

Megan Dunneisen

Subject: FW: Bulk SE permits for BFTS (10/31 list)

From: Stephanie Juhl SJuhl@watertownwi.gov
Sent: Thursday, October 17, 2024 12:37 PM
To: Megan Dunneisen MDunneisen@watertownwi.gov; Kristine Butteris KButteris@watertownwi.gov; Becky Wegner BWegner@watertownwi.gov
Cc: Kristine Zuehlke KZuehlke@watertownwi.gov
Subject: RE: Bulk SE permits for BFTS (10/31 list)

Not right now. It is in each of the permits. I will go thru each one later on and add it. PSW just needs the permits and the list provided I thought at this time.

Thank you! 😊

Steph Juhl

Programming Event Coordinator
City of Watertown

Cell (920) 342-5853
Office (920) 262-8080 x4395



From: Megan Dunneisen <MDunneisen@watertownwi.gov>
Sent: Thursday, October 17, 2024 12:03 PM
To: Stephanie Juhl <SJuhl@watertownwi.gov>; Kristine Butteris <KButteris@watertownwi.gov>; Becky Wegner <BWegner@watertownwi.gov>
Cc: Kristine Zuehlke <KZuehlke@watertownwi.gov>
Subject: RE: Bulk SE permits for BFTS (10/31 list)

None of the other information is complete?

From: Stephanie Juhl <SJuhl@watertownwi.gov>
Sent: Thursday, October 17, 2024 11:51 AM
To: Megan Dunneisen <MDunneisen@watertownwi.gov>; Kristine Butteris <KButteris@watertownwi.gov>; Becky Wegner <BWegner@watertownwi.gov>
Cc: Kristine Zuehlke <KZuehlke@watertownwi.gov>
Subject: RE: Bulk SE permits for BFTS (10/31 list)

I have the events listed in there now. Details for each event will be updated later. The details are on each of the permits I submitted as well. I did not attach permits to the events in the spreadsheet, just listed the events and the dates.

Thank you! 😊

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From: Megan Dunneisen <MDunneisen@watertownwi.gov>
Sent: Thursday, October 17, 2024 11:22 AM
To: Kristine Butteris <KButteris@watertownwi.gov>; Stephanie Juhl <SJuhl@watertownwi.gov>; Becky Wegner <BWegner@watertownwi.gov>
Cc: Kristine Zuehlke <KZuehlke@watertownwi.gov>
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I don't recall us putting the events into the spreadsheet last year. If they could be added to the spreadsheet I created that would be helpful since your department will have more information than we do. This will help us make sure we have all the required information.

Thank you,

Megan

From: Kristine Butteris <KButteris@watertownwi.gov>
Sent: Thursday, October 17, 2024 8:22 AM
To: Megan Dunneisen <MDunneisen@watertownwi.gov>; Stephanie Juhl <SJuhl@watertownwi.gov>; Becky Wegner <BWegner@watertownwi.gov>
Cc: Kristine Zuehlke <KZuehlke@watertownwi.gov>
Subject: Re: Bulk SE permits for BFTS (10/31 list)

Good morning and Happy Friday Eve!

It would work best if we move forward with BFTS events as we did with the 2024 10/31 list? We sent the list to the City Clerk's office where you entered our events into your city spreadsheet off of the information we provided. This then allowed all other departments to approve our events as they would do for all other events.

Would you like us to add the list to the PSW agenda or will you be doing that?

Thank you for all your help with this,

Kristine

From: Megan Dunneisen <MDunneisen@watertownwi.gov>
Sent: Wednesday, October 16, 2024 4:56 PM
To: Stephanie Juhl <SJuhl@watertownwi.gov>; Becky Wegner <BWegner@watertownwi.gov>
Cc: Kristine Butteris <KButteris@watertownwi.gov>; Kristine Zuehlke <KZuehlke@watertownwi.gov>
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I created a spreadsheet in the special events permits – 2025- Town Square called 2025 10-31 list. Could you add the event information there as well to help us make sure we have everything we need.

Thank you,

Megan

From: Stephanie Juhl <SJuhl@watertownwi.gov>

Sent: Wednesday, October 16, 2024 3:37 PM

To: Megan Dunneisen <MDunneisen@watertownwi.gov>; Becky Wegner <BWegner@watertownwi.gov>

Cc: Kristine Butteris <KButteris@watertownwi.gov>; Kristine Zuehlke <KZuehlke@watertownwi.gov>

Subject: Bulk SE permits for BFTS (10/31 list)

Importance: High

Attached are the permits for each grouping of events for 2025. Dana had asked that we group in this fashion. Please advise if you need anything else to accompany this.

Will you be forwarding to PSW?

Thank you! 😊

Steph Juhl

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City of Watertown

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From: Stephanie Juhl

Sent: Monday, October 7, 2024 3:21 PM

To: Kristine Butteris <KButteris@watertownwi.gov>

Subject: 10/31 List Approval

Importance: High

Kristine,

Please look over the packet for the 10/31 list and see if everything lines up correctly.

Thank you! 😊

Steph Juhl

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From: Stephanie Juhl <SJuhl@watertownwi.gov>
Sent: Thursday, October 17, 2024 1:47 PM
To: Megan Dunneisen <MDunneisen@watertownwi.gov>; Becky Wegner <BWegner@watertownwi.gov>
Cc: Kristine Butteris <KButteris@watertownwi.gov>; Kristine Zuehlke <KZuehlke@watertownwi.gov>
Subject: RE: Bulk SE permits for BFTS (10/31 list)

Yes, that is correct.

Thank you! 😊

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From: Megan Dunneisen <MDunneisen@watertownwi.gov>
Sent: Thursday, October 17, 2024 1:44 PM
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Are all of these events city sponsored? Sorry if I already asked that questions.

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