

CITY OF WATERTOWN MEETING NOTICE

FOR THE WEEK OF: April 9, 2018

REVISED

TO: Daily Times, Alderpersons, Dept. Heads

DATE: April 6, 2018

MONDAY, April 9, 2018

MUNICIPAL BOARD OF CANVASS

Room 1048, 106 Jones Street

8:30 A.M.

1. Canvass results of municipal offices

SITE PLAN REVIEW COMMITTEE

Room 2044, 2nd Floor, 106 Jones Street

1:30 P.M.

1. Clasen Quality Chocolates – West Side Industrial Park – parking lot
2. City of Watertown – 804 S. First Street – Fuel Station Canopy
3. Site Plan Review minutes – March 26, 2018

PLAN COMMISSION

Council Chambers, 2nd Floor, 106 Jones Street

4:30 P.M.

1. Preliminary Township CSM review – Sonja Kruesel – Switzke Road & Emerald Drive
2. 119 S. Warren Street – Melody Pickens – fence variance request
3. Initial review & set Public Hearing date for zoning code amendment, section 550-52(1)(a), Outdoor Commercial Entertainment
4. Site Plan Review minutes – March 26, 2018
5. Plan Commission minutes – March 26, 2018

POLICE & FIRE COMMISSION

Room 2044, 2nd Floor, 106 Jones Street

4:30 P.M.

1. Police
 - a. General update
2. Fire
 - a. General update
 - b. Review & approve hiring of firefighter/paramedic
 - c. Review & approve firefighter/paramedic eligibility list
 - d. Recommend review of PFC promotion policies
 - e. Distribute annual report
 - f. Closed Session per Wis. Stat. §19.85(1)(c) to discuss personnel matter

FINANCE COMMITTEE

Room 2044, 2nd Floor, 106 Jones Street

5:30 P.M.

1. Review & approve EMS billing write-offs
2. Review & approve contract language change to 2018 Reeseville EMS service contract
3. Recommend & approve change to Lebanon EMS coverage agreement
4. Recommend & approve application to Aurora Foundation Grant for medical equipment
5. Review & approve purchase of outdoor warning siren
6. Discuss five-year capital plans
7. Review & approve hiring to fill open position at Wastewater Department
8. Review & approve purchase of PA System for Aquatic Center
9. Review & approve purchase of 2 5-ton AC units for Senior Center
10. RDA request to repurpose grant funds from City's contribution to Revolving Loan Fund
11. Review & decision regarding Carlson Dettmann recommendation for City Forester JDQ
12. Consider resolution addressing the City's financial role in the Library Expansion Project

13. Discuss 109 Jones Street property use

TUESDAY, April 10, 2018

WATERTOWN COMMUNITY CABLE 984 & 985

Cable Studio, Lower Level, 106 Jones Street

10:15 A.M.

1. Call to order
2. Minutes of previous meeting
3. Complaints, concerns & comments
4. Media Coordinator reports
 - a. Budget Report
 - b. Production Report & updates
5. Next meeting
6. Adjournment

LIBRARY BOARD OF TRUSTEES FINANCE COMMITTEE

Meeting Room 2, 100 S. Water Street

5:00 P.M.

1. Call to order/roll call
2. Approval of agenda
3. New business
 - a. Fine & Fee Policy
 - b. Fundraising Software
4. Adjournment

PUBLIC WORKS COMMISSION

Room 2044, 2nd Floor, 106 Jones Street

6:30 P.M.

1. Review & discuss possible options for Market Street Inn building removal
2. Review & approve potential payment plan for sidewalk repair at 119 S. Church Street
3. Review sidewalk repair complaint for 620 Park Street
4. Review storm sewer pipe easement request from Loos Homes at 1310 Richards Avenue
5. Review & approve 2018 Riverside Park Tennis Court Rehabilitation contract
6. Review Green Streets Policy/Ordinance

WEDNESDAY, April 11, 2018

LICENSING BOARD

Room 2044, 2nd Floor, 106 Jones Street

4:15 P.M.

1. Call to order
2. Approve minutes from March 14, 2018 regular meeting
3. Closed Session per Wis. Stat. §19.85(1)(b) to discuss specific licenses
4. Outside Sales Event, Amend Premises: Run-Inn Erin's, 700 N. Fourth St., Bean Bag Toss Tournament in bar parking lot, Saturday, April 14, 2018, 10:30 a.m. – 6:30 p.m.
5. Special Event license, Watertown Chamber of Commerce, "Watertown on Tap", 202 Air Park Drive, Friday, June 1, 2018, 5:00 p.m. to 8:30 p.m.
6. Special Event license, Watertown Rotary Club, "Wild Duck & Goose Chase" event in N. First Street parking lot, on Friday, June 22, 2018, 5:00 p.m. to 10:30 p.m.
7. Special Event license, b-Cause We Care, Inc., annual "Watertown Military Show", on grounds of Watertown Municipal Airport, 1741 River Dr., June 23, 2018, 9:00 a.m. to 7:00 p.m., and June 24, 2018, 9:00 a.m. to 4:00 p.m.
8. "Class B" Malt & Liquor license, Topsy Goose LLC dba The Topsy Goose (Karah N. Pugh, Agent), 601 N. Second Street

9. Beverage Operator License applications
10. Monthly Police activity update

AIRPORT COMMISSION

1741 River Drive

5:15 P.M.

1. Minutes from March, 2018 meeting
2. March bills
3. Manager's report
4. Old business
 - a. Darcey Park – update
 - b. Citation jet monument – update/McDonald's billboard
 - c. Boomer Street relocation/facility upgrades

REDEVELOPMENT AUTHORITY

Council Chambers, 2nd Floor, 106 Jones Street

6:30 P.M.

1. Pledge of Allegiance
2. Roll call
3. Determination of quorum & call to order
4. Minutes of previous meeting
5. Public comment
6. Training segment – Fish
7. Status reports
 - a. Loan review team – Zastrow
 - b. Business opportunity portfolio – Salas
 - c. Community support/communication – Fish/Rippe
 - d. Common Council Liaison – Maron
 - e. Executive Director update – Fish
8. Presentation/approval of 2018 budget
9. Presentation of Audit letter from Baker Tilly
10. Discussion & possible action: Revolving Loan Fund request from Peter Charles
11. Discussion & possible action: Review of RFP for hotel developer
12. Resolution: Approving Amendment #1 to Memorandum of understanding with City of Watertown
13. Resolution: Transferring of Market Street Inn property to City of Watertown
14. Future possible agenda items – listing only, no discussion
15. Next meeting date & time
16. Closed session per Wis. Stat. §19.85(1)(e) to deliberate or negotiate on matters relating to acquisition of property related to downtown development
17. Reconvene to open session
18. Adjournment

THURSDAY, April 12, 2018

TOURISM COMMISSION

Room 2044, 2nd Floor, 106 Jones Street

8:00 A.M.

1. Call to order
2. Review & approve February & March minutes
3. Old Business
 - a. Approve financials
 - b. Marketing Plan
 - i. 2018 Ads
 - ii. Visitor Guide

- c. Downtown murals
- d. Airbnb room tax
- 4. New Business
 - a. Manager's report
 - b. Commission members report
 - c. Tourism minute at Wake Up Watertown
 - d. Discussion & approval of Tour da Goose Grant
 - e. Discussion & approval of Watertown Veterans Inc. Grant
 - f. Discussion & approval of Historical Society Grant
- 5. 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. Endowment/Fundraising Accounts report
- 5. New business
 - a. Library Board Retreat
 - b. Library staff safety concerns
 - c. City of Watertown resolution
- 6. Unfinished business
 - a. Library visits – update
 - b. Donor Tracking Software
 - c. Library fines
 - d. Studio GC – update
 - e. Corre Incorporated – update
- 7. Approval of consent agenda items
 - a. Minutes
 - i. Library Board of Trustees – March 15, 2018
 - b. Committee reports
 - i. Personnel & Policy
 - ii. Building & Grounds
 - iii. Finance
 - c. Approval of Library expenditures & finance
 - d. Director's report
 - e. Personnel/Staffing
 - i. Resolution 2018-4
- 8. Closed Session per Wis. Stat. §19.85(1)(e) to discuss land purchase
- 9. Adjournment

Next meeting date: Thursday, May 10, 2018, 5:30 p.m.

FRIDAY, April 13, 2018

NONE

*****NOTE:** A quorum of the council may be present at a meeting for information purposes only.