project/ Event Name	Janesville Farmers Market		
Delivery Mechanism	Informational booth at event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

Event Start Date	7-7-2022		
Project/ Event Name	Lights n Sirens (Watertown)		

<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regoinal Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input checked="" type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	7-16-2022		
<b>Project/ Event Name</b>	Whitewater Farmers Market		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regoinal Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	7-30-2022		
<b>Project/ Event Name</b>	Fort Atkinson Farmers Market		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regoinal Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input checked="" type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	8-13-2022		
<b>Project/ Event Name</b>	Watertown RiverFest		
<b>Delivery Mechanism</b>	Informational booth at event		

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input checked="" type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	8-20-2022		
<b>Project/ Event Name</b>	Riverside Park Music Festival		
<b>Delivery Mechanism</b>	Informational booth at event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-6-2022		
<b>Project/ Event Name</b>	Whitewater City Market		
<b>Delivery Mechanism</b>	Informational booth at event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-10-2022		
<b>Project/ Event Name</b>	Whitewater Farmers Market		
<b>Delivery Mechanism</b>	Informational booth at event		
Topics Covered	Target Audience	Estimated People Reached (Optional)	Regoinal Effort (Optional)



<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	Beaver Dam Clean up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	Waupun Clean Up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	Watertown Clean Up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes

<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	Fort Atkinson Clean Up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regoinal Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	Whitewater Clean Up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regoinal Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input checked="" type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	Milton Clean Up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regoinal Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input checked="" type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No

<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors			
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers			
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries			
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other			
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain				

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	Janesville Clean Up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	Town of Beloit Clean Up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input checked="" type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +	
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors		
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers		
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries		
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other		
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain			

<b>Event Start Date</b>	9-17-2022		
<b>Project/ Event Name</b>	City of Beloit Waterway Clean up		
<b>Delivery Mechanism</b>	Informational booth at event		
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100	

<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors			
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers			
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries			
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other			
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain				

<b>Event Start Date</b>	9-20-2022			
<b>Project/ Event Name</b>	Watertown Farmers Market			
<b>Delivery Mechanism</b>	Informational booth at event			
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>	
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input checked="" type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors			
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers			
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries			
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other			
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain				

<b>Event Start Date</b>	9-24-2022			
<b>Project/ Event Name</b>	Janesville Farmers Market			
<b>Delivery Mechanism</b>	Informational booth at event			
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>	
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100		
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors			
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers			
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries			
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other			
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain				

<b>Event Start Date</b>	10-15-2022			
<b>Project/ Event Name</b>	Beloit Farmers Market			
<b>Delivery Mechanism</b>	Informational booth at event			
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>	
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes	
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No	
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input checked="" type="checkbox"/> 51-100		
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +		

<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors				
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers				
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries				
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input type="checkbox"/> Other				
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain					

<b>Event Start Date</b>	10-15-2022				
<b>Project/ Event Name</b>	Confluence Event (Watertown)				
<b>Delivery Mechanism</b>	Informational booth at event				
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>		
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes		
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50	<input type="checkbox"/> No		
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100			
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +			
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors				
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers				
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries				
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input checked="" type="checkbox"/> Other				
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain					

<b>Event Start Date</b>	10-22-2022				
<b>Project/ Event Name</b>	UW-Whitewater Homecoming Parade				
<b>Delivery Mechanism</b>	Other				
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>		
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes		
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No		
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100			
<input checked="" type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input checked="" type="checkbox"/> 101 +			
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors				
<input type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers				
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries				
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input checked="" type="checkbox"/> Other				
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain					

<b>Event Start Date</b>	11-1-2022				
<b>Project/ Event Name</b>	Whitewater Salt Wise Equipment Open House Event				
<b>Delivery Mechanism</b>	Targeted Group Training				
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>	<b>Regional Effort (Optional)</b>		
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10	<input checked="" type="checkbox"/> Yes		
<input type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input checked="" type="checkbox"/> Public Employees	<input type="checkbox"/> 11-50	<input type="checkbox"/> No		
<input type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input checked="" type="checkbox"/> 51-100			
<input type="checkbox"/> stream and shoreline management	<input checked="" type="checkbox"/> Businesses	<input type="checkbox"/> 101 +			



<input type="checkbox"/> residential infiltration	<input checked="" type="checkbox"/> Contractors				
<input type="checkbox"/> construction sites and post construction storm water management	<input checked="" type="checkbox"/> Developers				
<input checked="" type="checkbox"/> Pollution prevention	<input checked="" type="checkbox"/> Industries				
<input type="checkbox"/> green infrastructure/ low impact development	<input checked="" type="checkbox"/> Other				
<input type="checkbox"/> Other:					

<b>Event Start Date</b>	11-7-2022				
<b>Project/ Event Name</b>	Water Resource Associates Presentation and Training / Tim W.				
<b>Delivery Mechanism</b>	Targeted Group Training				
<b>Topics Covered</b>	<b>Target Audience</b>	<b>Estimated People Reached (Optional)</b>		<b>Regional Effort (Optional)</b>	
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public	<input type="checkbox"/> 1 - 10		<input checked="" type="checkbox"/> Yes	
<input checked="" type="checkbox"/> household hazardous waste disposal/pet waste management/ vehicle washing	<input type="checkbox"/> Public Employees	<input checked="" type="checkbox"/> 11-50		<input type="checkbox"/> No	
<input checked="" type="checkbox"/> yard waste management/ pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents	<input type="checkbox"/> 51-100			
<input checked="" type="checkbox"/> stream and shoreline management	<input type="checkbox"/> Businesses	<input type="checkbox"/> 101 +			
<input checked="" type="checkbox"/> residential infiltration	<input type="checkbox"/> Contractors				
<input checked="" type="checkbox"/> construction sites and post construction storm water management	<input type="checkbox"/> Developers				
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries				
<input checked="" type="checkbox"/> green infrastructure/ low impact development	<input checked="" type="checkbox"/> Other				
<input checked="" type="checkbox"/> Other: Adopt-a-storm drain					

# 2022 WATERWAYS CLEAN-UP

Section 13, Item B.

**SATURDAY  
SEPT. 17TH**

## Watertown Riverside Park

Anne St & Labaree St  
Watertown, WI 53098

**10 AM - NOON**

Keep our local  
waterways clean!



Scan the code below or go to:  
[protectwiwaterways.org/2022cleanup](https://protectwiwaterways.org/2022cleanup)





## **MS4 Permit No. WI-S050075-3**

### **Section 2.6 Pollution Prevention**

**October 2022**

#### **Summary**

The City of Watertown is covered under the Wisconsin Department of Natural Resources' (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City of Watertown implements a City-wide Pollution Prevention Program with the goal of reducing the amount of pollution that enters local streams, lakes and wetland from stormwater runoff per Section 2.6 of the MS4 Permit. The City's Pollution Prevention Program contains multiple sub-programs that deal with routine city operations that have the potential to impact and control the overall amount of Total Suspended Solids (TSS), Total Phosphorus (TP) and other pollutants from reaching the Rock River, Silver Creek, Silver Creek Pond, Lake Victoria, Heiden Pond, and other local tributaries and wetlands.

Pollution Prevention activities are conducted by multiple different City departments, including Engineering, Streets, Parks & Forestry on multiple different properties including parks, municipal properties, streets and right-of -ways, stormwater best management practice (BMP) sites, the Watertown Municipal Airport\*.

\*Approximately 3-5 acres of land at the Watertown Municipal Airport is covered by Wisconsin Department of Natural Resources (WDNR) under a WPDES Tier 2 Industrial Stormwater Permit. The City-owned quarry site at the end of Bonner Street is covered by WDNR under a Nonmetallic Mining Permit. The City of Watertown Wastewater Treatment Facility is covered by WDNR under a WPDES Wastewater Discharge Permit. These and additional private businesses covered by WDNR WPDES permits are shown on the MS4 Map per Section 2.8 of the MS4 Permit.

#### **Individual Pollution Prevention Programs**

Individual program descriptions have been developed for each of the following subtopics under Pollution Prevention, Section 2.6 of the MS4 Permit:

- Stormwater BMP Maintenance Program & (Sections 2.6.1 & 2.6.2)
- Municipal Property Storm Water Pollution Prevention Plans (SWPPPs)

**MS4 Permit No. WI-S050075-3**  
**Section 2.6 Pollution Prevention**  
**March 2023**

- Source Water Protection Areas
- Street Sweeping, Catch Basin and Material Disposal (Section 2.6.5)
- Leaf Collection (Section 2.6.5(d))
- Winter Road Management (Section 2.6.6)
- Nutrient Management (Section 2.6.7)
- Sustainable Infrastructure (Section 2.6.8)
- Internal Stormwater Training (Section 2.6.9)

Detailed information is included in the individual program descriptions.

**Program Contacts**

SW BMP Maintenance, SWPPPs, Nutrient Management, Environmentally Sensitive Development, Internal Training:

Maureen McBroom, Stormwater Project Manager

[maureenm@cityofwatertown.org](mailto:maureenm@cityofwatertown.org)

920-206-4264

Source Water Protection Areas:

Brian Zirbes, Zoning & Floodplain Administrator

[bzirbes@cityofwatertown.org](mailto:bzirbes@cityofwatertown.org)

920-262-4041

Street Sweeping-Catch Basins, Leaf Collection, Winter Road Management:

Stacy Zimmerman

Operations Manager

[StacyW@CityofWatertown.org](mailto:StacyW@CityofWatertown.org)

920-262-4080

Matt Willmann

Assistant Operations Manager

[mwillmann@cityofwatertown.org](mailto:mwillmann@cityofwatertown.org)

920-262-4272







## MS4 Permit No. WI-S050075-3

### Section 2.6.1 & 2.6.2 Storm Water BMP Maintenance Program

March 2023

#### **Summary**

The City of Watertown (City) is covered under the Wisconsin Department of Natural Resources' (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City implements a Stormwater Best Management Practice (BMP) Maintenance Program that includes both publicly- and privately-owned BMPs. Inspections and maintenance of the stormwater BMPs located within the City is completed to ensure the BMPs are functioning as designed and constructed to reduce the amount of pollution that enters local streams, lakes and wetland from stormwater runoff per Section 2.6.1 and 2.6.2 of the MS4 Permit. A variety of different BMPs are located in the City, requiring a wide range of equipment, resources, staffing and knowledge for these BMPs to successfully reduce the overall amount of Total Suspended Solids (TSS), Total Phosphorus (TP) and other pollutants from reaching the Rock River, Johnson Creek, Silver Creek, Silver Creek Pond, Lake Victoria, Heiden Pond, and other local tributaries and wetlands.

#### **Program Timelines**

Routine inspections and maintenance of the publicly-owned stormwater BMPs are completed at various times throughout the year, often due to forecasted rain events. City crews understand the impacts of clogged outfall structures and loose debris in the stormwater BMPs, and are trained to inspect and maintain these areas in particular on a routine basis.

Less frequent, full inspections are completed and documented at least once every 2 years. These inspections may reveal more substantial maintenance tasks to be done, such as outfall structure maintenance, inlet structure maintenance, sediment build up to be removed, and more. Engineering Division staff complete and document the inspections, then coordinate completion of the work with the Street Division Operations Manager or with a private contractor.

Privately-owned stormwater BMPs are inspected\* once every 2 years by City staff. These inspections are documented and stored with other MS4 Permit program documentation within the Engineering Division. Notifications including copies of the inspection reports are sent out to private stormwater BMP owners with maintenance tasks and suggested timelines identified. City staff review the BMPs after these timeframes have passed to confirm whether the maintenance

**MS4 Permit No. WI-S050075-3****Section 2.6.1 & 2.6.2 Storm Water BMP Maintenance Program****October 2022**

tasks were completed or not. If not, City staff may schedule this work to be completed either through the Streets Division (depending on staff and equipment availability) or through a contractor.

**Administrative Procedures**

Both City-owned and privately-owned stormwater BMPs are tracked through inventories in spreadsheets and GIS. (see attached spreadsheets). Information such as the BMP type, location, year constructed, street address, parcel #, and whether the BMP has a maintenance plan/agreement, As-builts and stormwater management plan are tracked either on the spreadsheets or in GIS. The City Engineering Division stores the maintenance plans/agreements, as-builts, and stormwater management plans electronically along with the inspection reports and inspection notification letters. (Additional spreadsheets are maintained to track Total Suspended Solids (TSS) and Total Phosphorus (TP) control levels for each individual BMP, primarily for TMDL purposes. Additional pollutant control due to newly constructed or installed BMPs is reported to the Wisconsin Department of Natural Resources (WDNR) via the MS4 Permit Annual Report.)

Maintenance plans have been developed for the City-owned stormwater BMPs. These plans include the type of BMP, location, recommended routine and occasional maintenance tasks, and a schedule recommending when to complete these tasks. Long-term maintenance agreements are required for privately-owned stormwater BMPs as part of the City's stormwater permit process, which include similar BMP information.

Inspections reports for City-owned BMPs are documented and housed within the Engineering Division. Maintenance activities that are identified through these inspections are communicated with the Street Division Operations Manager or with a private contractor.

Inspection reports for privately-owned stormwater BMPs are documented and copies are included with the notification letters that are sent out to the property owners. For properties that do not have maintenance activities completed within the appropriate timeframes, City staff may charge back the property owner for the cost of the maintenance work through the property tax bills at the end of the year. This process would be coordinated between the Engineering Division and the Clerk's Office.

Sediment removal at City-owned BMPs would be reviewed through the WDNR's NR 528 Sediment Characterization Process, to determine the best way to dispose of any sediment removal from the bottom of the BMP. Records of the characterization are retained for at least 20 years per the requirements of NR 528, Wisconsin Administrative Code. Sediment removal beyond the minor amounts allowed in NR 528 is anticipated to be completed once every 10-20 years,

**MS4 Permit No. WI-S050075-3**

**Section 2.6.1 & 2.6.2 Storm Water BMP Maintenance Program**

**October 2022**

depending on the BMP type, land use within the contributing drainage area and site-specific conditions.

Some BMPs will require dewatering to adequately complete the sediment removal or other maintenance tasks. Dewatering of stormwater BMPs is covered under the WDNR's WPDES Dewatering Permit, which City staff would obtain coverage under prior to dewatering stormwater BMPs.

**Outreach**

Information on stormwater BMP maintenance particularly for private property owners is included on the City's Stormwater Utility website. This website is updated multiple times per year with new or revised information for property owners and the general public as part of the overall Stormwater Education Program. City staff refer to stormwater BMP owners to this site for information to share with contractors, neighbors and other interested parties. City staff also refer Streets Division and Parks & Forestry Department staff to this site for information on stormwater related topics including maintenance, vegetation, and invasive species.

**Program Contact**

Maureen McBroom, Stormwater Project Manager

[maureenm@cityofwatertown.org](mailto:maureenm@cityofwatertown.org)

920-206-4264



**MS4 Permit No. WI-S050075-3**

**Section 2.6.3 SWPPPs for Municipal Properties**

**March 2023**

**Summary**

The City of Watertown is covered under the Wisconsin Department of Natural Resources' (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City of Watertown has developed Storm Water Pollution Prevention Plans (SWPPPs) for three\* municipal properties:

- Main Garage (811 S. First Street)
- Yard-Waste Site (1355 Boomer Street)
- Parks, Recreation and Forestry Site (404 Bonner Street)

\*As part of the 2020 Annual Report preparation and program review process, it was determined that the City's Wastewater Treatment Facility and the City's Recycling Center no longer need a SWPPP, since equipment and materials are no longer being stored outside.

These SWPPPs address materials and equipment stored outside that may contribute to pollutant loads in local streams, lakes and wetlands due to exposure to rain and snow melt. The plans, which designate specific areas of these sites for dedicated storage and activities, requires inspections and maintenance designed to the overall amount of Total Suspended Solids (TSS), Total Phosphorus (TP) and other pollutants from reaching the Rock River, Silver Creek, Silver Creek Pond, Lake Victoria, Heiden Pond, and other local tributaries and wetlands, per Section 2.6.3 of the MS4 Permit.

**Program Timelines**

City staff inspect these sites quarterly, with maintenance activities and other needs identified in the inspection reports being addressed on a routine basis.

**MS4 Permit No. WI-S050075-3****Section 2.6.3 SWPPPs for Municipal Properties****March 2023****Locations**

- Main Garage (811 S. First Street)
  - The Main Street Division Garage is located at 811 S. First Street, near the intersection of First Street and Western Avenue. The site houses the City's street sweepers, snow removal equipment, salt shed, used oil recycling drop off site, seasonal sandbag filling area, Street Division offices and other similar equipment used to maintain the City's infrastructure. Most items are stored under cover, in the main garage or accessory buildings or cold storage. Other items are surrounded by 3-sided bays or under open-air roof systems. The remaining items stored outside are typically used and meant for outdoor use. This site is located in Rock River TMDL Reachshed 29.
- Yard-Waste Site (1355 Boomer Street)
  - The Yard Waste site on the east side of Boomer Street on the southeast side of the City is used for both City storage of yard waste materials and for citizens to drop off yard waste. The site is open to the public on Mondays, Wednesdays and Saturdays between April and November. City crews drop off tree/branch cuttings, leaves, street sweepings and other yard waste. The City has a WDNR permit to compost the leaves collected through the annual fall leaf collection program; the compost piles are also located at the Yard Waste Site. There are no buildings on this site, however materials are stored in 3-sided bays and the site has berms and filter strips and some silt fence in appropriate areas. This site is located in Rock River Reachshed 30.
- Parks, Recreation and Forestry Site (404 Bonner Street)
  - The Parks & Forestry Department site is located at the end of Bonner Street, just before the entrance to the City-owned quarry. The Parks & Forestry site is used to store outdoor parks equipment during winter, with some bulk materials being stored in 3-sided bays between spring and fall. This site is located in TMDL Reachshed 29.

The municipal properties with SWPPPs are identified on the City's GIS and inspections may be uploaded to GIS or ease of recording & tracking.

**Tracking and Reporting**

The four municipal sites with SWPPPs are inspected quarterly, with visual inspections occurring 3 times per year, and an additional fully documented inspection occurring during the remaining quarter. Areas requiring new BMPs or maintenance are documented and the recommendations



**MS4 Permit No. WI-S050075-3**

**Section 2.6.3 SWPPPs for Municipal Properties**

**March 2023**

for such maintenance are forwarded on to the appropriate property manager to address. SWPPP inspections are typically documented and stored in either paper format or through GIS.

**Program Contact**

Maureen McBroom, Stormwater Project Manager

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920-206-4264



## **MS4 Permit No. WI-S050075-3**

### **Section 2.6.4 Source Water Protection Areas**

**March 2023**

#### **Summary**

The City of Watertown is covered under the Wisconsin Department of Natural Resources' (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City of Watertown's Source Water Protection Program is designed to identify potential conflicts between proposed areas where concentrations of pollutants may exist and areas where ground water recharge is particularly important, per Section 2.6.4 of the MS4 Permit.

#### **Plan Reviews and Planning**

Site specific plans are reviewed as part of the Site Development process among multiple departments at the City. City Engineering (and/or designee) reviews proposed infiltration facilities for proximity to municipal well locations. Per NR 151, Wisconsin Administrative Code, infiltration practices are prohibited within 400 feet of a private well and 1,000 feet of a municipal well. Chapter §288 of the municipal code prohibit infiltration practices within 1,000 feet upgradient and 100 feet downgradient of direct conduits to groundwater (§288-18D.(3)(g)(1)) chapter 288 also restricts the sources of runoff directed to infiltration facilities within 400 feet of a community water system well as specified in NR 812, Wisconsin Administrative Code (§288-18D.(3)(g)(2)) and areas where contaminants of concern, as defined in NR 720, Wisconsin Administrative Code, are present in soil where infiltration will occur.

#### **WDNR Map of Source Water Protection Areas**

The City of Watertown is not located within the WDNR's designated Source Water Protection Areas, per the November 2020 Point Designations of Source Water Assessment Areas for Public Drinking Water Supplies map from the Targeted Runoff Management Grant Program Instructions. (See attached map.)

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**Section 2.6.4 Source Water Protection Areas**

**March 2023**

**Tracking and Reporting**

Conflicts between proposed storm water treatment systems or other prohibited land uses within proximity of private or municipal wells are addressed through the site plan review process. Storm water management plan comments are recorded and communicated through letters to the property owner/developer and site engineer, to be addressed prior to plan and permit approvals.

**Program Contact**

Brian Zirbes

Zoning & Floodplain Administrator

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## MS4 Permit No. WI-S050075-3

### Section 2.6.5. Street Sweeping and Catch Basin Cleaning Program

March 2023

#### Summary

The City of Watertown (City) is covered under the Wisconsin Department of Natural Resources' (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City operates a Street Sweeping program both to improve the overall aesthetics of the City and to minimize the amount of pollution and litter that reaches the local waterways via the storm sewer system per Section 2.6.5 of the MS4 Permit. City staff monitor and clean out catch basins as needed, however catch basins were not included in the City's source control assessments, so they are not tracked and reported as closely as the Street Sweeping Program. The City's Street Sweeping Program is operated based on recommendations from previous storm water management master plans that were developed with the goal of reducing the overall amount of Total Suspended Solids (TSS), Total Phosphorus (TP) and other pollutants from reaching the Rock River, Silver Creek, Silver Creek Pond, Lake Victoria, Heiden Pond, and other local tributaries and wetlands.

#### Equipment & Frequency

The City operates a Johnston high-efficiency vacuum sweeper between Spring and Fall. City streets are swept once per month or as needed before and after parades, festivals and other events. During Fall, the sweeper is run in conjunction with the leaf collection program, to collect additional leaf litter from the streets. The frequency of running the sweeper in various areas and combinations of areas of the City were evaluated in the 2014 Stormwater Management Master Plan, with an estimated cost of \$100 per mile.

The City of Watertown is an annual contributor to the League of Municipalities/USGS phosphorous and leaf collection studies to determine the effectiveness of various leaf collection programs. Results of these studies are eagerly anticipated, as any future program modifications would need time for budgeting, any staffing changes, and public education and outreach to successfully implement any modifications.

**MS4 Permit No. WI-S050075-3****Section 2.6.5. Street Sweeping and Catch Basin Cleaning Program****March 2023****Tracking and Reporting**

Material collected through the street sweeping process is stored at the Yard Waste site and then hauled to the Deer Track Park Landfill in Johnson Creek. Records of the amount of material disposed of are retained for at least 5 years, per MS4 Permit requirements. Three hundred thirty-seven tons of material was collected through the street sweeping program in 2020, which would have otherwise flowed into the storm sewer system and out to local waterways and wetlands.

**Program Contact**

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**From:** [Maureen McBroom](#)  
**To:** [Bekta, Eugene D - DNR](#); [Hovel, Christopher B - DNR](#)  
**Cc:** [Jaynellen Holloway](#); [Andrew Beyer](#); [Stacy Winkelman](#)  
**Subject:** Watertown - MS4 Permit Street Sweeping Program Changes  
**Date:** Thursday, July 7, 2022 12:58:00 PM  
**Attachments:** [image003.png](#)

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Hello Dan & Chris-

Hope you had a great Fourth of July! It's been a short work week but lots going on.

FYI, Watertown has changed our street sweeping program to a once-per-month frequency in all areas of the City. This is how it was modeled in the recent WinSLAMM revisions that we submitted a few months ago.

This is primarily due to equipment and staffing challenges over the years.

I will send in the updated Street Sweeping Program per Section 2.6.5 of the MS4 GP along with the 2022 MS4 Permit Annual Report next March. Please let me know if this works on your end.

FYI-2, we are getting positive preliminary results from the leaf collection – phosphorus reduction analysis that R/M is completing for us under the UNPS & Storm Water Planning Grant. This is leading to discussions re: staffing, equipment, budgets, etc. More to come on that. And that may very well lead to another update to the street sweeping program, too.

Please let me know if you would like additional details at this time.

Thank you – have a great afternoon!  
-McB

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**MS4 Permit No. WI-S050075-3**

**Section 2.6.5d. Leaf Collection and Grass Clipping Management Program**

**March 2023**

**Summary**

The City of Watertown is covered under the Wisconsin Department of Natural Resources' (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City of Watertown implements a municipal leaf collection program to prevent leaves from clogging storm sewer inlets and pipes, and to reduce the amount of leaf debris and phosphorus that enters the storm sewer system as a result of leaves litter during fall. The City also implements a program to reduce the amount of grass clippings that enter the local storm inlets and system during the growing season. The program to control leaves and grass clippings includes detailed information to meet Section 2.6.5.d of the MS4 Permit. The removal of leaf litter and grass clippings from the streets and curbs reduces the overall amount of Total Phosphorus (TP) that reaches the Rock River, Silver Creek, Silver Creek Pond, Lake Victoria, Heiden Pond, and other local tributaries and wetlands.

**Equipment & Frequency**

Residents are instructed to place leaves in paper bags or rake loose leaves onto the terrace during the fall, allowing City crews with trucks and pull-behind trailers to easily collect the leaves. The City's Johnston vacuum assisted street sweeper is operated in the same quadrants as the leaf collection equipment after the leaves are picked up. The City's street sweeper follow-up in these areas to collect smaller leaf particles that typically get left behind. This process helps to prevent clogging of storm inlets and to minimize the amount of phosphorus getting into the storm sewer system as a result of decomposing leaves.

The Street Division typically collects grass and yard waste between April and November. Brush 4 feet or longer, up to 8 inches in diameter can be placed near the road for City crews to pick up or can be dropped off at the Yard Waste Site. The Street Division typically collects leaves between early/mid-October until snowfall or the majority of the leaves have fallen, usually in November. City residents are able to contact the Street Division for available for as-needed yard-waste collections during winter months.

**MS4 Permit No. WI-S050075-3**

**Section 2.6.5d. Leaf Collection and Grass Clipping Management Program**

**March 2023**

**Location**

The City has been divided into 4 quadrants for grass clipping, yard waste, and leaf collection purposes. *(See attached map.)* Collected leaves are disposed of at the Yard Waste Site on Boomer Street to be turned into compost. The City's compost site is permitted through WDNR and is managed per that permit. Compost that was made of decomposed leaves is available to residents for free for use in home landscaping projects. Brush that is 4 feet or longer and up to 8 inches in diameter can be dropped off at the Yard Waste Site for eventual chipping for future reuse. Compost and woodchips produced at the Yard Waste Site is available for residents to pick up and reuse in home landscaping projects. *(See SWPPP for Yard-Waste Site)* In addition, the Watertown Municipal Airport (Airport) has an active mowing and grass clipping program to deter wildlife from occupying the Airport and becoming a problem for aircraft.

**Outreach**

General information regarding the importance of proper leaf and grass clipping is shared on the City's website [https://www.ci.watertown.wi.us/departments/stormwater\\_information.php](https://www.ci.watertown.wi.us/departments/stormwater_information.php), on the Rock River Stormwater Group website <https://protectwiwaterways.org/learn-about-stormwater/stormwater-around-your-home/> and in other brochures and newsletters throughout the year. *(See Stormwater Education Program)*

Specific instructions for residents on the City's leaf collection program and the brush pick up program are included on the City website and the in semi-annual City Connection newsletter. Additional information about on-site reuse of leaves and grass clippings is included in these sources, as well as information about the compost and wood chips that can be picked up for free at the City's Yard Waste Site for reuse in residential landscaping projects.

**Tracking and Reporting**

The amount of leaves collected each year is tracked and reported to WDNR in the MS4 Permit Annual Report. Information on the leaves that are in the composting process is also tracked and reported to WDNR through the compost site permit. Approximately 1,055 tons of leaves were collected in the City in 2020.

**Program Contact**

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**MS4 Permit No. WI-S050075-3**

**Section 2.6.6 Winter Road Management Program**

**March 2023**

**Summary**

The City of Watertown is covered under the Wisconsin Department of Natural Resources’ (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City of Watertown has implemented a Winter Road Management Program for many years. City staff have evaluated the methods and products over the years to improve public safety, reduce cost, and minimize pollutants flowing toward the local waterways as a result of snowmelt and/or rain events during winter per Section 2.6.6 of the MS4 Permit. The City’s Winter Road Management Program is implemented to reduce the overall amount of Chlorides, Total Suspended Solids (TSS), Total Phosphorus (TP) and other pollutants from reaching the Rock River, Silver Creek, Silver Creek Pond, Lake Victoria, Heiden Pond, and other local tributaries and wetlands.

**Program Timelines**

City crews receive salt shipments originating from the Port of Milwaukee and calibrate equipment during the spring, summer and fall. Recent winter road management and salt reduction training sessions have been offered at various times throughout the year, which staff take advantage on as schedules allow.

**Equipment**

Winter maintenance equipment is calibrated annually. Salt is mostly used, with sand occasionally used based on the forecasted precipitation/storm event. The City has a number of hills and problematic intersections which are intentionally addressed on the winter road management route maps. The City began using salt brine in late 2020 as a pilot study to determine the effectiveness and to evaluate whether to invest in additional brine equipment. Brine is being applied directly to streets prior to snow events, to evaluate this approach to minimize the bonding between packed down snow and the pavement. This allows the snow plows to work more effectively, as they are able to remove more snow from the road surface than in past years when the snow would freeze



**MS4 Permit No. WI-S050075-3**

**Section 2.6.6 Winter Road Management Program**

**March 2023**

to the pavement, requiring additional trips with additional salt after the snow event. A brine tank was set up in the cold storage area of the Main Garage site on First Street. See attached Brine Route Map.

The City maintains approximately 232 lane miles during each winter precipitation event. Multiple small municipal parking lots, including Park & Forestry Department lots, downtown lots, and the Main Garage site on First Street add approximately 3.5 acres of plowing and/or salt application to City crews' operations during winter events. The Watertown Municipal Airport also removes snow from the runways and parking areas of the airport. The Airport follows FAA guidelines and does not use salt due to potential corrosion issues with the airplanes, but occasionally uses sand in the parking areas. This is swept up as soon as possible to minimize any potential impacts to nearby aircraft.

**Tracking and Reporting**

The amount of road salt that the city has on hand is tracked on the State of Wisconsin's Road Salt Subsite Inventory form. The amount used for each winter event is tracked along with information on the type of event, the dates and weather conditions. The hours of each operator is also tracked for time sheet and budget purposes. The amount of salt and brine used each winter season is reported in the MS4 Permit Annual Report. For 2019-2020, 3,955 tons of road salt was applied to local roads.

**Program Contact**

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## **BRINE ROUTE**

1. Western Ave
2. 12<sup>th</sup> Street – Western Ave to Air Park
3. Richards Ave Hill
4. Milwaukee St – First to Montgomery
5. Church St – Roundabout north to 26 Bypass south
6. Main St – Church St east to Hwy 16 to include Summit Ave
7. West Main St – Church St west to first Hwy 26 Roundabout
8. Hwy 16 Frontage Road
9. Fourth St – Western Ave to Kimberly Court
10. South Third St – Western Ave to Main St
11. Division St East – N Fourth to Hospital, include Schumann Dr
12. Spaulding St Hill
13. Endeavour Dr
14. Carriage Hill
15. Bernard St
16. West St
17. Milford St
18. All Bridges
19. River Dr – entirety



## MS4 Permit No. WI-S050075-3

### Section 2.6.9 Internal Stormwater Education Program

March 2023

#### **Summary**

The City of Watertown is covered under the Wisconsin Department of Natural Resources' (WDNR) Municipal Separate Storm Sewer System Permit No. WI-S050075-3. The City developed MS4 permit compliance programs after the initial MS4 Permit issuance in 2006. Subsequent permit reissuances have increased the requirements to minimize the amount of pollution that reaches local waterways through urban storm water runoff.

The City of Watertown implements an Internal Stormwater Education Program engage City staff, management, elected officials and contractors regarding storm water quality improvement tasks that the city participates in. In particular, the Internal Stormwater Education Program addresses the many activities that City crews conduct on a regular basis that minimize the amount of pollutants that reach local streams, lakes and wetland from stormwater runoff per Section 2.6.9 of the MS4 Permit.

The City's Internal Stormwater Education Program includes stormwater quantity and quality issues, as well as watershed and TMDL issues, with an emphasis on measures that can reduce the overall amount of Total Suspended Solids (TSS), Total Phosphorus (TP) and other pollutants from reaching the Rock River, Silver Creek, Silver Creek Pond, Lake Victoria, Heiden Pond, and other local tributaries and wetlands.

#### **Identified Target Audiences**

- Street Division
- Stormwater Crew
- Engineering Division & Interns
- Building, Safety & Zoning (BSZ)
- Parks, Forestry & Recreation Department
- Elected Officials
- City Management
- Contractors

**MS4 Permit No. WI-S050075-3****Section 2.6.9 Internal Stormwater Education Program****March 2023****Message Delivery Mechanisms**

A combination of the following message delivery mechanisms will be used during the course of the 5-year permit term to address the storm water topics listed above.

- Email reminders/updates
- Signs/posters
- Videos
- In-person trainings
- Virtual Meetings

**Stormwater Topics**

Internal storm water education addresses storm water as a whole, both quality and quantity issues, while emphasizing the items listed in the Pollution Prevention Section (2.6) of the MS4 Permit. The Rock River and its tributaries are prominent features in the City of Watertown; daily operations and improvement projects to infrastructure and redevelopment projects are all inter-related with stormwater management, issues, and concerns.

- Stormwater BMP Maintenance
- Storm Water Pollution Prevention Plans (SWPPPs) for Municipal Properties
- Source Water Protection Areas
- Street Sweeping, Catch Basin Cleaning and Material Disposal
- Leaf Collection and Grass Clipping Management
- Winter Road Management
- Nutrient Management Plans
- Sustainable Infrastructure (Environmentally Sensitive Development for Municipal Projects)
- Rock River & Watersheds
- TMDL Implementation
- Construction Site Erosion Control
- Post-Construction Storm Water Management
- Streambank & Shoreline Stabilization and Restoration
- Storm Water/Green Infrastructure BMPs

**MS4 Permit No. WI-S050075-3**

**Section 2.6.9 Internal Stormwater Education Program**

**March 2023**

**Tracking and Reporting**

The number of people attending training sessions, viewing training videos, attending conferences will be tallied for annual reporting. The number of signs, posters, e-mails, reminders, and more will be recorded, as well as the estimated number of people that will view these items.

**Program Contact**

Maureen McBroom, Stormwater Project Manager

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City of Watertown  
Internal Stormwater Education Workplan  
2022

As rain falls on all areas of the City, a coordinated storm water management program involves many departments and representatives of the City. Storm water management training keeps City staff and officials up to date on current water quality and quantity control measures that are available and/or utilized to manage storm water flows and control runoff pollution to the Rock River and its tributaries.

Per MS4 Permit Section 2.6.9, City staff are required to be trained at least once annually on the Items 1-8. The remaining topics are referred to in the MS4 Permit, but not specifically called out for annual training.

Individual Events/Activity Detail

Item No.	Topic	Permit Section	Events/Activities	Date	Target Audience	Tools/Resources	Attendance (#)	Names	Title/Responsibilities	Comments/Follow-up
1	SW BMP Maintenance	2.6.1, 2.6.2			Streets, SW Crew, Engineering, Engineering Interns					
			Stormwater BMP & LID Maintenance (video)	2/7/2022		video	2	Maureen McBroom	Stormwater Project Manager	Previewed video to share with team, public
			Stormwater BMP & LID Maintenance (video)	2/7/2022				Andrew Beyer	Assistant City Engineer	a lot of good info
2	SWPPPs for Municipal Properties	2.6.3			Streets, SW Crew, Engineering, Engineering Interns					
			Excal video	1/17/2022		video, quiz	1	Maureen McBroom	Stormwater Project Manager	Previewed video to share with team
			Excal video	3/25/2022		video, quiz	18	(see attached)	Street Division	all passed quiz
			Excal video	8/30/2022			1	Karis Johnson	Enigneering Intern	passed quiz
3	Source Water Protection Areas	2.6.4			Engineering, BSZ					
			WI Salt Awareness Week -Water Softern Salt Goes Where webinar	1/26/2022		webinar	1	Maureen McBroom	Stormwater Project Manager	
4	Street Sweeping & Catch Basins	2.6.5a., b., c			Streets, SW Crew, Engineering					
			Excal video	1/17/2022		video, quiz	1	Maureen McBroom	Stormwater Project Manager	Previewed video to share with team
5	Leaf & Grass Clipping Mng't	2.6.5d.			Streets, SW Crew, Engineering					
			Excal video	1/17/2022		video, quiz	1	Maureen McBroom	Stormwater Project Manager	Previewed video to share with team
			One-on-One Training	11/8/2022		Stormwater Project Manager	1	Kristine Butteris	Director of Parks, Recreation and Forestry	Reviewed MS4 Permit, City stormwater program & stormwater outreach involving Parks Dept.
6	Winter Road Mng't	2.6.6			Streets, SW Crew, Engineering					

			WI Salt Awareness Week - We're Salting Our Drinking Water	1/25/2022	webinar	11	Maureen McBroom  Nikki Zimmerman  Wanda Fredrick Jeff Doyle Jim Frey Mark Faltersach Eric Gutzdorf Joe Deyrandt Julie Kolke Krueger Brian TW Brett Giese	Stormwater Project Manager Secretary-direct contact w/ public daily Secretary-direct contact w/ public daily Parks Dept. Parks Dept. Parks Dept. Parks Dept. Parks Dept. Parks Dept. Parks Dept. Parks Dept.		
			WI Salt Awareness Week - Envir. Toll of Salt & Deicers	1/24/2022	webinar	10	Maureen McBroom  Nikki Zimmerman (Parks) (Parks) (Parks) (Parks) (Parks) (Parks) (Parks) (Parks)	Stormwater Project Manager Secretary-direct contact w/ public daily		
			WI Salt Awareness Week - Water Softener Goes Where?	1/26/2022	webinar	1	Maureen McBroom	Stormwater Project Manager		
			WI Salt Wise Municipal Training 2022 Waukesha County	2/10/2022	virtual training	25	(see attached)	Street Division	(all passed quiz)	
			Stormwater Workshop	4/13/2022	virtual workshop	1	Maureen McBroom	Stormwater Project Manager		
			Whitewater Winter Equipment Open House	11/1/2022	Whitewater staff shared experience	1	Maureen McBroom	Stormwater Project Manager	good info to bring back to team	
7	Nutrient Mng't	2.6.7	Parks, Engineering							
			Excal video	1/17/2022	video, quiz	1	Maureen McBroom	Stormwater Project Manager	Previewed video to share with team	
8	Sustainable Infrastructure	2.6.8	Engineering, BSZ							
			Envision Training		recorded presentations	1	Maureen McBroom	Stormwater Project Manager	for Envision SP renewal	
9	Rock River & Watersheds	Elected Officials, Management, Streets, SW Crew, Engineering, Engineering Interns, BSZ, Parks								
10	TMDL	Elected Officials, Management, Streets, SW Crew, Engineering, Engineering Interns, BSZ, Parks								

	Appendix A	WI Land & Water NR 151 Webinar	2/18/2022	webinar	1	Maureen McBroom	Stormwater Project Manager	for TMDL implementation
	Appendix A	Waukesha County Stormwater Workshop-Leaf collection/TP analysis	4/13/2022	virtual workshop	1	Maureen McBroom	Stormwater Project Manager	for TMDL implementation
	Appendix A	Waukesha County Stormwater Workshop-TMDL Compliance Plans	4/13/2022	virtual workshop	1	Maureen McBroom	Stormwater Project Manager	for TMDL implementation
	Appendix A	WI Land & Water - Riparian Forests	5/26/2022	webinar	2	Maureen McBroom Ryan Thurow	Stormwater Project Manager City Forester	for TMDL implementation for TMDL implementation
11	MS4 Permit, Annual Report		Elected Officials, Management, Streets, SW Crew, Engineering, Engineering Interns, BSZ, Parks					
12	Construction Site Erosion Control		Streets, SW Crew, Engineering, Engineering Interns, BSZ					
		Excal video	1/17/2022	video, quiz	1	Maureen McBroom	Stormwater Project Manager	Previewed video to share with team
		Excal video	3/25/2022	video, quiz	18	(see attached)	Street Division	all passed quiz
		Excal video	8/30/2022	video, quiz	1	Karis Johnson	Engineering Intern	passed quiz
		NASECA training	11/30/22-12/1/22	in-person training	3	Tom Nickels	Street Division	passed quiz
		NASECA training	11/30/22-12/1/22	in-person training		Bruce Williams	Street Division	passed quiz
		NASECA training	11/30/22-12/1/22	in-person training		Adam Quest	Street Division	passed quiz
		NASECA training						
13	Post-Construction Storm Water Management		Engineering, Engineering Interns, BSZ, Parks					
14	Streambank Stabilization & Naturalization		Parks, Engineering, Engineering Interns					
15	Green Infrastructure Quantity and Quality Features		Streets, SW Crew, Engineering, Engineering Interns, BSZ, Parks					
		Stormwater BMP & LID Maintenance (video)	2/7/2022	video	1	Maureen McBroom	Stormwater Project Manager	Previewed video to share with team, public
16	Stormwater Utility Fees & Credits		Public Works Commission meeting					

**DATE: February 10, 2022**

EMPLOYEE NAME	DPW – Division	CHECK IF PRESENT
Dan Zuelsdorf	Street	X
Stacy Winkelman	Street	X
Kyle Bernard	Street	X
John Butschke	Street	X
Martin Castillo	Street	X
Kyle Frey	Street	X
Joel Haseleu	Street	X
Jason Heller	Street	X
CJ Hemiller	Street	X
Nick Holland	Street	X
Kameron Jones	Street	X
Randy Krause	Street	X
Dan Kuehl	Street	X
Dakota Lechner	Street	X
Jacob Mueller	Street	X
Tom Nickels	Street	X
Mark Pitterle	Street	X
Adam Quest	Street	X
Keith Rein	Street	X
Vince Riedl	Street	X
Lukas Saeger	Street	X
Carl Schuett	Street	X
Bruce Williams	Street	X
Matt Willmann	Street	X
Wayne Boyd	Solid Waste	
Tom Funk	Solid Waste	
Sharon Grover	Solid Waste	
Shane Hrobsky	Solid Waste	
Tim Rehbaum	Solid Waste	
Rob Roe	Solid Waste	
	Solid Waste	



# TRAINING COURSE *Municipal Stormwater Pollution Plan*

DATE *3/25/2022*

EMPLOYEE NAME	DEPARTMENT	SIGNATURE
Dan Zuelsdorf	Street	<i>[Signature]</i>
Stacy Winkelman	Street	
Kyle Bernard	Street	
John Butschke	Street	<i>John Butschke</i>
Martin Castillo	Street	<i>Mart J Castillo</i>
Kyle Frey	Street	<i>[Signature]</i>
Joel Haseleu	Street	<i>Joel Haseleu</i>
Jason Heller	Street	<i>[Signature]</i>
Christopher Hemiller	Street	<i>Chris Hemiller</i>
Kameron Jones	Street	<i>Kameron Jones</i>
Randy Krause	Street	
Dan Kuehl	Street	<i>[Signature]</i>
Jacob Mueller	Street	<i>[Signature]</i>
Tom Nickels	Street	<i>Tom Nickels</i>
Mark Pitterle	Street	<i>Mark Pitterle</i>
Adam Quest	Street	<i>[Signature]</i>
Keith Rein	Street	<i>Keith Rein</i>
Vince Riedl	Street	<i>[Signature]</i>
Lukas Saeger	Street	
Carl Schuett	Street	<i>Carl Schuett</i>
Bruce Williams	Street	<i>Bruce Williams</i>
Matt Willmann	Street	<i>[Signature]</i>



Tom Funk	Solid Waste	
Dakota Lechner	Street	DC
Nick Holland	Street	



TRAINING COURSE: *stormwater construction site BMPs*

DATE: *3/25/2022*

EMPLOYEE NAME	DEPARTMENT	SIGNATURE
Dan Zuelsdorf	Street	<i>Dan Zuelsdorf</i>
Stacy Winkelman	Street	
Kyle Bernard	Street	
John Butschke	Street	<i>John Butschke</i>
Martin Castillo	Street	<i>Martin Castillo</i>
Kyle Frey	Street	
Joel Haseleu	Street	<i>Joel Haseleu</i>
Jason Heller	Street	
Christopher Hemiller	Street	<i>Christopher Hemiller</i>
Kameron Jones	Street	<i>Kameron Jones</i>
Randy Krause	Street	
Dan Kuehl	Street	<i>Dan Kuehl</i>
Jacob Mueller	Street	<i>Jacob Mueller</i>
Tom Nickels	Street	<i>Tom Nickels</i>
Mark Pitterle	Street	<i>Mark Pitterle</i>
Adam Quest	Street	<i>Adam Quest</i>
Keith Rein	Street	<i>Keith Rein</i>
Vince Riedl	Street	<i>Vince Riedl</i>
Lukas Saeger	Street	
Carl Schuett	Street	<i>Carl Schuett</i>
Bruce Williams	Street	<i>Bruce Williams</i>
Matt Willmann	Street	<i>Matt Willmann</i>

Tom Funk	Solid Waste	
Dakota Lechner	Street	DC
Nick Holland	Street	



**MS4 Permit No. WI-S050075-3**

**2022 MS4 Permit Annual Report**

**Section A.6.2: Annual Update on TMDL Implementation**

**MS4 Permit No. WI-S050075-3, Section A.6.2 Annual Reporting.** For compliance options outlined under sections A.3, A.4, and A.5, the permittee shall include a description and the status of progress toward implementing the identified actions and activities in their MS4 annual reports due by March 31 of each year.

The City of Watertown has made progress in implementing the Rock River TMDL in 2022 with the following tasks:

1. Complete the 2014 baseline WinSLAMM modeling revisions.

The City completed revisions to the baseline WinSLAMM TMDL modeling by working with a stormwater consultant to evaluate and exclude optional land uses per the 2014 TMDL-MS4 Guidance document (TMDL Guidance for MS4 Permits: Planning, Implementation, and Modeling Guidance # 3800-2014-04). This baseline TSS & TP revisions also included pre-2014 Best Management Practices (BMPs) and roadside swales that were not accounted for in the original 2014 TMDL WinSLAMM analysis.

This evaluation and revisions to the 2014 WinSLAMM results included reducing the acreage included in each of the 3 TMDL reachsheds that impact the City (reachsheds 28,29 & 30) based on optional areas listed in the TMDL Guidance for MS4 Permits: Planning, Implementation, and Modeling Guidance # 3800-2014-04 such as lands that drain directly to waterways without first flowing through the City’s MS4, wetlands that were previously modeled as open space, industrial areas covered by Wisconsin Department of Natural Resources industrial stormwater permits (NR 216, subchapter II), and by adjusting land uses to the actual land use as opposed to the zoning that had been applied to individual parcels. (For example, an 8-acre property with 1 acre of develop industrial land use and 7 acres of open space/woods was changed from 8 acres of industrial to 1 acre of industrial and 7 acres open space.)

The City’s original 2014 WinSLAMM analysis to meet the TMDL requirements of the MS4 Permit was being worked on through a UNPS & Storm Water Planning Grant at the same time the committee was meeting and developing the TMDL-MS4 guidance document in 2013-2014. Much of the baseline determinations regarding land uses and lands to be included in the modeling had been completed prior to release of the guidance document.

The revisions resulted in changes to the City’s Total Suspended Solids and Phosphorus loadings for each of the three affected TMDL reachsheds, as shown below.

**Total Suspended Solids (All BMPs Constructed 2014 or Earlier)**

Reachshed	Area (acres)	TSS Loading -- No Controls (lbs)	TSS Loading -- With Controls (lbs)	Actual TSS Reduction	Required TSS Reduction
Sinissippi Lake (#28)	1,510	428,885	363,162	15.3%	40%
Middle Rock River (#29)	2,792	947,171	762,420	19.5%	44%
Johnson Creek (#30)	113	44,029	37,340	15.2%	40%

**Total Phosphorus (All BMPs Constructed 2014 or Earlier)**

Reachshed	Area (acres)	TP Loading -- No Controls (lbs)	TP Loading -- With Controls (lbs)	Actual TP Reduction	Required TP Reduction
Sinissippi Lake (#28)	1,510	1,441	1,280	11.2%	28%
Middle Rock River (#29)	2,792	2,664	2,250	15.5%	64%
Johnson Creek (#30)	113	112	100	10.8%	27%

DNR staff reviewed and approved these baseline TMDL modeling revisions in 2022.

2. Complete Total Phosphorus/Leaf Collection Analysis.

The City completed an analysis of the phosphorus reductions related to the annual Leaf Collection Program as part of the Urban nonpoint Source & Stormwater Management Planning Grant # USP14291Y22, using the WDNR Municipal Phosphorus Reduction Credit for Leaf Management Programs guidance dated February 17, 2022. Phosphorus reductions increased in all three reachsheds, with the biggest gains in phosphorus control in reachsheds 28 & 29.

**Total Phosphorus Reduction with Leaf Management 2022 Credit vs. 2021 Modeling (All BMPs)**

Reachshed	Area (Acres)	TP Load Reduction Efficiency per 2021 modeling (%)	Actual TP Reduction 2022 Leaf Management Credit
Sinissippi Lake (#28)	1,510	11.71%	15.74%
Middle Rock River (#29)	2,792	16.35%	18.01%
Johnson Creek (#30)	113	10.75%	10.93%
Overall	4,415	14.62%	17.05%



The City is currently revising ordinance language to meet the DNR guidance document and has ordered a new street sweeper for delivery in 2023. The City plans to include the results of the Total Phosphorus/Leaf Collection Analysis in the TMDL Implementation Plan, due in October 2023, and plans to begin implementing the street sweeping program to meet the requirements of the guidance document in 2024.

DNR staff reviewed and approved these baseline TMDL modeling revisions in 2022.

- 3. Develop Water Quality Trading program with Jefferson County & Rock River Coalition.  
The City, Jefferson County & the Rock River Coalition have come together to develop a Water Quality Trading (WQT) program. This program will assist the City’s goals of meeting the TSS & TP reduction requirements in the Rock River TMDL reachsheds 28 & 29. This partnership incorporates the nonpoint source experience and expertise of the Jefferson County staff and the relationships and outreach experience and expertise of the Rock River Coalition with the City’s funding and need to meet the TMDL requirements. DNR staff have been very helpful in providing clarifications and MS4 Permit program guidance in developing a watershed-style WQT program. The first practices under the new WQT program are anticipated to be worked on in 2023.

- 4. Plan and Implement new Stormwater BMPs.  
The City was awarded two new Urban Nonpoint Source & Storm Water Construction Grants for 2023-2024: one for a new biofilter in the City’s Yard Waste Site in reachshed JC-30 and one for deeper catch basins in the historic South Washington Street neighborhood in 2023. Four new permeable pavement systems and three new biofilters were installed in city parking lots in 2022 (Jones Street Parking Lot, City Hall-Back Parking Lot on Cady Street and InterUrban Trail Parking Lot.) Additional permeable pavers and a biofilter were installed on Water Street, as part of the new Town Square project. A water quality analysis of the recommendations stemming from the City’s current city-wide Flood Study effort is being completed through the UNPS & Storm Water Planning Grant # USP14291Y22.

**Program Contact**

Maureen McBroom, Stormwater Project Manager

[maureenm@cityofwatertown.org](mailto:maureenm@cityofwatertown.org)

920-206-4264

City of Watertown

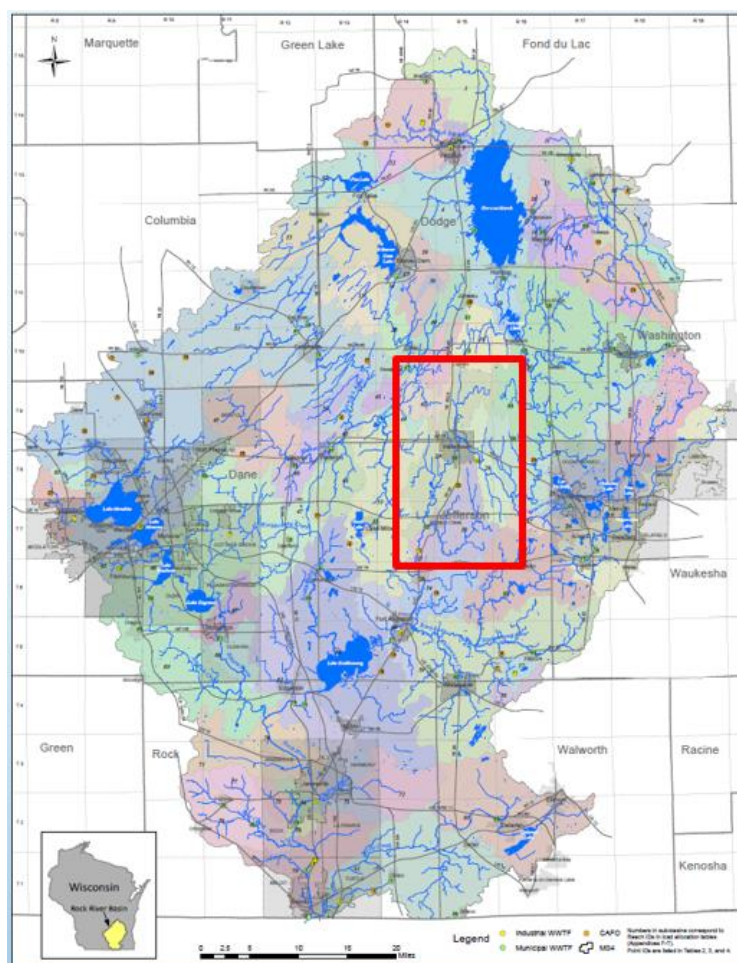
Water Quality Trading

Overview

Background

The Wisconsin Department of Natural Resources (WDNR) and the United States Environmental Protection Agency (EPA) approved a Total Maximum Daily Load (TMDL) study for the Rock River Basin in September 2011. The TMDL studied how much Total Suspended Solids (TSS) and Phosphorus would need to be prevented from entering the Rock River and its tributaries each year to return to healthy, fishable, swimmable conditions that meet water quality standards.

The Municipal Separate Storm Sewer System (MS4) Permit requires the City to reduce the amount of TSS and Phosphorus reaching local waterways per the pollutant reductions listed in the TMDL. The City’s 2014 Storm Water Quality Master Plan estimated the cost of compliance with the TMDL at well over \$13 million dollars (in 2014 dollars) unless an alternative approach was used. Since then, the City has determined that a Water Quality Trading program implemented within two local subwatersheds would be the best option for a more cost effective way to meet the TMDL pollutant reductions as compared to strictly using traditional stormwater management practices.



Rock River Basin TMDL  
Subwatersheds  
(Three City of Watertown  
Subwatersheds shown in  
red box)

### **Water Quality Trading**

Water Quality Trading typically involves a permitted entity looking for a more cost-effective way to meet pollution control requirements of a permit. When pollution controls are installed in areas that are not *required* to reduce pollution, the benefits of this pollution control can be traded with an entity that needs to show additional pollution reductions.

The City's MS4 Permit requires TSS and Phosphorus reductions in three separate subwatersheds. The cost of installing a pollution control practice in a rural area is much cheaper than the cost of a practice to capture the same amount of pollution in an urban area.

<b>Examples of Rural Pollution Control Practices</b>	
Grassed Waterways	Cover Crops
Buffer Strips	Barnyard Management
Streambank Stabilization	Wetland Restoration

The cost of Water Quality Trading will depend largely on the market price of Phosphorus per pound. TMDL compliance is measured in pounds of TSS and Phosphorus. The amount that a property owner wants to charge per pound of phosphorus has been estimated to be \$35 - \$250 per pound (per discussions with WDNR and consultants, 2019-2021). A typical rural pollution control practice may be between \$5,000 and \$20,000, while an urban stormwater best management practice (BMP) may range from \$50,000 to over \$3,000,000 (engineering, land acquisition, construction, etc.) (per recommendations in the 2014 Storm Water Quality Master Plan, December 2014).

Engineering Division staff began working with the Jefferson County Land & Water Conservation Department (County) and the Rock River Coalition (RRC) early in 2022 to develop a Water Quality Trading program to meet the City's TMDL requirements of the MS4 Permit. This partnership will lean heavily on the vast expertise and experience of both the County staff and the RRC regarding nonpoint source runoff best management practices, in-field assessments and site conditions, modeling, documentation, outreach, communications and more. Funds were approved in the 2023 Stormwater Utility budget to begin Water Quality Trading in 2023, and an Intergovernmental Agreement has been drafted and reviewed by staff and both the County and City attorneys, and has been approved by the Public Works Commission.

### **Overall TMDL Implementation Approach**

The City's long-term TMDL compliance approach to meet the MS4 Permit will continue to include a variety of options, with Water Quality Trading and strategic stormwater BMP installations being the primary means of MS4 Permit compliance.

<b>Total Suspended Solids (TSS): Pollutant Reductions</b>				
	<b>2014</b>	<b>2021</b>	<b>2022</b>	<b>TMDL Goal</b>
<b>Subwatershed 28</b>	12.56%	15.3%	15.3%	40.0%
<b>Subwatershed 29</b>	17.05%	19.5%	19.5%	44.2%
<b>Subwatershed 30</b>	9.93%	15.2%	15.2%	40.0%

Total Phosphorus Pollutant Reductions				
	2014	2021	2022	TMDL Goal
<b>Subwatershed 28</b>	8.09%	11.2%	15.74%	27.7%
<b>Subwatershed 29</b>	11.53%	15.5%	18.01%	64.2%
<b>Subwatershed 30</b>	7.13%	10.8%	10.93%	27.0%

City of Watertown TMDL Implementation Actions To Date	
2014	Completed WinSLAMM Analysis for TMDL
2016	Updated Ch. 288, Stormwater Ordinance
<b>2017</b>	<b>Submitted Water Quality Trading Option to WDNR</b>
2019	Completed Water Quality Trading Analysis
2019	Completed Stormwater Utility Rate Study
2020	Re-Joined Rock River Stormwater Group
2020	Implemented Stormwater Utility Rate Increase
2020	Hired Stormwater Project Manager
2021	Received WDNR Approval for Water Quality Trading
2021	Re-Energized Stormwater Utility Credit Program
2022	Updated/Refined TMDL WinSLAMM Results
2022	Developed iWorQ TMDL Management System
2022	Completed Leaf Collection/Phosphorus Reduction Analysis
2022	Began Discussions with Jefferson County & Rock River Coalition re: a Water Quality Trading Program to meet TMDL Requirements

**RESOLUTION TO  
ADOPT AN INTERGOVERNMENTAL AGREEMENT BETWEEN  
JEFFERSON COUNTY AND THE CITY OF WATERTOWN REGARDING  
TECHNICAL SERVICES FOR WATER QUALITY TRADING**

**SPONSOR: CHAIRPERSON WETZEL  
FROM: PUBLIC WORKS COMMISSION**

**WHEREAS**, the City of Watertown has committed to Water Quality Trading to fulfill its Phosphorus compliance obligations under its Wisconsin Pollution Discharge Elimination System (“WPDES”), Municipal Separate Storm Sewer System (MS4) permit and the Rock River Total Maximum Daily Load TMDL study; and,

**WHEREAS**, the City conducted a study in 2014 regarding costs to reduce its Phosphorus levels and found the costs for projects within the City would exceed \$13,000,000 at the time of said study and would not be sufficient to meet its TMDL pollution reduction obligations under the MS4 permit; and,

**WHEREAS**, the City can achieve Phosphorus reduction requirements mandated by the Wisconsin Department of Natural Resources (WDNR) through the Environmental Protection Agency (EPA) in a cost-effective manner through Water Quality Trading; and,

**WHEREAS**, in 2018 the City reported to WDNR that Water Quality Trading was the selected TMDL compliance approach, per the MS4 Permit reporting requirements; and,

**WHEREAS**, Jefferson County has the ability to provide planning and technical assistance to municipalities such as the City of Watertown, agricultural landowners and producers for the implementation of conservation practices that reduce sediment and nutrients (including phosphorous) from entering waterways that the City can apply toward the TMDL pollutant reductions required under the MS4 permit; and,

**WHEREAS**, the City of Watertown desires to obtain assistance from Jefferson County to implement Water Quality Trading projects.

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

That the City of Watertown Common Council hereby approves and adopts the proposed Intergovernmental Agreement between Jefferson County and the City of Watertown regarding technical services for Water Quality Trading a copy of which is attached hereto and incorporated as Exhibit A.



	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 21, 2023

\_\_\_\_\_  
CITY CLERK

APPROVED March 21, 2023

\_\_\_\_\_  
MAYOR

**INTERGOVERNMENTAL AGREEMENT BETWEEN JEFFERSON COUNTY AND  
THE CITY OF WATERTOWN REGARDING TECHNICAL SERVICES FOR WATER QUALITY TRADING**

This Agreement is made and entered into as of the 18<sup>th</sup> day of April, 2023, by and between the County of Jefferson, Wisconsin, (the County) and the City of Watertown, Wisconsin, (the City), to establish terms and conditions related to technical services assistance for water quality trading.

**RECITALS**

WHEREAS, The City has committed to Water Quality Trading to fulfill its Phosphorus and Total Suspended Solids (“TSS”) compliance obligations under its Wisconsin Pollution Discharge Elimination System (“WPDES”) Municipal Separate Storm Sewer System (MS4) permit and the Rock River Total Maximum Daily Load study; and

WHEREAS, The County provides planning and technical assistance to municipalities such as the City, agricultural landowners and producers for the implementation of conservation practices that reduce sediment and nutrients (including phosphorous) from entering waterways as well as distributing financial payments to agricultural landowners for the implementation of conservation practices; and

WHEREAS, The City desires to obtain assistance from the County to implement Water Quality Trading projects.

**AGREEMENT**

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements contained herein, the receipt and sufficiency of which is hereby acknowledged, the City and the County (hereinafter referred to collectively as “Parties”) do hereby covenant and agree as follows:

1. **Authority.** This Agreement is entered into pursuant to § 66.0301, Wis. Stats., regarding intergovernmental cooperation and, therefore, should be liberally construed to accomplish its intended purposes. In addition, the undersigned representatives of the City and the County represent that they have been duly authorized by their respective governing bodies to execute this Agreement.
2. **Definitions.**
  - A. “HUC 12” shall mean the 12-digit Hydrologic Unit Code subbasin.
  - B. “Project Sites” shall mean locations where conservation practices or engineered solutions can be implemented to achieve Phosphorus and TSS reductions within the Department of Natural Resources (DNR) approved TMDL subwatershed.
  - C. “Projects” shall mean conservation practices or engineered solutions that are implemented at Project Sites to achieve Phosphorus and TSS reductions within the DNR approved TMDL subwatershed.

- D. "MS4 Permit" shall mean the Municipal Separate Storm Sewer System Permit received by the City of Watertown with the most recent effective date of May 1, 2019 and as that permit may be renewed or amended to comply with the requirements of the Wisconsin Department of Natural Resources ("DNR").
  - E. "Practice Plans" shall mean plans approved by the DNR that explain how a Project will be implemented and maintained by landowners to reduce Phosphorus and TSS at the identified Project Site.
  - F. "TMDL" shall mean the Rock River Total Maximum Daily Load study approved September 28, 2011 by United States Environmental Protection Agency.
  - G. "TSS" shall mean Total Suspended Solids.
3. **Phosphorus Reduction Goal.** The goal of the Agreement is to identify and install Projects in the Rock River Total Maximum Daily Load Subwatersheds 28 and 29 within Jefferson County that result in Phosphorus and Total Suspended Solids (TSS) reductions, as calculated using SNAP Plus or other models agreed to by the City, the County and DNR, by an amount approved by the City of Watertown Public Work's Commission to comply with the City's MS4 Permit. The City reserves the right to adjust the 5-year goal amount to focus on and ensure compliance with Phosphorus discharge limits in the City's MS4 permit.
4. **Roles and Responsibilities of the County.** The County will provide the following services:
- A. Identify Project Sites that will enable achievement of the Phosphorus and TSS Reduction Goal and provide a list of such Project Sites to the City for evaluation for water quality trading for MS4 permit compliance.
  - B. Work with landowners to develop Practice Plans and submit such Practice Plans to the City for review and approval.
  - C. Draft agreements between the City and landowners for the Projects approved by the City to be installed and maintained. These agreements shall state the Phosphorus and TSS reductions generated by each Project and the number of credits available for use by the City to comply with its WPDES permit.
  - D. Attend agreement signing between the City and landowners in order to answer any questions related to the practice, installation, and maintenance.
  - E. Provide technical assistance and oversight on installation and maintenance of approved Projects.
  - F. Complete final inspection of installed projects. Complete Management Practice Registration form based on final inspection and submit to the City within 15 days of completion of inspection.

- G. Calculate modeled Phosphorus and TSS reductions for Projects based on SNAP Plus or other agreed upon models.
- H. Verify the status of installed Projects by conducting annual visits at Project Sites for the life of the Project and documenting such visits, including through photographic evidence of the Project where practicable. Communicate any maintenance needs to landowner and City.
- I. Provide an annual report to the City by February 15 of each year throughout the term of this Agreement summarizing activities conducted in the previous year, including the locations of installed Projects, the type of practices installed at each Project Site, inspections, site visits, any required or completed maintenance and other relevant information necessary for Project verification.

**5. Roles and Responsibilities of the City.** The City will:

- A. Review Project Sites identified by the County and determine whether to pursue identified Projects for WPDES permit compliance.
- B. Submit Management Practice Registration to DNR for final approval.
- C. Sign agreements with landowners. The agreements shall be recorded in accordance with Section 4(B) to ensure maintenance of the practices for the duration of the agreement. Written documentation of these agreements shall be submitted to the DNR as part of the Management Practice Registration.
- D. Record trade agreements between the City and landowners as a deed restriction. The agreements will be recorded with the Jefferson County Register of Deeds. Each trade agreement shall be for a term of at least 5 years and no more than 15 years.
- E. Compensate landowners for the Projects that have approved trade agreements according to the terms of each trade agreement.
- F. Compensate the County for the services identified in Section 4 according to the terms in Section 6 of this agreement.

**6. Compensation for Projects, Staff Support and Related Expenses.** The City shall compensate the County for services performed under this Agreement. Compensation under this Agreement shall be calculated on a time and materials basis. The County shall submit an invoice to the City quarterly.

The preliminary fee to be paid to Jefferson County is estimated not to exceed \$12,000 in the first year of the program. Future program costs will be estimated based on project work and past expenses. Actual fee will be determined by final Project costs.

7. **Performance.** Unless otherwise agreed to in writing, the County shall furnish all services, supplies, tools, and equipment to accomplish the services established in Section 4 in a professional manner.
8. **Permits, Laws, Regulations, and Public Ordinances.** The County shall obtain and comply with all federal, state, and local statutes, rules, regulations, and ordinances related to the County's performance of its services under Section 4 of this Agreement. The landowners will be required to obtain any necessary permits for installation, implementation, and maintenance of Projects in accordance with the terms of their trade agreements.
9. **Severability.** The invalidity, illegality or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void, shall in no way affect the validity or enforceability of any other provision of this Agreement. Any void provision shall be deemed severed from this Agreement and the balance of this Agreement shall be construed and enforced as if it did not contain the particular portion or provision deemed to be void. The parties agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision which is of essence to this Agreement be deemed void.
10. **Challenge to Agreement.** In the event of cause of action by a third party challenging the validity or enforceability of this Agreement or any of its provisions, the County and the City shall cooperate fully to vigorously defend the Agreement. No settlement of any such action shall be permitted without the written approval of both parties. This Agreement is for the exclusive benefit of the parties and their successors and shall not be deemed to give any legal or equitable right, remedy, or claim to any other person or entity. The enforceability of this Agreement shall not be affected by changes in elected officials.
11. **Assignment.** No party shall assign any rights or responsibilities under this Agreement to a third party without the prior written consent of the other party.
12. **Termination Notice.** Either party may initiate termination of this agreement by providing notice to the other party on or before June 1 of a given year. Within 30 days of June 1 after a termination notice has been provided, the County will provide a status of all pending applications that have not resulted in a Recorded Practice Plan to the City. The County's obligations contained in Section 4 will cease upon the City's receipt of the Status update.
13. **Term.** This Agreement shall remain in effect from the date of execution until the last annual inspection has been completed for a trade agreement that was developed under the term of this Agreement.
14. **Giving Notice.** Whenever any provision of this Agreement requires the giving of written notice, it shall be deemed to have been validly given if delivered in person to or if delivered at or sent by registered or certified mail postage prepaid to:



For the City: Stormwater Project Manager, City of Watertown, 106 Jones St., P.O. Box 477, Watertown, Wisconsin 53094-0477.

For Jefferson County: Director, Jefferson County Land and Water Conservation Department, 311 S. Center Ave., Jefferson, Wisconsin 53549.

**15. Complete Agreement and Future Amendments.** This document is a complete and final Agreement and supersedes any oral agreements or other negotiations which may conflict with the terms of this Agreement. Either party may request a modification of this Agreement at any time. Any modification of the terms of this Agreement shall be in writing in the form of an Addendum to this Agreement and approved by both the City and the County.

**IN WITNESS WHEREOF,** the Parties have caused their properly authorized representatives to execute and seal this Agreement on the date as set forth above.

**CITY OF WATERTOWN**

**COUNTY OF JEFFERSON**

By: \_\_\_\_\_  
Emily McFarland, Mayor

By: \_\_\_\_\_  
Benjamin Wehmeier, County Administrator

ATTEST:

By: \_\_\_\_\_  
Megan Dunneisen, City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Steven T. Chesebro, City Attorney

I hereby certify that there are sufficient funds available to pay the liability incurred by the City of Watertown pursuant to this agreement.

By: \_\_\_\_\_  
Mark Stevens, City Treasurer

**RESOLUTION**  
**SUPPORTING SUBMITTAL OF STP LOCAL FUNDING APPLICATION –**  
**WESTERN AVENUE AND S. FIRST STREET**

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

**WHEREAS,** It is in the best interest of the City of Watertown to maintain public infrastructure; and,

**WHEREAS,** The City of Watertown intends to reconstruct a portion of Western Avenue between S. Third Street and S. First Street; and,

**WHEREAS,** The City of Watertown intends to reconstruct a portion of S. First Street between E. Milwaukee Street and Western Avenue; and,

**WHEREAS,** The City of Watertown recognizes that submission for the Wisconsin Department of Transportation (WisDOT) Surface Transportation Program (STP) Local application as presented and described by the City of Watertown Engineering Division to be further beneficial and consistent with advancing community efforts; and,

**WHEREAS,** The WisDOT STP Local program cost share for the project may not exceed 80 percent of eligible costs, and is capped at \$500,000; and,

**WHEREAS,** Estimated eligible project construction costs will be approximately \$1,232,000.00; and,

**WHEREAS,** if the City is awarded a WisDOT STP Local Program Grant for improvements of said streets, the WisDOT construction cost share will be \$500,000 and the City's construction cost share will be approximately \$732,000; and,

**WHEREAS,** The City of Watertown will commit to provide applicable matching funds to eligible construction costs, and will provide funding for one hundred percent of non-eligible reconstruction costs, design fees, and inspection fees. Funding for said project will be requested in appropriate budget cycles.

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

That the proper City Officials be and are hereby authorized to submit the above-described funding application upon the foregoing purposes and objectives and subject to the required contributions and amounts that will satisfy the funding award match criteria.

	YES	NO
DAVIS		
LAMPE		
RUETTEN		
BARTZ		
LICHT		
SMITH		
SCHMID		
WETZEL		
ROMLEIN		
MAYOR MCFARLAND		
TOTAL		

ADOPTED March 21, 2023

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CITY CLERK

APPROVED March 21, 2023

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MAYOR