



Office of the
Clerk
106 Jones Street
PO Box 477
Watertown, WI 53094-0477
(920) 262-4006

June 27, 2025

TO: Members of the Public Safety & Welfare Committee

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

Blocktoberfest from Local Waters to be held on September 20, 2025 in the 1st block of S. 3rd Street from Main Street to Market Street during the hours of 1:00 p.m. to 10:00 p.m. with set up hours starting at 10:00 a.m. and clean up hours until 12:00 a.m.

Total estimated extraordinary charges for this event are \$320.99

Please see estimated extraordinary charges document for details.

Organization needs to submit an updated certificate of insurance (COI) per their lease agreement between Local Waters and the City of Watertown. Recommendation that special event approval be contingent on receiving the updated COI.

Respectfully Submitted,

Megan Dunneisen, City Clerk