



**TOWN SQUARE PROGRAMMING COMMISSION AGENDA**  
**WEDNESDAY, SEPTEMBER 18, 2024 AT 12:00 PM**  
**514 S. FIRST STREET, BRANDENSTEIN ROOM**

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Virtual Meeting Info: <https://us06web.zoom.us/join> Meeting ID: 563 709 0828 Passcode: 53094 One tap mobile +16469313860

**1. Call to order at 12 Noon**

- In attendance: Hertel, Zimmerman, Bartz, Konz, Kaufmann, Juhl, Butteris by phone

**2. Review and approval of minutes**

A. Town Square Programming minutes from August 21, 2024

- Bartz motioned to approve and Zimmerman 2nd

**3. Review and approval of financial reports**

A. Review and approve: Financial Reports

- Hertel motioned to approve, Kaufmann 2<sup>nd</sup>
  - Discussed adding band shelter cover to capital outlay for 2025

**4. Citizens to be heard**

*Each individual who requests to address the Council will be permitted up to three minutes for their comments.*

- John Kattish in attendance and Tim Sullivan from WDT

**5. Business**

A. Discuss and approve: new concessions in parks fees for 2025 for Beer Vendors

- Discussed that both food and beer vendors suffered from lower sales this year and that it may be hard to get them to return since the profit was considerable smaller this past summer. The decision was to try one more summer to have the current concessions pricing of \$300/\$75 for food vendors and \$250 for the beer sales non-profits through programming of 2025. Zimmerman motioned and Bartz 2<sup>nd</sup>. I will add to the next month's agenda to confirm this IS what we want to do and move forward with the suggestions. Will decide if anything needs to be presented to the parks board.

B. Discuss: Food Truck Frequency for 2025

- Due to the fact that the Monday food trucks have been slow this summer, it was recommended maybe moving to a different day of the week and the change the frequency. Konz recommended doing more partnering with local businesses to encourage said businesses to host appreciation type events with the food trucks in mind while keeping them also open to the public. Zimmerman mentioned maybe just have the trucks present when there are events already happening. Butteris thought we should try again with Monday's and give it one more year. After discussion we will have Monday food trucks with the change of hours and frequency. Monday's from 5-8pm and 2x per month as well as at already schedule events when appropriate.

**6. Event Coordinator's report**

A. Review and Discuss: Coordinators Report

**7. Adjournment**

- Hertel motioned, Zimmerman 2nd

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [mdunneisen@watertownwi.gov](mailto:mdunneisen@watertownwi.gov), phone 920-262-4006*

*A quorum of any City of Watertown Council, Committee, Board, Commission, or other body, may be present at this meeting for observing and gathering of information only*