



**TOWN SQUARE PROGRAMMING COMMISSION Minutes**

**WEDNESDAY, APRIL 16, 2025 AT 12:00 PM**

**514 S. FIRST STREET, WATERTOWN ROOM**

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

All public participants' phones will be muted during the meeting except during the public comment period.

**1. CALL TO ORDER** at 12:05 by Konz

**2. REVIEW AND APPROVAL OF MINUTES**

A. Review and Approve March Minutes – Kauffman motioned; Schneekloth seconded; all approved

**3. REVIEW AND APPROVAL OF FINANCIAL REPORTS**

A. Review and Approve Financial Reports- Zimmerman motioned; Bartz seconded; all approved

**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*

**5. BUSINESS**

A. Welcome Linden

B. Review 2024 PRF Annual Report – no questions or concerns

C. Discuss Private Events – requested to create a flyer for eblast on Chamber site, post on social and talk about at Wake Up Watertown. This will help create awareness that the square is available for rental.

D. Discuss possible date change for meetings-determined we would keep it the same until board is full and time becomes a conflict for anyone.

**6. EVENT COORDINATOR'S REPORT**

A. Event Coordinators Report

B. Updated Calendar of Events

C. Updated Sponsorships and Grants

- discussed current events planned for 2025 so far, new grants and sponsorships acquired, cost on maintenance updates including cover on main structure if we want to continue having bands (it is a necessity), went over sponsorships still needed to have the planned events, and the need for more market vendors. Also went over the details for Birthday Bash and Fire Department Open House.

D. Discuss Specific Topics for Next Month – no specific topics suggested

**7. ADJOURNMENT** – Kauffmann motioned; Schneekloth seconded; all in favor

*Persons requiring other reasonable accommodations for any of the above meetings, may contact the office of the City Clerk at [cityclerk@watertownwi.gov](mailto:cityclerk@watertownwi.gov) phone 920-262-4000*

*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*