

# City of Watertown

Proposed City Council Agenda

City Hall, 20 N Maple

Watertown, South Dakota

June 16, 2025, 5:30 PM



Page

## 1. CALL TO ORDER

## 2. PRAYER

## 3. PLEDGE OF ALLEGIANCE

## 4. ROLL CALL

## 5. ACTION TO APPROVE THE AGENDA

## 6. OPEN FORUM

## 7. CONSENT AGENDA

- |     |                                                                                                                                                                                                                                                                                                                                                                                                                          |         |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| (a) | Approval of the minutes of the Council meeting held on May 27th, 2025 and June 2nd, 2025.<br><a href="#">City Council - May 27 2025 - Minutes</a><br><a href="#">City Council - June 02 2025 - Minutes (Executive)</a><br><a href="#">City Council - June 02 2025 - Minutes</a>                                                                                                                                          | 4 - 10  |
| (b) | Approval of the Election Workers for the School/Municipal Election to be held on June 17th, 2025.<br><a href="#">2025 Election Workers</a>                                                                                                                                                                                                                                                                               | 11 - 12 |
| (c) | Application for a Special Retail On-Sale License to the City of Watertown d/b/a Cattail Crossing Golf Course for the Dakota Tour PRO-AM Golf Tournament at Cattail Crossing Golf Course, 351 S. Lake Drive, from 12:00 PM on Thursday, June 26, 2025 until 9:00 PM on Sunday, June 29, 2025.<br><a href="#">Pro-Am Golf Tournament</a>                                                                                   | 13 - 19 |
| (d) | Authorization to transfer the Event Date of a Special Event Malt Beverage Retailer's License & Special Event Retail Wine License for the Watertown Area Chamber of Commerce d/b/a Watertown Area Chamber of Commerce for the Wine & Beer Walk, 1 East Kemp Ave, Lots 18-20 & 21-22 & N18' E24' Block 4 Original Plat from Thursday, June 5th, 2025 to Thursday, July 24th, 2025.<br><a href="#">Wine &amp; Beer Walk</a> | 20 - 21 |
| (e) | Approval of bid award, via Sourcewell bid, for a new unused Kubota M5-111 Tractor from Eastside Equipment in the amount of \$64,550.64<br><a href="#">Equipment Purchase Street Division</a>                                                                                                                                                                                                                             | 22 - 24 |
| (f) | Approval of a Firework Display Contract Service Agreement with RKM Fireworks Company for the 2025 Fireworks Display and authorization to a Pay 50% Down Payment by Special Check as Required by the Contract.                                                                                                                                                                                                            | 25 - 30 |

[Fireworks Display Contract](#)

- (g) Approval of a Pyrotechnics or Open Flame Permit Application for Fireworks show display at Premier Softball parking lot on July 3rd, 2025. 31 - 33

[Fireworks Permit - Premier Softball](#)

- (h) Approval of a Pyrotechnics or Open Flame Permit Application for Fireworks show display at Anza Soccer field on July 4th 2025. 34 - 35

[Fireworks Permit - Anza Soccer Field](#)

- (i) Authorization for the Interim City Manager to sign the 2025 agreement between SDSU and the City that would allow Watertown Police Department officers to supplement the SDSU Police Department at football games and one music concert fundraiser. 36 - 39

[Agreement with SDSU](#)

**8. PRESENTATIONS & REPORTS**

- (a) Follow-Up Report / Downtown Street Sweeping Discussion

**9. CONTRACTS & CHANGE ORDERS**

- (a) Approval of a Bid Award for Project No. 2523B Sale of Surplus Property 19th Street NE Water Tower Property Southernmost 15' in the Amount of \$6,810 to Lorene Wasland 40 - 43

[Bid Award for Project No. 2523B](#)

**10. ORDINANCE FIRST READINGS**

- (a) First Reading of Ordinance No. 25-07, Amending the Zoning Map of the City of Watertown, SD, for a portion of property to be known as the Replat of Lots 2, 3, and 4 Mancell Second Addition and Lot 5A of Mancell Third Addition from R-1 Single Family Residential District to PUD Planned Unit Development District 44 - 62

[Ordinance No. 25-07](#)

**11. PUBLIC HEARINGS & SECOND READINGS**

- (a) Application for a Special Retail On-Sale License to Watertown Area Chamber of Commerce d/b/a Watertown Area Chamber of Commerce for Cookin' on Kampeska at Stokes Thomas City Park, 90 S. Lake Drive, Govt Lot 1, City Lands 22-117-53 Tax Exempt from 4:00 PM on Thursday, July 17th to 11:00 PM on Saturday, July 19th, 2025. 63 - 67

1. Public Hearing
2. Council Action

[Cookin' on Kampeska](#)

- (b) Second Reading of Ordinance No. 25-06, Zoning Text Amendments to Chapter 21.29 Swimming Pools of the Revised Ordinances of the City of Watertown 68 - 74

1. Public Hearing
2. Council Action

[Ordinance No. 25-06](#)

- (c) Approval of Resolution No. 25-15, Vacation of a portion of the public right-of-way of 4th Street SE between 10th Avenue SE and 11th Avenue SE

75 - 85

1. Public Hearing
2. Council Action

[Resolution No. 25-15](#)

**12. OTHER BUSINESS**

**13. CITY COUNCIL MEMBER ANNOUNCEMENTS AND INTRODUCTION OF TOPICS FOR FUTURE DISCUSSION**

**14. CITY MANAGER REPORT**

**15. EXECUTIVE SESSION PURSUANT TO SDCL 1-25-2**

**16. ADJOURNMENT**

Kristen Bobzien  
Chief Financial Officer

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services. ADA Compliance:

The City of Watertown fully subscribes to the provisions of the Americans with Disabilities Act. If you desire to attend this public meeting and are in need of special accommodations, please notify the City Finance Office 24 hours prior to the meeting so that appropriate auxiliary aids and services are available.

**Watertown**  
**City Council Meeting Minutes**  
**May 27, 2025**

The City Council met in special session at 12:00 PM in the Goss Opera House, 100 E Kemp Ave. Mayor Ried Holien presiding.

Present upon roll call: Alderperson Buhler, Danforth, Jurrens, Peters, Schutte, Tupper and Mayor Holien.

Motion by Buhler, seconded by Schutte, to approve the agenda as presented. Motion Carried.

Mayor Holien called for Open Forum. No comments.

Motion by Buhler, seconded by Danforth, to go in to Executive Session for the purpose of discussing a personnel matter. Motion Carried.

Mayor Holien called the City Council out of Executive Session at 5:50 PM.

Motion by Peters, seconded by Jurrens, to adjourn until 5:30 PM on Monday, June 2<sup>nd</sup>, 2025. Motion Carried.

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

Dated at Watertown, South Dakota, May 27<sup>th</sup>, 2025.

ATTEST:

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Jennifer Collins, Records & Licensing Manager

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Ried Holien, Mayor

**Watertown**  
**City Council Meeting Minutes**  
**June 2, 2025**

The City Council met in special session at 4:00 PM in the City Hall Council Chambers, 23 2ND ST NE. Mayor Ried Holien presiding.

Present upon roll call: Alderperson Danforth, Jurrens, Peters, Schutte, Tupper and Mayor Holien. Absent: Alderperson Buhler.

Motion by Peters, seconded by Tupper, to approve the agenda as presented. Motion Carried.

Mayor Holien called for Open Forum. No comments.

Motion by Tupper, seconded by Danforth, to go in to Executive Session for the purpose of discussing a personnel matter. Motion Carried.

Mayor Holien called the City Council out of Executive Session at 5:06 PM.

Motion by Tupper, seconded by Danforth, to adjourn until 5:30 PM on Monday, June 2<sup>nd</sup>, 2025. Motion Carried.

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

Dated at Watertown, South Dakota, June 2<sup>nd</sup>, 2025.

ATTEST:

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Jennifer Collins, Records & Licensing Manager

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Ried Holien, Mayor

**Watertown**  
**City Council Meeting Minutes**  
**June 2, 2025**

The City Council met in regular session at 5:30 PM in the City Hall Council Chambers, 23 2ND ST NE. Mayor Ried Holien presiding.

Present upon roll call: Alderperson Danforth, Jurrens, Peters, Schutte, Tupper, Buhler and Mayor Holien.

Mayor Holien removed item 9(a) from the agenda: Approval of a Bid Award for Project No. 2523B Sale of Surplus Property 19th Street NE Water Tower Property Southernmost 15" in the Amount of \$6,810 to Lorene Wasland.

Motion by Danforth, seconded by Peters, to approve the agenda as amended. Items approved as part of the consent agenda: minutes of the Council meeting held on May 19th, 2025; approval of the Election Workers for the School/Municipal Election to be held on June 17th, 2025; approval of Faith Kurkowski as a Watertown Regional Library Volunteer; Renewal of Retail (on-off Sale) Malt Beverage & SD Farm Wine Licenses for the Period of July 1, 2025 to June 30, 2026; a business license for The Lounge as a Liquor Establishment (\$75); a Pyrotechnics or Open Flame Permit Application for Fireworks show display at 3121 North Serenity Drive on July 12th, 2025; a business license to Keith Snow d/b/a K&S Construction & Rolloff as a Commercial Garbage Hauler (\$75.00); a Business License to Woodring Plumbing as a Pipe Layer (\$250); a Business License to Woodring Plumbing as a Gasfitting Contractor (\$250) and David Woodring as a Gasfitter (\$75); a Business License to Sentry LLC as a Gasfitting Contractor (\$250) and a transfer of Aaron Schmit's Gasfitter License to Sentry LLC (\$25); Authorization for the Finance Officer to issue a special check in the amount of \$11,282.50 to Growing Solutions, for the Golf Course irrigation system acid injector; approval of bills and payroll and authorization to pay. Motion Carried.

**RETAIL (ON-OFF SALE) MALT BEVERAGE & SD FARM WINE**  
**LICENSE RENEWALS FOR PERIOD JULY 1, 2025 TO JUNE 30, 2026**

1. JCV LLC, La Bodega, 1519 9<sup>th</sup> Ave SE Suite B, Suite B of Lots 4-7 Roby Sudivision

**BILLS:**

|                                                    |          |           |                              |          |           |
|----------------------------------------------------|----------|-----------|------------------------------|----------|-----------|
| #1 WELDING LLC                                     | SERVICE  | 45.00     | LAKE AREA ZOOLOGICAL SOCIETY | REIMB    | 13,729.93 |
| 1889 MEAT CO                                       | SUPPLIES | 360.00    | LAKESHORE LEARNING           | SUPPLIES | 203.44    |
| A & B BUSINESS SOLUTIONS, INC.                     | SERVICE  | 512.36    | LANGUAGE LINE SERVICES, INC. | SERVICE  | 51.00     |
| ABRA AUTO BODY & GLASS - WATERTOWN                 | SERVICE  | 3,214.35  | LATC/CORP ED                 | SERVICE  | 3,450.00  |
| ACTIVE HEATING, INC.                               | SERVICE  | 1,323.41  | LES MILLS US TRADING, INC.   | ADV      | 1,268.20  |
| ADAPCO                                             | SUPPLIES | 20,646.00 | LES SCHWAB TIRE CENTERS      | SERVICE  | 51.99     |
| ADVANCE PROFESSIONAL                               | PARTS    | 34.32     | LEVI PEARSON                 | TRAVEL   | 1,391.41  |
| ADVANTAGE RV'S & TRAILERS INC.                     | SUPPLIES | 1,500.00  | LIGHTHOUSE UNIFORM           | SUPPLIES | 873.25    |
| AGWRX COOPERATIVE - WATERTOWN MAIN                 | SUPPLIES | 274.50    | LOCATORS & SUPPLIES, INC.    | SUPPLIES | 111.82    |
| ALCOPRO                                            | SUPPLIES | 238.75    | LUCAS HOLDINGS LLC           | SUPPLIES | 696.91    |
| ALL-AMERICAN PUBLISHING                            | ADV      | 189.00    | LYNN PEAVY CO.               | SUPPLIES | 256.89    |
| AMAZON CAPITAL SERVICES                            | SUPPLIES | 12,215.17 | MACK CONCRETE & HAULING LLC  | SERVICE  | 2,847.50  |
| AMBULANCE                                          | REIMB    | 973.10    | MACK LANDSCAPING             | SUPPLIES | 2,845.00  |
| AMERICAN FLAGPOLE & FLAG CO.                       | SUPPLIES | 62.65     | MACKSTEEL WAREHOUSE INC.     | SUPPLIES | 80.58     |
| AMERICAN LEGION STATE HEADQUARTERS - EMBLEM SUPPLY | SUPPLIES | 30.00     | MAC'S INC.                   | SUPPLIES | 1,360.77  |
| AMERICAN RED CROSS - TRAINING SERVICES             | TRAINING | 705.00    | MARCO TECHNOLOGIES, LLC      | SERVICE  | 82.49     |

# Agenda Item 7.(a) Approval of the minutes of the Council meeting held on...

|                                      |              |           |                                         |          |              |
|--------------------------------------|--------------|-----------|-----------------------------------------|----------|--------------|
| ANDOR INC.                           | SERVICE      | 6,355.02  | MARSH & MCLENNAN AGENCY LLC             | FEES     | 3,507.15     |
| A-OX WELDING CO, INC.                | RENT         | 73.36     | MARTIN GEIER                            | TRAVEL   | 320.00       |
| AP AUTO PROS, INC.                   | SERVICE      | 1,174.45  | MATHESON TRI-GAS, INC.                  | RENT     | 55.45        |
| APPLE BOOKS                          | SUPPLIES     | 177.55    | MCKEEVER, INC.                          | SUPPLIES | 4,378.76     |
| ASSOCIATED SUPPLY COMPANY            | SUPPLIES     | 941.11    | MCLEOD'S PRINTING & OFFICE SUPPLY       | SUPPLIES | 1,369.79     |
| AT&T MOBILITY                        | SERVICE      | 1,819.20  | MCMASTER-CARR                           | SUPPLIES | 134.89       |
| AURORA WORLD                         | SUPPLIES     | 2,444.76  | MENARD'S                                | SUPPLIES | 7,926.55     |
| AUSTIN SCHMIDT                       | TRAVEL       | 168.00    | MICRO MARKETING ASSOCIATE               | SUPPLIES | 701.02       |
| AUTO VALUE WATERTOWN                 | PARTS        | 713.84    | MICRO-COMM, INC.                        | SERVICE  | 11,020.62    |
| AUTOMATIC BUILDING CONTROLS, INC.    | SERVICE      | 558.00    | MIDWEST ALARM COMPANY, INC.             | SERVICE  | 156.38       |
| B & B IRRIGATION                     | CONCRETE     | 16,590.00 | MIDWEST TAPE                            | SUPPLIES | 177.92       |
| BAKER & TAYLOR                       | SUPPLIES     | 7,086.14  | MIDWEST TURF & IRRIGATION               | SUPPLIES | 2,139.26     |
| BATTERIES UNLIMITED, INC.            | SUPPLIES     | 136.00    | MIDWEST UNDERGROUND                     | PARTS    | 630.12       |
| BLUEPEAK                             | SERVICE      | 8,391.89  | MONOPRICE, INC.                         | SUPPLIES | 217.52       |
| BOLDT CONSTRUCTION                   | SERVICE      | 14,500.00 | MUNICIPAL UTILITIES                     | SERVICE  | 188,278.55   |
| BORNS GROUP                          | POSTAGE      | 2,345.00  | MUTH ELECTRIC, INC.                     | SERVICE  | 145.30       |
| BOUND TREE MEDICAL LLC               | SUPPLIES     | 1,316.85  | NAPA CENTRAL                            | PARTS    | 1,117.29     |
| BRETT EISCHENS                       | TRAVEL       | 114.00    | NATIONAL GOLF GRAPHICS, LLC             | SUPPLIES | 208.00       |
| BRIAN'S GLASS INC.                   | SERVICE      | 510.38    | NATIONAL TACTICAL OFFICERS ASSOC        | DUES     | 16,140.00    |
| BRINKMAN LAND SURVEYING              | SERVICE      | 500.00    | NORTH CENTRAL LABORATORIES              | SUPPLIES | 1,653.61     |
| BUTLER MACHINERY CO INC.             | SERVICE      | 7,846.53  | NORTHERN PLAINS SEAMLESS INC            | SERVICE  | 877.55       |
| C & S PEST CONTROL                   | SERVICE      | 98.00     | NYBERG'S ACE HARDWARE, INC.             | PARTS    | 777.01       |
| CALAMP WIRELESS NETWORKS CORP        | SUPPLIES     | 240.00    | O'CONNOR COMPANY                        | SUPPLIES | 40.00        |
| CAMERON MACK                         | TRAVEL       | 352.00    | OFFICE PEEPS, INC.                      | SUPPLIES | 1,567.59     |
| CAMPSPOT                             | RESERVATIONS | 2,134.30  | OLD DUTCH FOODS, INC.                   | SUPPLIES | 182.70       |
| CARRICO LAW PROF. LLC                | SERVICE      | 12,458.00 | ONE SOURCE                              | SERVICE  | 50.00        |
| CARTNEY BEARING CORPORATION          | SUPPLIES     | 21.70     | O'REILLY AUTO PARTS                     | PARTS    | 289.85       |
| CASHWAY LUMBER INC.                  | SUPPLIES     | 140.05    | OVERDRIVE, INC.                         | SUPPLIES | 1,805.21     |
| CDW GOVERNMENT, INC.                 | SUPPLIES     | 664.16    | PATTI WELLS                             | REIMB    | 205.00       |
| CENTER POINT LARGE PRINT             | SUPPLIES     | 268.26    | PEARSON GOLF MANAGEMENT, LLC            | REIMB    | 14,942.76    |
| CENTRAL SALT, LLC                    | SUPPLIES     | 4,224.51  | PENWORTHY COMPANY                       | SUPPLIES | 104.89       |
| CENTURY BUSINESS PRODUCTS, INC       | SERVICE      | 498.06    | PERMA-BOUND                             | SUPPLIES | 18.87        |
| CENTURYLINK                          | SERVICE      | 167.16    | PIVOTAL HEALTH SOLUTIONS, INC           | SUPPLIES | 40.00        |
| CHAMPION LIGHTING & SUPPLY           | SUPPLIES     | 2,177.95  | PIZZA RANCH                             | SUPPLIES | 192.64       |
| CHEYANNE YURKOVICH                   | TRAVEL       | 10.00     | POLICE PETTY CASH FUND                  | CASH     | 88.20        |
| CHUCK'S LOCK & KEYS                  | SUPPLIES     | 16.50     | POMP'S TIRE SERVICE, INC.               | SERVICE  | 322.06       |
| CINTAS CORPORATION NO. 2             | SERVICE      | 57.69     | PORTER DISTRIBUTING CO.                 | SUPPLIES | 1,590.80     |
| CIVICPLUS                            | SERVICE      | 3,807.53  | POSTY CARDS                             | SUPPLIES | 94.00        |
| COAST TO COAST CALIBRATIONS, INC     | SUPPLIES     | 735.00    | PRINT EM NOW                            | SUPPLIES | 1,062.37     |
| COCA COLA BOTTLING COMPANY           | SUPPLIES     | 3,342.00  | PRO LINE, INC.                          | SUPPLIES | 276.15       |
| CODI MARTIN                          | REIMB        | 180.00    | PRODUCTIVITY PLUS ACCOUNT               | SERVICE  | 3,863.78     |
| CODINGTON CLARK ELECTRIC COOPERATIVE | SERVICE      | 739.03    | PUBLIC SAFETY CADETS                    | DUES     | 325.00       |
| CODINGTON CO REGISTER OF DEEDS       | SERVICE      | 195.00    | QUALITY FLOW SYSTEMS INC.               | SUPPLIES | 16,227.84    |
| CODINGTON CO TREASURER               | SERVICE      | 43.40     | QUESTIONS & SOLUTIONS<br>ENGINEERING    | CONSTR   | 2,051.00     |
| COLE PAPERS                          | SUPPLIES     | 563.31    | RANDALL SUTTEN                          | REIMB    | 387.63       |
| COMMERCIAL CLEANING SERVICES INC     | SERVICE      | 10,657.00 | RANDY SADERGASKI                        | TRAVEL   | 599.77       |
| CONNECTIONS INC EAP                  | SERVICE      | 692.96    | RAY ALLEN MFG, LLC                      | SUPPLIES | 41.98        |
| COUNTY FAIR FOODS                    | SUPPLIES     | 365.42    | RC FIRST AID                            | SUPPLIES | 82.50        |
| COWBOY COUNTRY STORE                 | SUPPLIES     | 50.81     | RC TECHNOLOGIES, INC                    | SERVICE  | 78.20        |
| CRAIG MITCHELL                       | TRAVEL       | 114.00    | RDO EQUIPMENT CO.                       | SERVICE  | 447.91       |
| CREATIVE CONCEPTS, INC.              | SUPPLIES     | 468.30    | REILLY REPAIR INC.                      | SERVICE  | 3,076.79     |
| CREATIVE REWARDS & SPECIALTIES       | SUPPLIES     | 165.00    | RICE LAKE                               | CONSTR   | 3,008,039.41 |
| CREATIVE VISIONS LANDSCAPE & DESIGN  | SERVICE      | 3,899.44  | RINK SYSTEMS, INC                       | SUPPLIES | 505.70       |
| CULLIGAN                             | SUPPLIES     | 466.25    | RJ THOMAS MANUFACTURING CO              | SUPPLIES | 4,722.43     |
| CUTTING EDGE LAWNSCAPES, LLC         | SERVICE      | 300.00    | RJM CONSTRUCTION, LLC                   | CONSTR   | 37,334.67    |
| DAGWOOD'S SUBS                       | SUPPLIES     | 99.95     | ROBERT DARI                             | TRAVEL   | 114.00       |
| DAJ ENTERPRISES LLC                  | SUPPLIES     | 766.00    | RON'S SAW SHOP                          | SUPPLIES | 1,661.25     |
| DAKOTA CUSTOM TURF, LLC              | EQUIP        | 7,770.00  | ROUTEWARE, INC                          | SERVICE  | 7,600.00     |
| DAKOTA PORTABLE TOILETS, INC.        | RENT         | 2,875.00  | ROY'S SPORT SHOP INC.                   | SUPPLIES | 1,708.78     |
| DAKOTA POTTERS SUPPLY, LLC           | SUPPLIES     | 215.00    | RUNNINGS FARM AND FLEET                 | SUPPLIES | 4,862.63     |
| DAKOTA PUMP & CONTROL, INC.          | SERVICE      | 1,205.10  | SAFE-N-SECURE                           | SERVICE  | 3,206.45     |
| DANR                                 | DUES         | 60.00     | SAME DAY EXPRESS, INC.                  | SERVICE  | 340.00       |
| DE LAGE LANDEN PUBLIC FINANCE LLC    | SCOREBOARDS  | 9,511.10  | SANFORD HEALTH OCCUPATIONAL<br>MEDICINE | SERVICE  | 61.00        |
| DEMCO, INC.                          | SUPPLIES     | 639.55    | SANFORD USD MEDICAL CENTER              | SERVICE  | 1,200.00     |

# Agenda Item 7.(a) Approval of the minutes of the Council meeting held on...

|                                                 |          |            |                                            |              |            |
|-------------------------------------------------|----------|------------|--------------------------------------------|--------------|------------|
| DEPENDABLE SANITATION INC.                      | SERVICE  | 6,270.00   | SANITATION PRODUCTS INC.                   | SUPPLIES     | 354.12     |
| DEUTSCH EXCAVATING                              | SERVICE  | 5,500.00   | SCHNEIDER ELECTRIC                         | SERVICE      | 1,750.00   |
| DIAMOND VOGEL, INC                              | SUPPLIES | 5,664.12   | SCHOLASTIC INC.                            | SUPPLIES     | 426.52     |
| DISCOUNT SEEDS, INC.                            | SUPPLIES | 300.00     | SCHOMP'S MECHANICAL SERVICES               | SERVICE      | 297.50     |
| DIVISION OF AGRICULTURAL SERVICES               | DUES     | 35.00      | SCHUMACHER ELEVATOR COMPANY                | SERVICE      | 575.67     |
| DON ROWLAND                                     | TRAVEL   | 54.00      | SCOTT DAVIS                                | TRAVEL       | 106.23     |
| DSR, INC.                                       | SERVICE  | 232.50     | SD DEPT OF ENVIRONMENT & NATURAL RESOURCES | FEES         | 5,907.90   |
| DUANE'S FLOOR COVERING                          | SERVICE  | 8,736.26   | SD DEPT OF TRANSPORTATION                  | CONSTR       | 600.30     |
| DUININCK, INC                                   | CONSTR   | 614,828.73 | SD POLICE CHIEF'S ASSOCIATION              | DUES         | 200.00     |
| EASTSIDE EQUIPMENT LLC                          | EQUIP    | 34,756.55  | SD PUBLIC ASSURANCE ALLIANCE               | SERVICE      | 680.50     |
| ELECTRIC MOTORS & MOORE INC.                    | SUPPLIES | 624.00     | SD SECRETARY OF STATE                      | SERVICE      | 30.00      |
| ELITE DRAIN & SEWER CLEANING LLC                | SERVICE  | 340.00     | SDML WORKERS COMPENSATION                  | SERVICE      | 323,811.00 |
| ELKS LODGE                                      | SERVICE  | 1,007.75   | SDN COMMUNICATIONS                         | SERVICE      | 766.99     |
| ELLWEIN BROTHERS, INC.                          | SUPPLIES | 4,065.90   | SERVICE FIRST FIRE SPRINKLER, LLC          | SERVICE      | 2,474.70   |
| EMS MANAGEMENT & CONSULTANTS, INC               | SERVICE  | 3,180.00   | SETH'S SCAPES, LLC                         | SERVICE      | 1,563.75   |
| ENERGY LABORATORIES, INC.                       | SUPPLIES | 2,031.00   | SIGN PRO                                   | SUPPLIES     | 108.00     |
| ENGELSTAD ELECTRIC                              | SERVICE  | 359.45     | SIGN SOLUTIONS USA, LLC                    | SUPPLIES     | 3,432.41   |
| EUROFINS ENVIRONMENT TESTING NORTH CENTRAL, LLC | SERVICE  | 1,256.00   | SINGREY WELDING                            | SERVICE      | 6,955.35   |
| EXTRA PACKAGING, LLC                            | SUPPLIES | 2,275.10   | SIOUX RURAL WATER SYSTEM                   | SERVICE      | 72.20      |
| FARMERS IMPLEMENT & IRRIGATION                  | PARTS    | 386.22     | SIOUX VALLEY COOP                          | SUPPLIES     | 29,029.00  |
| FASTENAL COMPANY                                | SUPPLIES | 253.48     | SITEONE LANDSCAPE SUPPLY, LLC              | SUPPLIES     | 12,419.24  |
| FEDERAL EXPRESS CORPORATION                     | SHIPPING | 8.01       | SOUTH DAKOTA 811                           | FEES         | 448.20     |
| FERGUSON WATERWORKS #2516                       | SUPPLIES | 3,807.43   | SOUTH DAKOTA MAGAZINE                      | SUBSCR       | 70.00      |
| FIRST NATIONAL BANK OMAHA                       | SUPPLIES | 27,108.65  | SOUTH DAKOTA SHERIFFS' ASSOC               | DUES         | 135.00     |
| FLEETPRIDE, INC                                 | SUPPLIES | 140.73     | STAN HOUSTON EQUIPMENT INC.                | SUPPLIES     | 3,581.62   |
| FORCE AMERICA DISTRIBUTING LLC                  | SUPPLIES | 146.41     | STAR LAUNDRY & CLEANERS, INC.              | SERVICE      | 968.65     |
| GANNETT MEDIA CORP                              | SERVICE  | 3,003.05   | STEIN SIGN                                 | SERVICE      | 270.00     |
| GANNETT TENNESSEE LOCALIQ                       | SERVICE  | 5,329.78   | STEIN'S INC.                               | SUPPLIES     | 124.67     |
| GEMPLER'S                                       | SUPPLIES | 280.56     | STEVE'S WORLD INC.                         | SERVICE      | 1,033.45   |
| GEOTEK ENGINEERING                              | CONSTR   | 14,226.95  | STROMSETH DIRT WORKS LLC                   | SERVICE      | 1,880.00   |
| GOLF GENIUS SOFTWARE, INC                       | SUBSCR   | 50.00      | STUART C. IRBY CO.                         | SUPPLIES     | 205.05     |
| GRAINGER                                        | SUPPLIES | 825.69     | SUTTON LAWN & SNOW LLC                     | SERVICE      | 5,280.00   |
| GROWING SOLUTIONS, INC                          | EQUIP    | 11,282.50  | SWO TAX REVENUE DEPARTMENT                 | DUES         | 100.00     |
| GROWMARK, INC.                                  | SUPPLIES | 167.75     | TEGRA GROUP, INC.                          | SERVICE      | 15,977.00  |
| GUARDIAN ALLIANCE TECHNOLOGIES, INC.            | SERVICE  | 140.00     | THE FIRE GROUP, INC                        | SERVICE      | 435.00     |
| HACH COMPANY                                    | SUPPLIES | 17.20      | THE ORIGINAL MARKETING GROUP               | SERVICE      | 500.00     |
| HALLOCK COMPANY                                 | SUPPLIES | 310.92     | THE TESSMAN COMPANY                        | SUPPLIES     | 13,777.50  |
| HAWKINS INC.                                    | SUPPLIES | 1,905.00   | THOMSON REUTERS - WEST                     | SUBSCRIPTION | 1,240.41   |
| HDR ENGINEERING INC.                            | CONSTR   | 103,258.21 | TIMMONS CONSTRUCTION, INC.                 | CONSTR       | 51,600.00  |
| HELMS & ASSOCIATES                              | CONSTR   | 4,536.88   | TODAY'S BUSINESS SOLUTIONS, INC.           | FEES         | 27.60      |
| HILLYARD / SIOUX FALLS                          | SUPPLIES | 1,903.55   | TRAFFIC CONTROL CORPORATION                | SUPPLIES     | 530.00     |
| HOLIDAY INN                                     | TRAVEL   | 852.00     | TRANSUNION RISK AND ALTERNATIVE            | SERVICE      | 75.00      |
| HOMETOWN BUILDING CENTER, INC.                  | SUPPLIES | 5,091.86   | TREE FARM                                  | TREES        | 14,508.57  |
| HUFF CONSTRUCTION, INC                          | CONSTR   | 282,573.01 | TSP, INC.                                  | CONSTR       | 1,672.43   |
| HUMAN SERVICE AGENCY                            | SERVICE  | 2,500.00   | TWO WAY SOLUTIONS, INC.                    | SERVICE      | 308.99     |
| HY VEE FOOD STORE                               | SUPPLIES | 1,234.48   | TWOTREES TECHNOLOGIES, L.L.C.              | SUPPLIES     | 720.00     |
| IMAGE TREND, INC.                               | SERVICE  | 11,683.80  | TYLER TECHNOLOGIES, INC.                   | SOFTWARE     | 14,260.50  |
| INFO USA MARKETING, INC.                        | SUPPLIES | 897.00     | UNIQUE MANAGEMENT SERVICES, INC.           | SERVICE      | 65.00      |
| INFORMA PRINCETON LLC                           | SERVICE  | 4,800.00   | UNITED STATES GEOLOGICAL SURVEY            | SERVICE      | 6,749.25   |
| INTERNATIONAL ACADEMIES OF EMERGENCY DISPATCH   | DUES     | 46.50      | US BANK ST PAUL                            | DEBT         | 80.00      |
| INTERSTATE COMMERCIAL LAUNDRY, LLC              | SERVICE  | 700.00     | US FOODS - SIOUX FALLS                     | SUPPLIES     | 7,948.95   |
| ISAIAH HALL                                     | TRAVEL   | 220.00     | VAN DIEST SUPPLY CO.                       | SUPPLIES     | 6,167.75   |
| ISTATE TRUCK CENTER, INC.                       | SERVICE  | 77.79      | VAN WALL EQUIPMENT                         | SUPPLIES     | 198.19     |
| ITC, INC                                        | SERVICE  | 523.78     | VERIZON WIRELESS                           | SERVICE      | 668.19     |
| J & B SCREEN PRINTING INC.                      | SUPPLIES | 2,483.75   | VOICE PRODUCTS SERVICE, LLC                | AGREEMENT    | 5,549.51   |
| J H LARSON ELECTRICAL CO.                       | SUPPLIES | 432.64     | WAL-MART                                   | SUPPLIES     | 1,689.51   |
| JACOB JORGENSON                                 | TRAVEL   | 252.00     | WARNE PLUMBING & HEATING                   | SERVICE      | 163.27     |
| JASON RAML TRUCKING                             | SERVICE  | 5,406.25   | WASTEQUIP LLC                              | CONTAINERS   | 74,480.00  |
| JCL - SIOUX FALLS BRANCH                        | SUPPLIES | 178.19     | WATERTOWN AREA CHAMBER OF COMMERCE         | SUBSIDY      | 45,100.00  |
| JEBRO, INC.                                     | SUPPLIES | 4,569.50   | WATERTOWN BOYS AND GIRLS OF WATERTOWN      | SUBSIDY      | 17,043.45  |

## Agenda Item 7.(a) Approval of the minutes of the Council meeting held on...

|                                  |          |           |                                                   |          |           |
|----------------------------------|----------|-----------|---------------------------------------------------|----------|-----------|
| JESSE ALVARADO                   | TRAVEL   | 42.00     | WATERTOWN BUSINESS DISTRICT IMPROVEMENT           | SUBSIDY  | 19,306.98 |
| JOHN DEERE FINANCIAL             | SERVICE  | 1,820.68  | WATERTOWN CONVENTION & VISITORS BUREAU            | SUBSIDY  | 29,000.00 |
| JOHNSON BROS OF SOUTH DAKOTA     | SUPPLIES | 219.80    | WATERTOWN FLOWERS, INC.                           | SUPPLIES | 141.99    |
| JURGENS PRINTING INC.            | SUPPLIES | 189.20    | WATERTOWN FORD                                    | EQUIP    | 46,417.89 |
| JUSTIN LANTGEN                   | REIMB    | 67.92     | WATERTOWN LAWN & GARDEN & SMALL ENGINE REPAIR INC | SUPPLIES | 1,404.96  |
| JUSTIN LAWN & TREE SERVICE, INC. | SERVICE  | 675.00    | WATERTOWN MUNICIPAL BAND                          | SUBSIDY  | 3,125.00  |
| KEITH WITTROCK                   | REIMB    | 390.00    | WATERTOWN WHOLESALE                               | SUPPLIES | 1,186.25  |
| KERRY FRANKLIN TUCKETT           | TRAINING | 2,500.00  | WEATHERGARD ROOFING & CRANE                       | SERVICE  | 5,923.75  |
| KESTELOOT ENTERPRISES, IN.       | EQUIP    | 780.95    | WELLS FARGO FINANCIAL LEASING                     | LEASE    | 3,463.60  |
| KIXX                             | ADV      | 500.00    | WEST RIVER BEVERAGE, INC.                         | SUPPLIES | 469.00    |
| KNO2 LLC                         | SOFTWARE | 1,440.00  | WILD REPUBLIC                                     | SUPPLIES | 6,918.52  |
| KPHR                             | ADV      | 240.00    | WILLIAMS CARPET INC.                              | SERVICE  | 5,069.90  |
| KXLG                             | ADV      | 950.00    | WINDOW PROS                                       | SERVICE  | 204.00    |
| L & R AUTO ACCESSORIES LLC       | PARTS    | 1,890.00  | WW TIRE SERVICE INC.                              | SERVICE  | 1,090.64  |
| L MARQUARDT ELECTRIC INC.        | SERVICE  | 3,330.18  | ZACH ORDAL                                        | TRAVEL   | 286.00    |
| LACAL EQUIPMENT INC.             | EQUIP    | 21,463.72 | ZIEMER LANDSCAPING & LAWN CARE                    | SERVICE  | 4,690.00  |
| LAKE AREA / BIT                  | SERVICE  | 166.88    | ZIP AND STITCH SEWING                             | SERVICE  | 660.00    |
| LAKE AREA DOOR, INC.             | SERVICE  | 3,055.85  |                                                   |          |           |

### PAYROLL:

|                            | Sal                                                                                                                                                              | SS        | Pen       | Ins       |                        | Sal        | SS        | Pen       | Ins       |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------|-----------|------------------------|------------|-----------|-----------|-----------|
| <b>Mayor/CC</b>            | 10,716.25                                                                                                                                                        | 632.91    | -         | -         | <b>Cemetery</b>        | 17,622.06  | 1,307.62  | 697.26    | 1,876.02  |
| <b>City Manager</b>        | 21,239.53                                                                                                                                                        | 1,527.55  | 1,269.57  | 2,807.09  | <b>Animal Cntrl</b>    | 10,251.13  | 748.62    | 610.27    | 1,876.02  |
| <b>Human Resources</b>     | 20,394.07                                                                                                                                                        | 1,457.27  | 1,216.44  | 3,611.90  | <b>Forestry</b>        | 24,744.97  | 1,873.84  | 1,347.13  | 3,338.60  |
| <b>Finance</b>             | 21,690.74                                                                                                                                                        | 1,513.28  | 1,296.64  | 4,906.18  | <b>Library</b>         | 48,549.10  | 3,565.83  | 2,608.28  | 8,632.49  |
| <b>Info Tech</b>           | 26,199.86                                                                                                                                                        | 1,931.05  | 1,562.39  | 3,887.51  | <b>Comm Develop</b>    | 29,678.73  | 2,138.93  | 1,768.72  | 5,623.39  |
| <b>Facilities Maint</b>    | 32,271.01                                                                                                                                                        | 2,205.99  | 1,841.30  | 7,499.41  | <b>Park &amp; Rec.</b> | 256,298.40 | 19,011.41 | 10,833.63 | 29,532.19 |
| <b>Engineer</b>            | 43,940.96                                                                                                                                                        | 3,211.99  | 2,622.06  | 5,959.80  | <b>PLWC</b>            | 77,471.90  | 5,910.35  | 1,999.88  | 6,064.99  |
| <b>Police</b>              | 298,906.41                                                                                                                                                       | 22,019.48 | 23,125.21 | 38,164.47 | <b>E-911</b>           | 64,483.31  | 4,712.22  | 3,866.59  | 10,412.88 |
| <b>Fire</b>                | 284,490.28                                                                                                                                                       | 4,187.92  | 22,164.75 | 49,363.05 | <b>Sewer</b>           | 89,306.03  | 6,548.27  | 5,348.75  | 12,907.68 |
| <b>Public Works</b>        | 4813.60                                                                                                                                                          | 370.52    | 286.42    | 651.35    | <b>Landfill</b>        | 87,278.58  | 6,237.92  | 5,229.46  | 17,951.93 |
| <b>Street</b>              | 81,253.70                                                                                                                                                        | 5,676.24  | 4,700.35  | 18,196.29 | <b>Airport</b>         | 37,590.03  | 2,756.57  | 2,248.21  | 5,816.07  |
| <b>Add'l 8.00 Long</b>     | M. Halfaday (City Hall), J. Petersen (Engineering), A. Buysse, J. Harberts & T. Maertens (Police), J. Ruby (Fire), J. Dailey (Street), M. Brandsrud (Parks)      |           |           |           |                        |            |           |           |           |
| <b>Add'l 8.00 Long</b>     | T. Beutow & T. Wollan (E911), Larry Howard (WWTP), J. Simonton (Landfill), R. Maag (Airport) <b>New Hire Cemetery</b> A. Secrest (14.50/hr)                      |           |           |           |                        |            |           |           |           |
| <b>New Hire Golf</b>       | L. Keller (13.00/hr), B. Blank, G. Neyens, J. Ahmann & M. Thiele (14.00/hr), D. Degen, G. Despiegler, K. Holden & W. Secrest (16.00/hr)                          |           |           |           |                        |            |           |           |           |
| <b>New Hire PLWC</b>       | A. Stidams & S. Labbe (12.00/hr), M. Salzer, A. Klocker, T. VanSickle & J. Hess (13.00/hr), C. Stout (13.50/hr) <b>New Hire Pool</b> M. Grimsrud (14.00/hr)      |           |           |           |                        |            |           |           |           |
| <b>New Hire P&amp;R</b>    | P. Johnson (12.00/hr) <b>New Hire Street</b> R. Lantgen (17.00/hr) <b>Salary Inc Police</b> G. Barthel, C. Cutler, M. Jensen & T. Swenson (40.00/mo cell)        |           |           |           |                        |            |           |           |           |
| <b>Salary Inc Parks</b>    | C. Biever (4,456.40/mo 40/mo cell), C. Mueller (15.50/hr) <b>New Hire Golf</b> A. Martin & J. Christenson (12.75/hr) M. Streier (13.00/hr)                       |           |           |           |                        |            |           |           |           |
| <b>Salary Inc Golf</b>     | J. Christenson (13.50/hr), S. Pearson (14.00/hr), J. Solheim (15.00/hr), M. Thury (15.50/hr), J. Engels & J. Johnson (16.00/hr), T. Wilde (16.50/hr)             |           |           |           |                        |            |           |           |           |
| <b>Salary Inc Pool</b>     | L. Kettwig (12.50/hr), A. Kruger, C. Ofstehage & E. Peterson (13.00/hr), A. Beisch, E. Redfield, K. Woods, L. Haslem & S. Morris (14.00/hr)                      |           |           |           |                        |            |           |           |           |
| <b>Salary Inc Pool</b>     | M. Smunk, J. Pahl & K. Pahl (14.00/hr), S. Stanton & M. Perez-Ramos (14.50/hr), K. Woods (15.00/hr), L. Peterson & J. Lloyd (15.50/hr)                           |           |           |           |                        |            |           |           |           |
| <b>Salary Inc Pool</b>     | R. Rahlf (16.50/hr), M. Falak (21.00/hr), C. Rieffenberger (22.00/hr) <b>Salary Inc PLWC</b> M. Jurgens (16.00/hr) <b>Salary Inc Library</b> M. Bolin (14.70/hr) |           |           |           |                        |            |           |           |           |
| <b>Salary Inc Cemetery</b> | R. Ritter (14.50/hr)                                                                                                                                             |           |           |           |                        |            |           |           |           |

Mayor Holien called for Open Forum. Glenn Vilhauer, State Senator for District 5, addressed the City Council regarding maintaining open lines of communication and stressed his support for maintaining local government control.

Mayor Holien changed the order of the agenda, with the following items to be considered first: 11(a): Transfer of ownership and location of a Retail (on-sale) Liquor License and Video Lottery License from LRC Hospitality LLC d/b/a Harry's to Samantha Schwalm d/b/a The Lounge; 9(b): Approval of a Bid Award for Project No. 2508 Zoo Improvements-Wolf Exhibit to Gray Construction Company in the amount of \$750,000.00; and 11(b) Second Reading of Ordinance No. 25-05, Amending the Zoning Map of the City of Watertown, SD, for a portion of property to be known as the Replat of Lots 2, 3, and 4 Mancell Second Addition from R-1 Single Residential District to R-3 Multi-Family Residential District.

This being the time scheduled for a public hearing on the application for a transfer of ownership and location of a Retail (on-sale) Liquor License and Video Lottery License from LRC Hospitality LLC d/b/a Harry's, 16 W

Agenda Item 7.(a) Approval of the minutes of the Council meeting held on...

Kemp Ave, Parcel I: E25' of Lot 14, Blk 8 of Wtn; & Lot 1 of Monks' Subd of Lots 12, 13 & 14, Blk 8 of Wtn.  
Parcel II: W25' of E50' of Lot 14, Blk 8 of Wtn & Lot 2 of Monks' Subdiv of Lots 12, 13, & 14, Blk 8 of Wtn to Samantha Schwalm d/b/a The Lounge, 21 N Maple, Harper Belatti, Outlout Block 4, Original Plat, the Mayor called for public comment. Hearing no comments from the public, motion by Peters, seconded by Danforth, to approve the transfer as presented. Motion Carried.

Motion by Tupper, seconded by Peters, to approve a Bid Award for Project No. 2508 Zoo Improvements-Wolf Exhibit to Gray Construction Company in the amount of \$750,000.00. Motion Carried.

Ordinance No. 25-05, Amending the Zoning Map of the City of Watertown, SD, for a portion of property to be known as the Replat of Lots 2, 3, and 4 Mancell Second Addition from R-1 Single Residential District to R-3 Multi-Family Residential District, was placed on its second reading and the title was read. This being the time and place for a public hearing on Ordinance No. 25-05, the Mayor called for public comment. Russell Warner, Aaron Hansen and Kari Ness spoke in favor of Ordinance No. 25-05. Ron Deville, Greg Blow, Dan Gabriel and Mark Roby spoke against Ordinance No. 25-05. Hearing no further comments from the public, motion by Tupper, seconded by Danforth, to approve Ordinance No. 25-05 as presented. Upon Roll Call Vote: Voting in Favor of Ordinance No. 25-05: Holien and Tupper. Voting against Ordinance No. 25-05: Danforth, Jurrens, Peters, Schutte and Buhler. Motion Failed.

Ordinance No. 25-06, a Zoning Text Amendments to Chapter 21.29 Swimming Pools of the Revised Ordinances of the City of Watertown was placed on its First Reading and the title was read. No action taken.

This being the time and place for a public hearing on Resolution No. 25-15, Vacation of a portion of the public right-of-way of 4th Street SE between 10th Avenue SE and 11th Avenue SE, the Mayor called for public comment. Hearing no comments from the public, motion by Jurrens, seconded by Danforth to approve Resolution No. 25-15 as presented. Motion by Peters, seconded by Danforth, to suspend Resolution No. 25-15 until the June 16<sup>th</sup>, 2025 City Council Meeting. Motion Carried.

Councilman Tupper announced that there will be a Fireworks Show on July 4<sup>th</sup> at the Anza Soccer Field with a consumer shoot to be held the day before at Premier Softball Field.

Motion by Tupper, seconded by Danforth, to adjourn until 5:30 PM on Monday, June 16<sup>th</sup>, 2025. Motion Carried.

The City of Watertown, South Dakota does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of service.

Dated at Watertown, South Dakota, June 2<sup>nd</sup>, 2025.

ATTEST:

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Jennifer Collins, Records & Licensing Manager

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Ried Holien, Mayor



# City Council

## Agenda Item

**Subject:** Approval of the Election Workers for the School/Municipal Election to be held on June 17th, 2025.

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

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### **BACKGROUND INFORMATION:**

Election Day is June 17th at the Watertown Civic Arena.

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### **FINANCIAL CONSIDERATIONS:**

NA

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### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the list of Election Workers for the School/Municipal Election to be held on June 17th, 2025.

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### **ATTACHMENT(S):**

[Election Board List for City Council Approval](#)

## **MUNICIPAL ELECTION - JUNE 17, 2025 ELECTION BOARD LIST**

### **WARD A:**

|                 |                 |
|-----------------|-----------------|
| Jeanette Mack   | Superintendent  |
| Barb Weber      | Precinct Worker |
| Cami Gottsleben | Precinct Worker |
| Michael Boerger | Precinct Worker |
| Marilyn Henning | Precinct Worker |
| Karen Lauseng   | Alternate       |

### **WARD D:**

|                |                 |
|----------------|-----------------|
| Karen Albright | Superintendent  |
| Gerri Deboer   | Precinct Worker |
| Pam Berg       | Precinct Worker |
| Mark Sanden    | Precinct Worker |
| Gwen Schultz   | Precinct Worker |
| Lynn Osthus    | Alternate       |

### **WARDS B, C & E:**

|                |                 |
|----------------|-----------------|
| Joan Zweg      | Superintendent  |
| Deanna Ward    | Precinct Worker |
| Carina Little  | Precinct Worker |
| Conda Williams | Precinct Worker |
| Barb Formanek  | Precinct Worker |
| Julie Briggs   | Alternate       |

### **ELECTION COUNTING BOARD:**

Kim Stricherz  
Jennifer Collins  
Brianna Goldade  
Emily Forrest

### **ABSENTEE WARD PRECINCT:**

Becky Sprouse  
Susan Peterson  
Connie Cutler  
Andrew Magedanz  
Tracey Witte  
Kelli Fritz



## City Council

### Agenda Item

**Subject:** Application for a Special Retail On-Sale License to the City of Watertown d/b/a Cattail Crossing Golf Course for the Dakota Tour PRO-AM Golf Tournament at Cattail Crossing Golf Course, 351 S. Lake Drive, from 12:00 PM on Thursday, June 26, 2025 until 9:00 PM on Sunday, June 29, 2025.

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

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#### **BACKGROUND INFORMATION:**

Applicant has fulfilled all licensing requirements. Per SDCL 35-4-124, a public hearing is not required for existing alcoholic beverage license holders.

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#### **FINANCIAL CONSIDERATIONS:**

There are no major financial considerations for this item.

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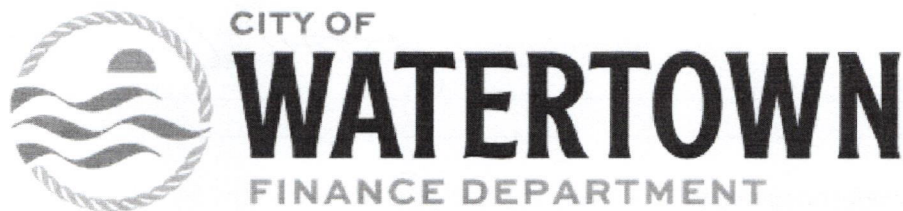
#### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the application for a Special Retail On-Sale License to the City of Watertown d/b/a Cattail Crossing Golf Course for the Dakota Tour PRO-AM Golf Tournament at Cattail Crossing Golf Course, 351 S. Lake Drive, from 12:00 PM on Thursday, June 26, 2025 until 9:00 PM on Sunday, June 29, 2025.

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#### **ATTACHMENT(S):**

[Pro-Am Golf Tournament 2025](#)



## Special Event & Weekly Seasonal Event Alcohol Beverage License Application

1. License Type(s) Requested

|                                     |                                                                            |
|-------------------------------------|----------------------------------------------------------------------------|
| <input type="checkbox"/>            | Special Malt Beverage Retailers License                                    |
| <input type="checkbox"/>            | Specail On-Sale Wine Retailers License                                     |
| <input checked="" type="checkbox"/> | Special On-Sale License                                                    |
| <input type="checkbox"/>            | Special Off-Sale Package Wine Dealers License                              |
| <input type="checkbox"/>            | Special Off-Sale Package Wine Dealers License – Donated Beverages          |
| <input type="checkbox"/>            | Special Off-Sale Package Malt Beverage Dealers License – Donated Beverages |
| <input type="checkbox"/>            | Special Off-Sale Package Dealers License – Donated Beverages               |

2. Name and Description of Special Event CATTAIL CROSSING DAKOTA TOUR  
PRO-AM GOLF TOURNAMENT

3. Event Date(s) and times: June 26<sup>th</sup> 12:00pm - June 29<sup>th</sup> 9:00pm

(Licenses can be issued for a period of time to be established by the Council for a duration of a special event, but not to exceed fifteen (15) consecutive days)

4. Describe Event Location: Cattail Crossing Golf Course  
Event Address: 351 S. Lake Dr. Watertown, SD 57201

5. Event Applicant and Applicant Address: CITY of Watertown: 351 S.  
Lake Dr. Watertown SD 57201

To apply for a Special Event License, you must be one of the following (please check one)

- If Civic, Charitable, Educational or Fraternal: please provide copy of 501(c)(3).

|                                     |                                             |
|-------------------------------------|---------------------------------------------|
| <input type="checkbox"/>            | Civic                                       |
| <input type="checkbox"/>            | Charitable                                  |
| <input type="checkbox"/>            | Educational                                 |
| <input type="checkbox"/>            | Fraternal                                   |
| <input type="checkbox"/>            | Veterans Organization                       |
| <input checked="" type="checkbox"/> | Existing On-Off Sale Malt Beverage Licensee |
| <input type="checkbox"/>            | Existing On-Off Sale Wine Licensee          |
| <input type="checkbox"/>            | Existing On-Sale Liquor Licensee            |

6. Event Coordinator's Name Levi Pearson  
Email: pearson@cattailcrossinggc.com  
Business Ph# 605-882-6262

Agenda Item 7.(c) Application for a Special Retail On-Sale License to th...

7. Name of Entity Serving Alcohol (if not applicant):

CATTAIL CROSSIN GOLF COURSE

8. Method of alcohol consumption:

|                                     |                                                                                           |
|-------------------------------------|-------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | Sold and consumed on site                                                                 |
| <input type="checkbox"/>            | Sold/Auctioned and consumed off site<br>-for example, a winery basket at a silent auction |

9. Estimated number of Participants

150-200

Estimated number of Minors

-0-

Method in which applicants plan to prevent underage consumption:

On-site Staff  
monitoring event & current policy to I.D. any alcohol users  
Wrist bands for non-event participants

\*Thursday Night Live Applicants must use wrist bands as method to prevent underage consumption

10. For outdoor events, please submit a drawing illustration of the event area, including stage/platforms, alcohol serving area(s), food serving facilities, garbage collection receptacles, restroom facilities and other amenities.
11. Post-event clean-up is required prior to vacating the area.
12. **Insurance Requirements:** Per City Ordinance, licensees shall maintain liability insurance in an amount of not less than One Million Dollars (\$1,000,000) for bodily injury, death, disability, and property damage liability during the time the special alcoholic beverage license is in effect. **Licensee shall also maintain Liquor Liability insurance with a limit of not less than One Million Dollars (\$1,000,000) for each occurrence, and if such insurance contains a general aggregate limit, the general aggregate limit shall apply separately or be no less than two times the occurrence limit.** The City shall be named as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the special alcoholic beverage license during the time such license is in effect. The licensee must also agree to indemnify and hold the City of Watertown, its officers, agents, and employees, harmless from and against any and all actions, suits, damages, liability or other proceedings that may arise as the result of the alleged negligence of the applicant and/or that is in any way connected or associated with the event(s) for which any special alcoholic beverage license is issued which do not solely arise from errors or omissions of the City of Watertown, its officers, agents, or employees. **Please submit proof of insurance with your application.**
13. **Fee:** For Special Event Alcoholic Beverage Licenses, a fee of \$300 is required. For Special Weekly Seasonal Alcoholic Beverage Licenses, the fee is \$50/per day of event at one location. If applicable, a \$50 notice of public hearing fee must also be submitted by separate check. Fees are to be made payable to the City of Watertown and must be submitted with your application.
14. **Legal Notice:** For certain applicants, the City of Watertown is required by South Dakota state law to publish a legal notice in the local newspaper at least 7 days prior to City Council action. In order to make publication deadlines, we need your completed application at least 20 days prior to the City Council meeting.

15. **Public Hearing & Council Action:** A public hearing and City Council action is required on all special event alcohol licenses in which the applicant does not hold an existing alcoholic beverage license.

A public hearing *is not* required if the applicant holds an existing alcoholic beverage license per SDCL 35-4-124. City Council action is required, however.

The Watertown City Council meets the first and third Monday of each month. This application will be scheduled only after all required documents are submitted to the Records & Licensing Manager and internal approvals are completed.

16. Miscellaneous Information for City Council Review:

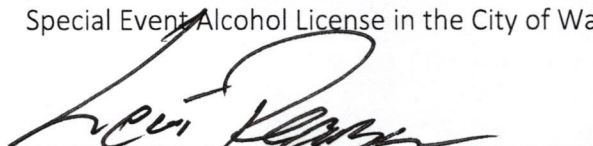
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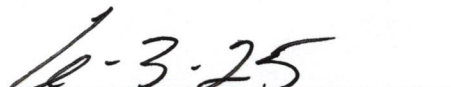
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17. **Certificate:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all requirements for the Special Event Alcohol License in the City of Watertown, SD.

  
Signature

  
Date

Submit completed application to: City Finance Office, Attn: Records/Licensing Manager, PO Box 910, Watertown SD 57201  
Phone# (605) 882-6203 • Fax# (605) 882-6218 • licenses@watertownsd.us

**To Be Completed by Records & Licensing Manager:**

1. Notice of public hearing was published on NA in the Watertown Public Opinion.
2. Public Hearing and/or Council action was held on June 16th, 2025  
The Watertown City Council took action to  
\_\_\_\_\_ Approve  
\_\_\_\_\_ Disapprove license due to \_\_\_\_\_.
3. The following restrictions were imposed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
4. Receipt Number \_\_\_\_\_
5. Special Event License Number \_\_\_\_\_
6. Mailed to applicant on \_\_\_\_\_.
7. Signature of City Manager: \_\_\_\_\_ Date \_\_\_\_\_



# Cattail Crossing GOLF COURSE

clubhouse

CLUB HOUSE

PUTTING GREEN

DRIVING RANGE

PRACTICE AREA



## USGA rules govern all play except where modified by local club rules:

- Please take free relief from staked trees.
- Asphalt roadways and white stakes are out of bounds.
- Large stones within bunkers may be removed to avoid injury or damage.

## All players must:

- Register with clubhouse before each round.
- Keep carts a minimum of 30 feet from tees and greens.
- Not have more than 2 carts or 4 players per group.
- Play ready golf.
- Have a great time!

Playing time is not to exceed 15 minutes per hole, or 4 1/2 hours for 18 holes.

| YELLOW COURSE |     |     |     |     |     |     |     |     |     |       |
|---------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Par           | 1   | 2   | 3   | 4   | 5   | 6   | 7   | 8   | 9   | Total |
| Blue Tees     | 440 | 470 | 395 | 400 | 301 | 365 | 190 | 414 | 419 | 2160  |
| White Tees    | 443 | 468 | 384 | 380 | 280 | 350 | 180 | 388 | 395 | 2028  |
| Gold Tees     | 390 | 420 | 336 | 335 | 265 | 340 | 135 | 365 | 372 | 1733  |
| Red Tees      | 370 | 395 | 311 | 340 | 240 | 310 | 125 | 330 | 340 | 1564  |

| BLUE COURSE |     |     |     |     |     |     |     |     |     |       |
|-------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Par         | 1   | 2   | 3   | 4   | 5   | 6   | 7   | 8   | 9   | Total |
| Blue Tees   | 440 | 470 | 395 | 400 | 301 | 365 | 190 | 414 | 419 | 2160  |
| White Tees  | 443 | 468 | 384 | 380 | 280 | 350 | 180 | 388 | 395 | 2028  |
| Gold Tees   | 390 | 420 | 336 | 335 | 265 | 340 | 135 | 365 | 372 | 1733  |
| Red Tees    | 370 | 395 | 311 | 340 | 240 | 310 | 125 | 330 | 340 | 1564  |

| RED COURSE |     |     |     |     |     |     |     |     |     |       |
|------------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-------|
| Par        | 1   | 2   | 3   | 4   | 5   | 6   | 7   | 8   | 9   | Total |
| Blue Tees  | 440 | 470 | 395 | 400 | 301 | 365 | 190 | 414 | 419 | 2160  |
| White Tees | 443 | 468 | 384 | 380 | 280 | 350 | 180 | 388 | 395 | 2028  |
| Gold Tees  | 390 | 420 | 336 | 335 | 265 | 340 | 135 | 365 | 372 | 1733  |
| Red Tees   | 370 | 395 | 311 | 340 | 240 | 310 | 125 | 330 | 340 | 1564  |

**SOUTH DAKOTA PUBLIC ASSURANCE ALLIANCE**  
(A Local Government Risk Pool)

**MEMORANDUM OF GOVERNMENTAL LIABILITY COVERAGE**

**DECLARATIONS**

Subject to the terms of this **Memorandum** of Governmental Liability Coverage, **we** agree with the **Member** to provide the coverages as stated in this **Memorandum**.

This **Memorandum** of Governmental Liability Coverage is issued under and pursuant to the terms, conditions, covenants and stipulations of the Intergovernmental Contract dated 03/15/2022 between the **Member** stated herein and SOUTH DAKOTA PUBLIC ASSURANCE ALLIANCE (SDPAA) and any amendments thereto. All terms and conditions of said Contract are incorporated herein by reference. In the event that any provision of this **Memorandum** of Governmental Liability Coverage is in conflict with or is inconsistent with the Intergovernmental Contract, the terms and conditions of such Intergovernmental Contract shall prevail and take precedence to the extent of such conflict or inconsistency.

**MEMBER:** City of Watertown  
**MAILING ADDRESS:** PO Box 910  
Watertown, SD 57201

**MEMBER NUMBER:** 173

**COVERAGE PERIOD:** 08/01/2024 - 08/01/2025

Commencing at 12:01 A.M. on the effective date indicated on the Schedule of Coverages until terminated in accordance with the Intergovernmental Contract.

**LIMIT OF COVERAGE:** \$ 5,000,000 per **occurrence**, except:  
**Sublimits:** \$ 5,000 per **occurrence** for Medical Expenses  
\$ 25,000 per **occurrence** for Injunctive Relief  
\$ 5,000 per **occurrence**/5,000 aggregate for Broad Legal Defense  
\$ 100,000 per **occurrence** for Property of Others

**DEDUCTIBLE:** \$ 0 per **occurrence**, except:  
\$ 5,000 per **occurrence** for Injunctive Relief  
\$ 5,000 per **occurrence** for Employment Related Claims

**FORMS ATTACHED:** GL 1025, GL 1075, GL 1100, GL 1150, GL 1400

**THIS MEMORANDUM OF COVERAGE REPLACES ALL PREVIOUSLY ISSUED RISK SHARING CERTIFICATES FOR THIS COVERAGE AND IS NOT IN ADDITION THERETO.**

THESE DECLARATIONS, TOGETHER WITH THE **MEMORANDUM** OF COVERAGE, ANY ENDORSEMENTS AND THE INTERGOVERNMENTAL CONTRACT COMPLETE THE COVERAGE PROVIDED.

Countersigned: July 24, 2024  
Date

By:   
Executive Director

**SCHEDULE OF COVERAGES**

Revised 8/1/2024

| GL Form # | Coverage                                                                                                                                                                                                                                       | Effective Date | Retro Date (if any) | Limit Per Occurrence      | Annual Aggregate | Deductible |
|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------|---------------------------|------------------|------------|
|           | General Liability (including Public Officials)                                                                                                                                                                                                 | 8/1/2024       | 2/1/1991            | \$5,000,000               | -                | \$0        |
|           | Law Enforcement Liability                                                                                                                                                                                                                      | 8/1/2024       | 2/1/1991            | \$2,000,000               | -                | \$3,000    |
|           | Appeal Bonds                                                                                                                                                                                                                                   | 8/1/2024       | 2/1/1991            | Included as Defense Costs | -                | \$0        |
|           | Broad Legal Defense                                                                                                                                                                                                                            | 8/1/2024       | 2/1/1991            | \$5,000                   | \$5,000          | \$0        |
|           | Claims Expenses                                                                                                                                                                                                                                | 8/1/2024       | 2/1/1991            | Included as Defense Costs | -                | \$0        |
|           | Covered Pollution                                                                                                                                                                                                                              | 8/1/2024       | 2/1/1991            | Included                  | -                | \$0        |
|           | Employee Benefit Liability                                                                                                                                                                                                                     | 8/1/2024       | 2/1/1991            | Included                  | -                | \$0        |
| GL 1250   | Damage to Property of Others (Fire Damage Legal Liability)                                                                                                                                                                                     | 8/1/2024       | 2/1/1991            | \$100,000                 | -                | \$0        |
|           | Injunctive Relief                                                                                                                                                                                                                              | 8/1/2024       | 2/1/1991            | \$25,000                  | -                | \$5,000    |
|           | Liquor Liability                                                                                                                                                                                                                               | 8/1/2024       | 2/1/1991            | Included                  | -                | \$0        |
|           | Medical Expenses – GL                                                                                                                                                                                                                          | 8/1/2024       | 2/1/1991            | \$5,000                   | -                | \$0        |
| GL 1200   | Moral Obligation to Pay                                                                                                                                                                                                                        | 8/1/2024       | 2/1/1991            | \$1,000                   | \$2,500          | \$0        |
|           | Post Judgment Interest                                                                                                                                                                                                                         | 8/1/2024       | 2/1/1991            | Included as Defense Costs | -                | \$0        |
|           | Pre-Judgment Interest                                                                                                                                                                                                                          | 8/1/2024       | 2/1/1991            | Included as Defense Costs | -                | \$0        |
|           | Public Health Department                                                                                                                                                                                                                       | 8/1/2024       | 2/1/1991            | Included, limited         | -                | \$0        |
|           | Limited Pollution Liability: including chlorine for water or wastewater treatment or swimming pool maintenance, fire department training, fire departments, pesticides, anti-skid materials, sewer backup, household waste for 90 days or less | 8/1/2024       | 2/1/1991            | Included, limited         | -                | \$0        |

**GIVE WRITTEN NOTICE OF ANY SITUATION  
LIKELY TO RESULT IN A CLAIM HEREUNDER TO**

**SOUTH DAKOTA PUBLIC ASSURANCE ALLIANCE  
C/O CLAIMS ASSOCIATES  
PO BOX 1898  
SIOUX FALLS, SD 57101  
1-888-613-7064**



# City Council

## Agenda Item

**Subject:** Authorization to transfer the Event Date of a Special Event Malt Beverage Retailer's License & Special Event Retail Wine License for the Watertown Area Chamber of Commerce d/b/a Watertown Area Chamber of Commerce for the Wine & Beer Walk, 1 East Kemp Ave, Lots 18-20 & 21-22 & N18' E24' Block 4 Original Plat from Thursday, June 5th, 2025 to Thursday, July 24th, 2025.

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### **BACKGROUND INFORMATION:**

The Special Event Malt Beverage Retailer's License & Special Event Retail Wine License for the Wine & Beer Walk was previously approved at the May 19th, 2025 City Council Meeting. Due to forecasted weather, the Chamber has made the decision to postpone the event until Thursday, July 24th, 2025 from 5:00 PM to 8:00 PM.

---

### **FINANCIAL CONSIDERATIONS:**

There are no major financial considerations for this item.

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### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the transfer of the Event Date of a Special Event Malt Beverage Retailer's License & Special Event Retail Wine License for the Watertown Area Chamber of Commerce d/b/a Watertown Area Chamber of Commerce for the Wine & Beer Walk, 1 East Kemp Ave, Lots 18-20 & 21-22 & N18' E24' Block 4 Original Plat from Thursday, June 5th, 2025 to Thursday, July 24th, 2025.

---

### **ATTACHMENT(S):**

[City Council Letter \(1\)](#)



est. 1914

**SOUTH DAKOTA**

PO BOX 1113 | 1 EAST KEMP AVE  
WATERTOWN, SD 57201

Dear City Council Members,

As you are aware, the start to Thursday Night Live is off to a wet start and we had to cancel our June 5<sup>th</sup> Wine Walk along with TNL, again.

The new date for the event will be Thursday, July 24<sup>th</sup>, 2025 at the same time and location previously arranged. We believe that this adjustment will allow us to provide a safer and more enjoyable experience for everyone involved. I am asking to approve an amendment to our Wine Walk license from June 5<sup>th</sup> to July 24<sup>th</sup> 2025 in hopes of a warmer day.

Thank you for understanding, if you have any questions or concerns, please contact me anytime at 605-886-5814 or [tim@watertownsd.com](mailto:tim@watertownsd.com).

Kind regards,

A handwritten signature in black ink that reads "Tim Sheehan".

TIM SHEEHAN  
PRESIDENT & CEO





# City Council

## Agenda Item

**Subject:** Approval of bid award, via Sourcewell bid, for a new unused Kubota M5-111 Tractor from Eastside Equipment in the amount of \$64,550.64

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### **BACKGROUND INFORMATION:**

The Street Division is requesting that the Council approve the purchase of a new unused Kubota M5-111 tractor, which meets our minimum specifications, from Eastside Equipment via a Sourcewell bid.

---

### **FINANCIAL CONSIDERATIONS:**

The funding for this purchase has been allocated from Account 212-43015-43800 in the amount of \$70,000. This purchase comes in under budget at \$64,550.64, leaving a balance of \$5,449.36.

---

### **OVERSIGHT / PROJECT RESPONSIBILITY:**

Rob Beynon, Street Superintendent

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### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

Staff recommends the approval of this bid award through the following motion:

I move to approve the Street Division to purchase a new unused Kubota M5-111 Tractor from Eastside Equipment through a Sourcewell bid, in the amount of \$64,550.64.

---

### **ATTACHMENT(S):**

[Eastside Equipment Proposal 5-27-25](#)

-- Customer Information --  
Wicks, Aaron  
43097  
City of Watertown  
awicks@watertownsd.us  
605-882-6207

Quote Provided By  
EASTSIDE EQUIPMENT  
Johnny Rider  
2820 17TH AVENUE SE  
WATERTOWN, SD 57201  
email: sales@eastsidesd.com  
phone: 6057539897  
-- Custom Options --

-- Standard Features --



M Series

M5-111HDC12-1

4WD, HYDRAULIC SHUTTLE TRANSMISSION & ROPS

\*\*\* EQUIPMENT IN STANDARD MACHINE & SPECIFICATIONS \*\*\*

DIESEL ENGINE

Kubota V3800 Direct Injection  
3.8L (230 cu. In.) 4 Cyl  
EPA Tier 4 Final Compliant  
Common Rail Electronic Fuel Injection  
Electronic Engine Management  
Turbocharged  
w/Wastegate and Intercooled  
Fuel Tank Capacity: 27.7 Gal  
60 Amp Alternator ROPS  
80 Amp Alternator Cab  
12V 900 CCA Battery  
SAE Gross HP: 105.6  
Engine Net HP: 100  
Max . PTO HP: 89  
Cab @ 2600 Engine RPM  
ROPS @ 2400 Engine RPM

TRANSMISSION

8F/8R Two Range, 4-Speed  
12F/12R Two Range, 6-Speed  
540/540E  
24F/24R Two Range, 6-Speed Hi/Lo  
540/540E  
24 speed on M5-111 only  
Auto 4WD Function  
Electro-Hydraulic Shuttle Shift  
Clutch - Multi Plate Wet  
Planetary Final Drives  
Hydraulic Wet Disc Brakes

FRONT AXLE

Hydrostatic Power Steering  
2WD: Tubular Steel Beam Telescoping  
4WD: Cast Iron, Bevel Gear 55 deg  
Planetary Final Drives  
Adj. (Rim) Tread Spacing

EXHAUST EMISSION CONTROL TYPE

DPF System (Diesel Particulate Filter)  
SCR System

FLUID CAPACITY

Fuel Tank Capacity: 27.7 gal  
DEF Tank Capacity: 3.2 gal  
Cooling System: 11 qts  
Crankcase: 11.3 qts  
Hydraulics/Trans: 15.85 gal

HYDRAULICS / HITCH / DRAWBAR

Open Center Gear Pump  
Max. Flow @ Rated Engine Speed: ROPS:  
2400 rpm  
Cab: 2600 rpm  
Power Steering: 5.4 gpm  
Impl. Flow ROPS: 15.9 gpm  
Impl. Flow Cab: 17.0 gpm  
Total Flow - ROPS: 21.3 gpm  
Total Flow - Cab: 23.1 gpm

INSTRUMENTS

LCD readout for MPH and PTO rpm  
RPM Memory  
Tachometer/Hour meter  
Oil Pressure  
Fuel Gauge  
Coolant Temperature  
Gear Speed Digital Light Indicator  
Digital Light Indicator F/R Direction

REMOTE VALVES

(1) SCD (Self Canceling Detent)  
(1) FD (Float Detent) on -1 models (2 Total standard)

ULTRA GRAND CAB II

4-post, ROPS Certified  
RH & LH Doors  
Tinted Glass Doors and Windows  
In-roof window  
Tilt Steering Wheel  
Dual Level Air Conditioning & Heater  
Front and Wiper/Washer  
Front Sun Visor  
Retractable Seat belt  
LH & RH Side Mirrors  
Radio Ready Cab  
Steps, Left and Right Side  
Interior Dome Light  
12V - 30-Amp 2 Wire Coupler  
12V - 3 Pin 30-Amp Coupler  
12V - Outlet  
Cup Holder  
Instructor Seat Ready  
Horn

3 POINT HITCH & DRAWBAR

Cat II 3-point Hitch  
8 Speed Models  
@ Lift Points: 7055 lbs  
(ASAE) @ 24" Behind: 5181 lbs  
12/24 Speed Models  
@ Lift Points: 8600 lbs  
(ASAE) @ 24" Behind: 7275 lbs  
2 External Lift Cylinders  
Telescoping Lower Links  
Stabilizers  
Swinging Drawbar - Straight

POWER TAKE OFF (540)

Live-Independent Hyd. PTO  
SAE 1 3/8" Six Splines  
540 rpm @ 2205 Eng. rpm  
540 rpm @ 2035 Eng. rpm 12/24 speed  
540E\* @ 1519 Eng. rpm  
\* if equipped 12/24 Standard

SAFETY EQUIPMENT

Flip-Up PTO Shield

|                           |                    |
|---------------------------|--------------------|
| M5-111HDC12-1 Base Price: | \$80,113.00        |
| <u>Configured Price:</u>  | <u>\$80,113.00</u> |
| Sourcewell Discount:      | (\$17,624.86)      |
| <u>SUBTOTAL:</u>          | <u>\$62,488.14</u> |
| Factory Assembly:         | \$325.00           |
| Dealer Assembly:          | \$0.00             |
| Freight Cost:             | \$737.50           |
| PDI:                      | \$400.00           |
| Radio / Block heater      | \$600.00           |

Total Unit Price: \$64,550.64

Quantity Ordered: 1

Final Sales Price: \$64,550.64

Purchase Order Must Reflect Final Sales Price.

To order, place your Purchase Order directly with the quoting dealer

LIGHTING

2 Headlights - Tail lights

4 Side Marker Lights w/ Turn Signals

2 Grille Mounted Worklights

2 Front Cab Halogen Worklights

2 Rear Halogen Worklights

Electric Key Shut Off

Parking Brake

Turn Signals

SMV Sign

7-Pin Electrical Trailer Connector

Agenda Item 7 (c) Approval of bid award, via Sourcewell bid, for a new u...

SELECTED TIRES

sub337

FRONT - 320/85R24 R1W GOODYEAR OPTRAC

REAR - 420/85R34 R1W ALLIANCE 385 RADIAL

**\*Some series of products are sold out for 2022. All equipment specifications are as complete as possible as of the date on the quote. Additional attachments, options, or accessories may be added (or deleted) at the discounted price.** All specifications and prices are subject to change. Taxes are not included. The PDI fees and freight for attachments and accessories quoted may have additional charges added by the delivering dealer. These charges will be billed separately. Prices for product quoted are good for 60 days from the date shown on the quote. All equipment as quoted is subject to availability.

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198.143.32.54



# City Council

## Agenda Item

**Subject:** Approval of a Firework Display Contract Service Agreement with RKM Fireworks Company for the 2025 Fireworks Display and authorization to a Pay 50% Down Payment by Special Check as Required by the Contract.

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### **BACKGROUND INFORMATION:**

This Service Agreement is for the 2025 Fireworks Display

---

### **FINANCIAL CONSIDERATIONS:**

Total Budget for the Display is \$40,000.

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### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to Approve the Firework Display Contract Service Agreement with RKM Fireworks Company for the 2025 Fireworks Display and authorization to Pay a 50% Down Payment by Special Check as Required by the Contract.

---

### **ATTACHMENT(S):**

[Fireworks Display Contract](#)



Firework Display Contract Service Agreement

This contract is between RKM Fireworks, Inc. (herein referred to as “RKM”), a Michigan based company with its principal place of Business at 27383 May Street Edwardsburg, MI 49112 and

Name of Sponsoring Organization: City of Watertown  
Sponsor Contact Name: Randy Tupper  
Mailing Address of Sponsor:   
Email Address of Sponsor: Rtupper@watertownsd.us Sponsor Phone: 605-881-2199

Billing Contact Name: City of Watertown  
Billing Address:   
Billing Email Address: Rtupper@watertownsd.us Billing Phone: 605-881-2199

RKM will supply the professional fireworks display including all necessary fireworks materials, equipment, and personnel in accordance with the specifications agreed to by the parties.

1. Display(s)

| Display Date              | Rain Date | Total Budget | Deposit Amount | Deposit Due Date |
|---------------------------|-----------|--------------|----------------|------------------|
| July 4 <sup>th</sup> 2025 | NONE      | 40,000       |                |                  |
| Location                  |           |              |                |                  |

2. Contract Period:

This contract is for the 2025 fireworks display.

3. Budget:

If a budget larger than that listed under section 1 is available; additional fireworks will be added to increase the size and dramatic impact of the display.

4. Payment(s):

Deposits of 50% are due 90 days prior to each display date. If the contract is entered into less than 90 days prior to the display, a deposit of 50% is due upon entering into this contract. Full payment is due 5 days prior to each display date. The display shall not be fired until payment in full is made, or other arrangements confirmed.  
An invoice for the balance owed total budget will be sent after the display.



## **5. Licenses & Insurance:**

RKM shall carry and maintain applicable licenses, permits, and insurance policies including general liability, auto, and workers' compensation as required by law to conduct professional fireworks displays. RKM shall supply a certificate of general liability insurance in the amount of \$10,000,000. All those entities/individuals who appear on the certificate of insurance shall be deemed an additional insured per this contract.

## **6. Permits:**

RKM will provide the state display permit. The sponsor agrees to provide any and all other necessary permits for the fireworks display as described in this contract. In the event that the Authority Having Jurisdiction (AHJ) will not sign the display permit, for the firework display as described in this contract, then RKM will not be obligated to provide the firework display as described in this contract.

## **7. Inclement Weather:**

RKM will make every attempt to execute all fireworks displays as scheduled. RKM reserves the right to postpone a display for safety hazards caused by inclement weather. The Sponsors shall cover the additional costs reasonably incurred by shooting the display on a mutually agreed upon alternate date. The additional cost for shooting the display on an alternate date shall not exceed 10% of the display budget. The alternate date must fall within 90 days of the original display date or the display is subject to permanent cancellation.

## **8. Cancellation:**

The following fees schedule will apply should the Sponsors elect to cancel a display included in this contract. Cancellation 90 or more days prior to display date shall result in a cancellation fee of 10%. Cancellation within 90 days of the display date shall result in a cancellation fee of 25%. Cancellation within 5 days of the display date shall result in a cancellation fee of 50%. Displays postponed due to inclement weather not rescheduled for a date within 90 days following the original display date are subject to a cancellation fee of 50%.

## **9. Safety & Workflow:**

NFPA 1123: Code for Fireworks Display shall be followed at all times. All work shall be performed in a thoroughly workmanlike manner and in accordance with the highest standards of quality for such work. RKM personnel shall wear identifying name badges or shirts while working on site. Under no circumstances shall any person under the influence of drugs or alcohol be allowed within the setup area. Following the display RKM will inspect the fallout area for unexploded items or other hazards resulting from the fireworks display. The Sponsor(s) shall conduct a final inspection of the display fallout area the morning following the display.

## **10. Security:**

The Sponsors and RKM will share responsibility ensuring that no unauthorized person enters the display setup area unless the person is escorted by, and supervised by a member of the fireworks setup crew. During the display, the Sponsors agree to furnish police and/or crowd security persons, ensuring adequate patrol of the fallout area until RKM advises that security is no longer necessary. RKM reserves the right to pause the display in the event that unauthorized persons enter the secured fallout area.



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**11. Marketing:**

RKM may use public displays for promotional use, including but not limited to videotaping and providing invitations to current and/or potential customers to view the display setup site and the fireworks display. For private displays, RKM will seek approval from Sponsors before making such invitations.

**12. Force Majeure:**

RKM will take all reasonable steps to complete its obligations under this contract. However, RKM shall not be held responsible for failure to perform its obligations under this contract if such failure is a result of an act of God including extreme weather, natural disaster, terrorism, war, or any extraordinary circumstance beyond its control.

**13. Hold Harmless:**

RKM agrees to indemnify and hold harmless the Sponsors, their agents and employees, against any and all liability claims, damages, losses, expenses and costs, including attorney fees that arise out of the display(s) which are the subject of this contract. The Sponsors agree to give the RKM prompt notice of any claims or demands and to cooperate with the RKM or its successors in interest or assigns, if any, in the defense of any such claims and/or demands.

The Sponsors agree to indemnify, and hold RKM harmless against any and all liability claims, damages, losses, expenses and costs, including attorney fees that arise out of the display(s) which is subject of this contract except for liability which is due solely to negligence on the part RKM.

**14. Terms & Conditions:**

This agreement shall be governed by and construed in accordance with the laws of the state of Michigan. [This agreement is non-binding irrespective of endorsement until a deposit \(as per section 4\) has been satisfied and notice presented by RKM.](#)



### **Display Coordination Contact**

Please provide information for a primary contact person who can be reached on the date of your event. This will help to ensure smooth and accurate execution of your display.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Work Phone

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Email Address



Contract accepted on behalf of Sponsor(s)

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Please Print Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Please Print Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Please Print Title

\_\_\_\_\_  
Date

Contract accepted on behalf of RKM

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
Please Print Name

\_\_\_\_\_  
Please Print Title

\_\_\_\_\_  
Date



# City Council

## Agenda Item

**Subject:** Approval of a Pyrotechnics or Open Flame Permit Application for Fireworks show display at Premier Softball parking lot on July 3rd, 2025.

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### **BACKGROUND INFORMATION:**

This has been an annual fireworks show at this address.

---

### **FINANCIAL CONSIDERATIONS:**

There is no financial considerations

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### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve a Pyrotechnics or Open Flame Permit Application for Fireworks show display at Premier Softball parking lot on July 3rd, 2025.

---

### **ATTACHMENT(S):**

[July 3rd Anza Fireworks permit](#)



**Watertown Fire Rescue  
Fire Prevention Division  
Pyrotechnics or Open Flame  
Permit Application**

Permit No. \_\_\_\_\_ App. Date: \_\_\_\_\_  
Receipt No. \_\_\_\_\_ Issue Date: \_\_\_\_\_  
Fee: \$ \_\_\_\_\_ Approved By: \_\_\_\_\_

**Applicant's Information**

Name/Business: City of Watertown  
Address: 20 N Maple St  
Watertown, SD 57201  
Phone No.: 605-882-6205

**Person in Charge of Display**

Name/Business: Randy Tupper  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone No.: \_\_\_\_\_

**Discharge Location**

Name/Business: Premiere Golfball  
Address: \_\_\_\_\_  
Watertown, SD \_\_\_\_\_  
Phone No.: \_\_\_\_\_

**Description of Activity (in detail)**

Consumer Shoot  
☒ Pyrotechnics ☐ Open Flame

**Insurance Company**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone No.: \_\_\_\_\_

**Date and Time of Display**

Start Date and Time: 6-3-25  
Finish Date and Time: 7-11 PM

**Type of Display**

- ☐ Aerial Show ☐ With Class C/Division 1.4 ☐ With Class B/Division 1.3  
☐ Ground Display ☐ With Class C/Division 1.4 ☐ With Class B/Division 1.3  
☒ Outdoor (see note below) ☐ Film or Stage Use ☐ Concert ☐ Public Show ☐ Private Show  
☐ Indoors ☐ Film or Stage Use ☐ Concert ☐ Public Show ☐ Private Show

**NOTICE**

To help prevent confusion with citizens calling for emergency services during the time of outside pyrotechnic (fireworks) display, please call Watertown Police Department Dispatch (882-6210) and inform them that you have a permit to discharge fireworks and state the time, location of discharge, and permit number. The permitted work as described herein shall meet the current requirements of the fire code.

**Outdoor Displays**

In accordance with City of Watertown fire code, standby personnel and equipment may be required based on potential fire conditions and weather conditions both prior to and on the day of display/discharge. Should standby be deemed necessary, cost associated with standby will be billed to, and shall be paid by, the permittee. Watertown Fire Rescue reserves the right to cancel permits based on fire potential, given determining factors such as atmospheric and foliage conditions.

**Applicant**

I, the undersigned, do hereby affirm that the statements contained on this form are true and correct. I further agree to comply with the provisions of applicable ordinances of the City of Watertown and all other requirements of this application. In addition, it is understood that the installation of permitted items shall be made only by persons properly trained and qualified to install and discharge the specific items being provided. The installer certifies to this authority that the installation and discharge is in complete agreement with the terms of the listing and manufacturer's instructions and/or approved requirements.

Furthermore, I accept responsibility for costs associated with standby personnel and equipment, when required, that may be needed to conduct the display as noted on this permit application.

**NO WORK SHALL COMMENCE WITHOUT AN  
APPROVED PERMIT ISSUED BY THE FIRE  
PREVENTION DIVISION AND PAYMENT TO  
WATERTOWN FIRE RESCUE**

Signature: Randy Tupper  
Name (print): Randy Tupper  
Title: Permittee  
Representing: City of Watertown

## Fee Calculation Schedule

### Pyrotechnics or Open Flame Permit Application

| Description                                                                                                                               | Unit Fee  | Subtotal |
|-------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|
| 1. Pyrotechnics                                                                                                                           | \$ 100.00 |          |
| 2. Open Flame                                                                                                                             | \$ 100.00 |          |
| Plus cost associated with required standby personnel and/or Fire Rescue equipment: Please see technical clerk for cost breakdown and fees |           |          |
| 3. Standby Charges/Fees (if known)                                                                                                        |           | \$0.00   |
| 6. Sales Tax (6.5%)                                                                                                                       |           | \$0.00   |
| 7. <b>Grand Total</b>                                                                                                                     |           | \$0.00   |

The Watertown Fire Department has reviewed this permit application and hereby recommends its issuance.

---

Watertown Fire Department

#### AUTHORIZATION

Pursuant to §13.0303 of the Revised Ordinances of the City of Watertown and pursuant to authorization by the Watertown City Council, I, Ried Holien, Mayor of the City of Watertown, hereby authorize and issue this Permit to Discharge Fireworks by the person or entity named above, at the time and in the manner described herein.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

---

Ried Holien, Mayor

Fire Prevention Division  
Watertown Fire Rescue  
129 1st Ave NW  
Watertown, SD 57201

(605) 753-3368  
[firepermits@watertownfirerescue.com](mailto:firepermits@watertownfirerescue.com)

Sheet 2 of 2  
Rev 06/26/2023



# City Council

## Agenda Item

**Subject:** Approval of a Pyrotechnics or Open Flame Permit Application for Fireworks show display at Anza Soccer field on July 4th 2025.

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### **BACKGROUND INFORMATION:**

This has been an annual fireworks show at this address.

---

### **FINANCIAL CONSIDERATIONS:**

There is no financial considerations.

---

### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve a Pyrotechnics or Open Flame Permit Application for Fireworks show display at Anza Soccer field on July 4th 2025

---

### **ATTACHMENT(S):**

[City 4th of July Fireworks Display](#)

# FIREWORKS SHOW PERMIT

Name of Applicant: RKM Fireworks Co.

Address: 45788 US Hwy 212

Phone #: 269-663-6110

Responsible Person / Pyrotechnician Firing the Show:

Name: Jeff Bendix

Address: 3121 North Serenity Dr Watertown

Phone #: 605-868-7806

Drivers License or Social Security #: 00589 879

Fireworks Show Date: July 4th Time: 10:00pm Duration: 25 hrs 30 minutes

Description of Event: City 4th of July Display

Location of Show: Soccer complex

(In compliance with NFPA1123, Chapter 5 on Display Site Selection, attach an aerial/satellite map with shown distances required.)

Type of Fireworks: ☒ 1.4G Consumer Fireworks Discharge (Regulated by NFPA1124)

☒ 1.3G Display Fireworks Display (Regulated by NFPA1123)

(If 1.3G Display attach copy of ATF License or ATF Employee Possessor Letter of Clearance.)

(For all shows attach list of fireworks that will be used.)

☒ Public Show ☐ Private Show

(If a Public Show attach Insurance Certificate for the Event to this application. Permits shall require applicants to offer proof of a valid liability insurance policy of at least one million dollars (\$1,000,000.00) naming the City of Watertown and/or Codington County as an additional insured. This policy must be in full force and effect for the entire period of this permit.)

I affirm and warrant that the above information is true and correct and that I am knowledgeable and will comply with the appropriate standards of NFPA1124 or NFPA1123, whichever applies to this event.

Dated this 5 day of June, 2025

James Kearney-Thom

Applicant Name Printed

[Signature]

Applicant Signature

The above address is within the \_\_\_\_\_ Fire Department's Fire District. The \_\_\_\_\_ Fire Department has reviewed this permit application and hereby recommends its issuance.

[Signature]  
Fire Chief

Pursuant to authorization by the Codington County Board of Commissioners, I \_\_\_\_\_, Chairman, hereby authorize and issue this Permit to Discharge / Display fireworks in Codington County, by the person or entity named above at the time and manner described herein. Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Chairman - Codington County Commissioners

Pursuant to authorization by the Watertown City Council, I \_\_\_\_\_, Chairman, hereby authorize and issue this Permit to Discharge / Display fireworks inside the Watertown City Limits, by the person or entity named above at the time and manner described herein. Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Chairman - Watertown City Council

(NOTE: In accordance with the local fire department, standby personnel and equipment may be required based on potential fire conditions and weather conditions both prior to and on the day of Display / Discharge. Should standby be deemed necessary, cost associated with standby will be billed to, and shall be paid by, the permittee. We reserve the the right to cancel permits based on fire potential, and given determining factors such as atmospheric and foliage conditions.)



# City Council

## Agenda Item

**Subject:** Authorization for the Interim City Manager to sign the 2025 agreement between SDSU and the City that would allow Watertown Police Department officers to supplement the SDSU Police Department at football games and one music concert fundraiser.

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

**BACKGROUND INFORMATION:**

See attached draft agreement.

---

**FINANCIAL CONSIDERATIONS:**

SDSU will reimburse the City of Watertown at a rate of \$75.43 per hour for each Police Officer provided to assist with security.

---

**STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the authorization for the Interim City Manager to sign the 2025 agreement between SDSU and the City that would allow Watertown Police Department officers to supplement the SDSU Police Department at football games and one music concert fundraiser.

---

**ATTACHMENT(S):**

[WPD-SDSU Athletics 2025](#)

CITY OF WATERTOWN  
SERVICE CONTRACT

This Agreement made and entered into by and between the City of Watertown, South Dakota, Watertown Police Department, of 128 N Maple Street, Watertown, South Dakota 57201 (the “WPD”) and State of South Dakota State University, 1451 Stadium Road, Brookings, South Dakota 57007 (the “University”).

The WPD hereby enters into this Agreement for services with University in consideration of and pursuant to the terms and conditions set forth herein.

1. If requested by the University, and dependent upon the availability of WPD Officers, the WPD will provide Police Officers to assist with additional security for the University’s at home football games. WPD Police Officers shall be under the direction of the University while performing their assigned duties.

2. The WPD services under this Agreement shall commence on August 28, 2025 and end on December 15, 2025, unless terminated sooner pursuant to the terms hereof.

3. The University will reimburse the City of Watertown at a rate of \$75.43 per hour for each Police Officer provided to assist with security.

4. The Parties agree to report to each other any event encountered in the course of performance of this Agreement which results in injury to the person or property of third parties, or which may otherwise subject University or the WPD to liability. The Parties shall report any such event to each other immediately upon discovery.

The Parties’ obligation under this section shall only be to report the occurrence of any event to each other and to make any other report provided for by their duties or applicable law. The Parties’ obligation to report shall not require disclosure of any information subject to privilege or confidentiality under law (e.g., attorney-client communications).

The WPD shall be considered the “deploying agency” and the University shall be considered the “requesting agency” under SDCL §34-48-11. While a law enforcement officer of the WPD is assigned to temporary duty to the University, any liability that accrues while performing the duty is the responsibility of the University as the requesting agency and not WPD as the deploying agency.

5. This Agreement may be terminated by either party hereto upon thirty (30) days written notice.

6. This Agreement may not be assigned without the express prior written consent of the other party. This Agreement may not be amended except in writing, which writing shall be expressly identified as a part hereof and be signed by an authorized representative of each of the parties hereto.

7. This Agreement shall be governed by and construed in accordance with the laws of the State of South Dakota, exclusive of its choice of law provisions. Any lawsuit pertaining to or affecting this Agreement shall be venued in Circuit Court, Third Judicial Circuit, Brookings County, South Dakota.

8. Parties will comply with all federal, state and local laws, regulations, ordinances, guidelines, permits and requirements applicable to performance of this Agreement, and will be solely responsible for obtaining current information on such requirements.

9. Both parties agree to provide services covered by this contract without regard to race, color, sex, religion, national origin, creed, marital status, age, or disability as prohibited by state or federal law.

10. Any notice or other communication required under this Agreement shall be in writing and sent to the addresses set forth above. Notices shall be given by and to **Tim Toomey, Watertown Chief of Police, on behalf of the WPD, and by Tim Heaton on behalf of the South Dakota University**, or such authorized designees as either party may from time to time designate in writing. Notices or communications to or between the parties shall be deemed to have been delivered when mailed by first class mail, provided that notice of default or termination shall be sent by registered or certified mail, or, if personally delivered, when received by such party.

11. In the event that any court of competent jurisdiction shall hold any provision of this Agreement unenforceable or invalid, such holding shall not invalidate or render unenforceable any other provision hereof. Failure to strictly enforce any provision of this Agreement shall not constitute a waiver of any right, responsibility or provision contained herein.

12. All other prior discussions, communications and representations concerning the subject matter of this Agreement are superseded by the terms of this Agreement, and except as specifically provided herein, this Agreement constitutes the entire agreement with respect to the subject matter hereof.

In Witness whereof, the parties signify their agreement by the signatures affixed below.

City of Watertown, SD

South Dakota State University

BY: \_\_\_\_\_  
City Manager

BY: \_\_\_\_\_  
David Overby

City Manager, Watertown, South Dakota

Vice President of Technology and Security

Title

Title

\_\_\_\_\_

Date

\_\_\_\_\_

Date

-State Agency Coding (MSA Center) \_\_\_\_\_

-State Agency MSA Company for which contract will be paid \_\_\_\_\_.

-Object/sub-object MSA account to which voucher will be coded \_\_\_\_\_.

-Name and phone number of contact person in State Agency who can provide additional information regarding this contract: Tim Toomey (605)882-6210



# City Council

## Agenda Item

**Subject:** Approval of a Bid Award for Project No. 2523B Sale of Surplus Property 19th Street NE Water Tower Property Southernmost 15' in the Amount of \$6,810 to Lorene Wasland

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### BACKGROUND INFORMATION:

On February 18, 2025, City Council approved the southernmost 15 feet of the water tower property legally described as Nineteenth Street Tower Add Tax Exempt as surplus to be sold through sealed bid. The City valued the 3,000 square feet of land at \$2.27 per square foot for a total of \$6,810 minimum acceptable sale price.

On May 20, 2025, one (1) bid of \$6,800 was received from Lorene Wasland which was \$10 (less than 1%) under the minimum acceptable price. Lorene has agreed to increase her bid to \$6,810 to meet the valued price of the parcel of land.

---

### FINANCIAL CONSIDERATIONS:

The City would receive revenue in the amount of \$6,810.

---

### OVERSIGHT / PROJECT RESPONSIBILITY:

Justin Petersen, City Engineer  
Lucas Ammann, Engineer II

---

### STAFF RECOMMENDATION / SUGGESTED MOTION:

Staff recommends approval of this Bid Award through the following motion:

I move to approve a Bid Award for Project No. 2523B Sale of Surplus Property 19th Street NE Water Tower Property Southernmost 15 Feet to Lorene Wasland in the amount of \$6,810.

---

### ATTACHMENT(S):

[2523B Lorene Wasland 250520](#)

[Water Tower Addition Map 250501](#)

[5.20.2025 Project No. 2523 B Sale of Surplus Property Near 19th St NE Water Tower](#)

May 8, 2025

City of Watertown  
Finance Office  
23 2<sup>nd</sup> St. NE  
Watertown, SD 57201

BID – 19<sup>th</sup> Street NE WATER TOWER Property

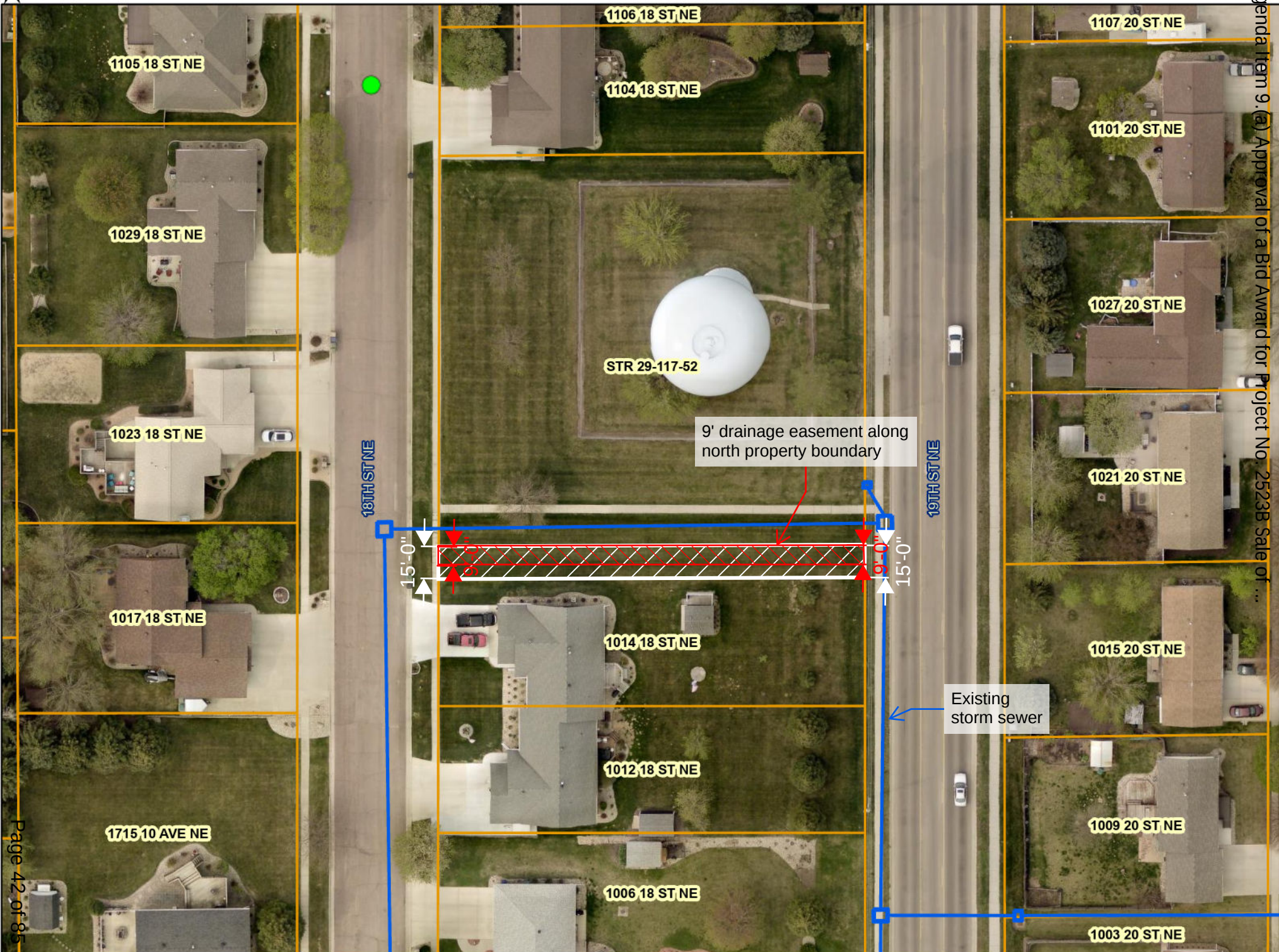
To Whom This Concerns:

I would like to submit a bid for that property in the amount of \$6800. Please let me know if I need to do anything else. Thank you very much for your consideration.

Most Sincerely,  
Lorene Wasland  
1014 18<sup>th</sup> Street NE  
Watertown, SD 57201



South 15' of Nineteenth Street Water Tower Addition



| <b>Surplus Price Tabulation</b><br>Sale of Surplus Property Near 19th St NE Water Tower<br>Project No. 2523 B<br>City of Watertown, South Dakota |                                                | <b>City of Watertown</b><br>23 2nd St NE<br>Watertown, SD 57201<br><b>Engineer's Estimate</b> | <b>Lorene Wasland</b><br>1014 18th St NE<br>Watertown, SD 57201 |
|--------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|-----------------------------------------------------------------------------------------------|-----------------------------------------------------------------|
| <b>ITEM NO.</b>                                                                                                                                  | <b>ITEM DESCRIPTION</b>                        | <b>LUMP SUM VALUE</b>                                                                         | <b>LUMP SUM BID</b>                                             |
| <b>1</b>                                                                                                                                         | 3,000 S.F. of Land Near 19th St NE Water Tower | <b>\$ 6,810.00</b>                                                                            | <b>\$ 6,800.00</b>                                              |



# City Council

## Agenda Item

**Subject:** First Reading of Ordinance No. 25-07, Amending the Zoning Map of the City of Watertown, SD, for a portion of property to be known as the Replat of Lots 2, 3, and 4 Mancell Second Addition and Lot 5A of Mancell Third Addition from R-1 Single Family Residential District to PUD Planned Unit Development District

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### BACKGROUND INFORMATION:

Russell Warner, the acting agent for the property owner, Kampsco, LLC, has submitted a petition to rezone a portion of Mancell Second Addition and a portion of Mancell Third Addition. The proposed rezone is tied to the Replat of Lots 2, 3, and 4 of Mancell Second Addition. The replat will consolidate the three lots into Lot 2A, approximately 0.99, and Lot 2B, approximately 2.63 acres. The rezone request pertains to Lot 2B of Mancell Second Addition and Lot 5A of Mancell Third Addition. Combined, the two lots are approximately 3.85 acres of land which meets the minimum size requirement of three acres necessary for a PUD. As shown on the PUD plan, the owners intend to construct two fourplexes on Lot 2B. There will be a total of eight units (two structures with four units each) which will be available for individual ownership through the use of a condominium plat.

The latest rezone petition request to zone the property as R-3 Multi-Family Residential District was recommended for approval by the Planning Commission (6-0) at the May 8, 2025, meeting but was denied by the City Council (2-5) at the June 2, 2025, meeting due to maximum density concerns with being zoned R-3. At the first reading at City Council on May 19, 2025, the idea of a PUD was brought up which is the reason for this application coming forward to memorialize maximum density allowance for the property as presented with this application.

The PUD secures the maximum density allowed for the 3.85 acres (167,706 SF) of property. It also shows that the portion of jurisdictional wetlands will remain undeveloped and that Lot 5A was incorporated for minimum area requirements to petition for a PUD. There is approximately 95,000 SF of developable area. With 8 units, each unit has 11,875 SF of lot area which is less dense than an R-1 Single Family Residential minimum lot size of 9,000 SF.

The Design Review Team has reviewed and approved the proposed PUD Plan and Narrative for Mancell Addition. The PUD guarantees the maximum number of units that can be developed on the property. The structures will comply with ordinance requirements, setbacks and height limitations as the R-1 Single Family Residential District.

The previous owners of Mancell Second Addition petitioned to rezone lots 2-5 of Mancell Second Addition from R-1 Single Family Residential District to C-L Lake Commercial District which was recommended for approval by the Planning Commission (5-2) at the March 9, 2023, meeting. City Council denied the rezone at the April 3, 2023, meeting (0-7) largely due to concerns about the

Agenda Item 10.(a) First Reading of Ordinance No. 25-07, Amending the Zo... wetlands and proposed density of the development. A subsequent petition to rezone to a PUD Planned Unit Development was submitted later in 2023. The Planning Commission did not recommend (3-4) approval to City Council of the PUD zoning at the December 7, 2023, meeting. City Council denied the rezoned for the PUD rezone (2-5) at the January 2, 2024, meeting. The PUD proposed around 30 apartment units and 15 sportsman condos along with installing apartments on Lot 5 of Mancell Addition where the wetland areas are located.

The rezone was recommended for approval to City Council at the June 5, 2025, Planning Commission meeting (6-1).

**Facts:**

1. Adjacent Property Zoning Designation:
  - a. North: R-3 Multi-Family Residential District / R-1 Single Family Residential District
  - b. East: R-1 Single Family Residential District / County
  - c. South: County
  - d. West: R-1 Single Family Residential District / County
2. Rezone will extend to the centerline of the adjacent right-of-ways.
3. The property is located within the AE (100-year) flood zone.
4. Cash in lieu for park dedication was collected November 25, 2020, with the Plat of Mancell Addition.
5. Watertown Municipal Utilities collected tapping fees for 2.03 acres of Lot 2 of Mancell Second Addition when the property was annexed in 2020. Additional tapping fees and sanitary sewer cost recovery fees will be assessed at the time of building permit issuance.

---

**FINANCIAL CONSIDERATIONS:**

N/A

---

**OVERSIGHT / PROJECT RESPONSIBILITY:**

Brandi Hanten, Community Development Manager  
Carla Heuer, Planner

---

**STAFF RECOMMENDATION / SUGGESTED MOTION:**

First Reading; No Action

---

**ATTACHMENT(S):**

[Vicinity Map](#)  
[Petition to Change Zoning](#)  
[Exhibit](#)  
[PUD Plans](#)  
[PUD Narrative](#)  
[Wetland Map](#)  
[Proposed Replat of Mancell Second Addition](#)  
[Recorded Plat of Mancell Second Addition](#)  
[Ordinance No. 25-07](#)

# Vicinity Map

0 200 400 800 Feet



Prepared by:  
Colin B. DeJong  
Aason Engineering Company, Inc.  
1022 6<sup>th</sup> St SE  
Watertown, SD 57201  
Phone #: 605-882-2371

**STATE OF SOUTH DAKOTA)**  
:  
**COUNTY OF CODINGTON )**                      **PETITION TO CHANGE ZONING**

**TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL OF THE CITY  
OF WATERTOWN, SOUTH DAKOTA:**

1. Your Petitioner(s), Russell Warner, Acting Agent for Kampsco, LLC respectfully request that the following described real property in the City of Watertown, Codington County, South Dakota, be re-zoned from its current designation as "R1 – Single Family Residential District" to "PUD – Planned Unit Development District".

A portion of Lot 2 and all of Lots 3 and 4 of the plat entitled, "Mancell Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota" AND Lot 5A of the plat entitled, "Mancell Third Addition to the Municipality of Watertown, in the County of Codington, South Dakota". Subject parcel contains 3.85 +/- Acres.

Which a portion upon re-platting will be known as Lot 2B Replat of Lots 2, 3 and 4 of Mancell Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota.

2. Petitioner is the owner of record of the above-described real property.
3. The petitioner intends to develop the property.
4. The following Exhibit is attached hereto and is by reference incorporated as part of this Petition:

Exhibit A - A portion of Lot 2 and all of Lots 3 and 4 of the plat entitled, "Mancell Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota" AND Lot 5A of the plat entitled, "Mancell Third Addition to the Municipality of Watertown, in the County of Codington, South Dakota."

WHEREFORE, PETITIONER(S) REQUEST that the City Council of Watertown, South Dakota adopt an ordinance re-zoning the above-referenced real property from its current designation as "R1 Single Family Residential District" to "PUD – Planned Unit Development District".

Dated at Watertown, South Dakota, this 27<sup>th</sup> day of May, 2025.

By: [Signature]  
Acting Agent  
Kampsco, LLC

\_\_\_\_\_  
State of South Dakota)  
)SS:  
County of Codington )

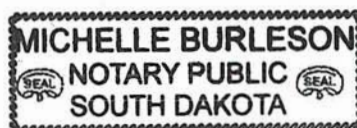
On this the 27<sup>th</sup> day of May, 2025, before me, the undersigned officer, personally appeared Russell Warner, Acting Agent for Kampsco, LLC, known to me or satisfactorily proven to be the person whose name(s) are subscribed to within this instrument and acknowledged that they executed the same for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

[Signature: Michelle Burleson]  
Notary Public

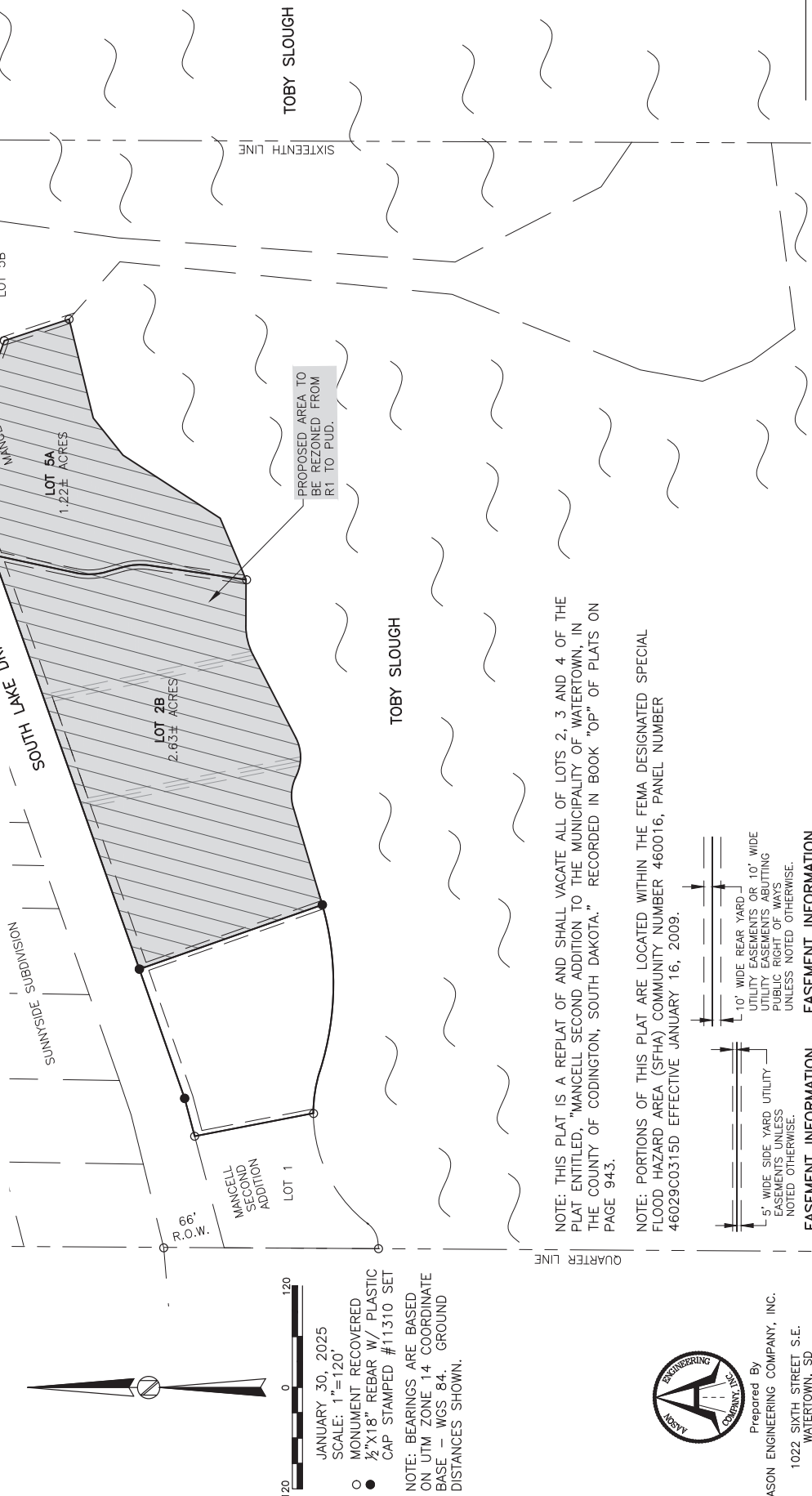
(SEAL)

My Commission Expires: 9-28-2030



# EXHIBIT A

A PORTION OF LOT 2 AND ALL OF LOTS 3 AND 4 OF THE PLAT ENTITLED, "MANCELL SECOND ADDITION TO THE MUNICIPALITY OF WATERTOWN, IN THE COUNTY OF CODINGTON, SOUTH DAKOTA" AND LOT 5A OF THE PLAT ENTITLED, "MANCELL THIRD ADDITION TO THE MUNICIPALITY OF WATERTOWN, IN THE COUNTY OF CODINGTON, SOUTH DAKOTA."



Registered Land Surveyor

PUD PLANS FOR  
MANCELL ADDITION  
WATERTOWN, CODINGTON COUNTY, SOUTH DAKOTA

OWNER:  
KAMPSO, LLC  
CONTACT: RUSSELL WARNER  
2817 15TH AVE SE  
WATERTOWN, SD 57201  
PHONE: (605) 878-2233  
EMAIL: RUSSELL@KAMPSOUSA.COM

CIVIL ENGINEER / SURVEYOR:  
AASON ENGINEERING COMPANY, INC.  
1022 6TH STREET SE  
WATERTOWN, SD 57201  
CONTACT: COLIN DEJONG, LS  
PHONE: (605) 882-2371  
EMAIL: COLINDEJONG@AASONET

- SHEET INDEX
- 1 TITLE SHEET / VICINITY MAP
  - 2 EXISTING CONDITIONS
  - 3 PROPOSED LAND USE AND STANDARD NOTES

LEGAL DESCRIPTION

A PORTION OF LOT 2 AND ALL OF LOTS 3 AND 4 OF THE PLAT ENTITLED "MANCELL SECOND ADDITION TO THE MUNICIPALITY OF WATERTOWN, IN THE COUNTY OF CODINGTON, SOUTH DAKOTA," AND LOT 5A OF THE PLAT ENTITLED "MANCELL THIRD ADDITION TO THE MUNICIPALITY OF WATERTOWN, IN THE COUNTY OF CODINGTON, SOUTH DAKOTA."



REVISIONS:  
DATE: 5/21/2025  
BY: [Signature]

THIS PLAN PREPARED BY:  
AASON ENGINEERING COMPANY  
1022 6TH STREET SE  
WATERTOWN, SD 57201  
PHONE: (605) 882-2371  
FAX: (605) 882-1843  
WWW.AASONET.COM



PUD PLAN OF  
MANCELL ADDITION  
WATERTOWN, SD

DATE: MAY 21, 2025  
SCALE:  
DRAWN BY: CED  
JOB NO.: -  
SHEET 1 OF 3

REVISIONS:  
DATE:  
BY:

THIS WORK CONDUCTED BY:  
AECOM ENGINEERING COMPANY  
1000 N. 17TH AVE., SUITE 200  
DENVER, CO 80202  
TEL: 303.733.1000  
WWW.AECOM.COM



EXISTING CONDITIONS  
WATERLOO ADDITION  
WATERLOO, SD

DATE: MAY 21, 2025  
SCALE:  
DRAWN BY: CSD  
JOB NO.: -  
SHEET 2 OF 3



**PROPOSED EASEMENTS**

1. 10' WIDE UTILITY EASEMENTS SHALL BE PROVIDED ALONG FRONT PROPERTY LINES. 5' WIDE UTILITY EASEMENTS SHALL BE PROVIDED ALONG SIDE YARD PROPERTY LINES.
2. 28' WIDE PRIVATE ROAD EASEMENT SHALL BE PROVIDED FOR ACCESS TO EACH UNIT.
3. AN EASEMENT SHALL BE PROVIDED ACROSS THE ENTIRE PARKING AREA FOR INGRESS AND EGRESS AND UTILITY SERVICES TO EACH UNIT.



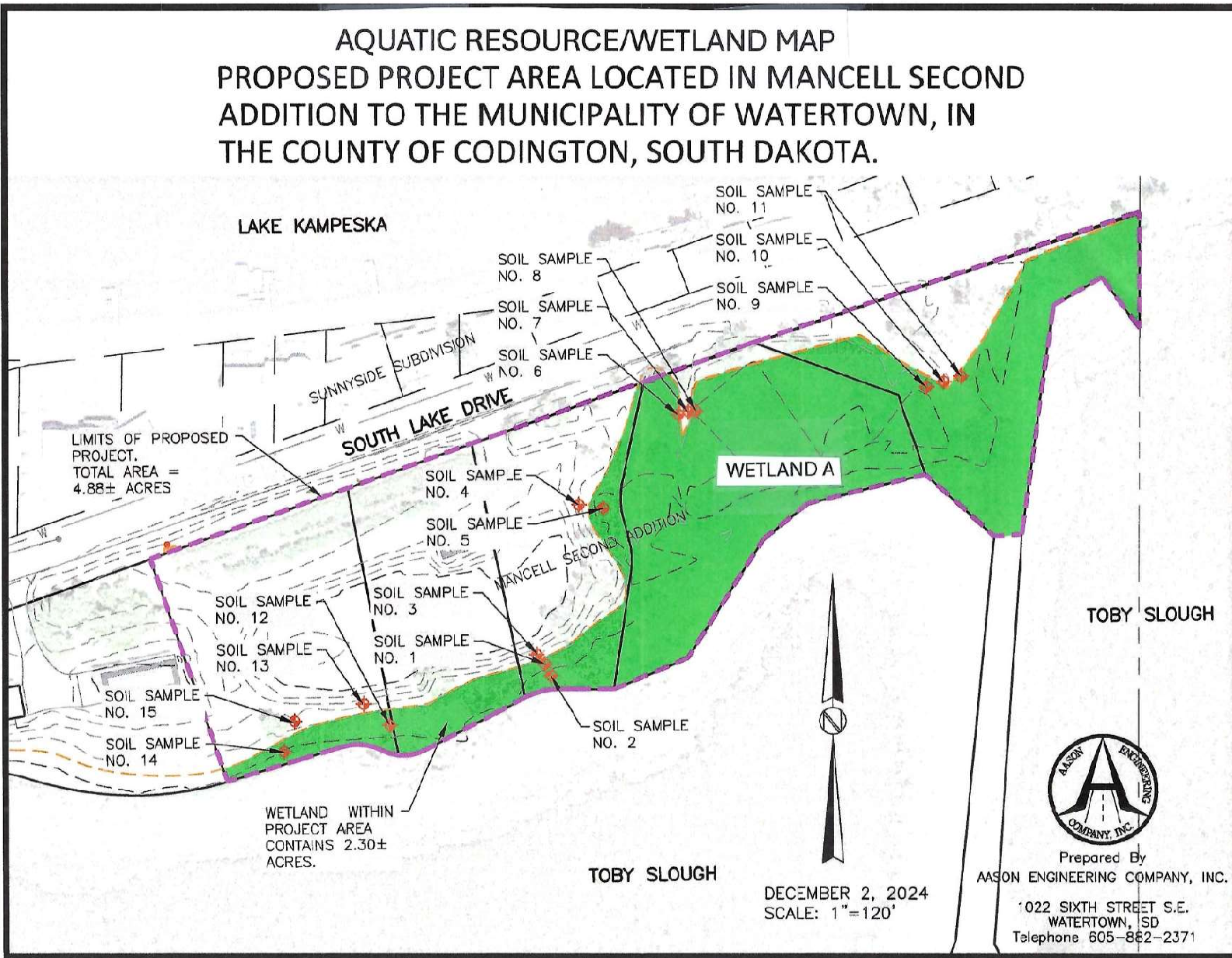
## **MANCELL ADDITION WATERTOWN, SD**

### **SUMMARY OF THE PLANNED UNIT DEVELOPMENT OBJECTIVES**

Mancell Addition is a proposed four-plex development along South Lake Drive in Watertown, SD. The Developer is proposing this Planned Unit Development to restrict the potential for permitted and conditional uses that are normally allowed within the City's R3 – Multi-Family Residential District. Below is a summary of the proposed setbacks, parking and landscaping requirements and restrictive covenants for the Planned Unit Development:

- **SETBACKS AND PERMITTED USES**
  - Setback distances shall match the requirements set forth in the City of Watertown, SD ordinances for R3 – Multi-Family Residential District.
  - Permitted uses shall include the following:
    - Four-Plex's with a maximum height that shall not exceed 35' which is the maximum height allowed in the R1 – Single Family District. Total number of units is 8, 4 per building.
    - Accessory Structures as regulated by ordinance no. 21.1002
- **PROPOSED PARKING AREA AND UTILITIES AND PROPOSED AMENITIES**
  - Sanitary and Water services shall be provided from the existing mains within South Lake Drive.
  - Parking areas shall match the requirements set forth in the City of Watertown, SD ordinances for multi-family units.
  - Any accessory structure and exterior amenity shall be owned and maintained by the home owners association.
- **RESTRICTIVE COVENANTS AND PROPOSED DENSITY**
  - No structure or building shall exceed 35 feet in height;
  - All trash cans or dumpsters serving the premises shall be in a screened enclosure as required by the City of Watertown, SD ordinances;
  - The existing outlet channel shall be kept in predeveloped condition.
- **TYPE AND CHARACTER OF BUILDINGS / LOTS**

- The proposed buildings shall have a uniform appearance within the development and the neighboring properties. Trees and native plant landscaping will be planted within and around the proposed improvements and meet the requirements of Chapter 21.73 of the Watertown, SD City Ordinances.
- Screening with trees, bushes and other plantings is intended to be installed along the north side of the project to provide a buffer to the R3 zoned property across South Lake Drive.





**"Mancell Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota."**

In witness whereof we have caused these presents to be executed this 18<sup>th</sup> day of November, 2020.

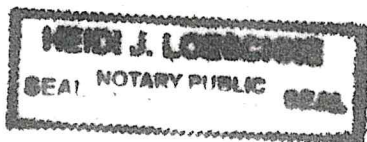
  
Jered M. Mancell

Tina M. Mancell

\*\*\*\*\*

County of Codrington)

In witness whereof, I hereunto set my hand and official seal.



  
Notary Public, South Dakota

My Commission Expires: 11/23/23



**INSTRUMENT NO. 202107441 Pages: 5**  
**BOOK: OP PLAT**  
**PAGE: 943**

**12/30/2021 1:34:00 PM**

Ann Rasmussen

**ANN RASMUSSEN, REGISTER OF DEEDS  
CODINGTON COUNTY, SOUTH DAKOTA**

**Recording Fee: 60.00**  
**Return To: REGISTER OF DEEDS**

**COPY** Page

I, Marty W. Mack, a Registered Land Surveyor in the State of South Dakota, do hereby certify that at the instance and request of Jered M. Mancell and Tina M. Mancell, husband and wife, owners of the above described property, did on or before November 17, 2021, survey the parcel of land as shown on the accompanying plat.

I further certify that the said plat is a true and correct representation of the said parcel as surveyed and platted by me.

I hereby set my hand this 17<sup>th</sup> day of NOVEMBER, 2021.



**STREET AUTHORITY'S CERTIFICATE**

Having the authority to do so; I hereby approve access for the lots included in this plat onto the adjoining right of way to South Lake Drive. All access locations to be determined at building permit issuance

Dated this 22<sup>nd</sup> day of December, 2021.

Justin Reles  
City Engineer, Watertown, South Dakota

**CITY PLAN COMMISSION RECOMMENDATION**

Resolution No. 2021-55

The aforementioned plat has been duly examined and it appears that said plat is in all respects lawful and proper and entitled to approval. It is hereby recommended for approval by the Watertown City Plan Commission on this 29<sup>th</sup> day of December, 2021

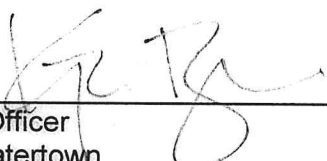
Jeffrey Bink  
Chairman  
Watertown City Plan Commission

Resolution No. 21-56

Be it resolved by the City Council of Watertown, South Dakota, having viewed this plat and having received a recommendation from the Watertown City Plan Commission, does hereby approve this plat of **"Mancell Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota,"** and the City Finance Officer is hereby directed to endorse on such plat a copy of this resolution and certify the same thereon.

The above and foregoing resolution was duly passed and adopted.

Dated at Watertown, South Dakota, this 30<sup>th</sup> day of December, 2021.

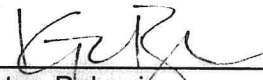
Attest:  
  
\_\_\_\_\_  
Finance Officer  
City of Watertown

  
\_\_\_\_\_  
Mayor  
City of Watertown

\*\*\*\*\*

**CITY FINANCE OFFICER'S CERTIFICATE**

I, Kristen Bobzein, the duly appointed, qualified City Finance Officer of the City of Watertown, South Dakota, hereby certify that all special assessments, which are liens upon any land depicted and described in this plat, as shown by the records in my office on this 30<sup>th</sup> day of December, 2021, have been paid in full.

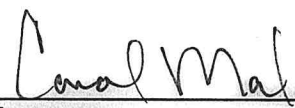
  
\_\_\_\_\_  
Kristen Bobzein  
City Finance Officer

\*\*\*\*\*

**TREASURER'S CERTIFICATE**

I hereby certify that I am the duly elected, qualified, and acting Treasurer of Codington County, South Dakota, and hereby certify that all taxes which would, if not paid, be liens upon any of the land depicted and described in this plat, as shown by the records in my office have been paid in full.

Dated this 30<sup>th</sup> day of December, 2020 A.D.   
2021

  
\_\_\_\_\_  
Treasurer,  
Codington County, South Dakota



**DIRECTOR OF EQUALIZATION'S CERTIFICATE**

I hereby certify that I have received copy of the attached plat and has been filed in my office.

Dated this 30 day of December, 2021 A.D.

Sarah Tesch  
Director of Equalization,  
Codington County, South Dakota

\*\*\*\*\*

**REGISTER OF DEED'S CERTIFICATE**

I hereby certify that I have received and have

FILED FOR RECORD this 30<sup>th</sup> day of December, 2021 A.D. at 1:34 O'clock P. M.

and duly recorded in Book OP Page 943 of Plat Books.

Ann Rasmussen  
Register of Deeds,  
Codington County, South Dakota

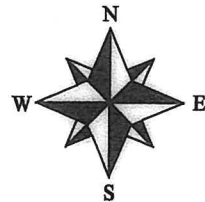
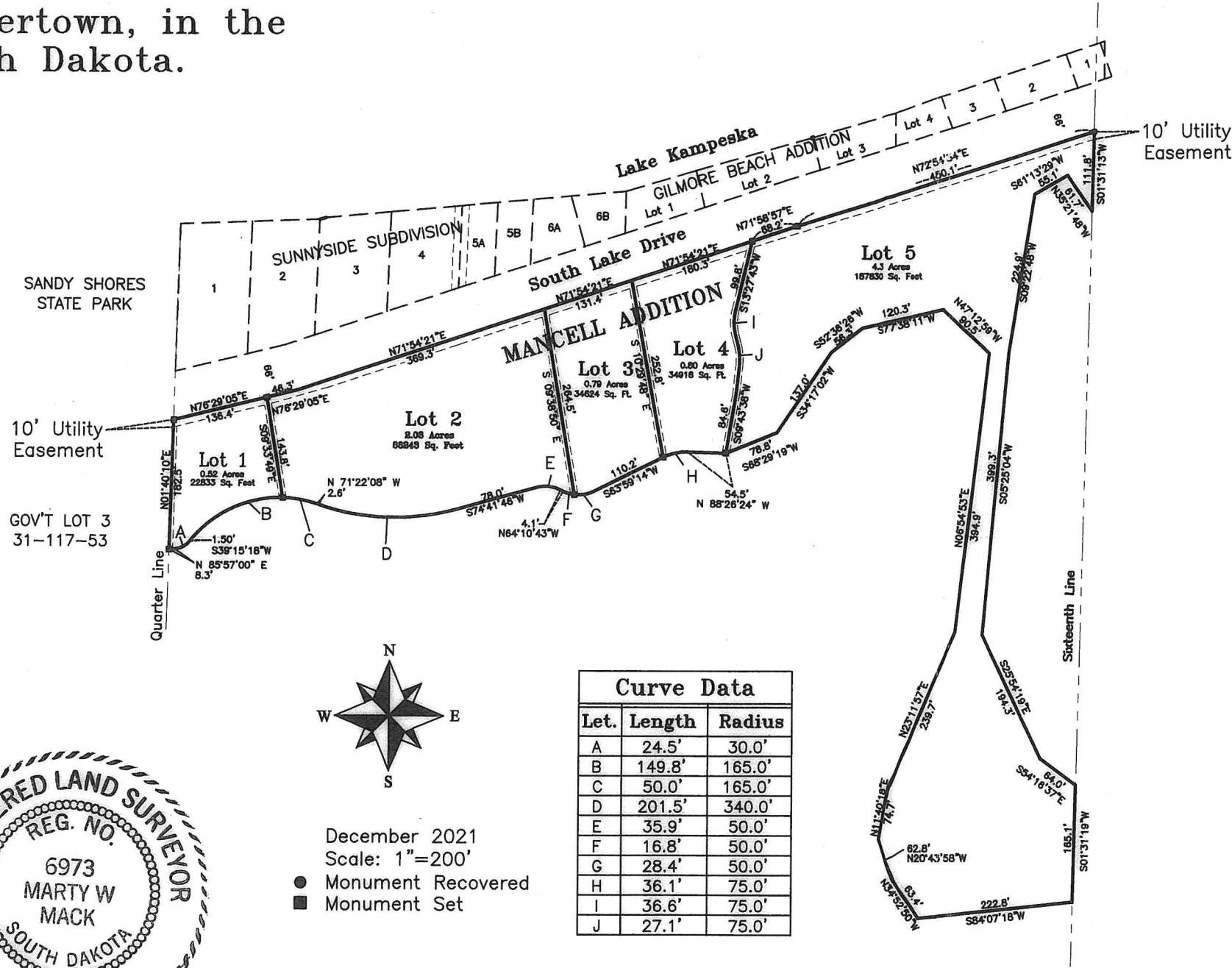
MANCELL SECOND ADDITION  
to the Municipality of Watertown, in the  
County of Codington, South Dakota.

Mancell Second Addition shall vacate the plat of Mancell Addition recorded on December 1, 2020 at 3 P.M., in Book OP of plats, page 844 in the Office of the Register of Deeds, Codington County, South Dakota.

Revised Ordinances, City of Watertown  
Title 24: Subdivision of Land

Portions of this plat are located within the FEMA designated Special Flood Hazard Area (SFHA) Community Number 460016, Panel Number 46029C0315D effective 1/16/2009.

Check FEMA Flood Map Service Center for revisions to Panels.



December 2021  
Scale: 1"=200'  
● Monument Recovered  
■ Monument Set

| Curve Data |        |        |
|------------|--------|--------|
| Let.       | Length | Radius |
| A          | 24.5'  | 30.0'  |
| B          | 149.8' | 165.0' |
| C          | 50.0'  | 165.0' |
| D          | 201.5' | 340.0' |
| E          | 35.9'  | 50.0'  |
| F          | 16.8'  | 50.0'  |
| G          | 28.4'  | 50.0'  |
| H          | 36.1'  | 75.0'  |
| I          | 36.6'  | 75.0'  |
| J          | 27.1'  | 75.0'  |



**MACK**  
Land Surveying, LLC

Marty Mack  
Registered Land Surveyor  
Certified Federal Surveyor

Cell: (605) 880-3108 • Phone: (605) 878-2007  
808 South Maple • Watertown, SD 57201  
macklandsurveying@gmail.com

**ORDINANCE NO. 25-07**

**Petition to Amend Zoning District Boundaries by Rezoning a Portion of Mancell Second Addition from R-1 Single Family Residential District to PUD Planned Unit Development District**

**BE IT ORDAINED** by the City of Watertown, upon examination of the Petition to Change Zoning by Russell Warner, acting agent for Kampsco, LLC., the owner of real property described as:

*A portion of Lot 2 and all of Lots 3 and 4 of the plat entitled, "Mancell Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota" AND Lot 5A of the plat entitled, "Mancell Third Addition to the Municipality of Watertown, in the County of Codington, South Dakota".*

*Which a portion upon re-platting will be known as Lot 2B Replat of Lots 2, 3 and 4 of Mancell Second Addition to the Municipality of Watertown, in the County of Codington, South Dakota.*

and based on the report and recommendation of the City Planning Commission in its Ordinance No. 25-07, that the property be, and is hereby, rezoned from the existing designation of *R-1 Single Family Residential District*, pursuant to Watertown Revised Ordinance §21.14 to *PUD Planned Unit Development*, pursuant to Watertown Revised Ordinance §21.38.

**BE IT FURTHER ORDAINED** that the new zoning designation referenced above be extended and applied to the centerline of the adjacent public right-of-ways.

**BE IT FURTHER ORDAINED** that the zoning map of the City of Watertown be so amended.

The above and foregoing Ordinance was moved for adoption by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_, and upon voice vote motion carried, whereupon the Mayor declared the Ordinance duly passed and adopted.

I certify that Ordinance No. 25-07 was published in the Watertown Public Opinion, the official newspaper of said City, on this \_\_\_\_ day of \_\_\_\_\_, 2025.

Kristen Bobzien, Chief Financial Officer

First Reading: Monday, June 16, 2025  
Second Reading: Monday, July 7, 2025  
Published: Saturday, July 12, 2025  
Effective: Wednesday, August 6, 2025

City of Watertown

Attest:

\_\_\_\_\_  
Kristen Bobzien  
Chief Financial Officer

\_\_\_\_\_  
Ried Holien  
Mayor



# City Council

## Agenda Item

**Subject:** Application for a Special Retail On-Sale License to Watertown Area Chamber of Commerce d/b/a Watertown Area Chamber of Commerce for Cookin' on Kampeska at Stokes Thomas City Park, 90 S. Lake Drive, Govt Lot 1, City Lands 22-117-53 Tax Exempt from 4:00 PM on Thursday, July 17th to 11:00 PM on Saturday, July 19th, 2025.

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

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### **BACKGROUND INFORMATION:**

Fees of \$350 and proof of insurance has been provided for this special event license. Notice of Hearing was published on 06/07/2025.

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### **FINANCIAL CONSIDERATIONS:**

There are no major financial considerations for this item.

---

### **STAFF RECOMMENDATION / SUGGESTED MOTION:**

I move to approve the application for a Special Retail On-Sale License to Watertown Area Chamber of Commerce d/b/a Watertown Area Chamber of Commerce for Cookin' on Kampeska at Stokes Thomas City Park, 90 S. Lake Drive, Govt Lot 1, City Lands 22-117-53 Tax Exempt from 4:00 PM on Thursday, July 17th to 11:00 PM on Saturday, July 19th, 2025.

---

### **ATTACHMENT(S):**

[Cookin' on Kampeska](#)



## Special Event & Weekly Seasonal Event Alcohol Beverage License Application

1. License Type(s) Requested

|                                     |                                                                            |
|-------------------------------------|----------------------------------------------------------------------------|
| <input type="checkbox"/>            | Special Malt Beverage Retailers License                                    |
| <input type="checkbox"/>            | Special On-Sale Wine Retailers License                                     |
| <input checked="" type="checkbox"/> | Special On-Sale License                                                    |
| <input type="checkbox"/>            | Special Off-Sale Package Wine Dealers License                              |
| <input type="checkbox"/>            | Special Off-Sale Package Wine Dealers License – Donated Beverages          |
| <input type="checkbox"/>            | Special Off-Sale Package Malt Beverage Dealers License – Donated Beverages |
| <input type="checkbox"/>            | Special Off-Sale Package Dealers License – Donated Beverages               |

2. Name and Description of Special Event Cookin on Kampeska - Event held at Stokes Thomas City Park.

3. Event Date(s) and times: 4 PM on July 17th 2025 to 11 PM on July 19th 2025  
(Licenses can be issued for a period of time to be established by the Council for a duration of a special event, but not to exceed fifteen (15) consecutive days)

4. Describe Event Location: Stokes Thomas City Park  
 Event Address: 90 S. Lake Drive Watertown SD 57201

5. Event Applicant and Applicant Address: Watertown Chamber of Commerce  
1 E Kemp Ave. Watertown SD 57201

To apply for a Special Event License, you must be one of the following (please check one)

|                                     |                                             |
|-------------------------------------|---------------------------------------------|
| <input checked="" type="checkbox"/> | Civic                                       |
| <input type="checkbox"/>            | Charitable                                  |
| <input type="checkbox"/>            | Educational                                 |
| <input type="checkbox"/>            | Fraternal                                   |
| <input type="checkbox"/>            | Veterans Organization                       |
| <input type="checkbox"/>            | Existing On-Off Sale Malt Beverage Licensee |
| <input type="checkbox"/>            | Existing On-Off Sale Wine Licensee          |
| <input type="checkbox"/>            | Existing On-Sale Liquor Licensee            |

6. Event Coordinator's Name Ashley Johnson  
 Email: ashley@watertownsd.com  
 Business Ph# 605-886-5814

Agenda Item 11.(a) Application for a Special Retail On-Sale License to W...

7. Name of Entity Serving Alcohol (if not applicant): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Method of alcohol consumption:

|                                     |                                                                                           |
|-------------------------------------|-------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | Sold and consumed on site                                                                 |
| <input type="checkbox"/>            | Sold/Auctioned and consumed off site<br>-for example, a winery basket at a silent auction |

9. Estimated number of Participants 3000  
Estimated number of Minors 0

Method in which applicants plan to prevent underage consumption: ID check +  
wristbands at the beginning of the event.

**\*Thursday Night Live Applicants must use wrist bands as method to prevent underage consumption**

10. For outdoor events, please submit a drawing illustration of the event area, including stage/platforms, alcohol serving area(s), food serving facilities, garbage collection receptacles, restroom facilities and other amenities.

11. Post-event clean-up is required prior to vacating the area.

12. **Insurance Requirements:** Per City Ordinance, licensees shall maintain liability insurance in an amount of not less than One Million Dollars (\$1,000,000) for bodily injury, death, disability, and property damage liability during the time the special alcoholic beverage license is in effect. **Licensee shall also maintain Liquor Liability insurance with a limit of not less than One Million Dollars (\$1,000,000) for each occurrence, and if such insurance contains a general aggregate limit, the general aggregate limit shall apply separately or be no less than two times the occurrence limit.** The City shall be named as an additional insured on a primary, noncontributory basis for any liability arising directly or indirectly from the special alcoholic beverage license during the time such license is in effect. The licensee must also agree to indemnify and hold the City of Watertown, its officers, agents, and employees, harmless from and against any and all actions, suits, damages, liability or other proceedings that may arise as the result of the alleged negligence of the applicant and/or that is in any way connected or associated with the event(s) for which any special alcoholic beverage license is issued which do not solely arise from errors or omissions of the City of Watertown, its officers, agents, or employees. **Please submit proof of insurance with your application.**

13. **Fee:** For Special Event Alcoholic Beverage Licenses, a fee of \$300 is required. For Special Weekly Seasonal Alcoholic Beverage Licenses, the fee is \$50/per day of event at one location. If applicable, a \$40 notice of public hearing fee must also be submitted by separate check. Fees are to be made payable to the City of Watertown and must be submitted with your application.

14. **Legal Notice:** For certain applicants, the City of Watertown is required by South Dakota state law to publish a legal notice in the local newspaper at least 7 days prior to City Council action. In order to make publication deadlines, we need your completed application at least 20 days prior to the City Council meeting.

15. **Public Hearing & Council Action:** A public hearing and City Council action is required on all special event alcohol licenses in which the applicant does not hold an existing alcoholic beverage license.

A public hearing *is not* required if the applicant holds an existing alcoholic beverage license per SDCL 35-4-124. City Council action is required, however.

The Watertown City Council meets the first and third Monday of each month. This application will be scheduled only after all required documents are submitted to the Records & Licensing Manager and internal approvals are completed.

16. Miscellaneous Information for City Council Review:

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17. **Certificate:** The undersigned applicant certifies under the penalties of perjury that all statements provided herein are true and correct; that the said applicant complies with all requirements for the Special Event Alcohol License in the City of Watertown, SD.

  
Signature

May 19<sup>th</sup> 2025  
Date

**Submit completed application to:** City Finance Office, Attn: Records/Licensing Manager, PO Box 910, Watertown SD 57201  
Phone# (605) 882-6203 • Fax# (605) 882-6218 • licenses@watertownsd.us

**To Be Completed by Records & Licensing Manager:**

1. Notice of public hearing was published on June 7th, 2025 in the Watertown Public Opinion.
2. Public Hearing and/or Council action was held on June 16th, 2025  
The Watertown City Council took action to  
\_\_\_\_\_ Approve  
\_\_\_\_\_ Disapprove license due to \_\_\_\_\_.
3. The following restrictions were imposed: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
4. Receipt Number \_\_\_\_\_
5. Special Event License Number \_\_\_\_\_
6. Mailed to applicant on \_\_\_\_\_.
7. Signature of City Manager: \_\_\_\_\_ Date \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/5/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|                                                                                                                         |  |                                                                                                                                          |  |
|-------------------------------------------------------------------------------------------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>PRODUCER</b><br>Acrisure Midwest Partners Insurance Services LLC<br>16805 W. Cleveland Avenue<br>New Berlin WI 53151 |  | <b>CONTACT NAME:</b><br>PHONE (A/C, No, Ext): 605-886-4911<br>E-MAIL ADDRESS: Watertown@fischerrounds.com<br>FAX (A/C, No): 605-886-2796 |  |
|                                                                                                                         |  | <b>INSURER(S) AFFORDING COVERAGE</b>                                                                                                     |  |
|                                                                                                                         |  | <b>INSURER A:</b> Auto-Owners Insurance Company                                                                                          |  |
|                                                                                                                         |  | <b>INSURER B:</b>                                                                                                                        |  |
|                                                                                                                         |  | <b>INSURER C:</b>                                                                                                                        |  |
|                                                                                                                         |  | <b>INSURER D:</b>                                                                                                                        |  |
|                                                                                                                         |  | <b>INSURER E:</b>                                                                                                                        |  |
|                                                                                                                         |  | <b>INSURER F:</b>                                                                                                                        |  |

**COVERAGES** **CERTIFICATE NUMBER:** 1270818645 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                      | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                        |
|----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|---------------|-------------------------|-------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b><br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |           |          | 77404791      | 4/28/2025               | 4/28/2026               | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 1,000,000<br>\$ |
|          | <b>AUTOMOBILE LIABILITY</b><br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY                                                                      |           |          |               |                         |                         | COMBINED SINGLE LIMIT (Ea accident) \$<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                         |
| A        | <input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR<br><input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE<br><input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000                                         |           |          | 4840479100    | 4/28/2025               | 4/28/2026               | EACH OCCURRENCE \$ 1,000,000<br>AGGREGATE \$ 1,000,000<br>\$                                                                                                                                                                                  |
| A        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                          | Y/N       | N/A      | A106588860    | 4/28/2025               | 4/28/2026               | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$ 500,000<br>E.L. DISEASE - EA EMPLOYEE \$ 500,000<br>E.L. DISEASE - POLICY LIMIT \$ 500,000                                           |
| A        | Liquor Liability                                                                                                                                                                                                                                                                                                       |           |          | 77404791      | 4/28/2025               | 4/28/2026               | Aggregate Each Claim Cause<br>1,000,000<br>1,000,000                                                                                                                                                                                          |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

Proof of Insurance ONLY  
 Contact 605-886-4361 to be added as a holder.  
 Watertown SD 57201

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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# City Council

## Agenda Item

**Subject:** Second Reading of Ordinance No. 25-06, Zoning Text Amendments to Chapter 21.29 Swimming Pools of the Revised Ordinances of the City of Watertown

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### **BACKGROUND INFORMATION:**

After the April 24, 2025, Board of Adjustment meeting, the Planning Commission directed staff to research and present a proposed ordinance amendment to Chapter 21.79 Swimming Pools in relation to barriers/fencing requirements for permanent swimming pools after the denial of a variance request with no hardship being met by how the ordinance is currently written.

The current city ordinance requires a fence to be at least 6' in height to completely enclose the permanent, outdoor pool; the International Swimming Pool and Spa Code (ISPSC) requires pools be surrounded by a barrier at least 4' in height, along with other safety requirements. According to ISPSC Section 305 Barrier Requirements, 205.1 General, swimming pools that are equipped with a powered safety cover that complies with ASTM F1346 are not required to comply with Barrier Requirements such as fences. The City did not adopt that portion of the International Residential Code/ISPSC in ordinance.

After reviewing the ISPSC regulations, staff is proposing to allow for two options that promote safety when a permanent outdoor swimming pool is installed as the main purpose of the barrier requirements is to prevent accidental drowning:

1. If a powered safety cover that complies with ASTM 1346 is installed, a 4' fence is required.
2. If there is no powered safety cover being installed, a 6' fence is required.

With either option, access gates with self-closing and self-latching devices placed not less than 3 inches below the top of the gate and shall be equipped to accommodate a locking device. Openings in the fence shall not allow passage of a 4-inch diameter sphere are requirements.

The amendments were recommended for approval to City Council at the May 22, 2025, Planning Commission meeting (7-0).

### **§21.7907: Fences**

All outdoor swimming pools for which a permit is required shall be completely enclosed by a fence. All fence openings or points of entry into pool area enclosure shall be equipped with gates. The fence and gates shall be six (6) feet in height above the grade level and shall be constructed of a minimum number nine (9) gauge woven wire mesh corrosion resistant material, or non-climbable wooden

fence. All gates shall be equipped with self-closing and self-latching devices placed at the top of the gates. Fence posts shall be decay or corrosion resistant and shall be set in concrete bases. (Ord 05-05; Rev 05-02-05)

**§5.0301: Building Codes Adopted with Modifications**

jj. Section R326 SWIMMING POOLS, SPAS AND HOT TUBS. Not adopted by City. (Ord 18-27; Rev 12-28-18)

---

**FINANCIAL CONSIDERATIONS:**

N/A

---

**OVERSIGHT / PROJECT RESPONSIBILITY:**

Brandi Hanten, Community Development Manager

Carla Heuer, Planner

Reid Peterson, Building Official

---

**STAFF RECOMMENDATION / SUGGESTED MOTION:**

Staff recommends approval of this item through the following motion:

I move to approve Ordinance No. 25-06, Zoning Text Amendments to Chapter 21.29 Swimming Pools of the Revised Ordinances of the City of Watertown.

---

**ATTACHMENT(S):**

[Illustration](#)

[Ordinance No. 25-06](#)

ILLUSTRATION TO ORDINANCE NO. 25-06

Chapter 21.79  
SWIMMING POOLS

|                         |                                            |                                          |
|-------------------------|--------------------------------------------|------------------------------------------|
| Section                 |                                            | <a href="#">(back to Title contents)</a> |
| <a href="#">21.7901</a> | <a href="#">Compliances Required</a>       |                                          |
| <a href="#">21.7902</a> | <a href="#">Permit Required</a>            |                                          |
| <a href="#">21.0903</a> | <a href="#">Location</a>                   |                                          |
| <a href="#">21.7904</a> | <a href="#">Recirculation Pools</a>        |                                          |
| <a href="#">21.7905</a> | <a href="#">Structural Design</a>          |                                          |
| <a href="#">21.7906</a> | <a href="#">Walk Areas</a>                 |                                          |
| <a href="#">21.7907</a> | <del>Fences</del> <a href="#">Barriers</a> |                                          |
| <a href="#">21.7908</a> | <a href="#">Steps or Ladders</a>           |                                          |
| <a href="#">21.7909</a> | <a href="#">Water Supply</a>               |                                          |
| <a href="#">21.7910</a> | <a href="#">Outlets</a>                    |                                          |
| <a href="#">21.7911</a> | <a href="#">Electrical Requirements</a>    |                                          |
| <a href="#">21.7912</a> | <a href="#">Safety Precautions</a>         |                                          |
| <a href="#">21.7913</a> | <a href="#">Commercial Pools</a>           |                                          |

21.7901: COMPLIANCE REQUIRED [\(back to Chapter contents\)](#)

It shall be unlawful to construct, maintain, install or enlarge any swimming pool in the City except in compliance with all the provisions of this ordinance and other applicable building codes and all such regulations not fully set forth herein do not contradict any express provision of this chapter. (Ord 05-05; Rev 05-02-05)

21.7902: PERMIT REQUIRED [\(back to Chapter contents\)](#)

~~An Accessory Building~~[A Swimming Pool](#) Permit shall be obtained for the construction of a swimming pool that is permanent, either in ground or above ground that will remain on the property for more than six (6) months. A permit is not required for:

1. Pools that are seasonal, remain on the property for less than (6) months
2. Hot tubs or spas

21.7903: LOCATION [\(back to Chapter contents\)](#)

No portion of any outdoor swimming pool for which a permit is required shall be located within the accessory structure setback for the applicable district, or within thirty (25) feet of any principal structure on an adjacent property. Pumps, filters and pool water disinfection equipment installations shall be located at a distance not less than nine (9) feet from any side property line. (Ord 05-05; Rev 05-02-05)

21.7904: RECIRCULATION POOLS [\(back to Chapter contents\)](#)

All swimming pools for which a permit is required shall be of the recirculation type in which circulation of the water is maintained through the pool by pumps, the water drawn from the pool being clarified and disinfected before being returned to the pool. Equipment shall be provided for the disinfection of all pool water. Any disinfection method using materials other than chlorine compounds shall be subject to the approval of the Building Official. Disinfection equipment installed for the use of chlorine compounds shall have sufficient capacity to maintain a minimum free chlorine residual of 0.5 parts per million. (Ord 05-05; Rev 05-02-05)

21.7905: STRUCTURAL DESIGN [\(back to Chapter contents\)](#)

Swimming pools shall be designed to withstand the water pressure from within, to resist the pressure of the earth when the pool is empty, and to resist buoyancy forces due to ground water when empty. (Ord 05-05; Rev 05-02-05)

21.7906: WALK AREAS [\(back to Chapter contents\)](#)

Unobstructed walk areas not less than thirty six (36) inches wide shall be provided to extend entirely around any swimming pool for which a permit is required. The walk area shall be constructed of impervious material, and the surface shall be smooth and easily cleaned and of nonslip construction. The slope of the walks shall have a pitch of at least one-fourth (1/4) inch to the foot away from the pool. (Ord 05-05; Rev 05-02-05)

#### **21.7907: FENCES/BARRIERS**

[\(back to Chapter contents\)](#)

All outdoor swimming pools for which a permit is required ~~shall be completely enclosed by a fence and access gates in accordance with Chapter 21.61 and the additional requirements as described. All fence openings or points of entry into pool area enclosure shall be equipped with gates.~~ The fence and gates shall be ~~six not be less than 48 inches (4') above grade if a powered safety cover that complies with ASTM F1346 is installed; If a powered safety cover as described is not installed, the fence and gates shall not be less than six (6') feet in height. above grade (6) feet in height above the grade level and~~ Openings in the fence shall not allow passage of a 4-inch-diameter sphere shall be constructed of a minimum number nine (9) gauge woven wire mesh corrosion resistant material, or non-climbable wooden fence. All gates shall be equipped with ~~self-closing~~ self-closing and ~~self-latching~~ self-latching devices placed not more than 3 inches below the top of the gates and shall be equipped to accommodate a locking device. ~~Fence posts shall be decay or corrosion resistant and shall be set in concrete bases.~~ (Ord 05-05; Rev 05-02-05)

~~If no locking pool cover than a six foot fence is required.~~

#### **21.7908: STEPS OR LADDERS**

[\(back to Chapter contents\)](#)

Two or more means of egress in the form of steps or ladders shall be provided for all swimming pools for which a permit is required. At least one such means of egress shall be located on a side of the pool at both the deep end and the shallow end of the pool. Treads of steps and ladders shall be constructed of nonslip material and at least three (3) inches wide for their full length. Steps and ladders shall have a handrail on both sides. No steps shall be permitted in the deep end. (Ord 05-05; Rev 05-02-05)

#### **21.7909: WATER SUPPLY**

[\(back to Chapter contents\)](#)

No source of water other than that secured from the City Water Works distribution system shall be used in any swimming pool.

1. Pools shall be equipped with suitable facilities for adding make-up water as needed. There shall be no physical connection between the water supply line and the pool system. If the make-up water is added directly to the pool, the outlet shall be at least six (6) inches above the upper rim of the pool. If the make-up water line discharges to a surge or balancing tank, the point of discharge shall be at least six (6) inches above the rim of the tank. If a hose connection from a sill cock or other plumbing fixture is to be used for supplying make-up water, then an approved vacuum breaker shall be installed between the sill cock or control valve at the fixtures and the hose connection. The vacuum breaker shall be installed at a height not less than seven (7) feet six (6) inches above the floor, platform or ground upon which a person would stand when operating the sill cock or control valve. Maximum size of the fill pipe shall be two (2) inches.
2. The system supplying recirculated water and make-up water to the pool shall be constructed in conformance with the ordinances regulating plumbing. (Ord 05-05; Rev 05-02-05)

#### **21.7910: OUTLETS**

[\(back to Chapter contents\)](#)

All pools shall be equipped with facilities for completely emptying the pool and the discharge of pool water either onto the lawn area or into the sanitary sewer; however, discharge to the storm sewer is prohibited. There shall be an air break between the pool drain and the service sewer line. Every swimming pool for which a permit is required shall have a recirculating system with an hourly capacity equal to the pool volume divided by eight (8). (Ord 05-05; Rev 05-02-05)

#### **21.7911: ELECTRICAL REQUIREMENTS**

[\(back to Chapter contents\)](#)

All electrical installations provided for, installed and used in conjunction with private residential swimming pools shall be in conformance with Title 9 of this ordinance. (Ord 05-05; Rev 05-02-05)

**21.7912: SAFETY PRECAUTIONS**

[\(back to Chapter contents\)](#)

Every swimming pool for which a permit is required shall be equipped with one or more throwing ring buoys not more than fifteen (15) inches in diameter and having sixty (60) feet of three-eighths (3/8) inch Manilla line or its equivalent, attached, and one or more light but strong poles with blunted ends and not less than twelve (12) feet in length for making reach assists or rescues. (Ord 05-05; Rev 05-02-05)

**21.7913: COMMERCIAL POOLS**

[\(back to Chapter contents\)](#)

The design of any commercial pool for public use must be submitted to the State Department of Health of the State of South Dakota for approval. After obtaining written approval from said State Department of Health, an application for permit may be submitted to the Building Official of the City of Watertown, South Dakota. (D-502) (Ord 05-05; Rev 05-02-05)

## ORDINANCE NO. 25-06

### AN ORDINANCE AMENDING CHAPTER 21.79 SWIMMING POOLS OF THE REVISED ORDINANCES OF THE CITY OF WATERTOWN

**WHEREAS**, The City of Watertown amends the provisions related to Swimming Pools of Title 21 Zoning Ordinance.

**BE IT ORDAINED** by the City of Watertown, South Dakota, that the following chapters be amended as follows

#### Chapter 21.79 SWIMMING POOLS

##### Section

[\(back to Title contents\)](#)

|                         |                                         |
|-------------------------|-----------------------------------------|
| <a href="#">21.7901</a> | <a href="#">Compliances Required</a>    |
| <a href="#">21.7902</a> | <a href="#">Permit Required</a>         |
| <a href="#">21.0903</a> | <a href="#">Location</a>                |
| <a href="#">21.7904</a> | <a href="#">Recirculation Pools</a>     |
| <a href="#">21.7905</a> | <a href="#">Structural Design</a>       |
| <a href="#">21.7906</a> | <a href="#">Walk Areas</a>              |
| <a href="#">21.7907</a> | <a href="#">Barriers</a>                |
| <a href="#">21.7908</a> | <a href="#">Steps or Ladders</a>        |
| <a href="#">21.7909</a> | <a href="#">Water Supply</a>            |
| <a href="#">21.7910</a> | <a href="#">Outlets</a>                 |
| <a href="#">21.7911</a> | <a href="#">Electrical Requirements</a> |
| <a href="#">21.7912</a> | <a href="#">Safety Precautions</a>      |
| <a href="#">21.7913</a> | <a href="#">Commercial Pools</a>        |

#### 21.7902: PERMIT REQUIRED

[\(back to Chapter contents\)](#)

A Swimming Pool Permit shall be obtained for the construction of a swimming pool that is permanent, either in ground or above ground that will remain on the property for more than six (6) months. A permit is not required for:

1. Pools that are seasonal, remain on the property for less than (6) months
2. Hot tubs or spas

#### 21.7907: BARRIERS

[\(back to Chapter contents\)](#)

All outdoor swimming pools for which a permit is required shall be completely enclosed by a fence and access gates in accordance with Chapter 21.61 and the additional requirements as described: The fence and gates shall be not be less than 48 inches (4') above grade if a powered safety cover that complies with ASTM F1346 is installed; If a powered safety cover is not installed, the fence and gates shall not be less than six (6') feet in height. Openings in the fence shall not allow passage of a 4-inch-diameter sphere. All gates shall be equipped with self-closing and self-latching devices placed not more than 3 inches below the top of the gates and shall be equipped to accommodate a locking device. (Ord 05-05; Rev 05-02-05)

The above and foregoing Ordinance was moved for adoption by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_, and upon voice vote motion carried, whereupon the Mayor declared the Ordinance duly passed and adopted.

I certify that Ordinance No. 25-06 was published in the Watertown Public Opinion, the official newspaper

REVISED ORDINANCES – CITY OF WATERTOWN, SOUTH DAKOTA

of said City, on the \_\_\_\_ day of \_\_\_\_\_, 2025.

Kristen Bobzien, Chief Financial Officer

First Reading: June 2, 2025  
Second Reading: June 16, 2025  
Published: June 21, 2025  
Effective: July 16, 2025

City of Watertown

Attest:

\_\_\_\_\_  
Kristen Bobzien  
Chief Financial Officer

\_\_\_\_\_  
Ried Holien  
Mayor



# City Council

## Agenda Item

**Subject:** Approval of Resolution No. 25-15, Vacation of a portion of the public right-of-way of 4th Street SE between 10th Avenue SE and 11th Avenue SE

**Meeting:** City Council - Jun 16 2025

**From:** Kristen Bobzien, Interim City Manager/Chief Financial Officer

---

### BACKGROUND INFORMATION:

#### Background:

The owners, Buffalo Ridge Concrete, Inc., has submitted a petition to vacate a portion of the 4th Street SE right-of-way between 10th Avenue SE and 11th Avenue SE. This section of right-of-way currently separates two of the company's properties. Due to previous development, this area is not used for through traffic, as a conveyor belt structure was built over the unimproved roadway. Buffalo Ridge Concrete, Inc. intends to maintain the way current operations function on the site and are seeking the vacation in part to reduce pedestrian or vehicular traffic in the industrial area and connect the two properties that are functioning as one today.

If the vacation is approved, a 10' wide utility easement centered over an existing 4" natural gas main that runs north and south within the right of way will be required. Additionally, a 20' drainage and utility easement will be required to be memorialized along the entirety of the west property line. Staff will request the owner's submit an administrative plat to memorialize the vacation and the referenced easements *if approved* to be recorded with the vacation resolution at the Office of the Register of Deeds.

The South Side Addition subdivision is a mix of commercial and industrial uses. As the area has developed, multiple right-of-way and alley vacations have been approved by the City Council to better align with the evolving land use pattern. A significant portion of the surrounding land remains undeveloped and includes wetlands and designed floodplain areas.

The vacation was recommended for approval by the Planning Commission at the May 22, 2025, Planning Commission meeting (7-0). At the June 2nd City Council meeting, Council expressed interest in requesting an access easement along the north property line from Highway 81 to 4th Street SE. The Council tabled the vacation petition to allow staff time to discuss the easement with the property owners. Following those discussions, the owners, Buffalo Ridge Concrete, Inc., stated their opposition to the easement due to safety concerns related to through traffic. The portion of 10th Avenue S between 4th Street and 5th Street (Highway 81) was vacated in 1970.

#### Facts:

1. Approximately 34,551 SF will be vacated.
2. The petitions own all property directly abutting the portion of right-of-way being vacated.
3. The vacation does not create any landlocked property.

Agenda Item 11.(c) Approval of Resolution No. 25-15, Vacation of a porti...

4. A 10' wide utility easement will be retained over the portion of right of way as WMU has existing utilities in that area.
5. A 20' wide drainage easement will be retained over the W20' of Lots 1-10 Block 2 South Side Addition.
6. Does not hinder the goals and objectives of the master transportation plan. Reducing through access will improve traffic patterns and require the use of improved streets within the public right of way.

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**FINANCIAL CONSIDERATIONS:**

N/A

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**OVERSIGHT / PROJECT RESPONSIBILITY:**

Brandi Hanten, Community Development Manager

Carla Heuer, Planner

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**STAFF RECOMMENDATION / SUGGESTED MOTION:**

Staff recommends approval of the proposed vacation resolution through the following motion:

I move to approve Resolution No. 25-15, a Vacation of a portion of the public right-of-way of 4th Street SE between 10th Avenue SE and 11th Avenue SE.

---

**ATTACHMENT(S):**

[Application](#)

[Petition for Vacation](#)

[Exhibit](#)

[Vicinity Map](#)

[Reference Image](#)

[Vicinity Map w Vacations](#)

[Resolution No. 25-15](#)

Vacation Application

Applicant

Primary Location

V-3

Submitted On: May 5, 2025

 Colin DeJong  
 605-882-2371  
 colindejong@iw.net

Point Location: 44.8885, -97.1106

Applicant Information

I the applicant am the...

Project Agent

Applicant Access

Project Information

Vacation Type

Public Right-of-Way

Legal Description

A portion of the public road right of way for 4th Street SE adjacent to Lots 11-20 Block 1 and Lots 1-10 Block 2 and the South 30' of the vacated right of way for 10<sup>th</sup> Avenue SE adjacent to said Blocks 1 and 2 all of South-Side Addition to Watertown, Codington County, South Dakota.

Describe the proximity of the proposed vacation

4th Street SE between 10th Avenue SE and 11th Avenue SE.

Reason for Vacation

There are no public improvments installed in the right of way.

Size of Sites (Acres)

0.79

Square Footage

34551

Proposed Zoning

I-1 Light Industrial District

Utilities

Are there utilities within the public right-of-way proposed to be vacated? Choose "NA" if there are no utilities.

Water

NA

Sewer

NA

Property Owner Information

Name

Buffalo Ridge Concrete, Inc

Phone Number

1-507-829-8150

Email Address

chris@buffaloridgeconcrete.com

Mailing Address

1025 4th St SE

City

Watertown

State

SD

---

### **Petitioner Responsibility after Approval**

1. The petitioner shall immediately close the street to public travel upon the vacation taking effect- after publishing and 20 day referendum period.
2. This shall be accomplished with the use of approved signs and barricades as prescribed by the City Street Department.
3. Depending upon the future development plans for the vacated right-of-way, the street must be permanently closed with barricades or by removal of any improved street. The developer shall develop a plan that will be approved by the City for necessary actions required upon successful completion of the street vacation process. The plan will stipulate a time period for compliance with various activities needed to permanently vacate the right-of-way.

**I understand the responsibilities outlined above.**

true

**Prepared by:**

Colin B. DeJong  
Aason Engineering Company, Inc.  
1022 6<sup>th</sup> Street SE  
Watertown, SD 57201  
Phone #: 605-882-2371

**PETITION FOR VACATION OF A PUBLIC RIGHT-OF-WAY ADJACENT TO LOTS 11-20  
BLOCK 1 AND LOTS 1-10 BLOCK 2 AND THE SOUTH 30' OF THE VACATED RIGHT OF  
WAY FOR 10<sup>TH</sup> AVENUE SE ADJACENT TO SAID BLOCKS 1 AND 2 ALL OF SOUTH-SIDE  
ADDITION TO WATERTOWN, CODINGTON COUNTY, SOUTH DAKOTA.**

TO THE HONORABLE MAYOR AND CITY COUNCIL OF THE CITY OF  
WATERTOWN, CODINGTON COUNTY, SOUTH DAKOTA:

The undersigned, being the owner(s) of all the real property abutting the south side of the public right-of-way hereinafter described, hereby petitions the City Council of Watertown, South Dakota, to vacate a portion of said public right-of-way pursuant to the statutes in such cases made and provided, particularly SDCL 9-45-7, et seq., and said Petitioner respectfully shows and represents the following:

1. The public right-of-way sought to be vacated is described as follows:

A portion of the public road right of way for 4th Street SE adjacent to Lots 11-20 Block 1 and Lots 1-10 Block 2 and the South 30' of the vacated right of way for 10<sup>th</sup> Avenue SE adjacent to said Blocks 1 and 2 all of South-Side Addition to Watertown, Codington County, South Dakota. Tract contains 34,551 +/- Sq. Ft.

2. A map of the public right-of-way proposed to be vacated is attached hereto and marked as Exhibit "A" and incorporated herein by reference.
3. Pursuant to SDCL 9-45-7, this petition is being submitted because the right-of-way located in said parcel is not used for public infrastructure.
4. A utility easement shall be retained over aforementioned right of way.

WHEREFORE, Petitioner respectfully requests that the governing body of the City of Watertown, South Dakota, order this Petition filed with the City Finance office and direct that notice of the time and place when the Petition will be considered be given by publication once each week for two successive weeks, with the final publication being a minimum of 10 days prior to the public hearing; and, that upon said hearing the governing body adopt a resolution vacating said public right-of-way, all according to the law in such cases being provided, and particularly under SDCL 9-45-7, et seq.

Dated at Watertown, South Dakota, this 5<sup>th</sup> day of May, 2025.

By Weston Carr (Printed Name)

For Buffalo Ridge Concrete, Inc. (Owner)

Signature [Signature]

State of South Dakota)

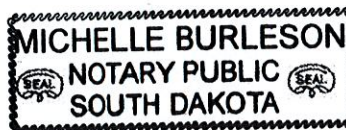
County of Codington)SS:

On this the 5<sup>th</sup> day of May, 2025, before me, the undersigned officer, personally appeared Weston Carr for Buffalo Ridge Concrete known to me or satisfactorily proven to be the person(s) whose name(s) are subscribed to within this instrument and acknowledged that they executed the same for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

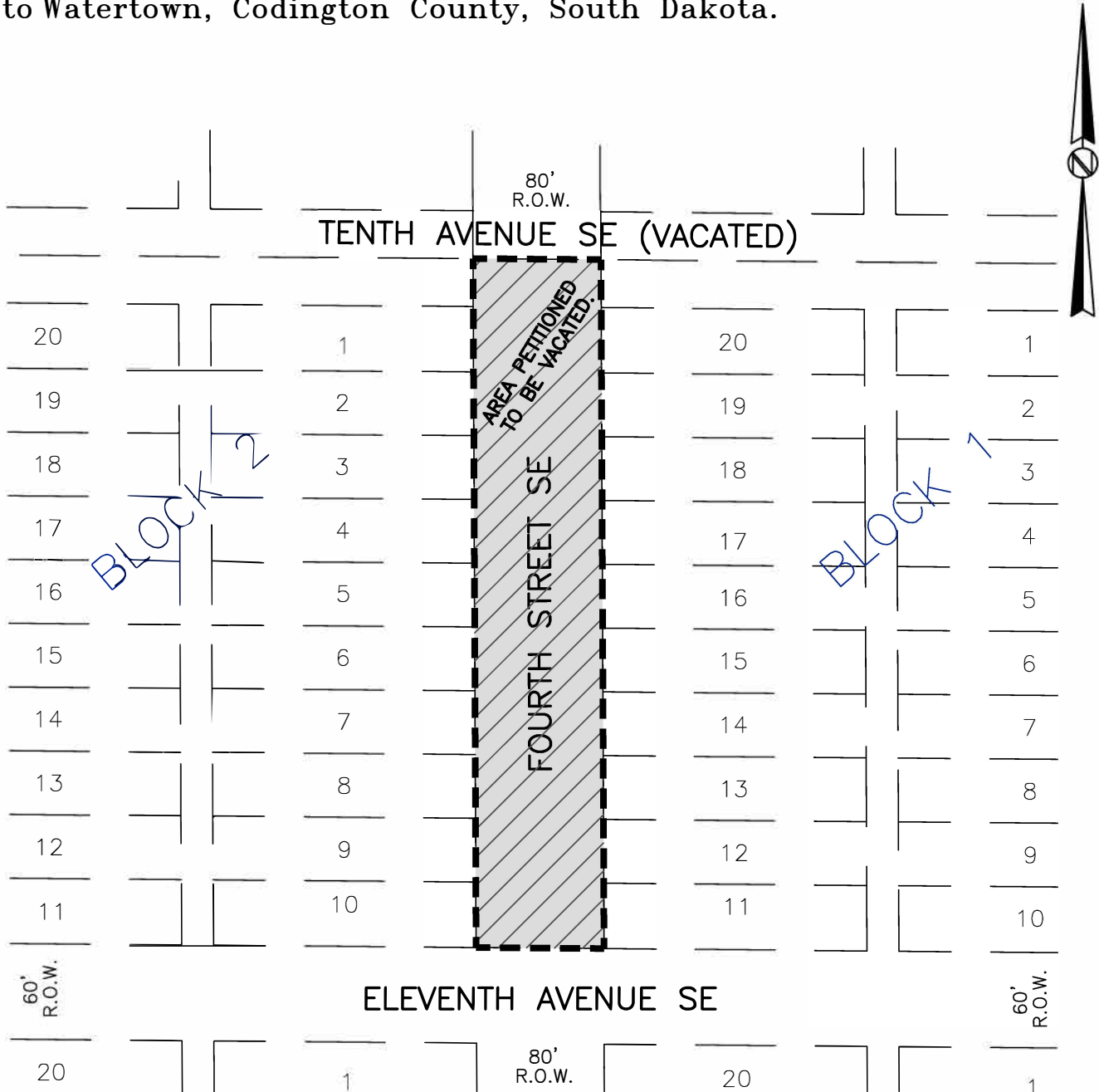
Michelle Burleson  
Notary Public

My Commission Expires: 9-28-2030 (SEAL)



# Exhibit A

A Portion of the public road right of way for 4th Street SE adjacent to Lots 11-20 Block 1 and Lots 1-10 Block 2 and the South 30' of the vacated right of way for 10th Avenue SE adjacent to Blocks 1 and 2 all of South-Side Addition to Watertown, Codington County, South Dakota.

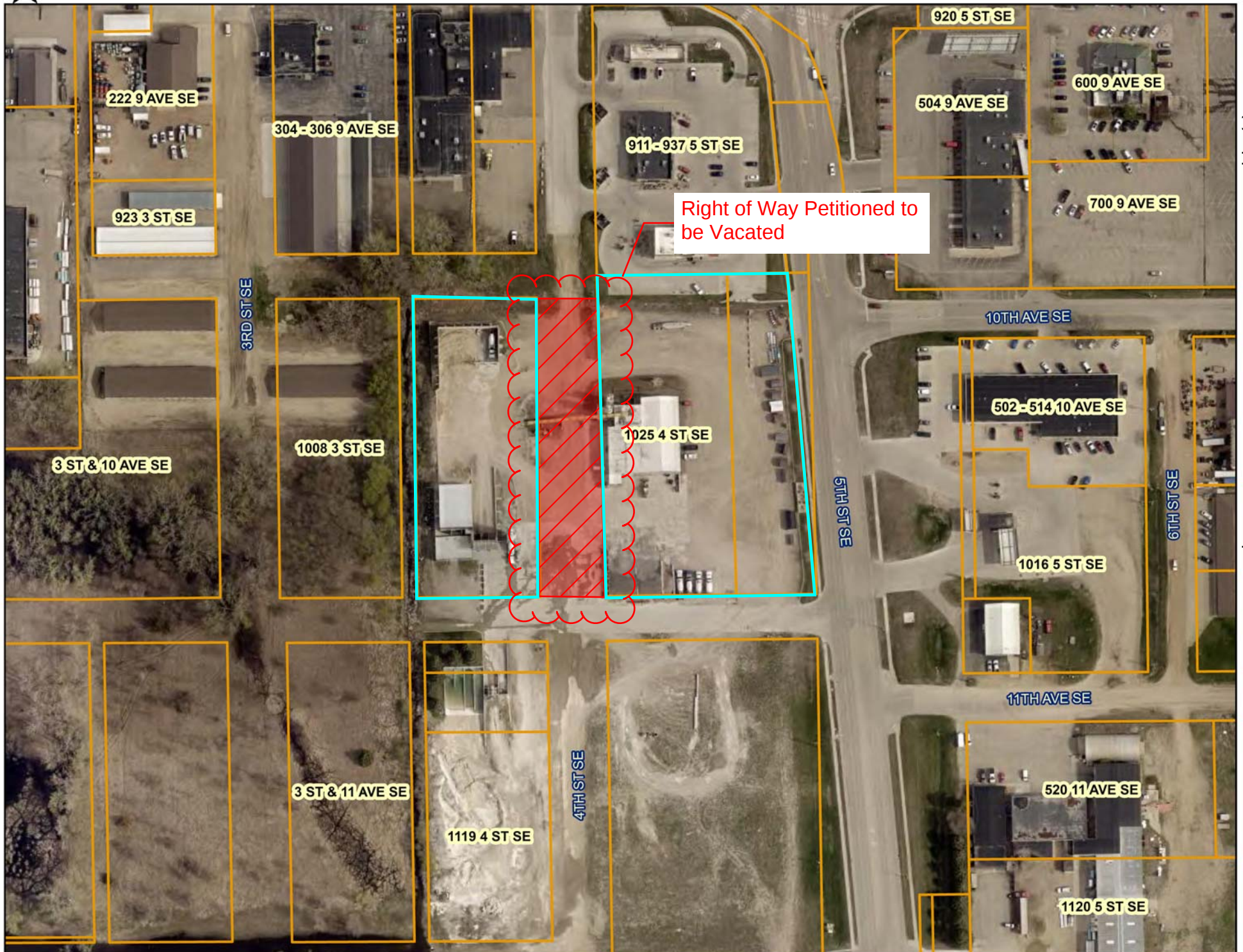


Prepared By  
AASON ENGINEERING COMPANY, INC.

1022 6th St SE  
Watertown, SD  
Telephone 605-882-2371

# Vicinity Map

0 55 110 220 Feet

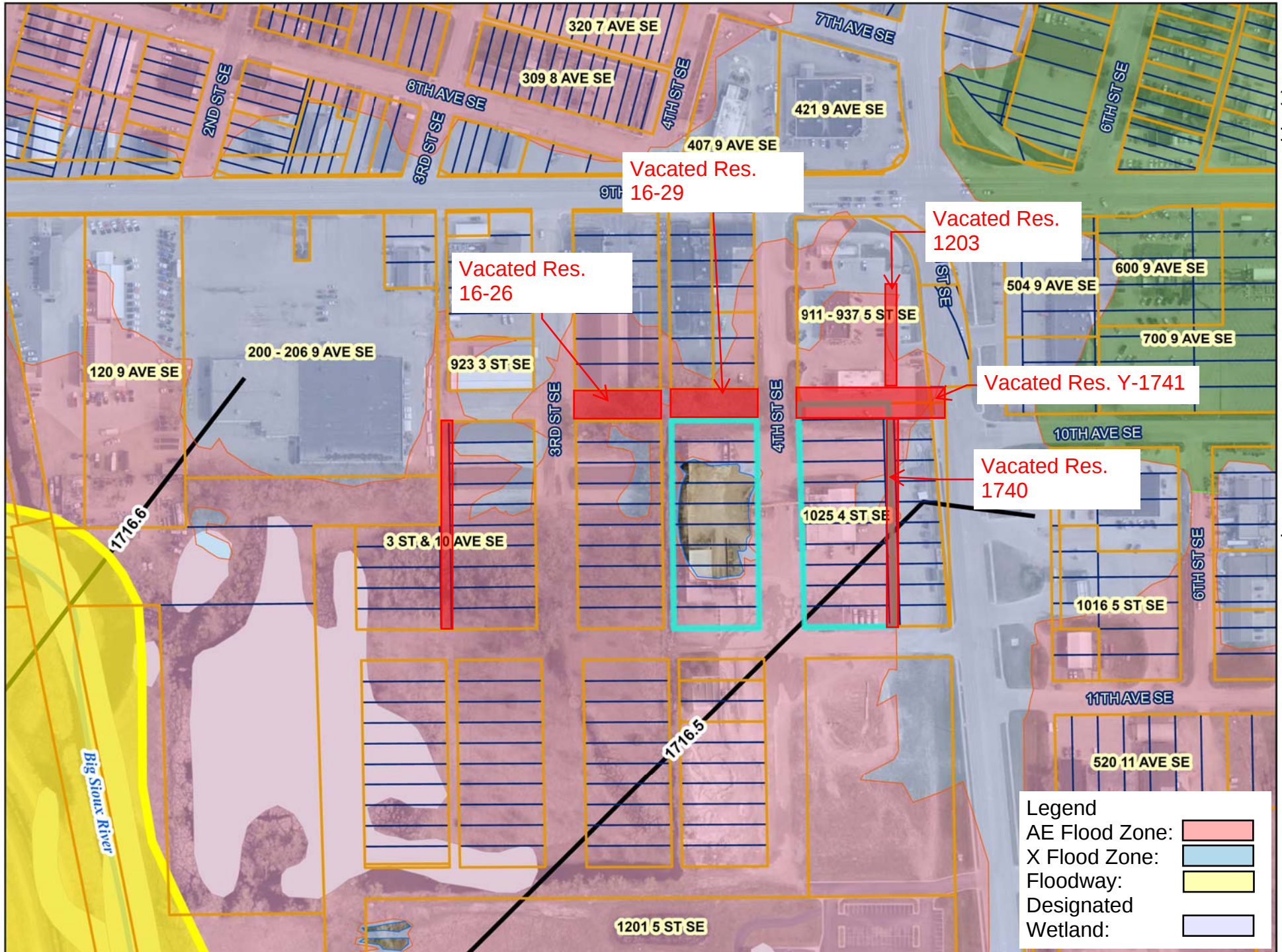


# Reference Image



# Vicinity Map

0 95 190 380 Feet



Prepared by:  
Community Development Division  
City of Watertown  
20 N Maple  
P.O. Box 910  
Watertown, SD 57201  
(605) 882-6202

RESOLUTION NO. 25-15

A Resolution for Vacation of a Portion of Public Right-of-Way of 4<sup>th</sup> Street SE between 10<sup>th</sup> Avenue SE and 11<sup>th</sup> Avenue SE, Watertown, Codington County, South Dakota

**WHEREAS**, a *Petition for Vacation of a Public Right-of-Way* has been submitted and presented to the Mayor and City Council of the City of Watertown, Codington County, South Dakota, described as:

*A portion of the public road right of way for 4th Street SE adjacent to Lots 11-20 Block 1 and Lots 1-10 Block 2 and the South 30' of the vacated right of way for 10th Avenue SE adjacent to said Blocks 1 and 2 all of South-Side Addition to Watertown, Codington County, South Dakota.*

**WHEREAS** Petitioner, Colin DeJong, Project Agent for Buffalo Ridge Concrete, Inc., the owner of the real property abutting said public right-of-way have signed the *Petition for Vacation of Public Right-of-Way* indicating that they have reviewed the Petition and consent to the vacation of public right-of-way described in the Petition;

**WHEREAS**, the City Planning Commission of the City of Watertown, South Dakota, has by Resolution No. 25-15, recommended approval of said vacation to the City Council thereof;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Watertown, South Dakota, that a utility easement, drainage easement, and fire department turnaround access easement will be established and retained on the property described in the Petition.

**AND BE IT FURTHER RESOLVED** that this Resolution shall be published, and upon taking effect, the Chief Financial Officer is authorized to note the vacation on the City records and record this Resolution with the office of the Register of Deeds of Codington County.

Dated at Watertown, South Dakota, this \_\_\_\_ day of \_\_\_\_\_, 2025.

The above and foregoing Resolution was moved for adoption by Alderperson \_\_\_\_\_, seconded by Alderperson \_\_\_\_\_, and upon the roll call all voted aye whereupon the Mayor declared the resolution to be duly passed and adopted.

I hereby certify that Resolution No. 25-15 was published in the Watertown Public Opinion, the official newspaper of said City, on the \_\_\_\_ day of \_\_\_\_\_, 2025.

Kristen Bobzien, Chief Financial Officer

City of Watertown

Attest:

\_\_\_\_\_  
Kristen Bobzien  
Chief Financial Officer

\_\_\_\_\_  
Ried Holien  
Mayor