



## FINANCE COMMITTEE MEETING AGENDA

MONDAY, APRIL 10, 2023 AT 5:30 PM

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

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**By Phone or GoToMeeting:** Members of the media and the public may attend by calling:

+1 (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.

### 1. CALL TO ORDER

### 2. REVIEW AND APPROVE MINUTES

- A. Minutes of March 13 Finance Committee meeting

### 3. BUSINESS

- A. Review and Approve WisDOT Carbon Reduction Grant Application for Fire Department Vehicle to Infrastructure Communication System
- B. Review & Take Action: EMS Billing Write Offs
- C. Review and take action: Approve EMS Hardship Applications
- D. Review and Approve: Ambulance Billing Rates
- E. Review and approve: Programming Event Coordinator
- F. Review and take possible action: Agreement for 2023 Tourism Promotion Services
- G. Review and take possible action: Property Management Agreement between the City of Watertown and the City of Watertown Redevelopment Authority
- H. Review and take possible action: Riverside Park Restroom Bids
- I. Review: 2023 Compression Calculation Correction
- J. Convene into Closed Session per Wis. Stat. Sec. 19.85 (1)(g) Conferring with legal counsel who either orally or in writing will advise governmental body on strategy to be adopted with respect to current or likely litigation. (F.D.)
- K. Reconvene into Open Session
- L. Convene into closed session per Wis. Stat. Sec. 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Main Street Watertown, LLC n/k/a Riverhouse on the Rock, LLC First Amendment of Development Agreement)
- M. Reconvene into open session
- N. Review and take possible action: Main Street Watertown, LLC n/k/a Riverhouse on the Rock, LLC First Amendment of Development Agreement

### 4. ADJOURNMENT

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@CityofWatertown.org](mailto:mdunneisen@CityofWatertown.org), phone 920-262-4006*

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



## FINANCE COMMITTEE MEETING MINUTES

MONDAY, MARCH 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, Parks Director Kristine Butteris, Jeff Doyle, Andrew Beyer; Alds Licht, Smith, and Wetzel

Video attendees: Streets Operations Manager Stacy Winkelman

1. **Call to order.** Mayor McFarland called the meeting to order at 5:30 p.m.
2. Minutes from the **meeting of February 13** were presented. Ald Bartz moved, seconded by Ald Lampe, to approve. Approved by voice vote. Minutes from the **meeting of February 27** were presented. Ald Bartz moved, seconded by Ald Lampe, to approve. Approved by voice vote.
3. A summary memo of the **2022 Achievement Recognition Award results** was provided. Seventeen employees were awarded a \$500 bonus, and seven were awarded a vacation day.
4. Mr. Stevens provided a summary of the **2022 payroll compression calculations** between supervisor and subordinate positions. Recommended changes will impact the positions of FD Battalion Chief, FD Deputy Chief, PD Captain, and PD Assistant Chief. A motion by Ald. Bartz, supported by Ald. Lampe, was made to process the recommendations; approved by voice vote.
5. In February 2023, WisDOT solicited grant applications for a newly created roadway improvement reimbursement program for streets federally designated as “local” (not collector or arterial). The Engineering staff is proposing to submit one **Surface Transportation Program (STP) Local** application for two adjoining street segments: Western Ave from S. Third St to S. First Street and S. First St from E. Milwaukee St to Western Ave. The request would be for the maximum of \$500,000 towards an approximate total cost of \$1.5M, which would be included in a future annual streets assignment to coincide with any State approval (funding cycle is 2024 through 2028). Ald Lampe moved, seconded by Ald Davis, to submit the application, and all approved by voice vote.
6. The **Engineering** staff is recommending pay for **summer interns** to be \$15 per hour for a new intern and \$16 per hour for returning interns. A motion was made by Mayor McFarland, supported by Ald Davis for these rates, and all approved by voice vote.
7. A draft ordinance was presented to **repeal** Watertown Municipal Code of Ordinances **Chapter 341 Impact Fees** and Article IV **Excess Capacity Sewer Service Charge** of Chapter 508 Wastewater Facilities. The original intention was for the fee collections to cease seven years after the new wastewater treatment plant was built, and that would be approximately ten years ago. The Public Works Commission agreed to stop the collection of these fees. Ald Davis, supported by Ald Bartz, recommended adoption of this ordinance to Council. Approved by all by voice vote.
8. The Parks, Recreation and Forestry Commission has drafted an ordinance to create a **Town Square Programming Commission**. This committee would not be considered a standing committee, nor does it have authority to commit spending. Ald Bartz moved, seconded by Ald Lampe, to support the ordinance. All approved by voice vote.
9. With input from the prior meeting, Mr. Stevens **revised** a recommended **budget for 2023 ARPA** spending. Included in the revisions: \$90,000 Main St landscape architect, \$48,000 park restroom

upgrades, \$299,267 fire department radio communications & dispatch system. The revised budget was approved unanimously as presented (first by Ald Lampe, second by Ald Davis).

10. **Riverside Restroom Project:** The Parks staff started to move ahead with rebidding the project, but hesitated with pursuing any one direction with related expenses with potential changes in course. Included in the meeting packet was a discussion starter from Ald Davis on the scope of the project. She made a presentation to advocate the determination of a proper calculation method. The development of Brandt-Quirk Park has moved utilization away from Riverside. Comparable cities and parks were shared.

Thrive Architects were contacted for the **pricing for a redesign** of the existing plans for a reduction in plumbing fixtures (8 W, 4 M + 5 urinals). The firm **estimates the cost to be \$15,000**.

Kristine Butteris has been interacting with other communities to find what satisfactions / dissatisfactions exist and cautioned against undersizing the facility, especially in light of future increased utilization planning that's on the horizon.

Ald Smith commented that he was pleased that the Finance Committee had rejected the original bid offerings due to excessive overage of anticipated spending and relayed a sentiment that he wouldn't want to tap available streets funds to afford this building.

Ald Davis made a motion to direct city staff to reduce the quantity of plumbing fixtures based upon utilization history of park permits and scheduling. This was seconded by Ald Bartz. The vote was tied, so failed to pass.

Ald Lampe made a motion, seconded by Mayor McFarland, to direct city staff to consider reducing the number of stalls for design costs to not exceed \$20,000 if the results would reduce costs by at least \$100,000. The vote was tied, so failed to pass.

Mayor McFarland made a motion to direct city staff to **reduce the scope of the project to reduce costs** with a budget of **redesign work not to exceed \$20,000**. This was seconded by Ald Davis and was approved via unanimous voice vote.

11. A motion was made by Ald Lampe, seconded by Ald Davis, to **convene into closed session** per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (**MHQ [Dec'd] v City of Watertown Duty Disability Death Benefit Claim**). Approved by unanimous roll call vote.
12. The committee reconvened into open session.
13. Ald Bartz moved, supported by Ald Davis, to **convene into closed session** per Wis. Stat. Sec. 19.85(1)(g) to confer with legal counsel of the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved. (**Breckenridge's Claim for Public Improvement Lien [Watertown Town Square Project]**). Approved by unanimous roll call vote.
14. The committee reconvened into open session.
15. Adjournment. Ald. Davis moved to approve adjournment at 7:00, seconded by Ald. Lampe, 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.

Review and take possible action: Approve submittal of WisDOT Carbon Reduction Grant for Fire Department Vehicle-to-Infrastructure Communications System

Wisconsin Department of Transportation (WisDOT) offered a new grant program this year to assist communities in reducing air pollution through transportation improvement systems. City staff evaluated the WisDOT Carbon Reduction Grant and identified a vehicle-to-infrastructure communications system for the Fire Department to apply for. The proposed project would include communications equipment to reduce emissions, improve traffic flow and improve safety. The system will allow emergency vehicles to communicate with stoplights to allow emergency vehicles to travel with the flow of traffic.

The proposed equipment would retrofit 10 fire department trucks and ambulances. 12 streetlights will be outfitted with the communications equipment to receive information from the trucks and ambulances. The cost of installation has been included in the overall grant application total.

The Carbon Reduction Grant offers an 80% state cost share. Costs in 2023 have been reduced due to promotional incentives. The 2023 overall cost is quoted at \$55,985.00. A WisDOT Carbon Reduction Grant would pay for 80% of this cost (\$44,788.00), with the City being responsible for \$20 cost-share of \$11,197.00. The City's share is proposed to come out of one of the following accounts:

- 2% Fire Dues [\$98,780 balance]- under the provision of "purchase of fire protection equipment"
- WI DHS Funding Assistance Program (FAP) ARPA Supplement [\$24,390]- unplanned receipt of funding required to be spent by August 31. Funds must follow FAP eligibilities which includes "non-routine safety upgrades to existing vehicles" and the wide category of "communications."
- ARPA interest earnings
- General Fund balance

Without this grant or the promotional incentives, the overall cost of purchasing and installing this equipment is quoted at over \$190,000.

The Fire Department seeks approval of a resolution to apply for this grant opportunity with the Mayor identified as the authorized representative of the City.



MEMO

TO: Finance Committee

FROM: Andrea Peters

DATE: April 05, 2023

RE: Ambulance Billing Write Offs

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Attached to this memo is a list of accounts that I am asking for approval to be written off. On all the accounts listed, all collections efforts have been exhausted. This list explains the reason each account is no longer collectable.

Writing off uncollectible debts is a normal business practice and is a requirement by the auditors.

# Request for Write-Off 04.10.23

Section 3, Item B.

Call Number	DOS	Balance	Write Off Reason
1601423	7/30/2016	\$372.84	Deceased - No Estate
1702380	11/25/2017	\$812.43	Deceased - No Estate
013-19-1202	6/15/2019	\$225.00	Deceased - No Estate
013-20-1702	9/1/2020	\$691.84	Deceased - No Estate
013-21-1725	8/21/2021	\$250.00	Deceased - No Estate
013-21-1732	8/23/2021	\$79.04	Deceased - No Estate
013-21-1532	7/31/2021	\$66.12	Deceased - No Estate
013-22-0160	1/20/2022	\$290.00	Deceased - No Estate
013-22-0244	2/1/2022	\$310.00	Deceased - No Estate
013-22-0855	4/27/2022	\$310.00	Deceased - No Estate
013-22-0010	1/2/2022	\$746.00	Deceased - No Estate
013-22-0151	1/19/2022	\$290.00	Deceased - No Estate
013-22-0236	1/31/2022	\$988.08	Deceased - No Estate
013-22-0454	3/2/2022	\$940.96	Deceased - No Estate
013-22-0465	3/3/2022	\$874.14	Deceased - No Estate
013-22-0538	3/13/2022	\$255.00	Deceased - No Estate
013-22-0557	3/14/2022	\$1,098.09	Deceased - No Estate
013-22-0639	3/25/2022	\$2,044.01	Deceased - No Estate
013-22-0734	4/9/2022	\$777.97	Deceased - No Estate
013-22-0737	4/9/2022	\$932.22	Deceased - No Estate
013-22-1366	6/29/2022	\$265.00	Deceased - No Estate
013-18-2408	12/2/2018	\$781.70	Unable to Locate - No SSN available
013-19-1972	9/20/2019	\$798.46	Unable to Locate - No SSN available
013-19-2607	12/26/2019	\$799.42	Unable to Locate - No SSN available
013-22-0020A	1/3/2022	\$756.80	Unable to Locate - No SSN available
013-22-0020	1/3/2022	\$736.80	Unable to Locate - No SSN available
013-20-0182	1/26/2020	\$966.59	Unable to Locate - No SSN available
013-21-2660	12/19/2021	\$1,048.81	Unable to Locate - No SSN available
013-22-1097	5/28/2022	\$1,211.19	Unable to Locate - No SSN available
1500259	2/2/2015	\$330.00	Department of Revenue Determined Uncollectible
1501533	8/16/2015	\$74.05	Department of Revenue Determined Uncollectible
1502373	12/16/2015	\$88.41	Department of Revenue Determined Uncollectible

# Request for Write-Off 04.10.23

Section 3, Item B.

1600055	1/9/2016	\$942.19	Department of Revenue Determined Uncollectible
1600863	5/13/2016	\$637.00	Department of Revenue Determined Uncollectible
1600994	6/3/2016	\$845.18	Department of Revenue Determined Uncollectible
1600824	5/8/2016	\$911.48	Department of Revenue Determined Uncollectible
1601961	10/22/2016	\$647.46	Department of Revenue Determined Uncollectible
1700262	2/5/2017	\$792.55	Department of Revenue Determined Uncollectible
1700403	2/26/2017	\$1,413.78	Department of Revenue Determined Uncollectible
1700659	3/13/2017	\$850.41	Department of Revenue Determined Uncollectible
1701232	6/27/2017	\$644.35	Department of Revenue Determined Uncollectible
1701773	9/6/2017	\$642.20	Department of Revenue Determined Uncollectible
1702241	11/5/2017	\$674.10	Department of Revenue Determined Uncollectible
1800369	2/19/2018	\$265.00	Department of Revenue Determined Uncollectible
1801357	7/8/2018	\$154.50	Department of Revenue Determined Uncollectible
1801558	8/6/2018	\$956.55	Department of Revenue Determined Uncollectible
1801689	8/25/2018	\$607.00	Department of Revenue Determined Uncollectible
1800407	2/24/2018	\$704.62	Department of Revenue Determined Uncollectible
1801813	9/9/2018	\$646.60	Department of Revenue Determined Uncollectible
013-18-2325	11/20/2018	\$76.31	Department of Revenue Determined Uncollectible
013-18-2405	12/2/2018	\$596.60	Department of Revenue Determined Uncollectible
013-18-2438	12/7/2018	\$1,170.29	Department of Revenue Determined Uncollectible
013-18-2444	12/8/2018	\$613.46	Department of Revenue Determined Uncollectible
013-18-2523	12/19/2018	\$596.60	Department of Revenue Determined Uncollectible
013-19-0169	1/23/2019	\$629.30	Department of Revenue Determined Uncollectible
013-19-2474	12/6/2019	\$712.80	Department of Revenue Determined Uncollectible
013-20-0735	4/22/2020	\$617.40	Department of Revenue Determined Uncollectible
013-21-1762	8/28/2021	\$968.68	Department of Revenue Determined Uncollectible
<b>Amount for Write Offs</b>		<b>\$38,527.38</b>	

MEMO

TO: Finance Committee

FROM: Andrea Peters

DATE: April 05, 2023

RE: Ambulance Billing Hardship Applications

Attached to this memo are 2 hardship applications that the EMS billing company is looking for approval on. The first patient (013-22-1591) is seeking a reduction of 50% of the remaining balance after the insurance payment. The second patient (013-22-2242) is seeking a 100% adjustment. The billing company has verified all income sources for the patients.

CONFIDENTIAL

DATE: 2/9/2023

WATERTOWN FIRE DEPT AMB

C/O LIFEQUEST BILLING OFFICE  
N2930 STATE ROAD 22  
WAUTOMA, WI 54982-5267

As per our agreement, this letter serves to advise you that it may be appropriate to make adjustments to the following account. Please refer to page two for the recommended adjustments.

Call Number:	DOS:	Billed Amount:	Previous Credits:	Balance:
013.22-1591	07/29/22	\$ 1185.30	\$ 0	\$ 1185.30

Results:

According to the 2023 National Poverty Guidelines, patient would qualify for a 50 percent reduction of their balance with current income.

LifeQuest Recommended Adjustment:

Recommended Adjustment: \$ 592.65

Recommended Patient Balance: \$ 592.65

CONFIDENTIAL

DATE: 2/9/2023 WATERTOWN FIRE DEPT AMB

C/O LIFEQUEST BILLING OFFICE  
N2930 STATE ROAD 22  
WAUTOMA, WI 54982-5267

As per our agreement, this letter serves to advise you that it may be appropriate to make adjustments to the following account. Please refer to page two for the recommended adjustments.

Call Number:	DOS:	Billed Amount:	Previous Credits:	Balance:
013-22-2242	10/23/22	\$ 1503.18	\$ 0	\$ 1503.18

Results:  
According to the 2023 National Poverty Guidelines, patient qualifes for a 100 percent reduction of their balance.

LifeQuest Recommended Adjustment:

Recommended Adjustment: \$ 1503.18 Recommended Patient Balance: \$ 0.00



# Watertown Fire Department

Section 3, Item D.

106 Jones Street, Watertown, WI 53094 • 920-261-3610 • 920-261-7527 fax  
www.watertownfiredept.com

## MEMO

TO: Finance Committee  
FROM: Fire Chief  
DATE: April 10, 2023  
RE: Review & Approve Ambulance Billing Rates

### HISTORY

The Watertown Fire Department provides Emergency Medical Services (EMS) to the City of Watertown and surrounding area. The department bills for EMS calls to offset some of the cost for providing this service. Most of these costs are paid by the patients' medical insurance provider. **Revenue from EMS billing is calculated as income in the fire departments yearly budget, in 2023 this amount was \$870,000.** The last time the EMS rates were adjusted was in 2020.

The majority of our payer mix, (81 %) is made up of Medicare and Medicaid covered patients. Reimbursement for Medicare and Medicaid EMS Calls are set according to a fee schedule established by federal and state government. These reimbursements are set at fixed amounts and result in lower payments than what is billed.

In working with our current EMS billing Company, the fire department obtained a rate survey of surrounding EMS agencies. The municipalities in comparison pool, provided by the billing company, operate in the Southeastern EMS Region, and have their current rates listed. **The City of Watertown had the lowest rates in the area and the EMS Billing Company has recommended raising the current EMS billing rates,** their recommendations are attached.

Historically, EMS rates have been billed at two different prices, resident vs non-resident, for each level of care. The general assumption was..... since taxpayers subsidize the service they should be billed at a lower rate. This thinking originated in a time when most insurance carriers did not cover the cost of an ambulance transport. Today, billing companies are trying to shift this mindset by arguing that most insurance carriers now cover ambulance services and since most people are insured these types of rate reductions are no longer needed.

Traditionally, Watertown has always held our resident rate at \$100 less than the non-resident rate. The recommendation, from the billing company, was to move everyone (resident & non-resident) to the same rate. For the BLS rate this would be \$1,200. The average for that category was \$1,146 (resident) and \$1,227 (non-resident). I assume the billing company figured \$1,200 was the "sweet spot" between the averages.

In my opinion, it is still a good practice to keep the resident rate lower than the non-resident. With that in mind, rather than increasing the non-resident rate beyond the billing company recommendation, I suggest lowering the resident rate as listed on the recommendation sheet provided. In addition, I feel it is important to mention that residents of the five townships contracting for EMS service with the Watertown Fire Department are billed at the resident rate since the townships are subsidizing operating costs with their contractual payments.

### **PROJECTED CHANGES**

Beginning on January 1, 2022, the Centers for Medicare & Medicare Services (CMS) requires selected ground ambulance organizations to collect and report cost, revenue, utilization, and other information through the Medicare Ground Ambulance Data Collection System (GADCS). When this project is completed, it is expected that **ambulance service providers will be reimbursed up to 50% of the revenues not collected by the current Medicare and Medicaid schedules.** The accompanying document titled Medicare Ground Ambulance Data Collection System (GADCS) Impact on Future EMS Rate Recovery outlines the potential future impact of this change.

### **RECOMMENDATION**

The Watertown Fire Department recommends approval of the EMS rates as suggest in the billing company rate survey with a slight modification as presented in the attached document titled, Watertown FD Recommended EMS Rates 2023.



## Medicare Ground Ambulance Data Collection System (GADCS) Impact on Future EMS Rate Recovery

	MEDICARE PAYMENT	CURRENT RATE	RATE ADJUSTMENT
ALS - RESIDENT	\$350.00	\$825.00	\$1,400.00
LOST REVENUE		-\$475.00	-\$1,050.00
50% RECOVERY		\$237.50	\$525.00

Watertown Fire Department Rate Survey									
Service	Johnson Creek EMS	Cambridge Area EMS	City of Racine Fire Department EMS	City of Brookfield Fire EMS	Ixonia Fire Department	Jefferson EMS	Watertown Fire Department	Average	Recommended Rate
BLS - Resident	\$ 950	\$ 1,300	\$ 825	\$ 1,000	\$ 1,400	\$ 1,400	\$ 700	\$ 1,146	\$ 1,200
BLS - Non Resident	\$ 1,050	\$ 1,300	\$ 1,013	\$ 1,200	\$ 1,400	\$ 1,400	\$ 800	\$ 1,227	\$ 1,200
ALS - Resident	\$ 1,200	\$ 1,400	\$ 1,013	\$ 1,350	\$ 1,500	\$ 1,700	\$ 825	\$ 1,361	\$ 1,400
ALS - Non Resident	\$ 1,300	\$ 1,400	\$ 1,200	\$ 1,550	\$ 1,500	\$ 1,700	\$ 925	\$ 1,442	\$ 1,400
ALS2 - Resident	\$ 1,800	\$ 1,600	\$ 1,163	\$ 1,350	\$ 1,800	\$ 1,800	\$ 1,250	\$ 1,586	\$ 1,600
ALS2 - Non Resident	\$ 1,900	\$ 1,600	\$ 1,350	\$ 1,550	\$ 1,800	\$ 1,800	\$ 1,350	\$ 1,667	\$ 1,600
BLS On Scene Care - Resident	\$ 300	\$ 450	\$ 300	\$ 425	\$ 450	\$ 560	\$ 525	\$ 414	\$ 600
BLS On Scene Care - Non Resident	\$ 400	\$ 450	\$ 338	\$ 425	\$ 450	\$ 560	\$ 525	\$ 437	\$ 600
ALS On Scene Care - Resident	\$ 825	\$ 900	\$ 1,163	\$ 550	\$ 1,200	\$ 1,100	\$ 625	\$ 956	\$ 900
ALS On Scene Care - Non Resident	\$ 975	\$ 900	\$ 1,350	\$ 625	\$ 1,200	\$ 1,100	\$ 725	\$ 1,025	\$ 900
Mileage - Resident	\$ 20	\$ 22	\$ 14	\$ 25	\$ 22	\$ 27	\$ 18	\$ 22	\$ 22
Mileage - Non Resident	\$ 20	\$ 22	\$ 15	\$ 25	\$ 22	\$ 27	\$ 20	\$ 22	\$ 22

Recommendations include bundled prices



Authorization of Recommended Rates / Date

Printed Name / Title

	Johnson Creek EMS	Cambridge Area EMS	City of Racine	City of Brookfield	Ixonia	Jefferson EMS	City of Watertown	Average	Recommended Rate (Billing Company)	Watertown Fire Department Recommendation
<b>BLS - Resident</b>	\$950	\$1,300	\$825	\$1,000	\$1,400	\$1,400	\$700	\$1,146	\$1,200	<b>\$1,100</b>
<b>BLS - Non Resident</b>	\$1,050	\$1,300	\$1,013	\$1,200	\$1,400	\$1,400	\$800	\$1,227	\$1,200	<b>\$1,200</b>
<b>ALS - Resident</b>	\$1,200	\$1,400	\$1,013	\$1,350	\$1,500	\$1,700	\$825	\$1,361	\$1,400	<b>\$1,300</b>
<b>ALS - Non Resident</b>	\$1,300	\$1,400	\$1,200	\$1,550	\$1,500	\$1,700	\$925	\$1,442	\$1,400	<b>\$1,400</b>
<b>ALS2 - Resident</b>	\$1,800	\$1,600	\$1,163	\$1,350	\$1,800	\$1,800	\$1,250	\$1,586	\$1,600	<b>\$1,500</b>
<b>ALS2 - Non Resident</b>	\$1,900	\$1,600	\$1,350	\$1,550	\$1,800	\$1,800	\$1,350	\$1,667	\$1,600	<b>\$1,600</b>
<b>BLS On Scene Care - Resident</b>	\$300	\$450	\$300	\$425	\$450	\$560	\$525	\$414	\$600	<b>\$500</b>
<b>BLS On Scene Care - Non Resident</b>	\$400	\$450	\$338	\$425	\$450	\$560	\$525	\$437	\$600	<b>\$600</b>
<b>ALS On Scene Care - Resident</b>	\$825	\$900	\$1,163	\$550	\$1,200	\$1,100	\$625	\$956	\$900	<b>\$900</b>
<b>ALS On Scene Care - Non Resident</b>	\$975	\$900	\$1,350	\$625	\$1,200	\$1,100	\$725	\$1,025	\$900	<b>\$1,000</b>
<b>Mileage - Resident</b>	\$20	\$22	\$14	\$25	\$22	\$27	\$18	\$22	\$22	<b>\$22</b>
<b>Mileage - Non Resident</b>	\$20	\$22	\$15	\$25	\$22	\$27	\$20	\$22	\$22	<b>\$22</b>

## ***Watertown Parks and Recreation Department***

514 S. First Street  
Watertown, WI 53094  
920-262-8080  
Fax: 920-262-8087

April 6, 2023

**TO:** Finance Committee

**FROM:** Kristine Butteris, Director of Parks, Recreation, & Forestry

**RE:** Programming Event Coordinator

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The Parks, Recreation, & Forestry Department held interviews for the Programming Event Coordinator for the Bentzin Family Town Square:

- 34 applications were received. 26 applications were received during the first hiring round.
- Four applicants were interviewed.
- Upon feedback from the interview panel, I have selected Stephanie Juhl as the Programming Event Coordinator for the Bentzin Family Town Square.
- Stephanie has the skills necessary to take on this role as well as the ability to work with multiple organizations and community partners.

We would like Stephanie to start on April 24, 2023 to move forward in the planning process for the Bentzin Family Town Square.

### Candidate Selection Form

POSITION TITLE \_Programming Event Coordinator\_ DEPARTMENT \_Parks, Rec, &amp; Forestry\_

NEW POSITION \_X\_ VACANCY \_\_\_\_\_ RECLASS \_\_\_\_\_ # OF APPLICANTS: \_\_34\_\_

FT \_X\_ PT \_\_\_\_\_ EXEMPT \_X\_ NONEXEMPT \_\_\_\_\_

**Reason for opening:**

This position is to oversee all aspects of event programming and operations of the Bentzin Family Town Square in downtown Watertown.

**Justification to fill:**

The Bentzin Family Town Square is set to open May 20, 2023. We will need to have this position filled and working on programming of the event space for the summer season as well as create a calendar of events for the year and create a Food Truck calendar at the Bentzin Family Town Square.

**Top three responsibilities for position:**

Develop and maintain annual, and ongoing, programming schedule for The Venue.  
Actively solicit vendors, performers, exhibitors, etc. to generate engagement downtown.  
Respond to requests for The Venue rental and integrate rentals into programming schedules.

CANDIDATE NAME: \_Stephanie Juhl\_\_\_\_\_

**How this candidate had demonstrated skills to meet the needs of the position and requested step:**

Stephanie has extensive marketing and communication experience. She is skilled at building partnerships and has demonstrated experience in managing partnerships, contractors, and vendors. She is experienced in large community event creation, management and organization and also creating a schedule of events and programs. She is also experienced in creating life enrichment programming.

Date Available to start:		Grade	K	Step	2	Hourly Rate	30.17
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FIRST ALTERNATE: Re-Open Job Posting\_\_\_\_\_

**How this candidate had demonstrated skills to meet the needs of the position and requested step:**

Date Available to start:		Grade		Step		Hourly Rate	
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SECOND ALTERNATE: \_\_\_\_\_

**How this candidate had demonstrated skills to meet the needs of the position and requested step:**

Date Available to start:		Grade		Step		Hourly Rate	
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Approved Yes \_\_\_\_\_ No \_\_\_\_\_

## AGREEMENT FOR 2023 TOURISM PROMOTION SERVICES

This Agreement is made and entered into this 16<sup>th</sup> day of September, 2022, by and between the Watertown Tourism Commission ("Commission") as a representative of the City of Watertown, Wisconsin, the City of Watertown, a Wisconsin municipal corporation ("City"), and the Watertown Area Chamber of Commerce, a Wisconsin not-for-profit corporation ("Chamber"), for the term beginning January 1, 2023 through December 31, 2023.

**WHEREAS**, Watertown General Code of Ordinances ~~§3.17~~Ch. 76 Art. II authorizes the levy of a hotel-motel room tax upon the gross rental receipts derived from retail furnishing of rooms or lodging, in any hotel or motel located in the City, at ~~a the~~ rate ~~not to exceed of~~ five percent (5%); and

**WHEREAS**, Watertown General Code of Ordinances ~~§ 3.17~~Ch. 76 Art. II provides that thirty percent (30%) of revenues from the room tax shall be maintained ~~for the purpose of funding economic development, public works activities and capital improvement projects as determined by the City in the City's General Fund and the remaining seventy percent (70%) shall be used for the purpose of promoting tourism~~; and

**WHEREAS**, Wisconsin State Statutes § 66.0615 states that seventy percent (70%) of any tax collected must be spent on tourism promotion and tourism development by the municipality and shall be forwarded to the tourism commission for the municipality; and

**WHEREAS**, the City has determined that it is in the City's and Commission's best interests and in accordance with Wisconsin State Statutes § 66.0615 to contract with an independent entity, such as the Chamber, to provide the services necessary to promote tourism for the City;

**NOW, THEREFORE**, for and in consideration of the mutual covenants and conditions contained herein, it is understood and agreed between the parties as follows:

1. **Tourism Promotion.** The Chamber agrees to promote tourism for the City, which service shall include but not be limited to maintaining and promoting commercial, hospitality and service sectors, which is intended to have significant impacts on the tourism growth within the City, including conventions.

2. **Budget.** The Chamber and Commission will prepare and approve a budget for the next calendar year by December 16.

3. **Funding.** The City, Commission and the Chamber shall work together in good faith to comply with Wisconsin State Statutes § 66.0615 and, in particular, § 66.0615(1m)(d) to which end the City Treasurer shall forward to the Chamber an amount equal to seventy percent (70%) of the hotel-motel room tax received by the City. The City shall provide the funding described herein according to the City Clerk/Treasurer's practice on a monthly basis with payments being made around the 10<sup>th</sup> of each month. ~~—~~ In addition, to the monthly payments the City shall make payment of Nine Thousand Dollars (\$9,000.00) to the Chamber each year to be paid quarterly on an annual basis for general administration of room tax dollars for the City.

4. **Expenditures.** The Commission agrees that all expenditures will be in accordance with the intent and purposes of State Statute § ~~66.37~~66.0615 and applicable local ordinances.

**5. Accounting.** Annually, the Tourism Manager/Chamber shall provide a separate, complete accounting of the receipt and disbursement activity of the City's room tax funds. The Chamber must provide the City an accounting of the receipt and expenditures of such funds in accordance with generally accepted accounting principles within ninety (90) days of the end of the Chamber's fiscal year. In the event the Chamber does not provide such accounting within the time period provided, future funds shall not be disbursed until the accounting is received.

**6. Staff and Operating Expenses.** The Chamber agrees to provide the staff (see attached job description), office space, meeting space, operating expenses and other costs associated with the promotion of tourism, which are necessary to perform their duties and responsibilities under this Agreement. The parties understand and agree that the Tourism Commission is exclusively vested with fiscal policy oversight of room tax dollars.

**7. Relationship of the Parties.** It is understood and agreed that the Chamber is engaged and retained as an independent entity and not under any officer, agent or employee type of relationship with the City.

**8. Inspection and Audit.** The City or its duly authorized agents shall be entitled to inspect and audit all books and records of the Chamber for compliance with the approved budget and this Agreement. In the event of an actual or perceived discrepancy, the City may also cause an audit to be performed by an independent accounting firm of its sole and exclusive choice. The City's expense of such audit shall be reimbursed by the Chamber. If, as a result of such audit, there are recommendations presented in a Management Letter ("Letter"), the Chamber shall implement those recommendations or otherwise respond in writing to the City with their reasons for noncompliance within ninety (90) days of receipt of said Letter.

**9. Annual Reports.** The Chamber shall provide an annual report to the City. The report shall be submitted, annually, on or before April 1 for the purpose of communicating compliance with the duties and responsibilities set forth in this Agreement for the current year ending December 31. The report shall include an accounting of funds expended within the reporting period.

**10. Responsibilities and Duties of the Chamber.** The City has established the following three (3) goals and is contracting with the Chamber to accomplish these goals:

- A. Encourage retail and commercial growth associated with tourism and visitors.
- B. Actively promote tourism.
- C. That the Chamber should serve as the primary tourism and visitor agency for the City.

Each year, the Chamber and Commission will develop a tourism promotion and tourism development program for the upcoming year and the Chamber and Commission's plan for achieving these goals. At a minimum, these objectives shall include, but are not limited to:

- A. Maintaining current community data and marketing materials pertinent to tourism.
- B. Assisting in the development of a strategy for seeking out appropriate business and other development and to assist and encourage their location or expansion in Watertown, which shall be consistent with tourism and visitor promotion goals.
- C. Developing a strategy for communication and building alliances with the City and businesses in the community.



D. Developing a strategy for communication and building alliances with both the Chamber and other regional tourism promotion agencies.

11. **Confidential Information.** Subject to Wisconsin’s Open Records Law, all parties understand and agree that information received in confidence shall be retained in confidence. The Chamber shall not use confidential information obtained as a result of their position for any purpose other than to attract prospective business to the City.

12. **Effective Date and Term.** This Agreement shall be in force and effect from the date first written above until December 31, 2023, unless it is otherwise terminated as provided herein. This contract shall automatically renew on the same terms for an additional one (1) year term, unless either party has provided written notice of its intent not to renew the aAgreement. Written notice shall be provided by either party to the other by not later than October 31<sup>st</sup> of the year that the existing term is scheduled to expire.

13. **Modification.** This Agreement constitutes the entire aAgreement between the parties and supersedes all prior aAgreements, whether oral or written, covering the same subject matter. This Agreement may not be modified or amended except in writing mutually agreed to and accepted by all parties to this Agreement.

14. **No ~~Third-Party~~Third-Party Beneficiaries.** Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any third party.

15. **Termination.** This Agreement may be terminated by the City for a breach of the Agreement, upon thirty (30) days written notice to the other party; and terminated without cause, by either party, upon ninety (90) days written notice to the other party. Upon receipt of the notice of termination, or the expiration of the Agreement, the Commission will not encumber any additional funds, but the City will honor all reasonable expenses for which City allocated funds have already been budgeted and purchase orders were placed prior to receipt of the notice of termination.

~~16. **Indemnification and Hold Harmless.** The Chamber agrees to indemnify and hold harmless the City and Commission from any and all claims arising out of the Chamber activities in the performance of this Agreement. The City and Commission agree to indemnify and hold harmless the Chamber if the Chamber is joined as a party in an action against the City alleging that official action or inaction of the City has damaged a specific person and/or entity in connection with a proposed development of tourism related business within the City.~~

~~16~~7. **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, ~~sent by facsimile~~ or sent by registered or certified mail, postage prepaid, to the following:

Watertown Area Chamber of Commerce  
c/o Executive Director  
Director/Treasurer  
519 East Main Street  
Watertown, WI 53094  
(920) 261-6320

City of Watertown  
c/o ~~City Clerk~~Finance  
  
106 Jones Street  
Watertown, WI 53094  
(920) 262-~~4006~~4007

178. **Choice of Law.** This Agreement is to be construed and enforced in accordance with the laws of the State of Wisconsin. In the event of a dispute involving this Agreement, the Parties agree that venue shall be in Jefferson County, Wisconsin, Circuit Court.

189. **Titles and Subheads.** Titles and subheadings as used herein are provided only as a matter of convenience and shall have no legal bearing on the interpretation of any provision of the Agreement.

IN WITNESS WHEREOF, the parties have executed this 202~~2~~<sup>3</sup> Tourism Promotion ~~Services Agreement, or Services Agreement or~~ caused this Agreement to be executed by their respective ~~o~~Officers, as of the date first above written.

CITY OF WATERTOWN, WISCONSIN

By: \_\_\_\_\_  
Emily McFarland, Mayor

ATTEST:

\_\_\_\_\_  
Megan Dunneisen, City Clerk/Treasurer

WATERTOWN AREA CHAMBER OF COMMERCE

By: \_\_\_\_\_  
Bonnie Hertel, Executive Director

ATTEST:

\_\_\_\_\_  
~~Kendall Bocher~~Steven Board, Chamber Board ~~Past Chair~~person

WATERTOWN TOURISM COMMISSION

By: \_\_\_\_\_  
Aaron David, Watertown Tourism Commission Chair

ATTEST:

\_\_\_\_\_  
Robin Kaufmann, Watertown Tourism Manager

**Job Title: Tourism Director (full-time, 40 hours/week)**

**Reports to: WACC Executive Director / Watertown Tourism Commission**

**Tourism Director Job Description**

An individual employed to

- administer room tax dollars in accordance with Wisconsin State Statute 66.0615
- manage the operation of tourism activity in the chamber office
- coordinate community marketing efforts with other organizations

**Qualifications:**

- Post-secondary coursework or training in marketing, communications or related field
- Experience with digital communication platforms including email; conversant in SEO, web analytics, web technology and community engagement
- Mature and objective attitude for appropriate, independent activity; tolerant of interruptions
- Courteous and dependable in dealing with general public
- Neat and well groomed; professional appearance.
- Must be able to be bonded for cash handling
- Proof of working knowledge of Microsoft Word, Excel and Power Point.
- Knowledge of QuickBooks, Google applications, Access and Publisher preferred
- Ability to complete data entry on several websites
- Willingness to learn new computer techniques and office processes

**Working Hours:**

- This position requires evening and weekend hours to support events and attend conferences and trade shows. Tourism manager is expected to attend weekly chamber staff meetings.

**Duties and Responsibilities:**

- Attend Jefferson County and Watertown Tourism meetings and attend conferences and trade shows promoting tourism activity in the Watertown area.
- Coordinate the marketing of the Watertown community with other entities like Watertown Area Chamber of Commerce and Watertown Main Street Program
- Distribute room tax marketing dollars through an established grant process
- Maintain tourism websites of Jefferson County, Travel Wisconsin and the Watertown tourism websites
- Regularly create and post content to social media platforms like Facebook and Instagram
- Maintain brochure racks in tourism office with up to date material; distribute community information to area businesses and lodging facilities.
- Prepare reports detailing room tax activity to City of Watertown annually
- Participate in Watertown Area Chamber of Commerce marketing committee
- Other duties as assigned

**Physical Requirements**

- Must be able to lift and carry objects up to 50 pounds on occasion
- Must be able to stand and sit for up to 4 hours at a time
- Must be able to hear, see and stay alert
- Must be able to be in attendance on a daily basis and to arrive promptly for the start of the work day
- Must be able to pass a drug test
- Must be willing to submit to a background/credit check

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date \_\_/\_\_/\_\_

\_\_\_\_\_  
Date \_\_/\_\_/\_\_

# **PROPERTY MANAGEMENT AGREEMENT BETWEEN THE CITY OF WATERTOWN AND THE CITY OF WATERTOWN REDEVELOPMENT AUTHORITY**

This Property Management Agreement (the "Agreement") is made this \_\_\_\_\_ day of \_\_\_\_\_, 2023 by and between the City of Watertown, a Wisconsin municipal corporation (hereinafter, "City") and, the City of Watertown Redevelopment Authority, a separate public body corporate and politic created pursuant to Wis. Stat. § 66.1333(3) (hereinafter, "RDA") (collectively, "Parties");

The purpose of this Agreement is to memorialize the mutual understanding among and between the constituent executive membership of the City and the RDA relative to the transfer of ownership of parcel number 291-0815-0421-114 more particularly located as described under Exhibit A attached hereto;

## **RECITALS**

WHEREAS, the City and the RDA have worked together to build a town square on the Property; and,

WHEREAS, the RDA, wishes to see its investment in the community thrive and utilized to its full potential; and,

WHEREAS, the RDA has raised Three Hundred Fifty Thousand Dollars (\$350,000.00) to fund programming and operations with the intention of the City hiring an individual with the primary function of managing the Property; and,

WHEREAS, the RDA has arranged for the installation of a history exhibit as further described in Exhibit B attached hereto; and,

WHEREAS, the City believes this investment and opportunity is in the best interest of the City and is in line with the plans for the City development and,

NOW, THEREFORE, the City and RDA hereby acknowledge and accept the following:

## **ARTICLE 1 RDA'S OBLIGATIONS**

Section 1.1 **Transfer of Parcel.** That the RDA will transfer ownership of the Property to the City of Watertown.

Section 1.2 **Funding Account.** That the RDA will make a one-time transfer of Three Hundred Fifty Thousand Dollars (\$350,000.00) to the City of Watertown to be placed into a restricted account (Future Fund/Town Square Account) for the benefit of the Property or programs that take place on the Property.

## **ARTICLE 2 CITY'S OBLIGATIONS**

Section 2.1 **Park Management.** The City will hire a full-time staff person to be placed within the Park, Recreation and Forestry Department. The primary responsibility for this full-time staff person shall be to coordinate programming and operations within the Property as well as to seek sponsorships for such events. This full-time staff person shall report to the Recreation and Parks Director as well as to an independent committee that will oversee the programming and activities of the Bentzin Family Town Square.

- Section 2.2 **Scheduled Events.** The City shall permit individuals wishing to host a Series of Events on the Property to apply for reserved days by one application submitted on or before October 31 of each year for all days the event is to be held the following year. The City shall approve the series before January 1 of the following year. Any applications received for events after October 31 of the year before the event may apply for a special event permit for a day not previously reserved under Watertown Ordinance § 428-7 or any subsequent special event process adopted by the City.
- Section 2.3 **Alcohol Permitted.** The City will permit the sale of alcohol on the parcel during events approved for such purpose and subject to compliance with all other laws concerning the sale and consumption of alcohol.
- Section 2.4 **History Exhibit.** The City will permit the installation of a history of Watertown Exhibit as substantially detailed in Exhibit B. However, such Exhibit shall be viewed solely as approved government speech and as such the City does retain its rights to veto or prohibit any portion of the Exhibit which the Council finds inappropriate from being installed.
- Section 2.5 **Use of Future Fund/Town Square Account.** The City shall only use the funds placed in the Future Fund/ Town Square Account to cover the following approved expenses:
- a. Salary and other administrative costs of the full-time staff member who coordinates programming and operations,
  - b. Any other administrative or staff costs associated with management and operations of the Property,
  - c. Programming costs for special events at the Property,
  - d. Supplies for events at the Property,
  - e. Maintenance of the Property.
- Section 2.6 **Event Revenue and Donations.** The City shall add to the Future Fund any donations it receives designated to be applied to the Future Fund, or revenue from City Sponsored Special Events hosted at the Town Square.

### ARTICLE 3 MISCELLANEOUS

- Section 3.1. **Notices and Demands.** Except as otherwise expressly provided in this Agreement, a notice, demand or other communication under this Agreement by any party to any other shall be sufficiently given or delivered if it is dispatched by registered or certified mail, postage prepaid, return receipt requested, or delivered personally, and

#### FOR THE CITY:

City of Watertown  
Office of the Finance Director/Treasurer  
106 Jones Street  
Watertown, WI 53094  
Attention: Mark Stevens  
[mstevens@cityofwatertown.org](mailto:mstevens@cityofwatertown.org)

**With a copy to:**

City of Watertown  
Office of the City Attorney  
106 Jones Street  
Watertown, WI 53094  
Attention: Attorney Steven T. Chesebro  
[schesebro@cityofwatertown.org](mailto:schesebro@cityofwatertown.org)

**FOR THE RDA:**

City of Watertown Redevelopment Authority  
106 Jones Street  
Watertown, WI 53094  
Attention: Nate Salas, Chairperson  
[nsalas@cityofwatertown.org](mailto:nsalas@cityofwatertown.org)

- Section 3.2. **No Third-Party Beneficiaries.** This Agreement is made solely for the benefit of the Parties hereto and their permitted assignees, and no other Party shall acquire or have any rights under this Agreement or by virtue of this Agreement.
- Section 3.3. **Force Majeure.** As used herein, the term “Force Majeure” shall mean any accident, breakage, war, insurrection, civil commotion, riot, act of terror, act of God or the elements, governmental action (except for governmental action by the City with respect to obligations of the City under this Agreement) alteration, strike or lockout, picketing (whether legal or illegal), inability of a Party or its agents or contractors, as applicable, to obtain fuel or supplies, unusual weather conditions, or any other cause or causes beyond the reasonable control of such Party or its agents or contractors, as applicable. No Party to this Agreement shall be in default hereunder for so long as such Party or its agents and contractors, if applicable, are prevented from performing any of its obligations hereunder due to a Force Majeure occurrence.
- Section 3.4. **Law Governing.** The laws of the State of Wisconsin shall govern this Agreement. In the event of a dispute involving this Agreement, the Parties agree that venue shall be in Jefferson County, Wisconsin, Circuit Court.
- Section 3.5. **Execution in Multiple Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument.
- Section 3.6. **Amendment.** This Agreement may be rescinded, modified or amended, in whole or in part, by mutual agreement of the Parties hereto, their successors and/or assigns, in writing signed by all Parties.
- Section 3.7. **Severability of Provisions.** If any provision of this Agreement shall be held or deemed to be inoperative or unenforceable as applied in any particular case in any jurisdiction because it conflicts with any other provision or provisions of this Agreement or any constitution or statute or rule of public policy, or for any other reason, then such circumstance shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of rendering any other provision or provisions herein invalid, inoperative, or unenforceable to any extent whatever. To the maximum extent possible, this Agreement shall be construed in a manner consistent with the powers of the City, including, but not limited to, their powers under the Tax Increment Law, § 66.1105, Wis. Stats., and the Blight Elimination and Slum Clearance Act, Wis.

Stats. § 66.1333, to achieve its intended purpose. Reference is made to Chapter 105, Laws of 1975 § 4, and to Wis. Stat. § 66.1333(17), which provide that the Tax Increment Law and the Blight Elimination and Slum Clearance Act should be construed liberally to effectuate their purposes.

- Section 3.8.    **Time of Essence.** Time is of the essence as to all dates and time periods set forth in this Agreement.
  
- Section 3.9.    **Reservation of Rights.** Nothing in this Agreement shall be construed to be a waiver or modification of the governmental immunities or notice requirements imposed by Wis. Stat. § 893.80 or any other law.
  
- Section 3.10.   **Construction.** The Parties acknowledge and represent that this Agreement has been the subject of negotiation by all Parties and that all Parties together shall be construed to be the drafter hereof and this Agreement shall not be construed against any Party individually as drafter.
  
- Section 3.11.   **Authority.** The individuals executing this Agreement on behalf of the RDA warrant and represent that they are duly authorized to bind the RDA to this Agreement. RDA warrants and represents that the execution of this Agreement is not prohibited by the RDA's articles of incorporation, by-laws, operating agreement, or other internal operating orders, or by any applicable law, regulation or court order. RDA shall provide proof upon request.

This Agreement between the City of Watertown and the City of Watertown Redevelopment Authority is acknowledged and accepted as of the date first written above:

CITY OF WATERTOWN	CITY OF WATERTOWN REDEVELOPMENT AUTHORITY
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<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Emily McFarland Mayor	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Nate Salas Chairperson
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Countersigned:	Countersigned:
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<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Megan Dunneisen City Clerk	<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Ryan Wagner Vice Chairperson
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### Legal Description

Parcel identification Number (PIN): 291-0815-0421-114

Lot 1, Certified Survey Map No. 6270, recorded in Volume 37 of Certified Survey Maps, Page 015, as Document Number 1460265, being all of Lots 1, 5 and 6 in Block 46, in the Original Plat of the West Side of Rock River as surveyed by J.C. Brayton and lands, all located in the Northeast 1/4 of the Northwest 1/4 of Section 4, Town 8 North, Range 15 East, in the City of Watertown, Jefferson County, State of Wisconsin.



# HISTORY EXHIBIT

TOWN SQUARE  
APRIL 2022



# TOWN SQUARE

HISTORY EXHIBIT

Section 3, Item G.





# TOWN SQUARE

HISTORY EXHIBIT

Section 3, Item G.





# TOWN SQUARE

HISTORY EXHIBIT

Section 3, Item G.





# TOWN SQUARE

HISTORY EXHIBIT

Section 3, Item G.



**THANK YOU**  
**DESIGN A BETTER FUTURE**



## MEMO

TO: Finance Committee  
FROM: Kristine Butteris, Director of Parks, Recreation, & Forestry  
DATE: April 5, 2023  
RE: Riverside Restrooms

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Committee Members,

The Parks, Recreation, & Forestry Department has put together a couple of methodologies on how to best find the amount of facilities needed for the Riverside restrooms and for future needs.

Included in the documents is the spreadsheet with the methodologies from the Public Restroom Company, Parkitecture, and The International Building Codes versions 2015 (which the State of Wisconsin follows) and 2021. Included is a column for spectators of two people for every one player. There are also numbers that are not included as we cannot account for additional members of the public at any one time in the parks as well as true reservation attendance numbers.

Our recommendations are to follow the 2015 building code due to the intended plans to renovate Riverside Park.

We are looking for recommendations from you on next steps.

## Restroom Fixture Methodology

	Reserved Shelter Capacity	Reservation Attendance	Ball Diamond Reservations by Teams	Approximate Spectators (2 people per 1 player)	Day Camp Capacity	Day Camp Attendance
Season Totals	13294	9251	511	12264	532	325
Per Event Averages	95	77	47	94	67	41

The Public Restroom Company			Parkitecture			International Building Code (2015)	
Hourly Attendance / 2 / 45 = # fixtures	# fixtures * 1.20 = # Add'l fixtures	20% With Spectators	Male 1/75 attendance up to 1500	Female 1/40 attendance up to 1520	Female With Spectators	Male 1/75 attendance up to 1500	Female 1/40 attendance up to 1520
2	3	4	3	5	8	3	5
2	2	3	2	4	6	2	4

\*Reservation Attendance is an often misconstrued number. People usually put down the capacity amount of the shelter instead of an accurate number of guest inv

\*\*Average ball team has between 12 and 15 players - all estimates are based on 12 player teams. Does not include spectators. Spectators on the low end could be 1 additional family members.

### Watertown Stats

Population 24,000  
# of Parks 26  
# of acres 310

### National Average

20,000-50,000  
1 park per 2323 people  
10.4 acres /1000 people



/2021 version)	
Female	
With Spectators	
8	Equation includes Shelter Capacity, **Ball Diamond Reservations, Day Camp Capacity
6	Equation includes *Reservation Attendance, **Ball Diamond Reservations, Day Camp Attendance

ited.

to 1 or 2 to 1, again this does not include

To: Finance Committee  
From: Mark Stevens  
Date: March 16, 2023  
RE: 2023 Compression Correction

A spreadsheet entry mistake was discovered after communications of the 2023 compression calculations were distributed to impacted employees.

### **Fire Department**

#### Battalion Chief

The pay rate of **N5Adj** in 2022 was adjusted to **N9Adj**. My original compression calculation for 2023 determined an adjustment back to **N6Adj**, but the spreadsheet correction will assign them to **N8Adj** [\$30.17/hr or \$31.2551/hr].

#### FD Deputy Chief

In 2022, compression altered Anthony Rauterberg's assigned G/S from **Q2** to **Q6**. The 2023 assigned G/S would be **Q3**. Due to the 2022 Battalion Chief's pay with overtime, compression exists for 2023. The 2023 assigned Grade/Step = **Q3** [\$44.9291/hr] will be kept at Grade/Step = **Q6** [\$48.4491/hr] (incl \$1.5191 Par Prem) throughout 2023.

**FIRST AMENDMENT  
OF DEVELOPMENT AGREEMENT  
-111 S WATER STREET, WATERTOWN, WISCONSIN-**

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THIS FIRST AMENDMENT OF DEVELOPMENT AGREEMENT & PURCHASE AGREEMENT (this “**First Amendment**”), dated as of February \_\_, 2023 is by and between RIVERHOUSE ON THE ROCK, LLC (fka Main Street Watertown, LLC) (the “**Developer**” also referred to as the “**Buyer**”) and the City of Watertown, a Wisconsin municipal corporation (the “**City**” also referred to as “**Seller**”).

**RECITALS**

WHEREAS, Developer and the City are parties to that certain development agreement dated as of August 17, 2021 (the “**Development Agreement**”) regarding the development of the Project, as described in the Development Agreement.

WHEREAS, the parties desire to amend certain terms of the Development Agreement as provided below.

**AGREEMENT**

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties do hereby agree as follows:

1. **Definitions.** Unless otherwise defined herein or amended hereby, capitalized words and terms used herein shall have the meanings ascribed to them in the Development Agreement.
2. **Amendment to Development Agreement.** As of the Effective Date, the Development Agreement shall be further amended such that:
  - (a) **Description of Development.** Section 2.1.1 shall state, Project shall consist of approximately 101 residential apartment units, approximately 2,800 square feet of commercial space, approximately 35 at-grade covered parking stalls, and approximately 61 under-building stalls for parking on the property.
  - (b) **Undertakings of the Developer.** Section 3.1.2 shall be amended and restated as follows; “The Property has been conveyed from the City to the Developer. However, the Developer needs additional time to secure permits, work with contractors on bidding, and initiate construction. Therefore, notwithstanding Section 3.1.2 of the Agreement, Developer shall have until November 30, 2023 to obtain all permits necessary for construction and to initiate construction of the Project. Construction shall be defined as construction team mobilization to the Property and efforts have begun to improve the Property as described in Section 2.1.1.”

(c) **Undertakings of the City.** Section 4.3.2 shall be added to the Development Agreement and shall be stated as follows; “The City shall provide to Developer no less than 20 parking stalls on adjacent properties but no further than 300 yards from the subject property.”

(d) **Riverwalk Construction.** The Parties agree to an extension of the Riverwalk construction, as described in Section 3.6.2 of the Development Agreement. Therefore, the reference to “December 31, 2023” in Section 3.6.2 of the Development Agreement shall be amended and restated to mean “August 1, 2024”

(e) **TIF. Needs to be discussed further.**

3. Full Force and Effect. Except as amended by this First Amendment, the Development Agreement and Purchase Agreement remain in full force and effect.

4. Conflict. In the event of conflict between the provisions of the Development Agreement or Purchase Agreement and the provisions of this First Amendment, the provisions of this First Amendment shall control.

5. Counterparts and Signatures. This First Amendment may be executed in any number of counterparts, each of which shall be deemed an original, but all of which, when taken together, shall constitute one and the same instrument. Signatures transmitted by facsimile or sent electronically by PDF (or similar software) shall be treated as originals for all purposes.

IN WITNESS WHEREOF, this First Amendment has been executed by the undersigned as of the day and year first above written.

**CITY:**

CITY OF WATERTOWN, WISCONSIN

By: \_\_\_\_\_  
Emily McFarland, Mayor

By: \_\_\_\_\_  
Megan Dunneisen, City Clerk

**DEVELOPER:**

RIVERHOUSE ON THE ROCK, LLC  
A Wisconsin limited liability company

By: \_\_\_\_\_  
Terrence R. Wall, President of T. Wall  
Enterprises Manager, LLC, Its Manager

[illegible]

On this \_\_ day of January, 2023, before me appeared Emily McFarland, Mayor, and Megan Dunneisen, City Clerk of the City of Watertown, Wisconsin, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

In Testimony Whereof, I have hereunto set my hand and affixed my official seal the day and year first above written.

Name: \_\_\_\_\_  
Notary Public, State of Wisconsin  
My Commission

[illegible]

On this \_\_ day of January, 2023, before me appeared Terrence R. Wall, the President of T. Wall Enterprises Manager, LLC, the Manager of Riverhouse on the Rock, LLC, to me personally known, who, being by me duly sworn, did say that said instrument was signed on behalf of said company by its authority, and said person acknowledged said instrument to be the free act and deed of said company.

In Testimony Whereof, I have hereunto set my hand and affixed my official seal the day and year first above written.

Name: F. Taylor Brengel, Esq.  
Notary Public, State of Wisconsin  
My Commission is permanent

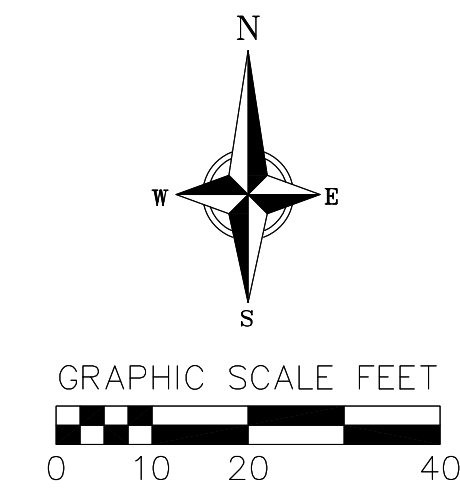












MADISON : MILWAUKEE  
jla-ap.com



Phone: (800) 261-3898

DRAFTER: CLAN  
CHECKED: TSCH  
PROJECT NO.: 190037



T. Wall Enterprises  
Development, LLC

RIVERHOUSE ON THE ROCK

Bid Set

PROGRESS DOCUMENTS

These documents reflect progress and intent and may be subject to change, including additional detail. These are not final construction documents and should not be used for final bidding or construction-related purposes.

DATE OF ISSUANCE: MAY 20, 2022

REVISION SCHEDULE		
Mark	Description	Date

SHEET TITLE

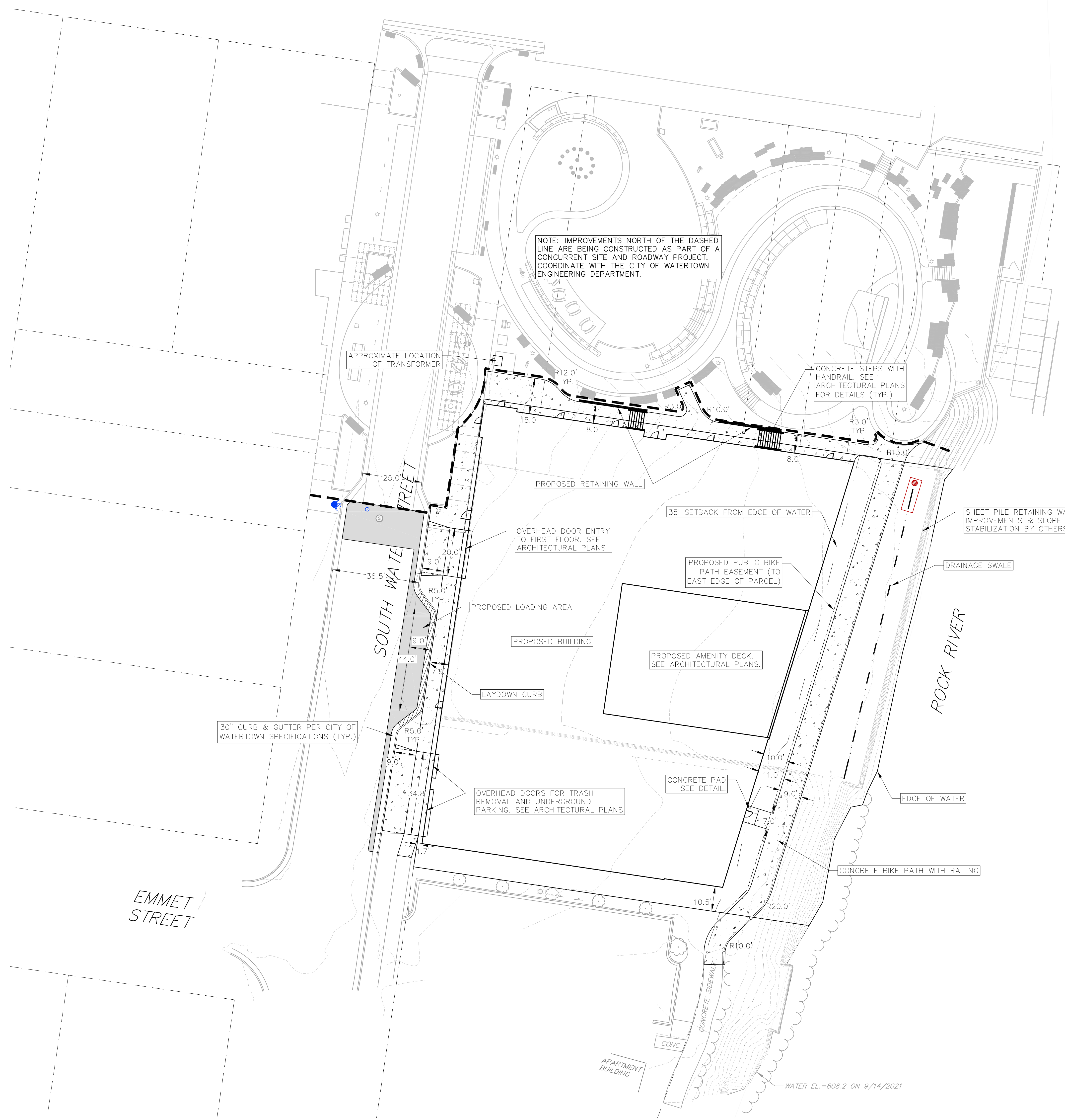
SITE PLAN

SHEET NUMBER

C 5

SITE INFORMATION:

1. LOT AREA: 36,596 SF
2. FLOOR AREA: 26,021 SF
3. FLOOR AREA RATIO: 0.71
4. IMPERVIOUS SURFACE AREA: 27,300
5. IMPERVIOUS SURFACE RATIO: 0.75
6. BUILDING HEIGHT: SEE ELEVATION DRAWINGS
7. SITE PARKING STALLS: 0 (ALL STALLS ARE INTERIOR)



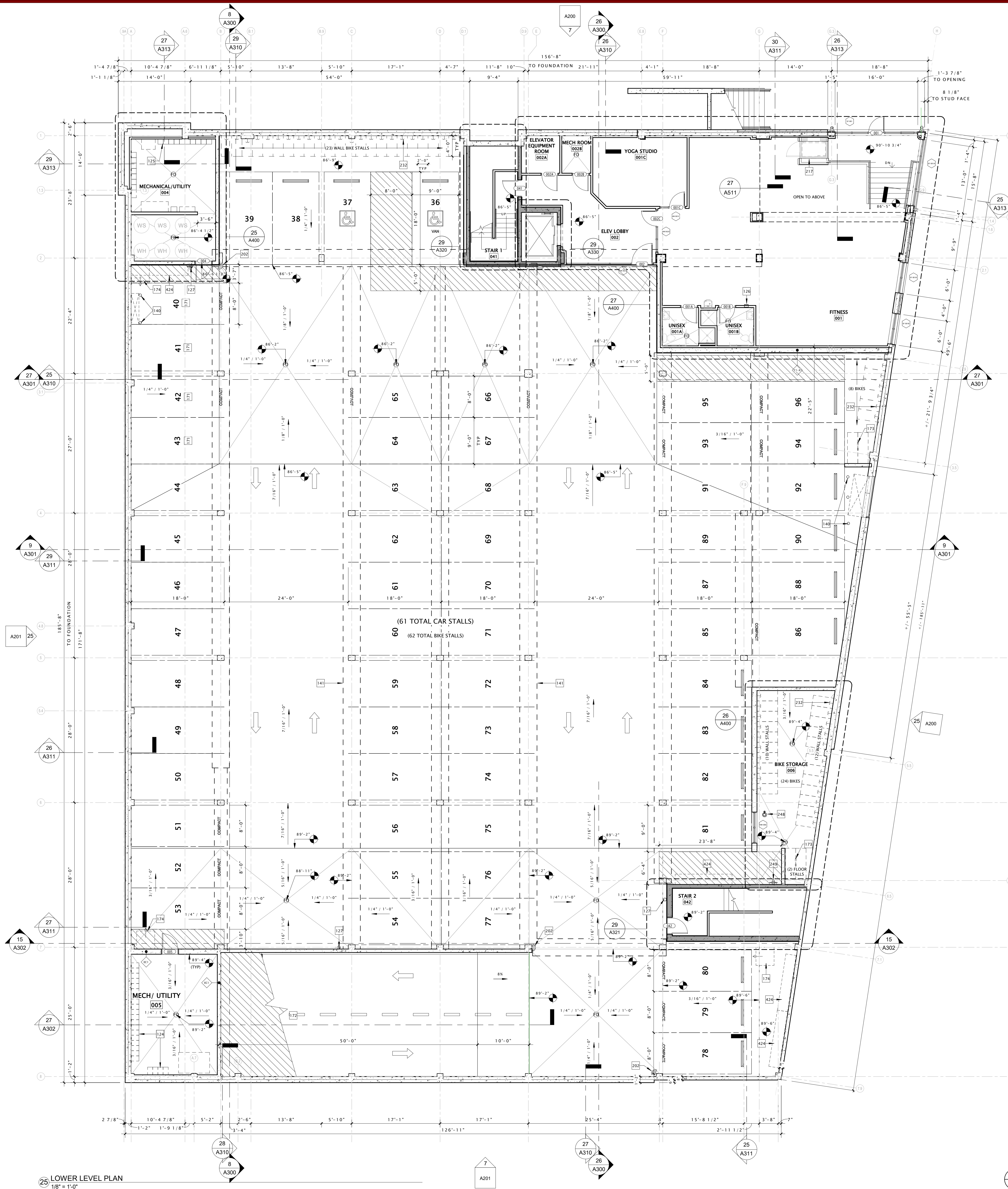
NOT FOR CONSTRUCTION

BUILDING DATA: RESIDENTIAL																
UNIT TYPES	AVERAGE UNIT AREA	FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		FIFTH FLOOR		QTY TOTALS	AREA SUB-TOTALS	%	UNIT BREAKDOWN	
		Qty	Aggregate Area	Qty	Aggregate Area	Qty	Aggregate Area	Qty	Aggregate Area	Qty	Aggregate Area					
Unit A1.0	517 S.F	-	-	5	2,585 S.F	8	4,136 S.F	8	4,136 S.F	8	4,136 S.F	29	14,993 S.F	20.6%	STUDIOS	
Unit A2.0	541 S.F	-	-	4	2,164 S.F	4	2,164 S.F	4	2,164 S.F	4	2,164 S.F	16	8,656 S.F	11.9%	Total Qty:	45
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Percentage	32.5%
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Area:	23,649 S.F
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Average Unit Size:	526 S.F
Unit B1.0	754 S.F	-	-	1	754 S.F	-	-	-	-	-	-	1	754 S.F	1.0%	1 BEDROOM	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Qty:	32
Unit B3.0	777 S.F	-	-	1	777 S.F	1	777 S.F	1	777 S.F	1	777 S.F	4	3,108 S.F	4.3%	Total Percentage	35.2%
Unit B4.0	756 S.F	-	-	2	1,512 S.F	2	1,512 S.F	2	1,512 S.F	2	1,512 S.F	8	6,048 S.F	8.3%	Total Area:	25,689 S.F
Unit B5.0	804 S.F	-	-	1	804 S.F	1	804 S.F	1	804 S.F	1	804 S.F	4	3,216 S.F	4.4%	Average Unit Size:	803 S.F
Unit B6.0	832 S.F	-	-	1	832 S.F	1	832 S.F	1	832 S.F	1	832 S.F	4	3,328 S.F	4.6%		
Unit B7.0	843 S.F	-	-	1	843 S.F	1	843 S.F	1	843 S.F	1	843 S.F	4	3,372 S.F	4.6%		
Unit B8.0	895 S.F	-	-	1	895 S.F	1	895 S.F	1	895 S.F	1	895 S.F	4	3,580 S.F	4.9%		
Unit B9.0	761 S.F	-	-	-	-	1	761 S.F	1	761 S.F	1	761 S.F	3	2,283 S.F	3.1%		
Unit B10.0	853 S.F	-	-	1	853 S.F	1	853 S.F	1	853 S.F	1	853 S.F	4	3,412 S.F	4.7%		
Unit B11.0	752 S.F	-	-	1	752 S.F	-	-	-	-	-	-	1	752 S.F	1.0%	1 BEDROOM PLUS	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Unit C2.0	832 S.F	-	-	1	832 S.F	1	832 S.F	1	832 S.F	1	832 S.F	4	3,328 S.F	4.6%	Total Qty:	7
Unit C3.0	739 S.F	-	-	-	-	1	739 S.F	1	739 S.F	1	739 S.F	3	2,217 S.F	3.1%	Total Percentage	7.7%
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Area:	5,545 S.F
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Average Unit Size:	792 S.F
Unit D1.0	1,007 S.F	-	-	1	1,007 S.F	1	1,007 S.F	1	1,007 S.F	1	1,007 S.F	4	4,028 S.F	5.5%	2 BEDROOM	
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Qty:	4
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Percentage	5.5%
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Area:	4,028 S.F
-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Average Unit Size:	1,007 S.F
Unit E1.0	1,188 S.F	-	-	1	1,188 S.F	1	1,188 S.F	1	1,188 S.F	1	1,188 S.F	4	4,752 S.F	6.5%	2 BEDROOM PLUS	
Unit E2.0	1,205 S.F	-	-	1	1,205 S.F	1	1,205 S.F	1	1,205 S.F	1	1,205 S.F	4	4,820 S.F	6.6%	Total Qty:	8
BUILDING SUMMARY DATA		FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		FIFTH FLOOR		Total Bldg Qty	TOTAL AREAS	%	Unit A.S.F.	Total BR Count
		Total Qty	Total Area	Total Qty	Total Area	Total Qty	Total Area	Total Qty	Total Area	Total Qty	Total Area					
UNIT TOTALS:		-	-	23	17,003 S.F	26	18,548 S.F	26	18,548 S.F	26	18,548 S.F	101	72,647 S.F	100.0%	719 S.F	108
COMMON SPACES:		-		(4,793 S.F)		(3,248 S.F)		(3,159 S.F)		(2,733 S.F)		(13,933 S.F)				
BUILDING TOTALS:	Area:	-		21,796 S.F		21,796 S.F		21,707 S.F		21,281 S.F		86,580 S.F		857 S.F Per Unit		
	Efficiency:	0.0%		78.0%		85.1%		85.4%		87.2%		83.9%				
BUILDING DATA: RETAIL																
BUILDING SUMMARY DATA		FIRST FLOOR		SECOND FLOOR		THIRD FLOOR		FOURTH FLOOR		FIFTH FLOOR		Total Bldg Qty	TOTAL AREAS	%		
		Total Qty	Total Area	Total Qty	Total Area	Total Qty	Total Area	Total Qty	Total Area	Total Qty	Total Area					
Retail Space #1	2,808 S.F	1	2,808 S.F	-	-	-	-	-	-	-	-	1	2,808 S.F	3.9%	Retail Spaces	
NA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Qty:	1
NA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Percentage	3.9%
NA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Total Area:	2,808 S.F
NA	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Average Unit Size:	2,808 S.F
RETAIL SPACE TOTALS:		1	2,808 S.F	-	-	-	-	-	-	-	-	1	2,808 S.F	3.9%	2,808 S.F A.S.F.	
COMMON SPACES:		2,808 S.F		-		-		-		-		2,808 S.F				
BUILDING TOTALS:	Area:	-										-		- Per Space		
	Efficiency:	0.0%		0.0%		0.0%		0.0%		0.0%		0.0%				

BUILDING DATA - TOTALS				
Total Leasable		Common Space	Building Totals	
740 A.S.F. per Space			Area	Efficiency
Qty.	Area			
101	72,647	(13,933)	86,580	83.91%
1	2,808	-	-	#DIV/0!
102	75,455	(13,933)	86,580	87.2%







## GENERAL NOTES - PARKING LEVEL

- EXTERIOR DIMENSIONS ARE TO OUTSIDE FACE OF STUD OR MASONRY UNLESS OTHERWISE NOTED.
- INTERIOR DIMENSIONS ARE TO FACE OF STUD OR CONCRETE MASONRY UNIT WALLS UNLESS OTHERWISE NOTED.
- EXTERIOR WINDOW & DOOR LOCATION DIMENSIONS ARE TO ROUGH OPENING ENDS OF WINDOW/DOOR UNLESS OTHERWISE NOTED. CONTRACTOR SHALL VERIFY ALL ROUGH OPENINGS WITH MANUFACTURER.
- ALL CONCRETE MASONRY UNIT (CMU) WALLS SHALL BE TYPE MS UNLESS NOTED OTHERWISE.
- ALL METAL STUD WALLS SHALL BE AS TAGGED AND/OR INDICATED ON THE INTERIOR WALL ASSEMBLIES SHEET, UNLESS NOTED OTHERWISE.
- VERIFY ALL STRUCTURAL MEMBER SIZE, SPACING, REINFORCING, AND BRACING WITH STRUCTURAL DRAWINGS.
- ANY EXPOSED STEEL THAT SUPPORTS LOAD-BEARING WALLS OR FLOORS SHALL BE PROTECTED BY MEANS OF SPRAY-FIREPROOFING. GENERAL CONTRACTOR TO COORDINATE WITH FINAL DESIGN AND INSTALLATION OF PRECAST CONCRETE STRUCTURAL MEMBERS.
- ALL WOOD EXPOSED TO THE EXTERIOR OR IN CONTACT WITH CONCRETE OR MASONRY SHALL BE PRESURE-TREATED.
- DESIGN-BUILD MECHANICAL, ELECTRICAL, AND PLUMBING CONTRACTORS SHALL MAINTAIN A CLEAR HEIGHT OF 7'-0" MINIMUM IN VEHICLE AND PEDESTRIAN TRAFFIC AREAS PER 2015 IBC 406.3.2.
- VERIFY QUANTITY AND LOCATION OF INTERIOR AND EXTERIOR HOSE BIBBS WITH OWNER.
- VERIFY QUANTITY, LOCATION, AND TYPE OF ELECTRICAL OUTLETS IN PARKING AREA WITH OWNER.
- PRIOR TO CONSTRUCTION, GENERAL CONTRACTOR TO VERIFY REQUIREMENTS OF ALL TRADES INCLUDING: PRECAST, PLUMBING, SPRINKLERS, HVAC, ELEVATOR & ELECTRICAL.
- GENERAL CONTRACTOR TO COORDINATE ALL PENETRATION AND OPENINGS THROUGH PRECAST PLANK WITH PRECAST PLAN PROVIDER, MEP CONTRACTORS, AND ARCHITECT.
- COORDINATE LOCATION OF PRECAST PLANK DEPTHS W/ PRECAST SHOP DRAWINGS PRIOR TO POURING WALLS.
- CONTRACTOR TO VERIFY LOCATIONS OF GAS METER, ELECTRICAL METERS, AND THEIR SPACE REQUIREMENTS PRIOR TO CONSTRUCTION.
- PROVIDE VINYL BASE IN PARKING AREA AT BASE OF ALL DRYWALLED WALLS.
- PROVIDE MOISTURE-RESISTANT GYPSUM DRYWALL (GREENBOARD) ON ALL DRYWALL WALLS FACING PARKING AREAS ON ALL LEVELS. REFER TO WALL ASSEMBLIES FOR REQUIRED FIRE RATINGS.

## KEYNOTES

NUMBER	NOTE
124	GAS METER LOCATION, CM TO VERIFY EXACT LOCATION W/ UTILITY - SEE CIVIL PLAN SET
125	ELECTRIC METER LOCATION, CM TO VERIFY EXACT LOCATION W/ UTILITY - SEE CIVIL PLAN SET
126	150MM RECESSED FIRE EXTINGUISHER CABINET WITH EXTINGUISHER
127	WALL-RING FIRE EXTINGUISHER
140	BOLLARD
141	STRUCTURAL PRECAST T'S - SHOWN ABOVE FLOOR LEVEL - SEE STRUCTURAL PLAN SET
171	EV PARKING FOOT
172	UNEXCAVATED
173	FLOOR MOUNTED BIKE RACK - SEE SCOPE SPECS
174	UNIT HEATER - VERIFY LOCATION WITH MECHANICAL CONTRACTOR
202	MIRROR - VERIFY LOCATION AND MOUNTING REQUIREMENTS WITH OWNER
217	RECESS CONCRETE SLAB FOR ADA PLATFORM LIFT - SEE SCOPE SPECS
232	WALL MOUNTED BIKE RACK - SEE SCOPE SPECS
248	BIKE REPAIR STATION - SEE SCOPE SPECS
249	BIKE PUMP - SEE SCOPE SPECS
424	WALL HUNG KATAX RACKS, (2) HIGH



**JLA**  
ARCHITECTS

MADISON : MILWAUKEE  
jla-op.com

JLA PROJECT NUMBER: 18-1121



**T. Wall Enterprises**  
Development, LLC

RIVERHOUSE ON THE  
ROCK

BID SET

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DATE OF ISSUANCE MAY 20, 2022

## REVISION SCHEDULE

Mark	Description	Date

SHEET TITLE

LOWER LEVEL PLAN

SHEET NUMBER

A100





**JLA**  
ARCHITECTS

MADISON : MILWAUKEE  
jla-qp.com

JLA PROJECT NUMBER: 18-1121



**T. Wall Enterprises**  
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RIVERHOUSE ON THE  
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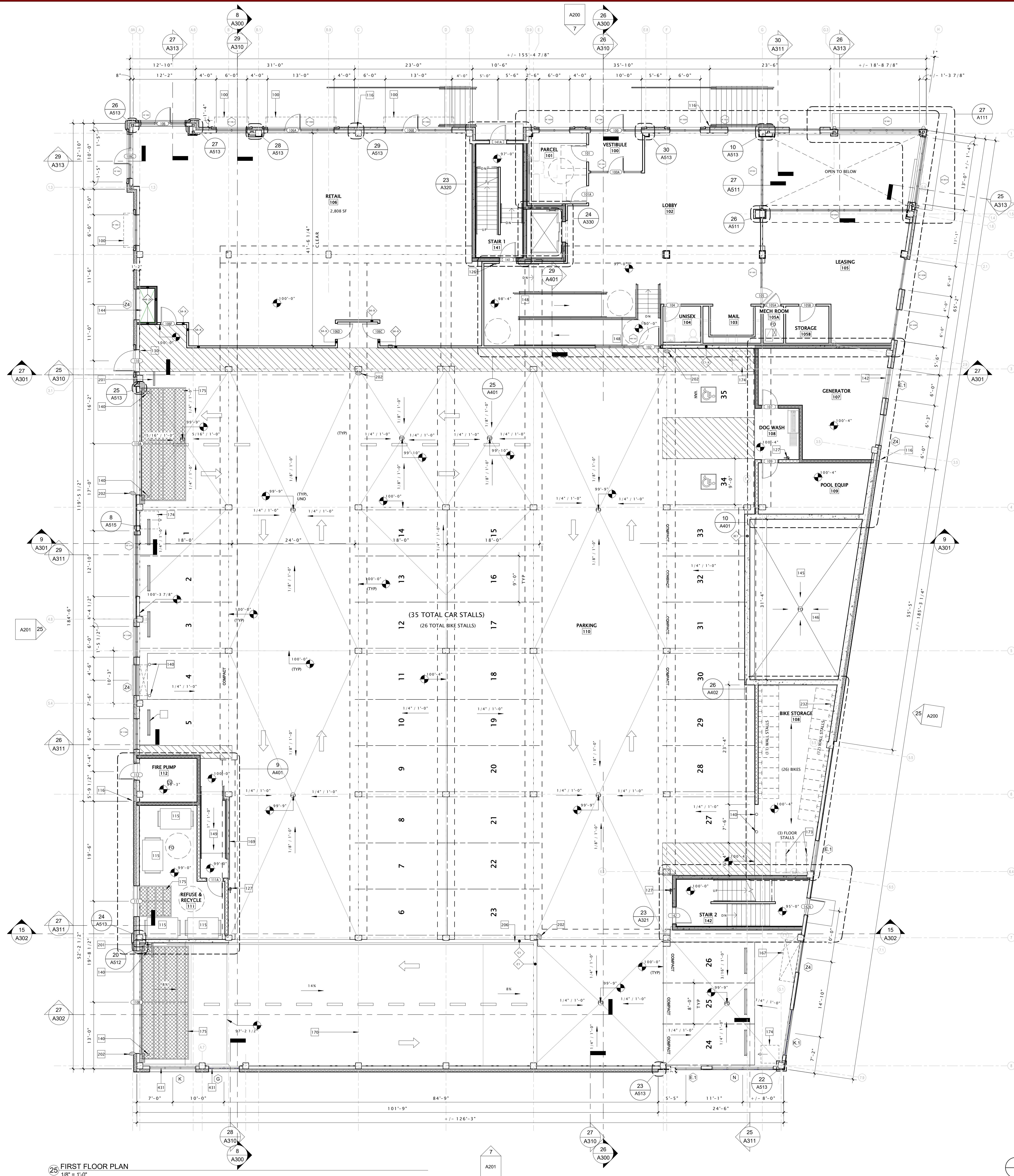
Mark	Description	Date

SHEET TITLE

FIRST FLOOR PLAN

SHEET NUMBER

A101



#### GENERAL NOTES - PARKING LEVEL

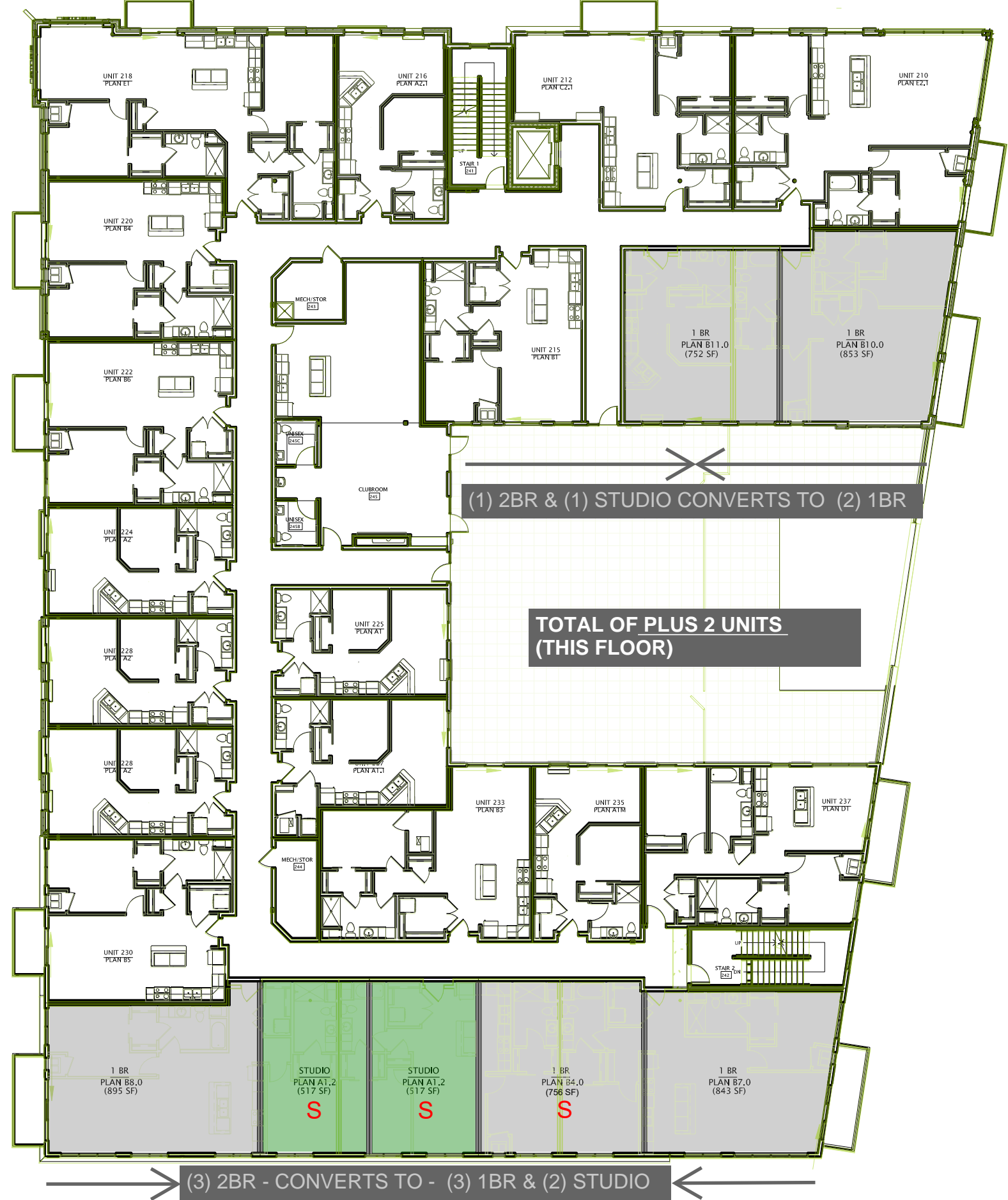
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#### KEYNOTES




NUMBER	NOTE
100	AWNING BELOW / ABOVE (DASHED)
115	TYPICAL VIBED BUMPSTOP
116	DIMENSION LOCATES CHANGE IN EXTERIOR CLADDING MATERIAL OR COLOR - SEE EXTERIOR ELEVATIONS.
126	SEMI-RECESSED FIRE EXTINGUISHER CABINET WITH EXTINGUISHER
127	WALL-MOUNTED FIRE EXTINGUISHER
130	AUTO-OPERATORS LOCATED ON BOTH THE INSIDE AND OUTSIDE OF DOOR - SEE DOOR SCHEDULE
140	ROLL-UP
142	BACK MASKED WINDOW
144	AIR INTAKE MECHANICAL SHAFT OPEN TO BELOW FOR LOWER LEVEL PARKING VENTILATION - COORDINATE WITH DESIGN-BUILD MECHANICAL CONTRACTOR
145	POOL ABOVE - SEE ENLARGED POOL PLANS AND DETAILS SHEET
146	1/8" TAPERED CONCRETE TOPPING TO FLOOR DRAIN(S)
148	RAMP & STAIR DOWN FROM PARKING AREA AT 1:12 MAX SLOPE
149	RAMP DOWN TO REFUSE/RECYCLE
167	EXHAUST
169	FAILING
170	RAMP DOWN
173	FLOOR MOUNTED BIKE RACK - SEE SCOPE SPECS
174	UNIT HEATER - VERIFY LOCATION WITH MECHANICAL CONTRACTOR
175	PROVIDE ENCAPSULATED RIGID INSULATION ABOVE OVERHEAD DOOR - SEE INSULATION SECTION OF THE SCOPE SPECIFICATIONS FOR ADDITIONAL INFORMATION
201	STOP SIGN - VERIFY LOCATION AND MOUNTING REQUIREMENTS WITH OWNER
202	WIRING - VERIFY LOCATION AND MOUNTING REQUIREMENTS WITH OWNER
206	42" H POURED CONCRETE WALL VEHICLE BARRIER TO THE HIGH POINT OF THE FINISH FLOOR - SEE STRUCTURAL
232	WALL MOUNTED BIKE HOOD - SEE SCOPE SPECS
431	WINDOW ABOVE OPENING HEIGHT TO BE 7'-0"

25 FIRST FLOOR PLAN  
1/8" = 1'-0"





**PROPOSED UNITS**

	STUDIO
	1BR
	= standard client unit

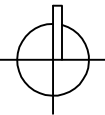


**JLA**  
ARCHITECTS

# RIVERHOUSE ON THE ROCK

## 2ND FLOOR PLAN

(Revised: 11/17/22) NOVEMBER 11, 2021  
1" = 20' @ 11 x 17





**PROPOSED UNITS**

	STUDIO
	1BR
	= standard client unit



**JLA**  
ARCHITECTS

# RIVERHOUSE ON THE ROCK

3RD THRU 5TH FLOOR PLAN

(Revised: 11/17/22) NOVEMBER 11, 2021  
1" = 20' @ 11 x 17

