THE CITY OF WATERTOWN

FINANCE COMMITTEE MEETING AGENDA

MONDAY, NOVEMBER 09, 2026 AT 5:30 PM

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

1. **CALL TO ORDER**
2. **REVIEW AND APPROVE MINUTES**
   - A. Finance Committee minutes from October 26, 2026
3. **OPENING FOR PUBLIC COMMENT**

   Each individual who would like to address the Committee will be permitted up to three minutes for their comments on agenda items only
4. **BUSINESS**
   - A. Review and take action: Agreement for 2027 Tourism Promotion Services
   - B. Review and take action: Modify Fee Schedule
   - C. Review and take action: Amendments to Chapter 114 of the City of Watertown General Ordinances
   - D. Convene into closed session per §19.85(1)(e) 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 (River Crossing Term Sheet)
   - E. Reconvene into open session: Possible action on River Crossing Term Sheet
5. **ADJOURNMENT**

Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at cityclerk@watertownwi.gov phone 920-262-4000

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

THE CITY OF WATERTOWN

FINANCE COMMITTEE MEETING MINUTES

MONDAY, OCTOBER 26, 2026, AT 5:30 PM

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

Finance Committee members present: Mayor Stocks, Alderpersons Arnett, Moldenhauer, Smith

Others present: Mark Stevens, Ali Panalogoulos, Peter Hartz, Tanya Reynen (video), Stacey Winkelman (video), Samantha Rovik (video) [Paramedic Billing Service]

1. Mayor Stocks called the meeting to order at 5:40 p.m.
2. Ald. Smith moved, seconded by Ald. Moldenhauer, to approve the **minutes from the October 6-19 budget** meetings. Unanimously approved.
3. The fire department administration presented a recommendation to **contract with Paramedic Billing Services, Inc for EMS billing** as of January 1, 2027 for five years. The transition represents an opportunity to improve serve to the residents, strengthen billing operations, and reduce the fees from 6.9% to 4.5%. Ald. Arnett moved, seconded by Ald. Smith, to approve entering an agreement with this firm. Unanimously approved.
4. **Water Systems** Manager Hartz presented recommended **changes to a few positions** based upon a McGrath Consulting review:
    a. Retitle two employees from Utility Technician II to Utility Technician III at G/S 140-F retroactive to January 1, 2026 with appropriate pay adjustment.
    b. Retitle one employee from Systems Operator II to Systems Operator I at G/S 135-I effective January 1, 2026 with appropriate pay adjustment, correcting an initial placement error.
    c. Retitle one employee from Utility Technician I to Utility Technician II at G/S 135-A effective with the October 14 pay period.

    A motion was made by Ald. Arnett, supported by Ald. Moldenhauer, and unanimously approved.
5. Mayor Stocks requested approval to initiate the **recruitment for the position of an IT Help Desk Technician position** that has been included in the 2027 budget request. If someone is offered a position, the request is to have this person begin working for approximately four weeks in 2026 to allow for overlap with the shared Jefferson Co IT employee that will not be working for Watertown in 2027. Ald. Arnett made the motion, seconded by Ald. Moldenhauer, to allow the recruitment efforts to begin for a potential late November start date with the costs to be allocated from the Contingency Fund if the hiring takes place. Unanimously approved.
6. Ald. Arnett moved, supported by Ald. Moldenhauer, to convene into **closed session** per §19.85(1)(g) to confer with legal counsel for the governmental body who is rending oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved (**claim of K Albrecht**). Unanimously approved via roll call vote.
7. After reconvening into open session, Ald. Smith, seconded by Ald. Arnett, moved to recommend the disallowance of the **claim of K. Albrecht** to Common Council. Approved unanimously.
8. Ald. Moldenhauer moved to adjourn the Finance Committee at 6:01 p.m., seconded by Ald. Smith, and the motion was 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.

RESOLUTION TO ENTER INTO THE AGREEMENT FOR 2027 TOURISM PROMOTION SERVICES BETWEEN THE WATERTOWN TOURISM COMMISSION AS A REPRESENTATIVE OF THE CITY OF WATERTOWN, THE CITY OF WATERTOWN AND THE WATERTOWN AREA CHAMBER OF COMMERCE

SPONSOR: MAYOR STOCKS
FROM: FINANCE COMMITTEE

WHEREAS, the Watertown General Code of Ordinances 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; and,

WHEREAS, the Watertown General Code of Ordinances Ch. 76 Art. II provides that seventy percent (70%) of revenues from the room tax shall be used for the purpose of promoting tourism; and,

WHEREAS, the 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; and,

WHEREAS, the attached Agreement for 2027 Tourism Promotion Services between the Watertown Tourism Commission as a representative of the City of Watertown, the City of Watertown and the Watertown Area Chamber of Commerce has been reviewed as to legal form and sufficiency by the City Attorney and deemed appropriate.

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 execute an Agreement for 2027 Tourism Promotion Services between the Watertown Tourism Commission as a representative of the City of Watertown, the City of Watertown and the Watertown Area Chamber of Commerce.

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

	YES	*NO*
DAVIS		
LAMPE		
BERG		
NITECKI		

ADOPTED November 17, 2026

_____

CITY CLERK

(November 17, 2026) Exhibit XXXX

BLANKE		
SMITH		
ARNETT		
HAASE		
MOLDENHAUER		
MAYOR STOCKS		
TOTAL		

APPROVED November 17, 2026

_____

MAYOR

AGREEMENT FOR 2027 TOURISM PROMOTION SERVICES

This Agreement is made and entered into this 1st day of January, 2027, 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, 2027 through December 31, 2027.

WHEREAS, Watertown General Code of Ordinances 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 the rate of eight percent (8%); and

WHEREAS, Watertown General Code of Ordinances Ch. 76 Art. II provides that thirty percent (30%) of revenues from the room tax shall be maintained in the City's General Fund, and the remaining seventy percent (70%) shall be maintained in a reserve account to 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. To ensure a neutral and welcoming environment for all visitors. Promotion of events is solely dedicated to Tourism, Hospitality, and Community experiences.

2. **Budget.** The Chamber and Commission will prepare and approve a budget for each calendar year by December 16. The annual budget shall target no less than 30% of the funding provided by the City (as specified in Section 3 of this Agreement) for non-personnel costs. The budget shall be approved by the City Tourism Commission and the City Finance Committee.

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 Finance Director/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 Finance Director/Treasurer's practice on a monthly basis with payments being made around the 10th 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 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 § 66.0615 and applicable local ordinances.

5. **Accounting.** Annually, the Tourism Director/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. The Tourism Director/Chamber shall also include financial information related to room tax funds in their meeting agendas.

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, 2029, unless it is otherwise terminated as provided herein. This Agreement 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 Agreement. Written notice shall be provided by either Party to the other by not later than October 31st of the year that the existing term is scheduled to expire.

13. **Modification.** This Agreement constitutes the entire agreement between the Parties and supersedes all prior Agreements, 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 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.** Each Party shall be responsible for its own acts, errors, or omissions and for the acts, errors, or omissions of its employees, officers, officials, agents, boards, committees and commissions, and shall be responsible for any losses, claims, and liabilities that are attributable to such acts, errors, or omissions including providing its own defense, arising out of this Agreement. In situations involving joint liability, each Party shall only be responsible for such losses, claims and liabilities that are attributable to its own acts, errors, or omissions, or the acts, errors or omissions of its employees, officers, officials, agents, boards, committees and commissions. It is not the intent of either Party to waive, limit or otherwise modify the protections and limitations of liability found in Wis. Stat. § 893.80 or any other protection available to the Parties by law. This paragraph shall survive the termination or expiration of this Agreement.

17. **Limitation of Municipal Liability.** Nothing contained within this Agreement is intended to be a waiver or estoppel of City or its insurer to rely upon the limitations, defenses, and immunities contained within Sections 345.05 and 893.80, Wis. Stats. To the extent that indemnification is available and enforceable, City or its insurer shall not be liable in indemnity, contribution, or otherwise for an amount greater than the limits of liability of municipal claims established under Wisconsin law.

18. **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 or sent by registered or certified mail, postage prepaid, to the following:

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

City of Watertown
c/o City Clerk
106 Jones Street
Watertown, WI 53094
(920) 262-4000

19. **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.

20. **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 Agreement for 2027-2029 Tourism Promotion Services or caused this Agreement to be executed by their respective officers, as of the date first above written.

CITY OF WATERTOWN, WISCONSIN

By: _____
Robert Stocks
Mayor

ATTEST:

_____
Megan Dunneisen, City Clerk

WATERTOWN AREA CHAMBER OF COMMERCE

By: _____
Linden Peacy
Executive Director

ATTEST:

_____
Sharon Heinzelman, Chamber Board Vice Chair

WATERTOWN TOURISM COMMISSION

By: _____
Courtney Krause
Watertown Tourism Commission Chair

ATTEST:

_____
Robin Kaufmann, Watertown Tourism Director

RESOLUTION TO MODIFY FEE SCHEDULE FOR SELECTED MUNICIPAL FEES

SPONSOR: MAYOR STOCKS
FROM: FINANCE COMMITTEE

WHEREAS, the City of Watertown regularly reviews and updates its municipal fee schedule to reflect changes in service costs, inflationary pressures, and budgetary needs; and

WHEREAS, certain service categories within the municipal fee schedule, including alarm systems, fire inspections, fire apparatus requests, EMS billing, nonmetallic mining, and streets and sidewalks, require fee increases to better reflect inflationary cost changes and operational needs; and

WHEREAS, the Finance Committee has reviewed the proposed fee schedule amendments and supports implementation effective January 1, 2027.

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

1. The fees identified in the attached revised municipal fee schedule, representing increases in various municipal service charges, shall take effect on **January 1, 2027**.
2. City staff are hereby authorized and directed to update the published municipal fee schedule accordingly and to provide any required public notice in accordance with Wisconsin law.
3. A copy of the revised fee schedule shall be made available for public inspection in the Finance Department and on the City's website.

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

ADOPTED November 17, 2026

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CITY CLERK

APPROVED November 17, 2026

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MAYOR

THE CITY OF WATERTOWN

General Fee Schedule

The fees for the ***Building, Safety, & Zoning*** , ***Parks, Recreation & Forestry*** , and ***Public Health*** Departments are not included in this General Fee Schedule.
The schedules for these other departments are located on the department pages found at www.watertownwi.gov.

Code Section	Description	Fee Amount	Former Amnt
	Adult Entertainment Establishments		
§ 205-5	Adult entertainment license application	$500	
§ 205-7B	Adult entertainment license renewal	$500 per year	
	Alarm Systems		
§ 216-2A	Alarm device permit fee	$25	
§ 216-4D	Response fees for false alarms:		
	First and second (within a twelve month period)	Warning	
	Third and subsequent (within a twelve month period)	$125 minimum	
	Alcohol Beverage Licenses (background check fees may apply)		
§ 220-3	Retail Class "A" fermented malt beverage license	$100 per year	
	Retail "Class A" liquor license	$500 per year	
	Retail Class "B" fermented malt beverage license	$100 per year	
	Retail "Class B" liquor license	$500 per year	
	Retail "Class C" wine license	$100 per year	
	Publication fee for new Retail License	$300	
	Publication fee for Retail License Renewal	$50 per year	
	Agent Change - Retail Licenses	$10	
	Premises Amendment (permanent & temporary)	$10	
	Provisional Retail License (with submission of regular Retail License)	$15	
	Beverage Operator's license	$35 per year	
	Provisional Operator's license (with submission of Beverage Operator's license application)	$15	
	Temporary (Picnic) Class "B", "Class B" License/Outdoor Open Container Event Permit	$10	
	Temporary Operator's license	$15	
	Reprint of License	$2	
	Amusements (background check fees may apply)		
§ 224-4	Exhibition of circus or menagerie	$35 per day	
	Operation of roller skating rink	$60	
	Operation of pool halls, billiards rooms, game arcades (Misc Amusement)	$60	
	Operation of carnival or other entertainment with rides or games of chance		
	One Day	$25	
	Two Days	$40	
	Additional days (3+)	$10 per day	
	Animals		
§ 228-1A	Dog license - per calendar year		
	Neutered or spayed	$10	
	Unaltered	$15	
	Replacement tag (1st)	$2	
	Replacement tag (2+)	Normal License Fee	
	Service Dog	No Charge	
§ 228-2	Late fee per license	$5	
§ 228-10B	Permit for keeping animal other than domestic	$10	
	Inspection Required	$10	
§ 228-10C	Permit for keeping of larger number of domestic animals	$10	
	Inspection Required	$10	
	Bicycles		
§ 240-3	Bicycle registration - life of the bicycle	$5	
	Replacement for lost decal	$1	
	Cigarettes and Tobacco/Vapor Products		
§ 266-1	Cigarette and tobacco products retailer license	$100 per year	

Code Section	Description	Fee Amou	
	Erosion and Sediment Control		
§ 288-10&288-23	Total Fees will equal the Base Fee + Erosion Control Fee + Storm Water Runoff Control Fee		
	Base Fee	$125	
	Erosion control and storm water runoff fees shall be calculated as follows:		
	Erosion Control:		
	Total Disturbed Area	$0.002 per sq ft	
	Total New Impervious Area	$0.003 per sq ft	
	Total Redeveloped Impervious Area	$0.0015 per sq ft	
	Storm Water Runoff Control:		
	Total Disturbed Area	$0.002 per sq ft	
	Total New Impervious Area	$0.003 per sq ft	
	Total Redeveloped Impervious Area	$0.0015 per sq ft	
	Erosion Control Inspections:		
	3,000 square feet > 1 acre:	$55 x __ months site will be disturbed	
	1 acre > 5 acres:	$110 x __ months site will be disturbed	
	5 acres or more:	$165 x __ months site will be disturbed	
	Maintenance Agreement County Recording Fee	$60	$30
§ 253-49B(3)	Filling of land permit		
	Up to 500 cubic yards of fill or up to 1/2 acre of fill area	$30	
	More than 500 cubic yards of fill or more than 1/2 acre of fill area	$150	
	Finance Department		
	Copy Charge	$0.25 per page	
	Background Check Fee	$7.00 per person	
	Special Assessment Letter	$25 per parcel	
	Fires and Fire Prevention		
§ 253-23C(2)	Fire alarm systems and fire suppression systems plan review		
	Area (Square Feet) / Fire Alarm System Plans / Fire Suppression Plans		$150 all SF
	Less than 2,500 / $30 / $30		
	2,500 - 5,000 / $60 / $60		
	5,001 - 10,000 / $100 / $100		
	10,001 - 20,000 / $150 / $150		
	20,001 - 30,000 / $200 / $200		
	30,001 - 40,000 / $350 / $350		
	40,001 - 50,000 / $500 / $500		
	50,001 - 75,000 / $700 / $700		
	75,001 - 100,000 / $1,000 / $1,000		
	100,001 - 200,000 / $1,200 / $1,200		
	200,001 - 300,000 / $3,000 / $3,000		
	300,001 - 400,000 / $4,400 / $4,400		
	400,001 - 500,000 / $5,600 / $5,600		
	Over 500,000 / $6,400 / $6,400		
	Inspection Fee for new system	$150	
	Alterations/modfications to existing systems		
	Inspection of existing system	$100	
	Following revisions to previously approved plans and plans not previously reviewed	$50	
	Private fire service mains and fire hydrants review fee	$125	
	Reinspections for previous failure to pass inspection	$50	
§ 303-8C	Fire Inspections		
	Fourth inspection within six months	$250	
	Fifth inspection & beyond (within a 12 month period)	$500	
§ 303-29D	False Alarms		
	First and second (within 12 month period)	Warning	
	Third (within 12 month period)	$250	
	Fourth (within 12 month period)	$500	
	Fifth & beyond (within a 12 month period)	$1,000	
	Apparatus Fee		
	Ambulance, Brush Truck or Command Car	$200 per hour	
	Tender, Staffed Boat w/ Tow Vehicle	$250 per hour	
	Engine Company	$300 per hour	
	Ladder Company	$400 per hour	
	Personnel (for apparatus use requests)	Billed hourly	

Code Section	Description	Fee Amou	
	EMS Billing		
	Lift Assist Residential: 3rd and additional calls within 12 months	$250	
	Lift Assist CBRF, Assisted Living, Nursing Home	$250	
	Basic Life Support: Resident	$1,200	
	Basic Life Support: Non-resident	$1,300	
	Advanced Life Support: Resident	$1,400	
	Advanced Life Support: Non-resident	$1,500	
	Advanced Life Support 2: Resident	$1,600	
	Advanced Life Support 2: Non-resident	$1,700	
	Basic Life Support On Scene Care: Resident	$500	
	Basic Life Support On Scene Care: Non-resident	$600	
	Advance Life Support On Scene Care: Resident	$900	
	Advance Life Support On Scene Care: Non-resident	$1,000	
	Mileage- Resident and Non-resident	$22	
Housing Standards			
§ 332-6B(3)	Vacant property registration fee	$50 per year	
Nonmetallic Mining			
§ 377-24A	Nonrefundable plan review fee	$1,200	
§ 377-25B	Wisconsin Department of Natural Resources share of fee for sites on which no nonmetallic mining has taken place during a calendar year	Refer to § NR 135.39(3)	
§ 377-25C	City of Watertown share of fee, annual fee established on an unreclaimed acre basis	$100 per acre	
§ 377-25D	Reduced fee for inactive mines	$50 per acre	
Pawnbrokers and Secondhand Dealers			
§ 403-9D(3)	Daily reporting failure fee	$10	
§ 403-11	Pawnbroker's license per year	$210	
	Secondhand article dealer's license per year	$30	
§ 134.71	Secondhand article dealer's mall or flea market license per year	$165	
	Secondhand jewelry dealer 's license per year	$30	
Peace and Good Order			
§ 410-13F(2)	Fireworks permit (plus background check fees)	$50	
§ 410-45B	Dog impounding fee - plus costs of keeping animal	$10	
§ 410-45B(l)	Vicious dog appeal, administrative fee	$50	
§ 410-45D(2)(e)	Vicious dog special registration fee	$25	
Police Department			
§ 147-12	Warrant service fee	$40	
Solid Waste			
§ 446-13D	Yard waste exemption permit	$25 per year	
§ 446-20D	Residential - Not collected during weekly routes (price is per EACH item)		
	**** Residents living outside City of Watertown city limits receiving city services or a resident of a contracted township will be charged an additional $5 per item.**		
	Appliances		
	Small appliance - Vaccuum, carpet cleaner, coffee maker, toaster oven, etc..	No charge	
	Stand alone copier	$10	
	Medium appliance - microwave	No charge	
	Medium appliance - dehumidifier, air conditioner, water cooler, dorm refrigerator, ice maker	$15	
	Large appliance - ~~washer, dryer,~~ dishwasher, water heater, stove, refrigerator, freezer etc.	$20	
	Bulbs & Ballasts		
	Bulb	$0.50	
	Flourescent bulb - less than 4'	$0.50	
	Flourescent bulb - 4 feet or larger	$0.75	
	Ballast	$3	
	Electronics		
	Computer monitor or laptop	No charge	
	Computer, printer, copy machine, etc.	No charge	
	CD, DVD, VHS, game console, stereo, answering machine, tablet, speaker, camera, etc.	No charge	
	Keyboard, mouse, cord, charger, etc.	No charge	
	Television	No charge	
	Construction Debris		
	Construction debris - small load - car	$25	
	Construction debris - large load - pickup or trailer up to 8' length	$50	
	~~Punch card - limit 5 per year, small or large load charges apply after 5~~	~~$100~~	$100
	Furniture		
	Upholstered Chair	$10	
	Entertainment center	$10	
	Loveseat	$15	
	Couch	$25	
	Hot tub	$30	
	Piano or organ	$30	

Code Section	Description			Fee Amou	
	Bulk item curbside pickup (double charge)				
	Recliner or Loveseat			$30	
	Couch (no mattress)			$50	
	Stove, washer, dryer, refrigerator or freezer			$40	
	Piano or organ			$60	
	Boxsprings			$5	
	Mattresses			$10	
	Carpeting			$1 per sq yard	
	Battery, metal, oil, exta garbage/recycling			NO CHARGE	
§ 446-28	Collection fee (residents)			$15.18 per month	$14.08 per month
	Collection fee (non-residents)			$20.18 per month	$19.08 per month
	Special Events				
§ 428-7F	Special Event Permit- first application per year			$50	
	Special Event Permit- additional applications in calendar year			$35	
	Extraordinary Services - see separate Fee Schedule				
	Stormwater Management				
§ 453-6	**Customer Class**	**Monthly Administrative Charge per Customer**	**Monthly Volume Charge per ERU**	**Monthly Pollutant Charge per ERU**	
	Single-family and duplex residential	$2.30	$7.07	$5.32	
	Former	$2.11	$6.49	$4.88	
	~~Public Authority~~	~~$2.11~~	~~$5.61~~	~~$2.64~~	
	Multifamily residential	$2.30	$7.07	$4.04	
	Former	$2.11	$6.49	$3.71	
	Commercial	$2.30	$7.07	$5.73	
	Former	$2.11	$6.49	$5.26	
	Industrial	$2.30	$7.07	$4.72	
	Former	$2.11	$6.49	$4.33	
	Institutional	$2.30	$7.07	$2.93	
	Former	$2.11	$6.49	$2.69	
	Parks and Open Spaces	$2.30	$7.07	$0.69	
	Streets and Sidewalks				
§ 457-9	Sidewalk Cafes			$0	
§ 457-4	Sidewalk Permits			$0	
§ 457-4C	Curb and gutter driveway opening permit				
	Mandatory Administrative Fee			$100	
	Cost of City to Complete Work			$200	
	Applicant have Own Contractor Complete Work			$0	
	Sawing a sump pump hose connection to the curb and gutter			$200	
§ 457-6F(1)	Relaying of pavement - per square foot				
	High early concrete			$7.00	
	Concrete or brick			$6.75	
	Grayed bases and bituminous surface			$3.35	
	Temporary surface			$1.75	
	Seal coat over bituminous surface, if cut is made within 36 months of seal application			$55 + bituminous surface cut costs	
§ 457-7B(9)	Temporary encroachments or obstructions			$35	
§ 457-7D	Application for variance			$150	
§ 457-18.1	Food Vending on Public Streets			$75	
§ 457-21D	Utility Accomodation				
	Construct, Operator and Maintain Utilities within Right-of-Way			$150	
	Annual Service Connection Permit (ASCP) - per year			$150	
	Taxicabs				
§ 468-4	Taxicab license fee, per year per vehicle - same licensee			$25	
	Transient Merchants				
§ 480-4E	Transient merchant registration fee			$50 per year	
	Vehicles: Abandoned and Junked				
§ 497-7D	Towed vehicle storage fee - per day			$20	
§ 497-7J	Purchased vehicle/accessories storage fee after the second business day after sale - per day			$5	

Code Section	Description	Fee Amou
	Wastewater Facilities	
§ 508-9J(8)	Wastewater discharge	
	Permit fee	$175
	Sample charge, per site:	$175
	Per sampling day for 24-hour composite	$250
	Per grab sample	$30
§ 508-17C(l)&(2)	Deduct meter	
	Security deposit per meter	$100
	Annual fee	$20
§ 508-18	Establishment of sewer service charges	See chapter text
	Water and Sewer	
§ 512-18	Water turn on after repair to service pipe	
	During normal business hours	$60
	After normal business hours	$75

ORDINANCE TO
AMEND SECTION 114-7(D), 114-7(H), 114-7(I), 114-7(J), 114-7(K), 114-7(L), 114-7(M) AND 114-7(S) OF THE CITY OF WATERTOWN GENERAL ORDINANCES

SPONSOR: MAYOR ROBERT STOCKS

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

SECTION 1. § 114-7(A) Common Council rules of procedure, Rule 1., is hereby amended to read as follows:

A. Rule 1. Following a regular City election, for the purpose of orientation, the Common Council shall meet on the third Tuesday of April. Regular meetings of the Common Council shall be held on the first and third Tuesdays of each calendar month, at the hour of 7:00 p.m., except that if a regular meeting of the Common Council falls on a scheduled election day, legal holiday or during a major community event, such meeting may be held on ~~the preceding or following day~~a different day, at the same hour and place. All meetings of the Common Council shall be held at the Municipal Building, including special and adjourned meetings.

SECTION 2. § 114-7(D) Common Council rules of procedure, Rule 4., is hereby amended to read as follows:

D. Rule 4. Public Comment at Common Council Meetings.

(1) Each Common Council agenda will include two places for all public comment: one at the beginning of the agenda (for agenda or non-agenda items) and one following noticed action items (for agenda items only). Members of the public may make comments with a time limit of three minutes during the public comment period.

a. The Presiding Officer shall have the sole authority to take measures to limit repetitive comments and to modify speaking time.

(2) The Presiding Officer may require all persons wishing to speak during the audience comment section to complete a citizen comment form in advance of the meeting, giving their names and addresses and the items about which they intend to comment. Completed forms shall be provided to the City Clerk. Any person who fails to sign up may not be permitted to speak, at the discretion of the Presiding Officer.

(3) All speakers shall keep their comments civil.

a. Persons addressing the Council shall not make personal, unduly repetitive, slanderous or profane remarks, nor utter loud, threatening, personal or abusive

language, nor engage in any other disorderly conduct that disrupts, disturbs or otherwise impedes the orderly conduct of any Council meeting.

b. The Presiding Officer may rule a speaker is out of order and shut off the speaker's microphone if profane, obscene, slanderous, abusive or disorderly language is used.

c. At the discretion of the Presiding Officer or upon a majority vote of the Council, the Presiding Officer may order removal of any person who fails to observe these rules of decorum and interrupts the due and orderly course of any meeting of the City Council.

(4) The Council shall not discuss or deliberate upon any item brought forward by public comment, unless such item is already listed on the agenda for the meeting. The Presiding Officer may refer a matter raised during public comment to the Mayor for review and possible action at a future meeting.

(5) Nothing in this rule is intended to limit the inherent authority of the Presiding Officer to conduct and control a meeting.

~~The business of the Common Council shall be conducted in the following order:~~

~~**(1)** Call to order by presiding officer.~~

~~**(2)** Roll call.~~

~~**(3)** Pledge of allegiance.~~

~~**(4)** Consideration of the minutes of the preceding meeting and approving the same if correct and rectifying mistakes if any exist.~~

~~**(5)** Comments and suggestions from citizens present.~~

~~**(6)** Reports of committees.~~

~~**(7)** Unfinished business from previous meetings.~~

~~**(8)** Communications and recommendations of the Mayor.~~

~~**(9)** New business.~~

~~**(10)** Accounts payable (second regular meeting).~~

~~**(11)** Communications and miscellaneous business.~~

~~**(12)** Ordinances.~~

~~**(13)** Resolutions.~~

~~**(14)** Comments and suggestions from citizens present.~~

Commented [AP1]: Recommendation: Pass resolution saying that these provisions will be included in all Council agendas, not in a specific order.

(Type meeting date of the FIRST meeting the ordinance will be considered) Ord. 26-XX

SECTION 2. § 114-7(H) Common Council rules of procedure, Rule 8., is hereby amended to read as follows:

H. Rule 8.

(1) The following committees shall be appointed by the Mayor at the first regular meeting of the newly elected Council:

(a) Committee on Finance.

(b) Committee on Public Works.

(c) Committee on Public Safety and Welfare.

(2) Each committee shall consist of at least three members. The Mayor shall be Chairperson of the Committee on Finance, except that during budget deliberations the Mayor shall be a nonvoting ex officio member of the Committee on Finance and shall designate a Chairperson of the Committee during budget deliberations. The chairpersons of the other committees shall be designated by the Mayor. Each member shall serve as appointed unless excused by a majority of the members of the Common Council. All Alderpersons shall serve on at least one standing committee.

~~**(a)** In the event regular members will be absent from a meeting, and also that the absence will cause a lack of a quorum, then the absent member may ask the Mayor to appoint a replacement. This replacement shall only serve for the affected meeting and will have all the rights and responsibilities as the regular member. This procedure will only apply to the committees listed in Subsection **H(1)**. If the absent member is an Alderperson, the temporary replacement must also be an Alderperson. This temporary appointment shall not require Common Council approval.~~

(3) The Mayor may, from time to time, appoint such special committee or committees as provided for by motion or resolution, stating the number of members and object thereof, to perform such duties as may be assigned to them.

SECTION 3. § 114-7(I) – (Q) Common Council rules of procedure, Rules 9 - 17., are hereby re-lettered to § 114-7(J) – (R), Rules 10 – 18, Common Council rules of procedure.

SECTION 4. § 114-7(J) Common Council rules of procedure, Rule 9. is hereby amended to read as follows:

I. Rule 9. In the event regular members of any City board, commission or committee will be absent from a meeting and that the absence will cause a lack of a quorum, the Mayor may appoint a replacement, unless otherwise prohibited by law. This replacement shall only serve for the affected meeting and will have all the rights and responsibilities as the regular member. For all temporary replacements, the temporary replacement must be an Alderperson.

(Type meeting date of the FIRST meeting the ordinance will be considered) Ord. 26-XX

SECTION 5. § 114-7(K) Common Council rules of procedure, Rule 10. is hereby amended to read as follows:

K. Rule 10.

(1) All ordinances and resolutions shall be read by title, author and committee from which it comes, if said matter was discussed in a committee. All other communications and other matters submitted to the Common Council shall be referred to the appropriate committee by the presiding officer. The Clerk shall record each such reference by title. Any Alderperson may require the reading in full of any matter at any time it is before the Common Council.

(2) At each second regular Common Council meeting of the month, the Finance Director/Treasurer shall provide a report of all expenditures made in the prior month.

(3) Each committee shall, at the next regular Common Council meeting, submit a written report on all matters referred to it, unless a longer time is granted, by acceptance of the report by the Common Council, and such report shall be entered in the proceeding. Such report shall recommend a definite action by the Common Council on each item; shall be signed by the Chairperson, Secretary or Temporary Chairperson, as appropriate; and shall be filed with the Clerk prior to each Council meeting. All recommendations in the Committee report are to be accepted, rejected or referred back to Committee. Minority reports may be submitted.

(4)

~~Prior notice of each committee meeting shall be filed with the Clerk by the Chairperson, and each meeting shall be open to the public unless said meetings shall properly adjourn into closed session for such items as shall be allowed under Wisconsin Statutes.~~

The Mayor shall have final approval authority over the agendas of the Common Council and all committees and commissions. The Mayor may add or remove any item from a Common Council, committee, or commission agenda prior to publication, except for items governed by Rule 18.

Prior to publication, the City Clerk and City Attorney, in consultation with the Mayor, shall review the agendas for legal and procedural compliance. The Clerk's Office shall provide public notice of all Common Council and committee/commission meetings in accordance with Wis. Stat. § 19.84.

All meetings shall be open to the public unless properly convened in closed session for matters permitted under Wisconsin Statutes.

(5) Any committee may require any City officer to confer with it and supply information needed in connection with any matter pending before the committee.

SECTION 6. § 114-7(L) Common Council rules of procedure, Rule 11. is hereby amended to read as follows:

L. Rule 11. No ordinance or resolution shall be considered by the Common Council unless presented, in writing, by the Mayor or by an Alderperson. Resolutions shall be adopted by a favorable majority vote of all the members of the Common Council present at the meeting, unless a larger number is required by state statute or this Code. All ordinances shall be adopted by two favorable majority votes of all the members of the Common Council present at consecutive meetings, unless a larger number is required by state statute or this Code. In special or emergency situations, the Common Council rules may be

suspended and two readings of an ordinance may occur at the same meeting for an accelerated adoption.

SECTION 7. § 114-7(M) Common Council rules of procedure, Rule 12. is hereby amended to read as follows:

M. Rule 12. The deliberations of the Common Council shall be conducted in the following manner:

(1) No Alderperson shall address the Common Council until he has been recognized by the presiding officer. He shall thereupon address himself to the Chairperson and confine his remarks to the question under discussion and avoid all personalities.

(2) When two or more members simultaneously seek recognition, the presiding officer shall name the member who is to speak first.

~~(3) No person other than a member shall address the Common Council except under order of business, Rule 4, Subsection **D(5)** and **(14)**. The presiding officer shall decide if comments are relevant, shall have authority to set a time limit on the comments, and shall have such other authority as may be necessary to efficiently conduct this area of the Common Council agenda and order of business.~~

~~(4)~~ (3) No motion shall be discussed or acted upon unless and until it has been seconded, unless the rules permit one Alderperson to initiate action. No motion shall be withdrawn or amended without the consent of the person making the same and the person seconding it.

~~(5)~~ (4) When a question is under discussion, no action shall be in order except to adjourn; to recess; to lay on the table; to move the previous question; to postpone to a certain day; to refer; to amend; or to postpone indefinitely. These motions shall have precedence in the order listed.

~~(6)~~ (5) Any member wishing to terminate the debate may move the previous question, in which event the presiding officer shall announce the question as "Shall the main question now be put?" If 2/3 of the members present vote in the affirmative, the main question shall be taken without further debate, its effect being to put an end to all debate and to bring the Common Council to a direct vote, first upon any pending amendments and then upon the main question.

~~(7)~~ (6) Any Alderperson may demand an aye and nay vote on any matter, and all aye and nay votes shall be recorded in the journal. On the confirmation of appointments and on the adoption of any measure assessing or levying taxes, appropriating or disbursing money, or creating any liability or charge against the City or any fund thereof, the vote shall be by aye or nay. Every Alderperson shall vote when a question is put unless the Common Council by a majority vote of those present shall excuse him for special cause, if the circumstances exist as defined in § **946.13**, Wis. Stats. However, Council approval is not required for an Alderperson to abstain from voting. If an Alderperson has participated in

the debate of an issue, however, he may not thereafter abstain from voting on the issue. An Alderperson may not change his vote on any questions after the result has been announced. The Mayor shall not vote, except that in the case of a tie his vote shall be counted in determining whether a sufficient number of the Common Council has voted favorably or unfavorably on any measure. A majority vote of all the members of the Common Council present at the meeting in favor of any matter before the Common Council shall be necessary for passage or approval, unless a larger number is required by state statute or the City's Code.

~~(8)~~ (7) A motion to adjourn shall always be in order, and a motion to adjourn, to recess, to lay on the table, and a call for the previous question shall be decided without debate.

SECTION 8. § 114-7(S) Common Council rules of procedure, Rule 18. is hereby created to read as follows:

S. Rule 18.

(1) Individual Alderpersons may request that the Mayor add an item to a future agenda no later than the Tuesday before a regularly scheduled Common Council meeting (and no less than seven days prior to said meeting).

(2) Should the item not be placed on an agenda by the Mayor, the Common Council shall decide when, if at all, the topic will be heard by the Council. All Common Council agendas shall include a section titled "Agenda Setting Topics" for consideration of future Council agenda items. Each topic to be considered shall be individually listed under this heading on the published agenda. Discussion by the Common Council during this section cannot be substantive in nature and must be limited solely to the appropriateness of scheduling the topic on a future agenda.

(3) Council shall decide by majority vote of the Alderpersons present when, if at all, each Agenda Setting Topic listed will be scheduled on a future Council agenda for substantive discussion and/or possible action, or referred to a City committee/commission. Council can also decide to neither schedule nor refer the topic. Topics neither scheduled nor referred cannot be resubmitted by an Alderperson as a topic for 90 days.

SECTION 9. § 114-7(T) Common Council rules of procedure, Rule 19. is hereby created to read as follows:

T. Rule 19.

(1) The Mayor shall create a consent agenda by placing items that, in the Mayor's discretion, are routine and noncontroversial and do not by state or federal law require a special vote or specific action by the Common Council

(2) The following items shall not be included on the consent agenda:

a. Items requiring a public hearing
b. Ordinances;

(Type meeting date of the FIRST meeting the ordinance will be considered) Ord. 26-XX

c. Bonding or borrowing resolutions;
d. Any item requiring more than a majority vote;
e. Any other item that requires a special vote by state or federal statute or administrative rule or order.

(3) Discussion or comment may take place on the consent agenda. Length of discussion shall be at the Presiding Officer's discretion.

(4) A single motion, seconded and adopted by a majority vote of all present members of the Council, shall be required to approve, adopt, enact or otherwise favorably resolve all matters listed in the consent agenda.

(5) Any Council member may request removal of any item or part of an item included in the consent agenda. At the time the consent agenda is considered, that item, as requested by the Council member, shall be removed without debate or vote.

(6) If an item or any part of an item has been removed from the consent agenda in accordance with this rule, the Council shall consider that item at the appropriate time during the Council's regular order of business.

SECTION 10. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 11. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	*First meeting date*		*Second meeting date*	
READING:	*1ST*		*2ND*	
	YES	*NO*	*YES*	*NO*
DAVIS				
LAMPE				
BERG				
NITECKI				
BLANKE				
SMITH				
ARNETT				
HAASE				
MOLDENHAUER				
MAYOR STOCKS				
TOTAL				

ADOPTED ___Type second meeting date_____

_____

CITY CLERK

APPROVED ___Type second meeting date_____

_____

MAYOR

(Type meeting date of the FIRST meeting the ordinance will be considered) Ord. 26-XX