



## **PUBLIC SAFETY & WELFARE COMMITTEE MEETING - AMENDED AGENDA**

**WEDNESDAY, FEBRUARY 04, 2026 AT 5:00 PM**

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

**Virtual Meeting Info:** <https://us06web.zoom.us/join> Meeting ID: 543 850 6085 Passcode: license One tap mobile +16469313860

<https://us06web.zoom.us/j/5438506085?pwd=2BzI5YIFWz8CJhn4zgXM1kDcE0mHoL.1>

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

### **1. CALL TO ORDER**

### **2. RECIEVE COMMENTS FROM THE PUBLIC**

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

### **3. APPROVAL OF MINUTES**

A. Minutes from January 7, 2026

### **4. BUSINESS**

A. Review and take possible action: Municipal parking lot signage

B. Review and discuss: S. Ninth Street two-way traffic conversion

C. Review and take possible action: Main Street Turn Lane Additions and Parking Removals

D. Review and take action: Special Event - Morning Mixer

### **5. ADJOURN**

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [cityclerk@watertownwi.gov](mailto: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*

**PUBLIC SAFETY & WELFARE COMMITTEE**

January 7, 2026  
5:00 p.m.

**1. CALL TO ORDER**

Members Present	Also in Attendance	Citizens Present
<ul style="list-style-type: none"> <li>• Dana Davis, Chair</li> <li>• Bob Wetzel</li> <li>• Jonathan Lampe</li> <li>• Myron Moldenhauer</li> </ul>	<ul style="list-style-type: none"> <li>• Police Chief Brower</li> <li>• Fire Chief Tanya Reynen</li> <li>• Carol Quest</li> </ul>	•

**2. RECEIVE COMMENTS FROM THE PUBLIC**

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

- There were no comments from the public.

**3. APPROVAL OF MINUTES**

- Public Safety & Welfare minutes from December 3, 2025
  - [12.03.2025 Public Safety Minutes.pdf](#) (0.51 MB)

**MOTION:** Approve the Public Safety Minutes from December 3, 2025.  
(Wetzel/Moldenhauer/Unanimous Approval)

**4. BUSINESS**

- A. Review and take possible action: approve sections 6.1, 6.2, 6.3 and 6.5 for addition to the City of Watertown Emergency Operations Plan Policy Manual
  - [6.0 Policies formated Edited 11.2025.pdf](#) (0.06 MB)

**MOTION:** Approve section 6.1, 6.2, 6.3 and 6.5 for the addition to the City of Watertown Emergency Operations Plan Policy Manual. (Lampe/Wetzel/Unanimous Approval)

- B. Review and take possible action: Third Street and Mary Street all-way stop study request
  - [Review and take possible action Third Street and Mary Street all-way stop study request.pdf](#) (0.20 MB)

**MOTION:** Approve a study in Summer 2026 to determine if an all-way stop is necessary at Third Street and Mary Street. (Lampe/Wetzel/Unanimous Approval)

**5. ADJOURN**

Being no further business to discuss, a motion was made by Lampe and seconded by Moldenhauer to adjourn. Motion was supported unanimously. Meeting ended at approximately 5:12 p.m.

Respectfully Submitted,  
Dana Davis, Chair

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

# MEMO

## Engineering Division of the Public Works Department

To: Chairperson Davis and Committee Members

From: Andrew M. Beyer, P.E., Director of Public Works/City Engineer

Date: January 29, 2026

Subject: Public Safety & Welfare Committee Meeting of February 4, 2026

Review and take possible action: Municipal Parking Lot Signage

### Background

The Engineering Division recently reviewed public parking lot signage along Main Street and at each location of the downtown area public parking lots. Engineering used the Manual on Uniform Traffic Control Devices (MUTCD) as guidance. Whereas there is some existing parking lot directional signage along Main Street and some, but not all, of the Public parking lots are signed, more signage is needed.

The Engineering Division reviewed City code for guidance as well, Article XI Performance Standards, §550-107 Off-Street Parking; and Article XII Signs and Projections, to determine if an ordinance would be required to place the signage. Engineering believes if the Committee selects to move forward by placing the proposed Main Street parking directional signage and posting Public parking lot signs at each downtown public parking lot, an ordinance will not be required to complete this work.

### Budget Goal

1. Promotes and fosters innovative approaches for community development and growth.

### Financial Impact

The cost of standardized, non-decorative parking signage is anticipated to cost less than \$1,000 total. Street Division staff will install signage. This cost is within the Street and Solid Waste Division Operating Budget.



# MEMO

## Recommendation

The Engineering Division, in coordination with the Street and Solid Waste Division, is proposing installation of standardized signage at and around municipal parking lots. This installation can be completed this spring or during the 2028 Main Street reconstruction project.

# MEMO

## Engineering Division of the Public Works Department

To: Chairperson Davis and Committee Members

From: Nathan R. Williams, Civil Engineer I

Date: January 28, 2026

Subject: Public Safety & Welfare Committee Meeting of February 4, 2026

Review and discuss: S Ninth Street two-way traffic conversion

### Background

When S Ninth St from Market Street to Western Ave was reconstructed in 2020, it was widened to 35' to 37' with the intention to accommodate two-way traffic without removal of parking. In January of 2021, after construction, an ordinance was passed to repeal the one-way traffic designation along S Ninth St from Market Street to Western Ave. After this ordinance passed, the roadway has continued to function as a one-way street and signage hasn't yet been updated to reflect the ordinance.

### Budget Goal

5. Maintains a safe and healthy community, with an eye toward future needs and trends

### Financial Impact

Signage costs are anticipated to be under \$1000. All work will be done by Street Division Staff.

### Recommendation

The Engineering Division is bringing this item to the committee for awareness, and to inform the public that the signage along S Ninth Street will be updated in 2026 to reflect two-way operations as passed in the 2021 ordinance. Additional public outreach and notices will be given prior to construction. Temporary warning signs are anticipated to be used to inform users of the change.

Attachments:

- 21-02 Ordinance to Repeal a Portion of Section 500-5, "One-way Streets and Alleys" of Chapter 500 Traffic Code of the City of Watertown

**AN ORDINANCE**  
**TO REPEAL A PORTION OF SECTION 500-5, "ONE-WAY STREETS AND A**  
**OF CHAPTER 500 TRAFFIC CODE OF THE CITY OF WATERTOWN**

Section 4, Item B.

**SPONSOR: ALD. SCHMID**  
**FROM: PUBLIC SAFETY & WELFARE COMMITTEE**

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

SECTION 1. Section 500-5 "One-way streets and alleys", is hereby repealed as follows:

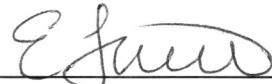
Name of Street	Location	Direction of Travel
Ninth Street	From Market street to Western Avenue	South

SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

DATE:	Jan. 5, 2021	Jan. 19, 2021
READING:	1ST	2ND
	YES	NO
PASCH	②	✓
WENDT	✓	②✓
RUETTEN	✓	✓
BARTZ	✓	✓
HOLTHAUS	✓	✓
WAGNER	✓	✓
SCHMID	①	✓
WETZEL	✓	✓
KILPS	✓	✓
MAYOR MCFARLAND		
TOTAL	9	0

ADOPTED January 19, 2021



CITY CLERK/TREASURER

APPROVED January 19, 2021



MAYOR

**AN ORDINANCE**  
**TO REPEAL A PORTION OF SECTION 500-5, "ONE-WAY STREETS AND A**  
**OF CHAPTER 500 TRAFFIC CODE OF THE CITY OF WATERTOWN**

Section 4, Item B.

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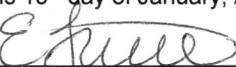
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<b>Name of Street</b>	<b>Location</b>	<b>Direction of Travel</b>
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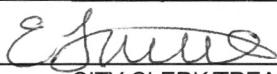
SECTION 2. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 3. This ordinance shall take effect and be in force the day after its passage and publication.

This is to certify that I have compared the attached copy with the original record now on file in my office and that the same is a correct transcript thereof and of the whole thereof. In Testimony Whereof, I have hereunto subscribed my name and affixed the seal of the City of Watertown this 19<sup>th</sup> day of January, 2021.

  
\_\_\_\_\_  
City Clerk/Treasurer

ADOPTED January 19, 2021

  
\_\_\_\_\_  
CITY CLERK/TREASURER

APPROVED January 19, 2021

  
\_\_\_\_\_  
MAYOR

# MEMO

## Engineering Division of the Public Works Department

To: Chairperson Davis and Committee Members

From: Nathan R. Williams, Civil Engineer I

Date: January 28, 2026

Subject: Public Safety & Welfare Committee Meeting of February 4, 2026

Review and take possible action: Main Street Turn Lane Additions and Parking Removals

### Background

As presented and discussed at the January 20<sup>th</sup> Committee of the Whole meeting, the Downtown One-Way to Two-Way Streets Conversion Study (Study) has been completed. It evaluated the feasibility of converting one-way streets to two-way operations in the downtown area and focused specifically on Third Street and Fourth Street. Third Street and Fourth Street will be converted to two-way traffic in 2028 in conjunction with the Main Street Reconstruction project. The Study evaluated traffic flows along the Main Street, Third Street, and Fourth Street corridors. Various traffic models were used to evaluate queue lengths and turning movements. This analysis showed that the largest traffic disrupter along Main Street is cars waiting to turn left at intersections. To improve traffic flow, the Study outlined three options:

- Option #1: maintain existing turn lane configuration of a single left turn lane for eastbound traffic between Third Street and Fourth Street from E. Main Street to N. Fourth Street.
- Option #2: maintain the existing eastbound turn lane from Main Street to Fourth Street and add one new left turn lane for westbound traffic between Third Street and Fourth Street. This option results in the anticipated loss of two parking spaces on the south side of Main Street between Second Street and Third Street.
- Option #3: maintain the existing eastbound turn lane from Main Street to Fourth Street and add three new left turn lanes – including the one proposed in Option #2, an additional left turn lane for westbound traffic between Fourth Street and Fifth Street, and an additional left turn lane for eastbound traffic between Second Street and Third Street. This option results in the anticipated loss of nine parking spaces on the south side of Main Street, including six spaces between Second Street and Third Street and three spaces between Fourth Street and Fifth Street.

# MEMO

As parking may be removed as a result of these options, an ordinance change, and committee/council approval of these options are required.

In addition to the traffic analysis, the Study evaluated parking capacity and occupancy within the downtown area. There are 187 on-street parking spaces and 187 public parking lot spaces within the study area. Occupancy of the on-street parking spaces ranges from 45% to 56% during peak hours, and occupancy of the public parking lot spaces ranges from 36% to 58% during peak hours.

## Budget Goal

5. Maintains a safe and healthy community, with an eye toward future needs and trends

## Financial Impact

All costs to the city related to the additional turn lane and marking associated with the parking removal would be included in the Main Street Reconstruction Project.

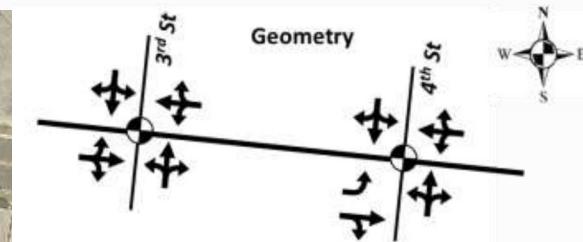
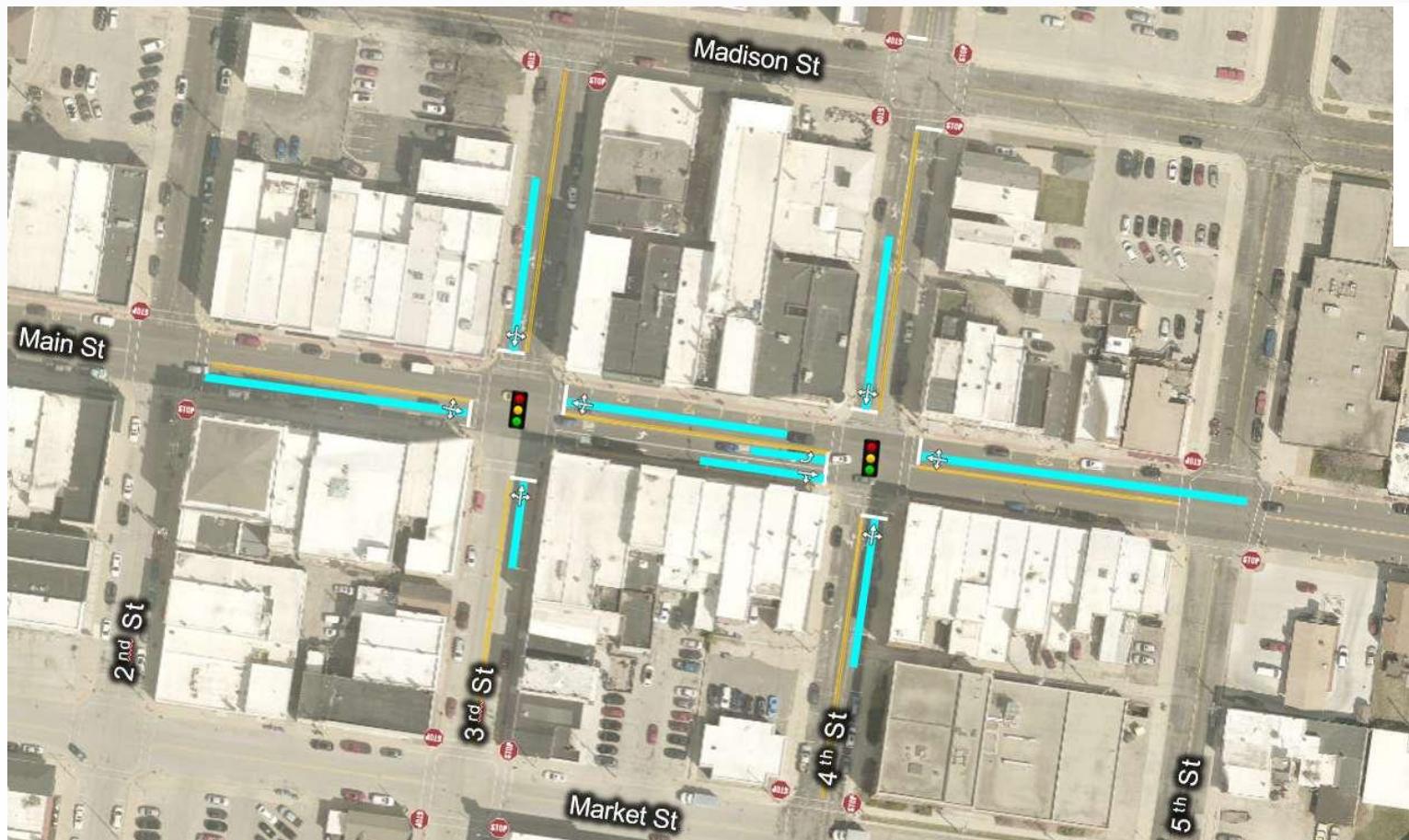
## Recommendation

The Engineering Division recommends selecting Option #2, which adds a dedicated westbound left turn lane to the block of Main Street between Third Street and Fourth Street. This turn lane would result in the loss of two parking spaces on the south side of Main Street between Second Street and Third Street.

Attachments:

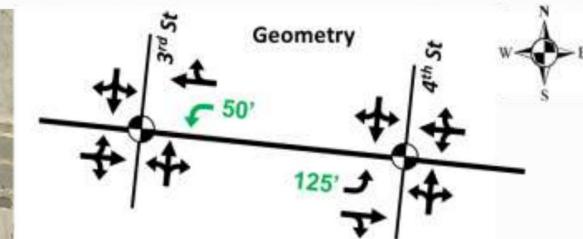
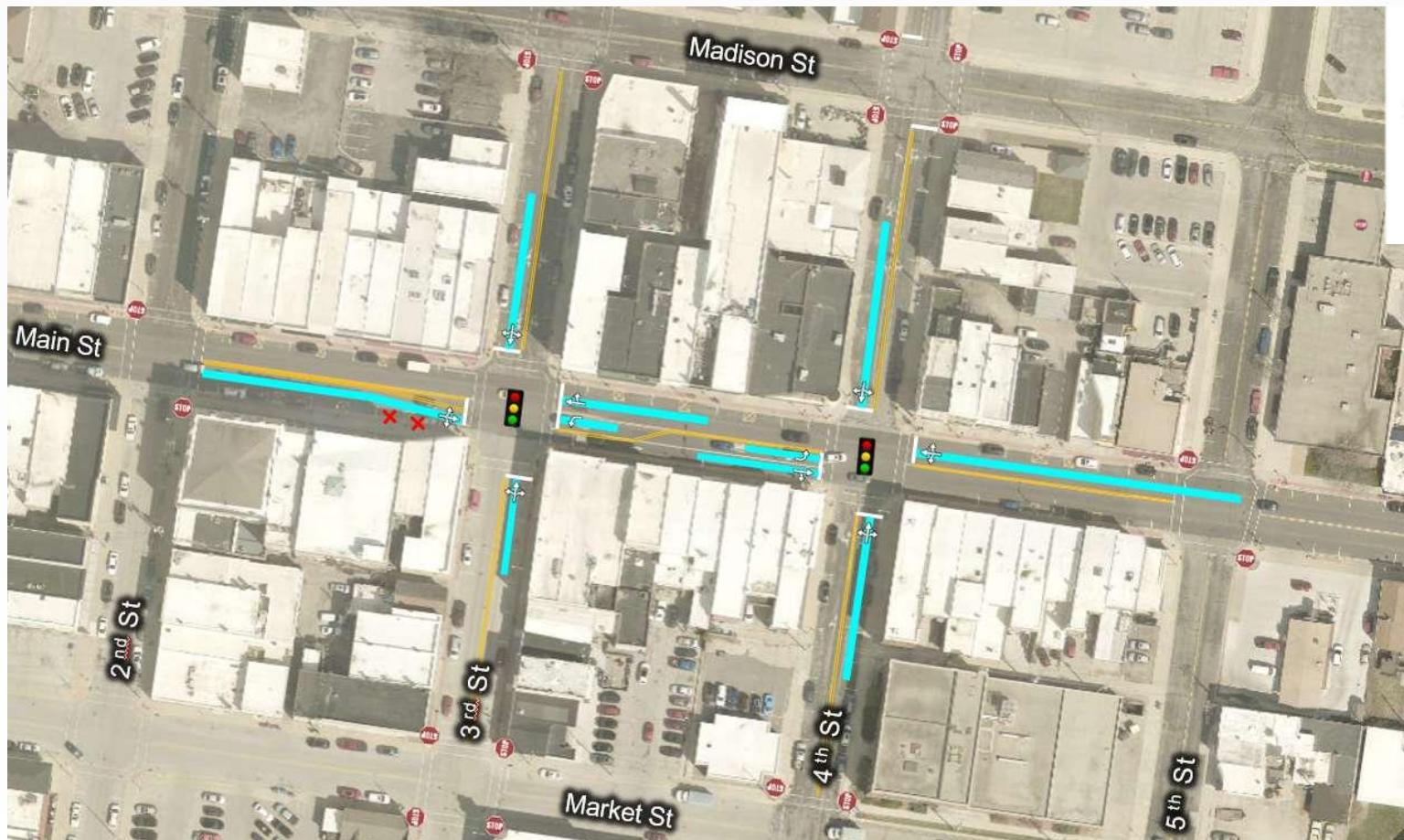
- Concept Plans for Options #1, #2, and #3

## Left-turn Evaluation: Option #1 (no new turn lanes)



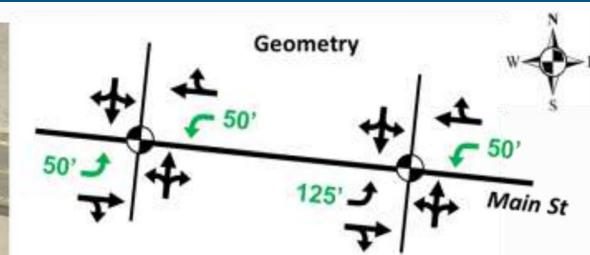
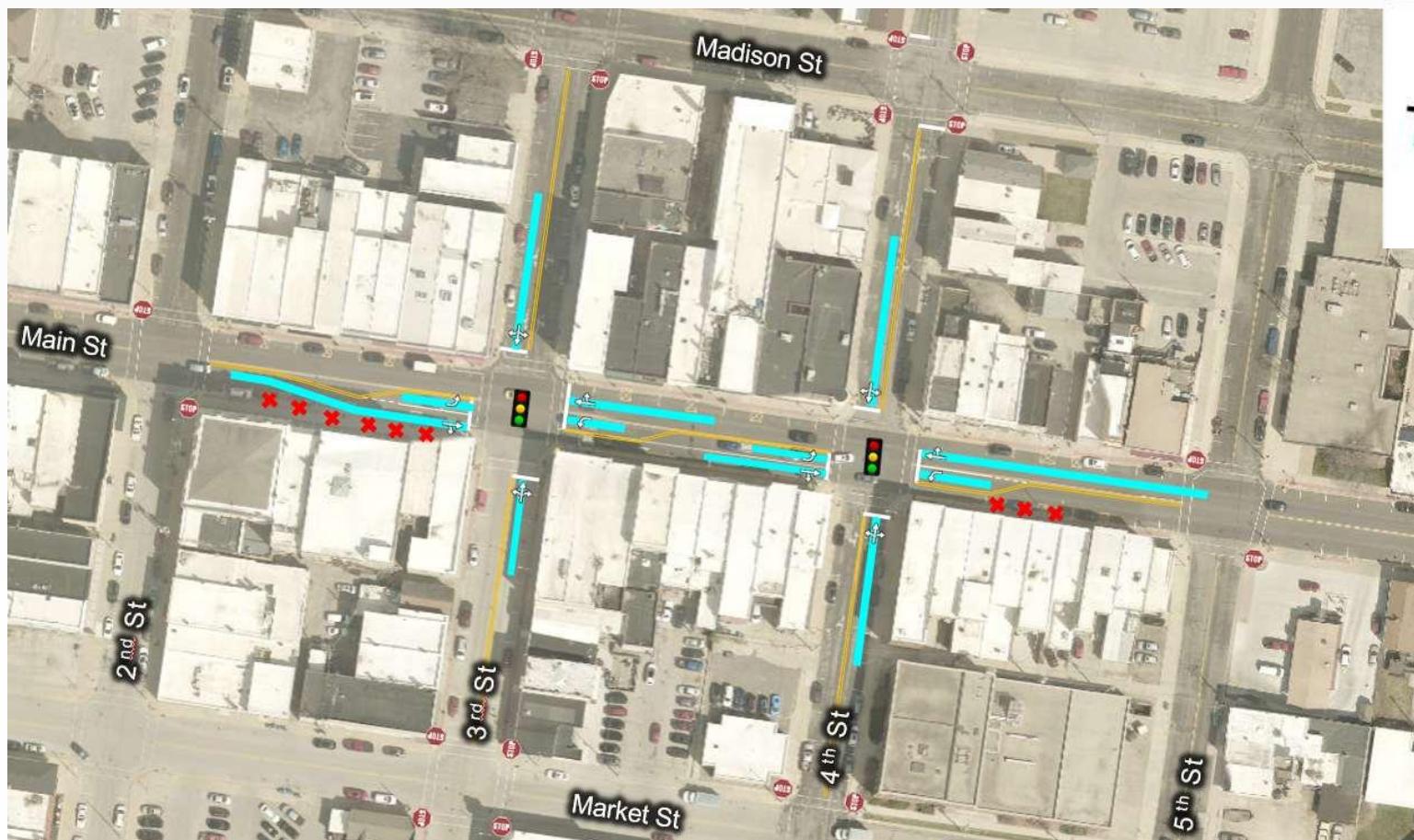
- Synchro 'typical' queues
- SimTraffic simulation queues
- ✖ Parking loss

## Left-turn Evaluation: Option #2 (one new turn lane)



- Synchro 'typical' queues
- SimTraffic simulation queues
- ✗ Parking loss

## Left-turn Evaluation: Option #3 (three new turn lanes)





Section 4, Item D.

Office of the

Clerk

106 Jones Street

PO Box 477

Watertown, WI 53094-0477

(920) 262-4006

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January 30, 2026

TO: Members of the Public Safety & Welfare Committee

**The following application has been made for a Special Event Permit:**

Morning Mixer from the Watertown Main Street Program to be held on March 1, 2026.

There are no estimated extraordinary charges from any city departments.

Respectfully Submitted,

Megan Dunneisen, City Clerk



THE CITY OF

**WATERTOWN**

Opportunity runs through it.

Effective 3/7/24 Updated 4/30/24

Section 4, Item D.

**SPECIAL EVENT PERMIT APPLICATION**

New Event  Repeat Event  Date Received: 1/14/2026 Date of Event: 3/1/2026 Fee Amount: \$ 50.00

**APPLICANT INFORMATION:**

Name of person, entity, or organization holding the special event:

Watertown Main Street Program

Address: Street, City, State, Zip

519 E. Main StreetPhone: 920 342 3423Email: watertownmainstreet@gmail.comWebsite: watertownmainstreet.org Non-profit Group For Profit Other, please describe:

Nonprofit Tax-Exempt Number

501(c)3, if applicable (include photocopy)Is this the applicant's 1<sup>st</sup> special event application for the calendar year? Yes  No Wisconsin Seller Permit Number: *Sales Tax, if applicable (include photocopy)*If the named applicant is not required to hold a Wisconsin Seller's Permit pursuant to s. 77.54 (7m), Wis. Stats., check this box **EVENT INFORMATION:**Event Name: Morning MixerEvent Date(s): March 1, 2024Event Location Address *include parking locations and streets to be used if applicable:*A DETAILED map is required upon submittal of application, is it included? Yes  No Is the event located in a City Park? Yes  No If yes, do you have a park reservation? Yes  No  Park name: \_\_\_\_\_Is the event closing of a Street/Alley/Right-of-Way/Parking Lot? Yes  No Will you need City Services for your event? Yes  No  for \_\_\_\_\_Is the event on private property? Yes  No  If yes, do you have written permission? Yes  No Is the event a city sponsored parade or celebrating a Federal Holiday? Yes  No 

If yes, please explain:

Event start/end time: 11 AMEvent set up/take down times: 2 pmTotal Attendance: # 300 Alcohol consumed, sold, or served? Yes  No  Vendors? Yes  No Event Description *(purpose, activity, who can participate, etc. Attach additional sheet if necessary.)*21 and olderShowcasing the bars in the Main Street DistrictWill your event be selling food? Yes  No  If yes, please explain: *(Type of food and sold by who)***MAIN EVENT ORGANIZER – PRIMARY CONTACT IF DIFFERENT FROM APPLICANT:**

Contact Name: First, Middle, Last

Stefanie Ann Broere

Address: Street, City, State, Zip

519 E. Main StreetWatertownWI 53094Phone: 770 853 9245Email: Stefbroere5@gmail.com**OFFICE USE ONLY:**

APPROVED ON:

PERMIT #

## **Indemnification and Hold Harmless** **(Read carefully before signing!)**

Section 4, Item D.

Indemnification: By signing below, I acknowledge that for good and valuable consideration, I (applicant), on behalf of myself and the organization, if applicable, agree to indemnify, defend and hold harmless the City of Watertown and its officers, officials, employees and agents from and against any and all liability, loss, damage, expenses and costs, including attorney fees, arising out of the activities performed as described herein, caused in whole or in part by any negligent act of omission of the applicant/organization, anyone directly or indirectly employed by any of them or anyone whose acts may be liable, except where caused by the sole negligence or willful misconduct of the City.

Certification: By signing below, I certify that I am at least 18 years of age and that I have reviewed and understand the City's Insurance Requirements and Ordinance for Special Events. My signature further confirms: (i) I understand the filing of this application does not ensure the issuance of a Special Event Permit; (ii) The special event application fee is non-refundable (iii) I will be responsible for ensuring the event and event participants comply with all applicable City ordinances, traffic rules, park rules, state health laws, fire codes, alcohol licensing regulations, and any other applicable laws, rules and regulation; (iv) Fees for park facilities, food vendor permits, fireworks permit, any other applicable City of Watertown permits or licenses, other municipal services and equipment, etc., are in addition to the Special Event Permit application fee; (v) I am authorized to apply for this Special Event Permit on behalf of the organization holding the event (if applicable). (vi) The information contained in this application is true and correct to the best of my knowledge. I understand that intentionally providing false or misleading information in this application will be the basis for denial/revocation of the permit and may lead to civil or criminal penalties.

If there are any changes to the Special Event after submittal of the application, I agree to notify the City of Watertown of these changes for review.

Name of Applicant: Stefanie Broere Signature: Stefanie Broere Date: 1-5-2024

### **SPECIAL EVENT APPLICATION FEE & EXTRAORDINARY SERVICES**

Application fee is due when the application is submitted and is nonrefundable if the event is cancelled. If the event is rescheduled for a date within 6-months, the application fee would apply to the rescheduled date; if the event is rescheduled for a date later than 6-months of the original event date the application fee is nonrefundable.

\$50.00 - first application for the year of the applicant if submitted 45 days or more prior to event date.

\$35.00 - each subsequent application of the applicant if submitted 45 days or more prior to event date.

(The fee is doubled if submitted less than 45 days prior to event date)

Extraordinary Services - measurable financial costs which are above and beyond the normal levels of public health and safety services on a non-event day. See the special event fee schedule for more information. Extraordinary services do not include the provision of police protection against hostile individuals targeting the event's message or intentions.

The applicant is liable for and must pay to the city clerk the actual cost of all extraordinary services provided by the city and is required to pay 50% of the estimated extraordinary services prior to the special event with the remaining amount billed at the conclusion of the event. Sales tax will be added if applicable. By signing the applicant acknowledges that they have been made aware of this information.

Signature of Applicant: Stefanie Broere Date: 1-5-2024

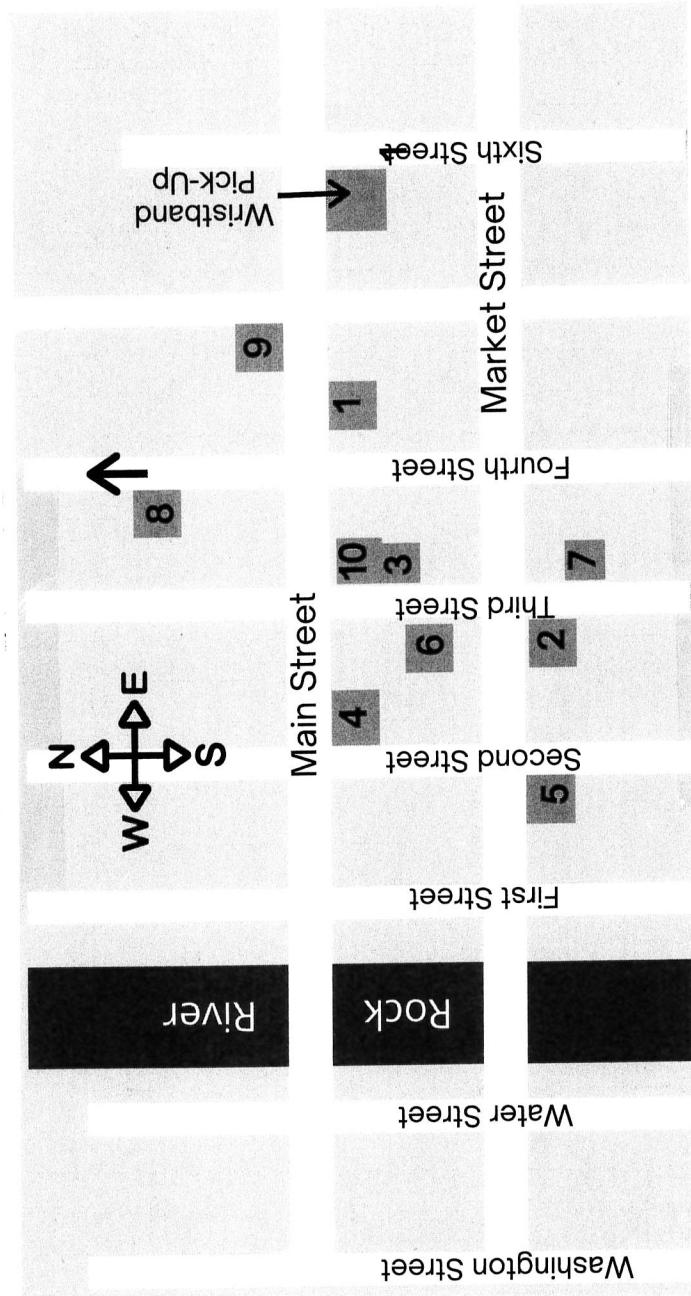
Submit Special Event Application and fee (cash or check) in person or by mail to:

City Clerk 106 Jones Street  
PO Box 477  
Watertown, WI 53094  
Questions: 920-262-4010 or email [cityclerk@watertownwi.gov](mailto:cityclerk@watertownwi.gov)

## Main Street Morning Mixer

	Name	Address	Drink Sample
1	Amado Jr's	403 East Main Street	
2	Bex Third Base	200 South Third Street	
3	Local Waters	109 South Third Street	
4	Lyons Irish Pub	201 East Main Street	
5	Silver Eagle Saloon	207 South Second Street	
6	The Drafty Cellar	110 South Third Street	
7	The Riff	215 South Third Street	
8	The Score Sports Bar	300 North Fourth Street	
9	Uptown Bar & Grill	416 East Main Street	
10	Wolfgram Sports Bar & Grill	301 East Main Street	

## EVENT MAP



All samples will remain inside of the licensed establishments. All attendees must be 21 years of age to participate. Id's will be checked at the start of the event by a member of the Main Street Program staff. All attendees will wear an easily identifiable wristband during the event.