

CITY OF WATERTOWN MEETING NOTICE

FOR THE WEEK OF: June 5, 2017

REVISED

TO: Daily Times, Alderpersons, Dept. Heads

DATE: June 2, 2017

MONDAY, June 5, 2017

PARKS, RECREATION & FORESTRY COMMISSION

514 S. First Street

4:30 P.M.

1. Call to order
2. Reorganization of the Commission
3. Accept on file and/or Approval of Minutes
 - a. Park & Rec. Commission Minutes from May 1, 2017 meeting
 - b. Senior Center Annual Members Meeting minutes from May 18, 2017 meeting
4. Citizens to be heard
5. Director's Report
 - a. Accept Kiwanis scholarship donation
 - b. Accept CWHCF Grant for scholarship fund
 - c. Update on Micro Park
 - d. Update from Veteran's Council regarding the cannon & placement of future monuments
 - e. Update on the Rock River Disc Golf Club event
 - f. Update on the West Haven park Development survey results
 - g. Department updates
 - i. Spring/summer programming/projects
 - ii. Department events
6. Adjournment

TUESDAY, June 6, 2017

BOARD OF REVIEW

Council Chambers

1:00 P.M.

1. Call to order
2. Roll Call
3. Confirmation of appropriate Board of Review & Open Meeting notices
4. Mayor is Chairperson per Code. Select a Vice-Chairperson for Board of Review.
5. Verify that one or more members have met the mandatory training requirement
6. Verify that the City has an ordinance for the confidentiality of income & expense information provided to the assessor under state law (sec. 70.47(7)(af))
7. Adoption of policy regarding the procedure for sworn telephone testimony & sworn written testimony
8. Adoption of policy regarding the procedure for waiver of Board of Review hearing requests
9. Receipt of the Assessment Roll by clerk from the Assessor
10. Receive the Assessment roll & sworn statement from the clerk
11. Review the 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 the 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 to file an objection when there is good cause
 - b. Any requests for waiver for Board of Review 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)

FINANCE COMMITTEE

Room 2041, 2nd Floor, 106 Jones Street

5:30 P.M.

1. Review & approve budget transfer from Contingent to cover costs of IT Assessment
2. Review & approve mini-van bid for Transit System.
3. Review Carlson Dettman Classification Review - Health Dept. Admin Assistant & make decision
4. Review & approve request from Watertown Historical Society to have the City mow the lawn at the Octagon House Museum
5. Review & approve Ambulance Billing write-offs
6. Review & approve Ambulance Billing Hardship Application
7. Review & approve Budget Amendment & Contract with Maas Brothers Construction Co., Inc. for repair of the Carnegie steps and side monuments at the Library
8. Review & approve custodial hire
9. Review & approve of lighting funding for Gateway Drive (recommendation from Public Works Commission)
10. Review & approve Community Area Networking Study

COMMON COUNCIL MEETING

Council Chambers, 106 Jones Street

7:00 P.M.

Separate Agenda

WEDNESDAY, June 7, 2017

NONE

THURSDAY, June 8, 2017

TOURISM COMMISSION

Room 2044, 2nd Floor, 106 Jones Street

8:00 A.M.

1. Call to order
2. Review & approve May minutes
3. Old business
 - a. Approve Financials
 - b. Marketing Plan
 - i. 2017 Ads
 - ii. Shop local app
 - c. Tourism agreement
 - d. Management fee/rental contract
 - e. Tourism logo
4. New Business
 - a. Manager's Report
 - b. Getaway giveaway Tourism Promotion
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
 - a. Stephanie Pekrul-Nicaragua Literacy Project
3. Appearances
4. Unfinished Business
 - a. Carnegie steps: Maas Bros. bid – Resolution 2017-5
 - b. Update: 110 Year Anniversary
5. Closed Session per Wis. Stat. §19.85(1)(e) to discuss land purchase
6. Reconvene to Open Session
7. New Business
 - a. Jodi Sweeney – Campaign Study
 - b. Resolution 2017-6: \$10,000.00 for Carnegie Steps
8. Approval of consent agenda items
 - a. Minutes
 1. Library Board of Trustees – May 11, 2017
 - b. Committee Reports
 - c. Pre-Approval of Library Expenditures & Finance
 - d. Director's Report
 - e. Personnel/Staffing
 1. Resolution 2017-4 Senior Library Assistant: Circulation/Reference and ILL
9. Adjournment

Next meeting date: Thursday, July 13, 2017, 5:30 P.M.

FRIDAY, June 9, 2017

NONE

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