

CITY OF WATERTOWN MEETING NOTICE

FOR THE WEEK OF: May 21, 2018

TO: Daily Times, Alderpersons, Dept. Heads

DATE: May 18, 2018

MONDAY, May 21, 2018

FINANCE COMMITTEE

Room 2044, 2nd Floor, 106 Jones Street

5:30 P.M.

1. Review & approve two Greater Watertown Community Health Foundation grants – Recreation Department
2. Review & approve hiring Public Health Program Assistant Intern
3. Review & approve hiring a Telecommunicator – Police Department
4. Review & approve Fire Department Assistant Chief/Director of EMS pay rate
5. Review & approve budget amendment to Fire Department Turnout Gear account
6. Review & approve Solid Waste Department hire
7. Review & approve Watertown Welcome Signs Project - 2018
8. Discuss Main Street Bridge agreement with the Wisconsin DOT
9. Discuss & approve Collections Systems Specialist hire
10. Capital Improvement Plan 2018 planned projects update – Water Department
11. Review & approve resolution establishing City's participation in the library's expansion/renovation project
12. Discuss & approve Public Works structure
13. Closed session per Wis. Stat. §19.85(1)(e) to discuss land purchase

TUESDAY, May 22, 2018

BOARD OF REVIEW

Council Chambers, 2nd Floor, 106 Jones Street

2:00 P.M. – 4:00 P.M.

1. Call to order
2. Roll call
3. Confirmation of appropriate Board of Review & Open Meeting notices
4. Select a Vice-Chairperson for Board of Review (Mayor is Chairperson per Code)
5. Verify one or more members have met mandatory training requirement
6. Verify city ordinance for confidentiality of income & expense information provided to the assessor under state law sec. 70.47(7)(af)
7. Review policy regarding sworn telephone testimony and sworn written testimony
8. Review policy regarding procedure for waiver of Board of Review hearing requests
9. Receipt of assessment roll by clerk from Assessor
10. Receive assessment roll and sworn statement from clerk
11. Review assessment roll and perform statutory duties:
 - a. Examine the roll
 - b. Correct description or calculation errors
 - c. Add omitted property and
 - d. Eliminate double assessed property
12. Discussion/action – Certify all corrections of error under state law (sec. 70.43, Wis. Stats.)
13. Discussion/action – Verify with Assessor that open book changes are included in the assessment roll
14. All taxpayers to examine assessment data
15. During the first two hours, consideration of:
 - a. Any waivers of the required 48-hour notice of intent to file an objection when there is good cause
 - b. Any requests for waiver for BOR hearing allowing the property owner an appeal directly to circuit court
 - c. Any requests to testify by telephone or submit sworn written statements
16. Review notices of intent to file objection

17. Proceed to hear objections
18. Consider/act of scheduling additional Board of Review date(s)
19. Adjourn (to future date if necessary)

TRANSIT COMMISSION

**Room 2044, 2nd Floor, 106 Jones Street
5:00 P.M.**

1. Call to order
2. Approve minutes of meeting held April 23, 2018
3. Review ridership/financial statistics year to date
4. Update on operating and capital purchase contracts
5. Discuss citizen contacts/complaints
6. Discuss possibility of service within limited area outside city limits
7. Set next meeting date

PUBLIC WORKS COMMISSION

**Room 2044, 2nd Floor, 106 Jones Street
6:30 P.M.**

1. Review & approve a request for solid waste & recycling collections service outside city limits
2. Discuss mowing concern at 1115 S. Third Street
3. Review & approve Wastewater Facility – Compliance Maintenance Annual Report (CMAR) for 2017
4. Review & approve Industrial Wastewater Discharge Permit – Diversey Inc.
5. Review & approve charging permittees for Erosion Control Inspection Consultant fees
6. Review & approve charging permittees for Small Cell Site Consultant fees
7. Review & acknowledge Bicycle & Pedestrian Path Task Force minutes of April 24, 2018

WEDNESDAY, May 23, 2018

NONE

THURSDAY, May 24, 2018

HOUSING AUTHORITY

**Johnson Arms Apt., 1st Floor Community Room, 201 N. Water Street
4:00 P.M.**

1. Call to order
2. Agenda review
3. Tenants/citizens comments (all are limited to 5 minutes)
4. Approval of minutes of the regular March 26, 2018 meeting
5. Financial report & approval of monthly expenditures
6. Executive Director's report
 - a. Resolution #18-01 approve annual/5-year agency plan
 - b. Resolution #18-02 adopt Excess Utility Policy
 - c. Director/maintenance update
 - d. Johnson Arms & Family Site update
7. Old Business – *"NONE - No noticed agenda items (per Wis. Stat. sec. 19.84(2))"*.
8. New Business - *"NONE - No noticed agenda items (per Wis. Stat. sec. 19.84(2))"*.
9. Set next meeting date
10. Adjourn

FRIDAY, May 25, 2018

NONE

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