

CITY OF WATERTOWN MEETING NOTICE

FOR THE WEEK OF: January 7, 2019

REVISED

TO: Daily Times, Alderpersons, Dept. Heads

DATE: January 4, 2019

MONDAY, January 7, 2019

PARKS, RECREATION & FORESTRY COMMISSION

514 S. First Street

4:30 P.M.

1. Call to order
2. Review & approve minutes of previous meetings
 - a. Parks, Recreation & Forestry Commission minutes of December 3, 2018 meeting
 - b. Senior Center Advisory Board minutes of December 19, 2018 meeting
3. Citizens to be heard
4. Director's Report
 - a. Consider naming the Micro Park located at 429 S. Concord Avenue
 - b. Consider Tri 4 Schools Training Program request for use of athletic facilities
 - c. Closing of the 301 N. Second Street property
 - d. Riverwalk Observation Deck progress
 - e. Consider park dedication fees for Hunter Oak Villa Condos, corner of Cty. Rd. T & Hunter Oaks Blvd. for 52 units
 - f. Programming updates
 - i. InterUrban Trail building progress
 - ii. Target Scholarship received
 - iii. Tivoli Island cleanup
 - iv. Status of Recreation Programming
 1. Swim Lessons
 2. Basketball Programming
 3. Fitness Programs
5. Adjournment

FINANCE COMMITTEE

Room 2044, 2nd Floor, 106 Jones Street

5:30 P.M.

Notice is hereby given that a majority of the Common Council may be present at this meeting to gather information about subjects over which they have decision-making responsibility. This constitutes a meeting of the Common Council pursuant to *State ex rel. Badke v. Greendale Village Bd.*, 173 Wis.2d 553, 494 N.W.2d 408 (1993), and must be noticed as such, although the Common Council will not take formal action at this meeting.

1. Call to order
2. Review & approve minutes of meetings held December 18 & 19, 2018
3. Review & approve 2019 Debt Financing presented by Baird
4. Review & approve Resolution Providing for the Sale of Approximately \$3,145,000 General Obligation Promissory Notes
5. Review & approve performance bonus of \$291.20 (\$332.99 cost to the City) for three red-lined employees not receiving a raise: One solid waste collector in the Solid Waste Department, one building and grounds maintenance employee in the Wastewater Department, one water technician in the Water Department
6. Review & approve contract for IT services with IT Advocate of Elgin, IL
7. Review & approve job description & request to advertise for Human Resources Generalist position
8. Review & approve request to hire Public Health/Environmental Health summer intern
9. Closed Session per Wis. Stat. §19.85(1)(c) to discuss personnel issue
10. Reconvene to open session
11. Adjournment

TUESDAY, January 8, 2019

EMPLOYEE ADVISORY COMMITTEE

Room 0008, Lower Level, 106 Jones Street

8:30 A.M.

1. Call to order
2. Roll call
3. Review & approve minutes of meeting held November 13, 2018
4. Old Business
 - a. Update on Worksite Wellness Program
 - b. Employee Surveys update
 - c. Approve time requirements for meal expense reimbursement
 - d. Overtime & compensatory Time (Call Back Time) update
5. New Business
 - a. Election of Chairperson & Vice Chairperson
 - b. IT issues
 - c. Emergency Contact Form
 - d. Comments & suggestions received from employees
6. Next meeting
7. Adjournment

WATERTOWN COMMUNITY CABLE 984 & 985

Cable Studio, Lower Level, 106 Jones Street

10:15 A.M.

1. Call to order
2. Review & approve minutes of December 11, 2018 meeting
3. Complaints, concerns & comments received from viewers
4. Media Coordinator Reports
 - a. 2018 Budget Report
 - b. Production & Programming Reports
 - c. Volunteer Recruitment update
5. New Business
 - a. Assistant Media Coordinator job description
6. Next Meeting
7. Adjournment

PUBLIC WORKS COMMISSION

Room 2044, 2nd Floor, 106 Jones Street

6:30 P.M.

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1. Call to order
2. Review & approve minutes of meeting held December 18, 2018
3. Lake Victoria & Heiden Pond Study overview, Ruckert Mielke
4. Review & approve 2019 Sidewalk Repair List
5. Review & approve 2019 Annual Street Design Contract change order, addition of additional soil borings & Storm Sewer Analysis
6. Review & approve Memorandum of Understanding with the Town of Ixonia/Town of Concord for disposal of mattresses & box springs, carpet & padding, and brush & yardwaste
7. Review & approve sale of metal concrete forms, straight curb & plastic speed bumps no longer being used
8. Review & approve proposal from Milwaukee Alarm Company to go to wireless alarm system
9. Review & approve contract with Village of Clyman for solid waste & recycling pickup

10. Discuss possible amendment to contract with Refrigerant Depot for disposal/recycling of Freon items
11. Adjournment

WEDNESDAY, January 9, 2019

LICENSING BOARD

Room 2044, 2nd Floor, 106 Jones Street

4:15 P.M.

1. Call to order
2. Review & approve minutes of December 12, 2018 meeting
3. Closed Session per Wis. Stat. §19.85(1)(b) to discuss specific licenses
 - a. Mitchell M. Miller Jr.
 - b. Desiree Ann Livermore
4. Review & approve Agent change for Pick-N-Save, 624 S. Church St., to Johnny Chowaniec
5. Discussion regarding possible amendment of Ordinance 220-5(c)
6. Beverage Operator License applications
7. Monthly Police activity update
8. Adjournment

AIRPORT COMMISSION

1741 River Drive

5:15 P.M.

1. Call to order
2. Review & approve minutes of December 12, 2018 meeting
3. December bills
4. Manager's Report
 - a. Monthly Airport Use Report
 - b. Aviation activities
5. Old Business
 - a. Darcey Park update
 - b. Citation Jet monument update
 - c. Boomer Street relocation/facility upgrade
6. New Business
 - a. 2019 Aviation activities
 - b. Additional light post
7. Adjournment

REDEVELOPMENT AUTHORITY

Council Chambers, 2nd Floor, 106 Jones Street

7:00 P.M.

1. Pledge of Allegiance
2. Roll Call
3. Determination of Quorum & Call to Order
4. Review & approve minutes of December 17, 2018 meeting
5. Public Comment
6. Training segment-Fish: Strategy Concepts
7. Status reports
 - a. Loan review team-Zastrow-No new loans or grants
 - b. Community support/communication-Fish/Rippe
 - i. Town Square naming update
 - ii. Social media data
 - c. Common Council Liaison-Maron

- d. Executive Director update-Fish
 - i. 100 block of W. Main Street property & tenant relocation updates
 - ii. 1101 Industrial Drive tenant lease updates
 - iii. CDBG Close program process to receive funds
- 8. Review & approve Financial reports
- 9. Presentation/Discussion – 2019 Budget
- 10. Discuss & approve Business Incubator: new tenant lease
- 11. Future possible agenda items-listing only, no discussion
- 12. Next meeting date & time
- 13. Closed session pursuant to Wis. Stat. §19.85(1)(e) to deliberate or negotiate on matters relating to the development of the site adjacent to the proposed town square
- 14. Reconvene to open session
- 15. Closed session pursuant to Wis. Stat. §19.85(1)(e) to deliberate or negotiate on matters relating to the potential disposition of property owned by the Redevelopment Authority
- 16. Reconvene to open session
- 17. Adjournment

THURSDAY, January 10, 2019

TOURISM COMMISSION

Room 2044, 2nd Floor, 106 Jones Street

8:00 A.M.

- 1. Call to order
- 2. Review & approve minutes of December 13, 2018 meeting
- 3. Old Business
 - a. Approve Financials
 - b. Marketing Plan
 - i. 2018 Ads
 - ii. Video
 - iii. Chamber of Commerce Tourism Award
 - iv. Discover Wisconsin
 - 1. Updates since last meeting
- 4. New Business
 - a. Manager's Report of December tasks
 - b. Commission members' report on upcoming events in their industries
 - c. Discussion & approval of Share the Road/Interurban Trail Grant
 - d. Discussion & approve of visitwatertownwi.com renewal
- 5. Adjournment

BOARD OF HEALTH

515 S. First Street

5:30 P.M.

- 1. Call to order
- 2. Citizens to heard
- 3. Approval of minutes of last meeting & Financial Report
- 4. E-Smoking Policy
- 5. Public Health Standards & Measures update
 - a. Performance Management
 - b. Community Health Improvement Plan
- 6. Emergency Preparedness Report
 - a. Funding Work Plan
 - b. Closed Point of Distribution (POD) with Watertown Regional Hospital

7. Environmental Health Report
 - a. Program review & Work Plan
 - b. Program goals
8. Health Officer Report
 - a. Communicable Disease data
 - b. Staffing
 - c. Candidate Forum
9. Adjournment

LIBRARY BOARD OF TRUSTEES
Meeting Room 2, 100 S. Water Street
5:30 P.M.

1. Call to order/ roll call
2. Correspondence
3. Appearances
4. New Business
 - a. Discuss & approve architect's contract
 - b. Building committee
 - i. Resolution 2019-1
 - c. Trustee WLA membership
5. Unfinished Business
 - a. Update Campaign Planning
 - b. WAC update
6. Approval of consent agenda items
 - a. Minutes
 - i. Library Board of Trustees – December 13, 2018
 - b. Committee Reports
 - i. Personnel & Policy
 - ii. Building & Grounds
 - iii. Finance
 - c. Approval of Library Expenditures & Finance
 - d. Director's Report
 - i. Meetings attended
 - ii. Library statistics
 - iii. Library information
 - e. President's Report
 - i. Review of 2018
 - ii. 2019 Overview
 - f. Personnel/Staffing
7. Adjournment

Next meeting date: Thursday, February 14, 2019, 5:30 p.m.

FRIDAY, January 11, 2019

NONE