



Whitewater CDA - **AGENDA**

**Monday, August 23, 2010**  
**4:30 PM – CDA Board of Directors**  
**1231 Innovation Drive – Project Trailer**  
**Whitewater University Technology Park**  
**Whitewater, WI 53190**

- 1. Call to order and roll call**
- 2. Approval of the Agenda**
- 3. HEARING OF CITIZEN COMMENTS.** *No formal CDA Action will be taken during this meeting although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time.*
- 4. Innovation Center Construction Site Tour and Discussion**
- 5. Approval of the July 26, 2010 Minutes**
- 6. Receipt and Filing of July, 2010 Financials**
- 7. Review of Proposed Whitewater Transparency Enhancement Ordinance and Possible Discussion with Request for Feedback**
- 8. Consideration and Possible Action on 2010 Water Fowl Program in Moraine View Park**
- 9. Discussion and Possible Action on Crop Lease in Whitewater Business Park & Technology Park**
- 10. Discussion and Possible Action on Housing Rehabilitation – CDBG Revolving Loan Fund Program**
- 11. Whitewater Technology Park**
  - a. Infrastructure Updates**
    - i. Starin Road Extension**
    - ii. Tech Park Infrastructure**
- 12. CDA Coordinator Updates**
  - a. Train Depot – Grant for Restoration**
  - b. Site Search Request(s)**
  - c. Retention Visits**
  - d. 25x2025 Planning Grant**
- 13. Future Agenda Items**
- 14. September Meeting Update – TUESDAY, September 28, 2010**
- 15. Reconvene and Roll Call**
- 16. Adjourn**

*It is possible that a quorum of Common Council and Technology Park Board members may attend this meeting. Even if a quorum is present, no Common Council and/or Technology Park Board business will be conducted at this meeting. Anyone requiring special arrangements is asked to call the office of the City Manager/ City Clerk at least 72 hours prior to the meeting.*



## MEMORANDUM

DATE: 08/18/2010  
TO: Whitewater CDA Board of Directors  
FROM: Mary S. Nimm, Coordinator  
**RE: Notes on the August 23, 2010 Board of Directors Meeting**

### **Innovation Center Construction Site Tour and Discussion**

A site tour of the Innovation Center will be provided at the beginning of the meeting. You must wear secure footwear and hardhats.

### **Review of Proposed Whitewater Transparency Enhancement Ordinance and Possible Discussion with Request for Feedback**

See Proposed Ordinance and be prepared to discuss.

### **Consideration and Possible Action on Water Fowl Hunting in Moraine View Park**

See Memo from Matt Amundson.

### **Discussion and Possible Action on Crop Lease in Whitewater Business Park & Technology Park**

At the request of the CDA in 2008, the vacant property in the business park that is leased for cropping was put out for competitive bids for the 2009 season. In the years prior to the bidding process, lease rates were \$50.00 per acre and the property was divided into two "parts" and then leased to two local farmers.

In 2010, the high bidder paid \$140.00 per acre for the entire 73+/- acres. The farmer has since requested that the CDA consider changing the process and has asked if:

The CDA might consider extending his lease, that he may continue farming the property at the current bid (without the bid process for 2011). He has provided the high bid for the last two years, he has been very easy to work with and around during the re-grading of the Business Park in 2009 (where he saw a reduction in crop yields) and during the Technology Park construction in 2010. He would like to plant fall/winter crops but is unable to do so as the bidding and award for the crop leases comes after the fall planting season.

The crop lease schedule currently is:

Notice in October  
Bids due in early November  
Award letters sent in November  
Contracts signed and payments due in March

In an attempt to ensure the CDA is receiving a competitive market rate lease rate for the property, the Walworth, Jefferson and Rock County UW-Extension offices and the City Manager's Peer Assistance Recourse Center have been asked to provide known lease rates for publicly owned properties that are leased for farming and cropping.

### **Discussion and Possible Action on Housing Rehabilitation – CDBG Revolving Loan Fund Program**

New laws and tightened procedures within the CDBG Housing RLF combined with the infrequency loan applications are submitted, make me ask the question as to what makes the most sense for the future of the program and how it should be administered. A few of my large concerns include:

**Lead-based paint** - All federal and state laws must be followed when completing rehabilitation work where lead-based paint is known or presumed to be present. In general, the Standard Treatments Option is the preferred method. Standard Treatments Option allows the grantee to skip the risk assessment and presume the presence of lead-based paint. The homeowner must be notified that the program is presuming the presence of lead-based paint. Contractors trained in lead-safe work practices must perform the work and the work site(s) must pass clearance. The trained and certified contractor being used to do the lead-based paint related work must develop

an occupancy protection plan for the project. Depending on the nature of the rehab, the occupants may need to be temporarily relocated from the unit. The cost of the temporary relocation is an eligible CDBG project expense, but IS NOT an expense to be included in the loan to the property owner. It is expected that the Grantee/Administrator conduct daily inspections of the rehab project, monitors the progress of the contractors and that the Grantee/Administrator certifies no state or federal laws have been broken.

**Asbestos** - In any unit where rehabilitation activities will remove a product suspected to contain asbestos the work must comply with state and federal asbestos removal requirements. Only contractors certified by the Wisconsin Department of Health and Family Services or homeowners may remove asbestos-containing products. The rehab will be designed to limit release of asbestos fibers and ensure disposal in an approved landfill.

**SAFE Act/RESPA** – more information to come.

**Monitoring** - The Bureau of Local Development may elect to monitor your CDBG-RLF program for compliance with the requirements described in this RLF Implementation Handbook. When a BOLD CDBG representative comes to your community, you can expect the following:

- You will be notified well in advance of the monitoring visit. CDBG reps will never pay a “surprise” monitoring visit to your office.
- You will receive a letter prior to the monitoring visit describing when the reps will arrive, and what will be reviewed during the visit.
- You will be requested to provide an area in which at least two people can work comfortably.
- CDBG reps have the right to review any file or record that is associated with the CDBG program.
- The CDBG reps monitoring your program will use the forms included in this chapter.
- To the extent you are able to have the necessary forms and documentation ready and available; your monitoring visit will go quickly and smoothly.

Documents and forms to have ready for you're a monitoring visit:

- Invoices, timesheets, and other documents needed to support CDBG payments
- Acquisition/Disposition Register
- All financial management forms – with entries current
- Individual project files – with documentation in an orderly fashion
- Housing Procedures Manual and minutes of meetings adopting amendments

The CDA has completed four home-owner housing rehab loans since 2004.

**Whitewater Technology Park - Infrastructure Updates**

**Starin Road Extension**

**Tech Park Infrastructure**

Preconstruction meetings were held. Both projects shall be in the erosion control stages with construction to follow in the next few weeks.

**CDA Coordinator Updates**

**Train Depot – Grant for Restoration**

A public informational meeting was held on Monday, August 16<sup>th</sup> from 5pm-7pm. Jessie Powers, project manager/architect, Isthmus Architects, was present to answer questions about the proposed restoration project. Several members from the Whitewater Historical Society were also present to answer questions about the intended use after the restoration. Approximately 20 individuals were in attendance.

**Site Search Request(s)**

An inquiry was made regarding a space of approximately 3,000 sq ft for office and light manufacturing. I provided the client with options for existing and new spaces. A follow-up phone call was made approximately a week after the inquiry and the response I was given is that the information has been provided to those higher in the chain of command and when a decision is made or a need for more information arises, we will be notified.

An inquiry was made about an existing facility for lease in our business park. There will be further discussion about the proposed use and how it fits within our zoning code.

**Retention Visits**

I contacted Universal Electronics in an attempt to schedule a retention visit. I am still waiting on a response confirming approval for the visit. I am attempting to schedule a visit at the Whitewater Greenhouses. A date will be scheduled when I have confirmation of availability from both my retention visit team and then the Greenhouses.

## **25x2025 Planning Grant Quarterly Meeting Recap– Kaukauna, WI**

The meeting started with a panel of representatives involved in alternative energy and energy usage reduction efforts.

Bill Mitchell, Waukesha County ED Corp, noted that the WCEDC has been developing sustainability strategies for Waukesha-based businesses. The partnership for sustainability, a mentor-mentee relationship between businesses was developed. The WCEDC is leveraging sustainability for business development.

Wisconsin Wind Works connects wind power companies to suppliers and vendors, an effort to cluster business opportunities around sustainability efforts as well as providing networking, match-making services, research, promotional and educational initiatives related to the wind industry.

Renewegy President, Jeff Ehlers, recently joined in the discussion regarding 2010 Energy Independent Community Pilots, understanding the importance of collaboration between public and private entities for clean energy purposes. Renewegy produces medium-sized residential/commercial wind turbines. Renewegy has brought big turbine technology, reliability and affordability into the light commercial market. They note that commercial, agricultural & municipal locations can now enjoy the same renewable energy that our utilities have been harnessing for years.

Chris Linn from Bassett Mechanical said that sustainability is an on-going process, it is a journey. Bassett Mechanical empowers their staff to come-up with energy improvement ideas remembering to celebrate their successes, realizing that energy reduction is a process shared at all levels within an organization.

Russ Wanke from Thilmany, a Kaukauna-based paper company talked about their corporate commitment to sustainability. The company has 125 years of experience with biomass. Thilmany realizes that sustainability is where business meets responsibility and the environment plays an important role in sustainability. They are committed to using resources wisely; have a dedication to more efficient processes and products that strengthen their business, community and the connection they share with the world.

### **Economic Summit Series – Appleton, WI**

Summit I was dedicated to developing strategies for how to: 1) increase the number of good-paying jobs Wisconsin needs; 2) develop and sustain an entrepreneurially and business friendly environment; and 3) generate the angel and venture capital needed to encourage and support business start-ups and expansions. The Summit was also focused on how best to inform the media and the public about new strategies for economic development and competitiveness.

There was much talk about how to approach ED at the state level, perhaps a restructuring of the Department of Commerce. There was talk about increased regional ED efforts – looking for regions of opportunity. Local government consolidation for fiscal benefits was suggested. There was discussion about utilizing the intellectual knowledge of students (having a competitive UW workforce) at research centers and/or incubators. In many of the presentations, there were economic comparisons to Minnesota's urban region of the Twin Cities as they relate to Minnesota's higher per capita income and the increased number of four-year graduates.

There are two more meetings in the series. August 26<sup>th</sup> the topic is *Managing the State Deficit* and on October 5 the topic is *Moving Wisconsin Forward*.



Whitewater CDA - **MINUTES**

**Monday, July 26, 2010**  
**4:30 PM – CDA Board of Directors**  
**2nd Floor – Lakefront Conference Room**  
**Whitewater Municipal Building**  
**312 W. Whitewater Street**  
**Whitewater, WI 53190**

**1. Call to order and roll call**

Tom Miller called the meeting to order at 4:30PM.

Present: Jim Allen, Al Marshall, Patrick Singer, Al Stanek, Tom Miller

Absent: Jeff Knight, Jim Stewart

Others Present: Kevin Brunner, Mary Nimm, Doug Saubert, Mike Vandembosh - WCEDA

**2. Approval of the Agenda**

Jim Allen motioned to approve the agenda. Stanek seconded.

Ayes: Allen, Marshall, Singer, Stanek, Miller

Nays: None

Absent: Knight, Stewart

The motion to approve the agenda passed on a voice vote.

**3. HEARING OF CITIZEN COMMENTS.** *No formal CDA Action will be taken during this meeting although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time.*  
*No CITIZEN COMMENTS heard*

**4. Approval of the June 28, 2010 Minutes**

Al Stanek motioned to approve the minutes, with an amendment removing Bud Gayhart as in attendance. Marshall seconded.

Ayes: Allen, Marshall, Singer, Stanek, Miller

Nays: None

Absent: Knight, Stewart

**5. Receipt and Filing of June, 2010 Financials**

Saubert – only item to point out is in fund 910, housing loan went into foreclosure and loan was written off.

**6. Discussion and Possible Action on Whitewater's TIF District #4**

**a. Pro-forma**

**b. Project Plan**

**c. Timetable**

7. Brunner - There have been meetings and brainstorming sessions on ways to help TID #4 to meet possible budget shortfalls. Staff consensus is to declare TID 4 as distressed. Staff would spend the next month putting together the amended plan. Working and proposing to refinance the existing TID 4 debt and expect the Common Council to approve the refinancing to save money. We are looking to push the existing debt out 10 years as allowed by legislation. Projected growth in TID 4 is not as was expected, and there has been a default on a Payment in Lieu of Taxes (PILOT) payment. The City needs to borrow approximately \$800,000 and a refinance and extension of debt will still have possible deficits in 2016-2018. This is our best estimate on the future of TID 4.

Stanek – if we have a shortfall in any year, is it picked up by the tax payers?

Saubert – yes, but a borrowing can be used to make up the shortfall. In 2013 there will be other opportunities for debt refinancing.

Brunner – we need to extend the district 10 more years to refinance debt and hopefully recapture the increment.

Allen – developers on the East side?

Brunner – we will contact Kwik Trip and ask what we can do to help facilitate their development. Staff recommendation is that we move forward with Distressed Amendment to TID 4 and refinance existing debt.

Stanek – does the district become frozen and future expenditures are locked-out?

Brunner – yes.

Allen – we should consider a mixed-use development(s) for East Towne development.

Saubert – development in Business Park and/or Tech Park will help with the shortfall in the TID.

Marshall motioned to recommend to the City Council moving forward with Distressed TID Designation for District 4 and to refinance existing TID 4 debt. Singer seconded.

Ayes: Allen, Marshall, Singer, Stanek, Miller

Nays: None

Absent: Knight, Stewart

The motion to recommend Distressed TID Designation for District 4 to the City passed on a roll-call vote.

**8. Discussion and Possible Action on Change Order Process for Whitewater Technology Park EDA Award Number 06-01-05479**

Brunner – suggested that on monthly basis he will brief the CDA on the construction of the building and status of change orders, with final approval by Common Council. To date, these change orders have been submitted:

CO #1 – Unsuitable Soils	\$11,857
CO #2 – Eliminate Mechanical Pit	(\$ 3,314)
CO #3 – Owner Direct Purchases	\$ 0
CO #4 – Photovoltaic System (Net Cost)	\$58,445
CO #5 – Geothermal Well Depth	\$15,172
CO #6 – Bedrock Excavation	\$64,634
CO #7 – CESA@ Sink Install	\$0 – (CESA2 to Pay)

**9. Whitewater Technology Park**

**a. Innovation Center Update**

**i. Construction Progress**

**ii. Executive Director Search**

Brunner covered Innovation Center Updates during item #7.

Nimm noted the selection committee has selected their finalists. The selection goes to UW System for their approval prior to moving forward with the process.

**b. Infrastructure Updates**

**i. Starin Road Extension**

**ii. Tech Park Infrastructure**

Nimm noted that bids were awarded and approved by the EDA. Work is expected to begin in Mid-August. Both projects came in approx. \$300,000 less than the engineers' estimates.

<u>Project Description</u>	<u>Contractor Name</u>	<u>Contract Amount</u>	<u>A/E Estimate</u>
Technology Park Infrast.	Iverson Construction, LLC	\$2,205,383.17	\$2,626,900.00
Starin Road Extension	Mann Bros., Inc.	\$1,778,508.51	\$1,712,600.00

The start dates will be in the next few weeks. Completion dates are listed as November 12, 2010 (substantial) and June 1, 2010 (final).

**10. CDA Coordinator Updates**

- a. Train Depot – Grant for Restoration** meeting with Depot Restoration Team and Architect on July 9<sup>th</sup> to review preliminary drawings. Project is approximately 2 weeks behind schedule.
- b. Equity Commercial Real Estate** at the suggestion of Equity Commercial, the CDA/Whitewater Business Park and the Whitewater University Technology Park sponsored a hole for \$200 at the UW-W Alumni golf outing. Equity Commercial designed a brochure for the outing and is representing the Whitewater Business Park.
- c. WinkHaus North America** I had a conversation with Jim Roberts, the CEO at WinkHaus. He didn't feel it would be worth meeting and his comments are:  
*The closing of WinkHaus is/was a decision by the Parent Company. WinkHaus is a family owned business and the family decided the North American facilities were not making them any money. The parent company had been subsidizing the cost of the product in North America. The actual cost of the products was higher than the price they were getting for it on the market. The company was willing to subsidize the products to establish themselves in the North America market. In Europe, the hardware manufacturers are pulling back the sales to North America as they can no longer support the North America program.*
- d. Site Search Request(s)** I am working with Century 21 and Equity Commercial to find a site for a potential client. Client is searching for lease space and/or vacant lot for a building.
- e. Retention Visits** a retention visit team (Kevin Brunner, Jeff Knight and I) visited John's Disposal (Headquarters). I am waiting for confirmation on a retention visit with Universal Electronics and will be scheduling another with Whitewater Greenhouses.
- f. Tourism Council** as a follow-up to last month's conversation regarding Whitewater's representation on each of the County's Tourism Boards. The Tourism Council has agreed to find a Council member to sit on the Walworth County Visitors Bureau Board, and Kathleen (from WCVB) will sit on the Jefferson County Tourism Board as Whitewater's representative.

**11. Future Agenda Items**

N/A

**12. August Meeting Update – August 23, 2010**

CDA Meeting at the Tech Park in the Trailer

**13. Adjourn to closed session at approximately 5:45PM to reconvene approximately 6:00PM per Wisconsin State Statutes 19.85 (1)(e). Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session**

**a. Economic Development Loan 1421 W Main Street, Whitewater, WI**

Tom Miller motioned to adjourn to closed session at 5:30PM.

Present: Jim Allen, Al Marshall, Patrick Singer, Al Stanek, Tom Miller

Absent: Jeff Knight, Jim Stewart

Others Present: Kevin Brunner, Mary Nimm

**14. Reconvene and Roll Call**

Tom Miller motioned to reconvene to open session at 5:37PM.

Present: Jim Allen, Al Marshall, Patrick Singer, Al Stanek, Tom Miller

Absent: Jeff Knight, Jim Stewart

Others Present: Kevin Brunner, Mary Nimm

**15. Discussion and Possible Action on Economic Development Loan 1421 W Main Street, Whitewater, WI motioned accept request for extension contingent on signing of extension notes for 2009 and 2010.**

Jim Allen motioned to approve the request for an extension of 12 months for the Economic Development Loan for the property/business located at 1421 W Main Street contingent on the Loan Extension Agreement drafted for the 2009 requested extension (Balloon Payment and final payment due June 22, 2010) signed and returned to the CDA office, and contingent on a Loan Extension Agreement for the next 12 months, ending payment terms with Balloon Payment due on June 22, 2011. Marshall seconded.

Ayes: Allen, Marshall, Singer, Stanek, Miller

Nays: None

Absent: Knight, Stewart

**16. Adjourn**

Singer motioned to adjourn at 5:39PM.

**Respectfully Submitted,**

**Mary S Nimm  
CDA Coordinator**

**CITY OF WHITEWATER  
BALANCE SHEET  
JULY 31, 2010**

**CDA PROGRAMS FUND**

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>				
910-11101	41,850.90	957.44	9,234.92	51,085.82
910-11102	357,635.78	56,390.37	( 42,934.83)	314,700.95
910-11103	403,213.96	851.10	432,825.37	836,039.33
910-11104	14,736.29	2.67	17.67	14,753.96
910-11105	60,949.50	110.12	( 5,691.39)	55,258.11
910-11106	2,683.78	.49	3.22	2,687.00
910-11107	1,047.74	.19	20.52	1,068.26
910-11303	276,910.05	.00	150,000.00	426,910.05
910-11304	57,930.64	.00	.00	57,930.64
910-11305	40,000.00	.00	( 15,000.00)	25,000.00
910-11310	950,000.00	.00	( 400,000.00)	550,000.00
910-11315	75,849.27	.00	.00	75,849.27
910-13301	988.00	.00	.00	988.00
910-14303	132,143.66	( 807.14)	( 5,593.96)	126,549.70
910-14308	61,431.89	( 885.91)	( 3,075.05)	58,356.84
910-14310	90,937.76	298.39	( 1,122.66)	89,815.10
910-14311	62,706.02	( 51,451.61)	( 62,705.99)	.03
910-14320	.00	( 41.59)	14,752.54	14,752.54
910-14337	15,000.00	.00	.00	15,000.00
910-14338	6,355.01	.00	( 3,115.21)	3,239.80
910-14339	58,969.44	( 1,414.00)	( 9,800.86)	49,168.58
910-14340	17,720.56	( 413.81)	( 2,868.24)	14,852.32
910-14341	9,071.64	.00	.00	9,071.64
910-14342	21,255.33	( 346.05)	( 2,398.33)	18,857.00
910-14343	9,506.80	27.28	( 1,296.95)	8,209.85
910-14344	41,806.87	( 136.02)	( 942.71)	40,864.16
910-14345	182,341.83	.00	( 5,778.95)	176,562.88
910-14350	8,220.00	.00	.00	8,220.00
910-14351	10,203.84	.00	.00	10,203.84
910-14353	18,420.02	.00	.00	18,420.02
910-14354	9,000.00	.00	.00	9,000.00
910-14355	1,779.11	.00	( 1,779.11)	.00
910-14356	8,062.00	.00	.00	8,062.00
910-14359	10,818.00	.00	.00	10,818.00
910-14361	11,000.90	.00	.00	11,000.90
910-14363	11,000.00	.00	.00	11,000.00
910-14364	2,412.00	.00	.00	2,412.00
910-14366	12,504.15	.00	.00	12,504.15
910-14368	15,517.48	.00	.00	15,517.48
910-14371	5,500.00	( 100.00)	( 700.00)	4,800.00
910-14375	18,422.00	.00	.00	18,422.00
910-14378	34,448.00	.00	.00	34,448.00
910-15208	15,711.04	.00	.00	15,711.04
910-15401	3,345.27	.00	( 3,345.27)	.00
910-15402	107,426.52	.00	.00	107,426.52
910-15500	127,921.00	.00	.00	127,921.00
910-15521	275,171.53	.00	.00	275,171.53
<b>TOTAL ASSETS</b>	<b>3,699,925.58</b>	<b>3,041.92</b>	<b>38,704.73</b>	<b>3,738,630.31</b>

LIABILITIES AND EQUITY

**CITY OF WHITEWATER  
BALANCE SHEET  
JULY 31, 2010**

**CDA PROGRAMS FUND**

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>LIABILITIES</u>				
910-21200 DEPOSITS	900.00	.00	.00	900.00
910-24400 HOUSING-217 COTTAGE-B0803-0901	6,861.66	.00	( 6,861.66)	.00
<b>TOTAL LIABILITIES</b>	<b>7,761.66</b>	<b>.00</b>	<b>( 6,861.66)</b>	<b>900.00</b>
<u>FUND EQUITY</u>				
910-30110 CONTRIBUTED CAPITAL	456,815.37	.00	.00	456,815.37
910-34300 PROPRIETARY CAPITAL	2,598,383.62	.00	.00	2,598,383.62
910-35000 HOUSING LOANS RESERVE	174,316.71	.00	.00	174,316.71
910-35100 ECONOMIC DEV LOANS RESERVE	433,615.17	.00	.00	433,615.17
910-35160 FACADE LOANS RESERVE	29,033.05	.00	.00	29,033.05
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00	3,041.92	45,566.39	45,566.39
<b>BALANCE - CURRENT DATE</b>	<b>.00</b>	<b>3,041.92</b>	<b>45,566.39</b>	<b>45,566.39</b>
<b>TOTAL FUND EQUITY</b>	<b>3,692,163.92</b>	<b>3,041.92</b>	<b>45,566.39</b>	<b>3,737,730.31</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>3,699,925.58</b>	<b>3,041.92</b>	<b>38,704.73</b>	<b>3,738,630.31</b>

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 7 MONTHS ENDING JULY 31, 2010**

**CDA FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
900-48100-56 INTEREST INCOME	8.96	525.84	1,200.00	674.16	43.8
900-48620-56 EVENT/SPONSORSHIP REVENUE	100.00	314.04	.00	( 314.04)	.0
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>108.96</b>	<b>839.88</b>	<b>1,200.00</b>	<b>360.12</b>	<b>70.0</b>
<u>OTHER FINANCING SOURCES</u>					
900-49290-56 CITY TRANSFER INCOME	.00	.00	70,118.00	70,118.00	.0
900-49300-56 FUND BALANCE APPLIED	.00	.00	68,918.00	68,918.00	.0
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>.00</b>	<b>.00</b>	<b>139,036.00</b>	<b>139,036.00</b>	<b>.0</b>
<b>TOTAL FUND REVENUE</b>	<b>108.96</b>	<b>839.88</b>	<b>140,236.00</b>	<b>139,396.12</b>	<b>.6</b>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 7 MONTHS ENDING JULY 31, 2010**

**CDA FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>CDA</u>					
900-56500-111 SALARIES	6,942.22	44,753.32	74,052.00	29,298.68	60.4
900-56500-115 INTERNSHIP PROGRAM--UWW	.00	.00	5,000.00	5,000.00	.0
900-56500-151 FRINGE BENEFITS	1,237.68	8,563.32	23,488.00	14,924.68	36.5
900-56500-154 PROFESSIONAL DEVELOPMENT	137.39	506.74	920.00	413.26	55.1
900-56500-212 LEGAL SERVICES	.00	90.00	1,500.00	1,410.00	6.0
900-56500-219 AUDIT FEES	.00	.00	700.00	700.00	.0
900-56500-223 MARKETING	.00	4,185.17	16,500.00	12,314.83	25.4
900-56500-224 COUNTY/REGIONAL ECON DEV	11,210.00	11,210.00	11,210.00	.00	100.0
900-56500-225 MOBILE COMMUNICATIONS	37.22	226.87	850.00	623.13	26.7
900-56500-310 OFFICE SUPPLIES	.00	226.07	1,200.00	973.93	18.8
900-56500-311 POSTAGE	48.53	235.27	800.00	564.73	29.4
900-56500-320 DUES	.00	.00	600.00	600.00	.0
900-56500-321 SUBSCRIPTIONS & BOOKS	.00	16.95	300.00	283.05	5.7
900-56500-323 MARKETING	200.00	200.00	.00	( 200.00)	.0
900-56500-330 TRAVEL EXPENSE	42.00	328.10	2,000.00	1,671.90	16.4
900-56500-340 OFFICE RENTAL EXPENSE	35.00	35.00	.00	( 35.00)	.0
900-56500-341 MISC EXPENSE	.00	353.99	1,116.00	762.01	31.7
<b>TOTAL CDA</b>	<b>19,890.04</b>	<b>70,930.80</b>	<b>140,236.00</b>	<b>69,305.20</b>	<b>50.6</b>
<b>TOTAL FUND EXPENDITURES</b>	<b>19,890.04</b>	<b>70,930.80</b>	<b>140,236.00</b>	<b>69,305.20</b>	<b>50.6</b>
<b>NET REVENUE OVER EXPENDITURES</b>	<b>( 19,781.08)</b>	<b>( 70,090.92)</b>	<b>.00</b>	<b>70,090.92</b>	<b>.0</b>

**CITY OF WHITEWATER  
BALANCE SHEET  
JULY 31, 2010**

**CDA FUND**

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>				
900-11100 CASH	21,694.11	( 19,741.51)	( 73,716.11)	( 52,022.00)
900-11200 GENERAL CHECKING ACCOUNT	48,810.42	8.96	735.59	49,546.01
900-11300 TID DEVELOPMENT CD	25,000.00	.00	.00	25,000.00
900-18400 OFFICE EQUIPMENT	14,101.41	.00	.00	14,101.41
<b>TOTAL ASSETS</b>	<b>109,605.94</b>	<b>( 19,732.55)</b>	<b>( 72,980.52)</b>	<b>36,625.42</b>
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
900-21100 VOUCHERS PAYABLE	126.25	.00	( 126.25)	.00
900-21106 WAGES CLEARING	2,801.24	.00	( 2,801.24)	.00
900-22000 ACCUM DEPR - EQUIPMENT	11,633.92	.00	.00	11,633.92
900-25100 DUE TO GENERAL FUND	23.15	48.53	37.89	61.04
900-25101 DUE TO 910	15,711.04	.00	.00	15,711.04
<b>TOTAL LIABILITIES</b>	<b>30,295.60</b>	<b>48.53</b>	<b>( 2,889.60)</b>	<b>27,406.00</b>
<u>FUND EQUITY</u>				
900-34300 PROPRIETARY CAPITAL	79,310.34	.00	.00	79,310.34
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00	( 19,781.08)	( 70,090.92)	( 70,090.92)
<b>BALANCE - CURRENT DATE</b>	<b>.00</b>	<b>( 19,781.08)</b>	<b>( 70,090.92)</b>	<b>( 70,090.92)</b>
<b>TOTAL FUND EQUITY</b>	<b>79,310.34</b>	<b>( 19,781.08)</b>	<b>( 70,090.92)</b>	<b>9,219.42</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>109,605.94</b>	<b>( 19,732.55)</b>	<b>( 72,980.52)</b>	<b>36,625.42</b>

**CITY OF WHITEWATER**  
**REVENUES WITH COMPARISON TO BUDGET**  
**FOR THE 7 MONTHS ENDING JULY 31, 2010**

**CDA PROGRAMS FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>MISCELLANEOUS REVENUE</u>						
910-48101-00	INTEREST INCOME-BUSINESS DEV	151.10	13,750.10	20,000.00	6,249.90	68.8
910-48102-00	INTEREST INCOME-ECONOMIC DEV	47.44	2,234.80	9,000.00	6,765.20	24.8
910-48103-00	INTEREST INCOME-FACADE	183.79	541.61	800.00	258.39	67.7
910-48104-00	INTEREST INCOME-HOUSING	10.12	470.77	2,000.00	1,529.23	23.5
910-48105-00	INTEREST INCOME-ED DEV	2.67	17.67	500.00	482.33	3.5
910-48106-00	INTEREST INCOME-MORAINNE VIEW	.49	3.22	.00	( 3.22)	.0
910-48107-00	INTEREST INC-WETLAND ESCROW	.19	520.52	2,200.00	1,679.48	23.7
910-48601-00	MISC INCOME	.00	5,010.00	.00	( 5,010.00)	.0
910-48604-00	RENTAL INCOME-HOWARD ROAD	700.00	4,900.00	8,400.00	3,500.00	58.3
910-48605-00	RENTAL INCOME-CROP LEASES	.00	10,220.00	5,000.00	( 5,220.00)	204.4
910-48608-00	LOAN INTEREST-LAVELLE	424.52	3,027.66	5,285.76	2,258.10	57.3
910-48613-00	LOAN INTEREST-ZINGG MOTORS	391.95	1,397.46	2,466.18	1,068.72	56.7
910-48645-00	LOAN INTEREST-LEARNING DEPOT	298.39	2,105.34	5,337.81	3,232.47	39.4
910-48646-00	LOAN INTEREST-RAAB/WINKHAUS	336.69	1,497.39	2,407.57	910.18	62.2
910-48647-00	LOAN INT-TOPPERS--\$115,659	166.92	1,265.58	2,139.70	874.12	59.2
910-48648-00	LOAN INT-TOPPERS--\$33,960	50.38	381.09	698.25	317.16	54.6
910-48649-00	FACADE LOAN-INT-TOPPERS-15K	.00	.00	362.87	362.87	.0
910-48650-00	FACADE--INT.--RR WALTON-15K	.00	254.20	701.92	447.72	36.2
910-48651-00	FACADE-INT-WALTON DIST-30K	64.01	472.09	852.00	379.91	55.4
910-48655-00	ED LOAN-INT-DAN'S MEAT-15K	27.28	214.08	309.78	95.70	69.1
910-48657-00	FACADE-INT-WARHAWK-45K	136.67	966.12	1,693.11	726.99	57.1
910-48658-00	LOAN INT.-960 E. MILWAUKEE LLC	.00	2,699.11	5,546.08	2,846.97	48.7
910-48660-00	FACADE-1117 W. MAIN(SWD/TDW)	49.31	297.94	.00	( 297.94)	.0
	<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>3,041.92</b>	<b>52,246.75</b>	<b>75,701.03</b>	<b>23,454.28</b>	<b>69.0</b>
<u>OTHER FINANCING SOURCES</u>						
910-49300-56	FUND BALANCE APPLIED	.00	.00	( 63,601.03)	( 63,601.03)	.0
	<b>TOTAL OTHER FINANCING SOURCES</b>	<b>.00</b>	<b>.00</b>	<b>( 63,601.03)</b>	<b>( 63,601.03)</b>	<b>.0</b>
	<b>TOTAL FUND REVENUE</b>	<b>3,041.92</b>	<b>52,246.75</b>	<b>12,100.00</b>	<b>( 40,146.75)</b>	<b>431.8</b>

**CITY OF WHITEWATER**  
**EXPENDITURES WITH COMPARISON TO BUDGET**  
**FOR THE 7 MONTHS ENDING JULY 31, 2010**

**CDA PROGRAMS FUND**

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>CDA PROGRAMS</u>					
910-56500-212 LEGAL/PROFESSIONAL/MARKETING	4,400.00	4,400.00	10,000.00	5,600.00	44.0
910-56500-295 ADMINISTRATIVE EXPENSE	( 4,400.00)	501.25	1,000.00	498.75	50.1
910-56500-404 HOUSING LOANS	.00	.00	100.00	100.00	.0
910-56500-408 RENTAL EXPENSES	.00	.00	1,000.00	1,000.00	.0
910-56500-415 HOUSING-LOAN-WRITE OFF	.00	1,779.11	.00	( 1,779.11)	.0
TOTAL CDA PROGRAMS	<u>.00</u>	<u>6,680.36</u>	<u>12,100.00</u>	<u>5,419.64</u>	<u>55.2</u>
TOTAL FUND EXPENDITURES	<u>.00</u>	<u>6,680.36</u>	<u>12,100.00</u>	<u>5,419.64</u>	<u>55.2</u>
NET REVENUE OVER EXPENDITURES	<u>3,041.92</u>	<u>45,566.39</u>	<u>.00</u>	<u>( 45,566.39)</u>	<u>.0</u>

# Memo

**To:** Kevin Brunner, City Manager  
Community Development Authority

**From:** Matt Amundson, Parks and Recreation Director

**Date:** August 18, 2010

**Re:** Waterfowl Hunting Program

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The waterfowl hunting program was approved by the Parks and Recreation Board on a 5-0 vote on Monday, August 9<sup>th</sup> and by the Whitewater Common Council on a 5-0 vote on Tuesday, August 17<sup>th</sup> provided that the CDA approve the hunting within Moraine View Park.

Some concerns have been raised regarding public notification of the program and liability issues. The City Attorney has reviewed the program and feels that the hunting program allows for an extremely remote potential for liability on the city's part and that posting notice as a press release to the local media along with identification at the park entrance would serve as sufficient notice.

I spoke with representatives of the Federal Fish & Wildlife Services, USDA Wildlife Service, and the Wisconsin DNR regarding management techniques. Both agencies have shared that it is an extensive process to have a round-up/cull. These round-up/cull efforts have been gaining significant opposition throughout the state and Midwest. These agencies agree that hunting is a significant management tool. This is consistent with previous conversations that I have had with the DNR. It has also been suggested that the City consider applying for an egg oiling permit in the future.

I am asking that the CDA approve Moraine View Park as a permitted area from November 13-December 16 on weekends only. Due to the 2008 construction of the detention pond within the park and the several additional ponds within the business park, I feel that we need to manage the geese population in this area. I realize that we may need to coordinate some details with JP Cullen and other construction crews in the area regarding this hunting program.

Your consideration of this matter is greatly appreciated.

Thanks!  
Matt Amundson



August 12, 2010

Waterfowl Permit Requestors,

Hello! I appreciate your patience waiting for this information. The DNR just finalized the waterfowl hunting rules on August 11<sup>th</sup> for the upcoming season. I am looking forward to another successful season in 2010 and we will again be requiring the following:

- A \$10 fee will be charged to anyone requesting a permit to cover the cost of the criminal background investigation and administrative time in processing the permit.
- Anyone requesting a permit will need to submit proof of approval to be on property owner's land due to several complaints of trespassing and illegal blinds being installed on private property in recent years. If you are hunting from a boat on one of the lakes, please indicate this on the permit form.
- The season has been broken into "mini-permit" seasons. Only 10 permits will be issued for each zone in each "mini" season.
- Hunting will be allowed 7 days a week within the established DNR seasons and the City issued permits. Exception: hunting program at Moraine View Park
- Requests are allowed for more than one "mini" season. Each requestor only need pay the \$10.00 permit fee once, no matter how many permits you are applying for.
- I will be asking that hunters provide the City data on the number of geese harvested in 2010. You will only need to submit this information at the conclusion of the season.

As the City continues to develop and more residential areas are created along the lakes, I ask all hunters to be mindful of community residents and property owners. I would like to highlight the following statement from the permit,

*"I understand that safety will be adhered to at all times regardless of legal permit and that no hunting is allowed within 100 yards of any street, highway, or occupied building. I further understand that any violation of this permit or any of the fish and game laws of the State of Wisconsin will automatically revoke this permit. I understand I must have written permission for hunting on private property and must carry that permission at all times while hunting on that property."*

In 2010, we will again include Moraine View Park as a hunting area on the weekends in November and December. This will provide a limited opportunity to hunt on public land that will not need landowner permission. A large detention pond exists in the park and it is my hope that the hunting program will assist in controlling the geese population at this location. Please note that this area is under a great deal of construction this fall.

In addition, unless you are hunting from a boat or at Moraine View Park – you will need permission from the landowner to be on private property. WE Energies and ATC have informed us that they do not allow hunting from their property – please keep this in mind this season.

We have again broken the season into several permit options. If you are interested in multiple permits, please rank the season you are most interested in as your #1 choice, second most interested as #2, etc. Failure to do this may result in a delay in processing your permit request. If you are interested in all 14 permits, you must rank them from 1-14.

Please note that the Whitewater Common Council will be discussing the waterfowl program at its meeting on Tuesday, August 17<sup>th</sup> and the program does need the approval of the Common Council to be held.

Thank you for interest and assistance in controlling the waterfowl population in Whitewater. If you have any questions or concerns, feel free to contact me at (262) 473-0122 or via email at [mamundson@ci.whitewater.wi.us](mailto:mamundson@ci.whitewater.wi.us).

Sincerely,

*Matt Amundson*

Matt Amundson, CPRP  
Parks and Recreation Director



# 2010 Final Waterfowl Rule Summary



*NRB approved August 11, 2010*

**Early September Canada goose season** – September 1-15, with a daily bag of 5 geese.

**Youth Waterfowl Hunt** - September 18-19. The daily bag is the same as the regular seasons.

## **Ducks**

60 Day Season – Daily bag of 6 ducks in total. Of the 6 ducks, no more than: 4 mallards of which only 1 may be a hen, 3 wood ducks, 1 black duck, 2 redheads, 2 scaup, **2 pintail**, and 1 canvasback. In addition, 5 mergansers to include not more than two hooded mergansers. (For species of duck not listed such as teal and ring-necks, the combined total with all other species may not exceed 6 ducks). Coot daily bag of 15.

\*Opening day shooting hours will begin at 9am.

**Northern Zone:** Sept 25 – Nov 23

**Southern Zone:** Oct 2 -10, Oct 16- Dec 5

## **Canada Geese - Year 4 of 5 year Mississippi Flyway stable Canada goose season**

Exterior Zone: Daily Bag of 2.

North - Saturday Sept 18 - Dec 11.

South – Saturday Sept 18 – October 10, and October 16 – December 16.

- Mississippi River Subzone: Oct. 2 - Oct. 10 and Oct. 16 – Dec. 30th.

Horicon Zone:

- H1- Sept 16 – Oct 31
- H2- Nov 1 – Dec 16

Daily Bag of 2. 6 Tags per hunter.

Collins Zone: 3 Time periods. Daily Bag of 2. 6 Tags per hunter

**C1:** Sept. 16- Oct. 1 and Oct. 2 at 9am- Oct 3; **C2:** Oct. 4- Oct. 24; **C3:** Oct. 25- Nov. 19.

**Light geese, brant and white-fronted geese** - Light geese (Snow, Blue and Ross) and Brant: Seasons are the same as for the Canada goose zones and subzones. Daily Bag Limit: 1 brant and 20 light geese. White-fronted geese: Season is the same as for Canada geese in the Exterior and Collins zones. In the Horicon zone the season will be September 22 – December 16. Daily Bag Limit: 1 white-fronted goose.

## **Important Changes in 2010:**

- 2 pintail bag limit
- Elimination of Burnett county subzone closed area (now open to hunting as part of Exterior goose zone)

**PERMIT TO DISCHARGE A FIREARM FOR WATERFOWL CONTROL  
 WHITEWATER CITY ORDINANCE – CHAPTER V11. SECTION 7.36.020 (1)**

\*Please rank your top choices of zones & dates (can only use #1 on one blank - each block should have a number)

Rank*	Permit	Date	Zone	Deadline to apply
	Early September Canada Geese	September 1-15, 2010	Cravath	August 22, 2010
	Early September Canada Geese	September 1-15, 2010	Trippe	August 22, 2010
	Canada Geese	September 18 - October 1, 2010	Cravath	August 22, 2010
	Canada Geese	September 18 - October 1, 2010	Trippe	August 22, 2010
	Ducks & Geese	October 2-10, 2010	Cravath	August 22, 2010
	Ducks & Geese	October 2-10, 2010	Trippe	August 22, 2010
	Ducks & Geese	October 16-November 12, 2010	Cravath	September 26, 2010
	Ducks & Geese	October 16-November 12, 2010	Trippe	September 26, 2010
	Ducks & Geese	November 13-December 5, 2010	Cravath	September 26, 2010
	Ducks & Geese	November 13-December 5, 2010	Trippe	September 26, 2010
	Ducks & Geese	November 13-December 5, 2010	Moraine View	September 26, 2010
	Geese	December 6-16, 2010	Cravath	September 26, 2010
	Geese	December 6-16, 2010	Trippe	September 26, 2010
	Geese	December 6-16, 2010	Moraine View	September 26, 2010

**A COPY OF THE APPROVED PERMIT MUST BE IN YOUR POSSESSION BEFORE YOU CAN LEGALLY  
 DISCHARGE YOUR FIREARM**

FULL NAME: \_\_\_\_\_

*Last First Middle Initial*

ADDRESS: \_\_\_\_\_

*Number Street City, State Zip Code*

EMAIL: \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ DAYTIME PHONE #: \_\_\_\_\_

SEX: \_\_\_\_ HEIGHT: \_\_\_\_ WEIGHT: \_\_\_\_ HAIR COLOR: \_\_\_\_ EYE COLOR: \_\_\_\_

DRIVERS LICENSE #: \_\_\_\_\_ HUNTING LICENSE #: \_\_\_\_\_

LOCATION HUNTING FROM: \_\_\_\_ (Boat) \_\_\_\_ (Personal Property) \_\_\_\_ (Private Property) \_\_\_\_\_  
 Name of Landowner

**If you are under the age of 18, your parent must sign this form.**

**If you are under the age of 16, please read the special instructions below:**

If you are 16 years old or over, you may legally hunt alone.

If you are 14 to 16 years old, you may hunt alone, if you have completed a Hunter's Safety Course. Otherwise, you must hunt with a parent or legal guardian.

If you are 12 to 14 years old, you must hunt with parent or legal guardian.

If you are under 12 years old, you may not hunt.

If you have completed a Hunter's Safety Course, you must furnish us with a copy of your certificate.

**PROVISIONS AND RESTRICTONS OF PERMIT**

I understand that the permission to discharge a firearm within the City of Whitewater in no way grants me permission to trespass on private property of any other person, firm, or corporation. I also understand this permit is granted ONLY for the area I have requested above. I understand that safety will be adhered to at all times regardless of legal permit and that no hunting is allowed within 100 yards of any street, highway, or occupied building. I further understand that any violation of this permit or any of the fish and game laws of the State of Wisconsin will automatically revoke this permit. I understand I must have written permission for hunting on private property and must carry that permission at all times while hunting on that property. I also understand that a law enforcement background check will be completed on all applicants before this permit is approved.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

SIGNATURE OF PARENT: \_\_\_\_\_ DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

**FOR OFFICAL USE ONLY:**

DATES PERMIT WILL COVER: from \_\_\_\_ / \_\_\_\_ / \_\_\_\_ to \_\_\_\_ / \_\_\_\_ / \_\_\_\_

GRANTED ON: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ BY: \_\_\_\_\_



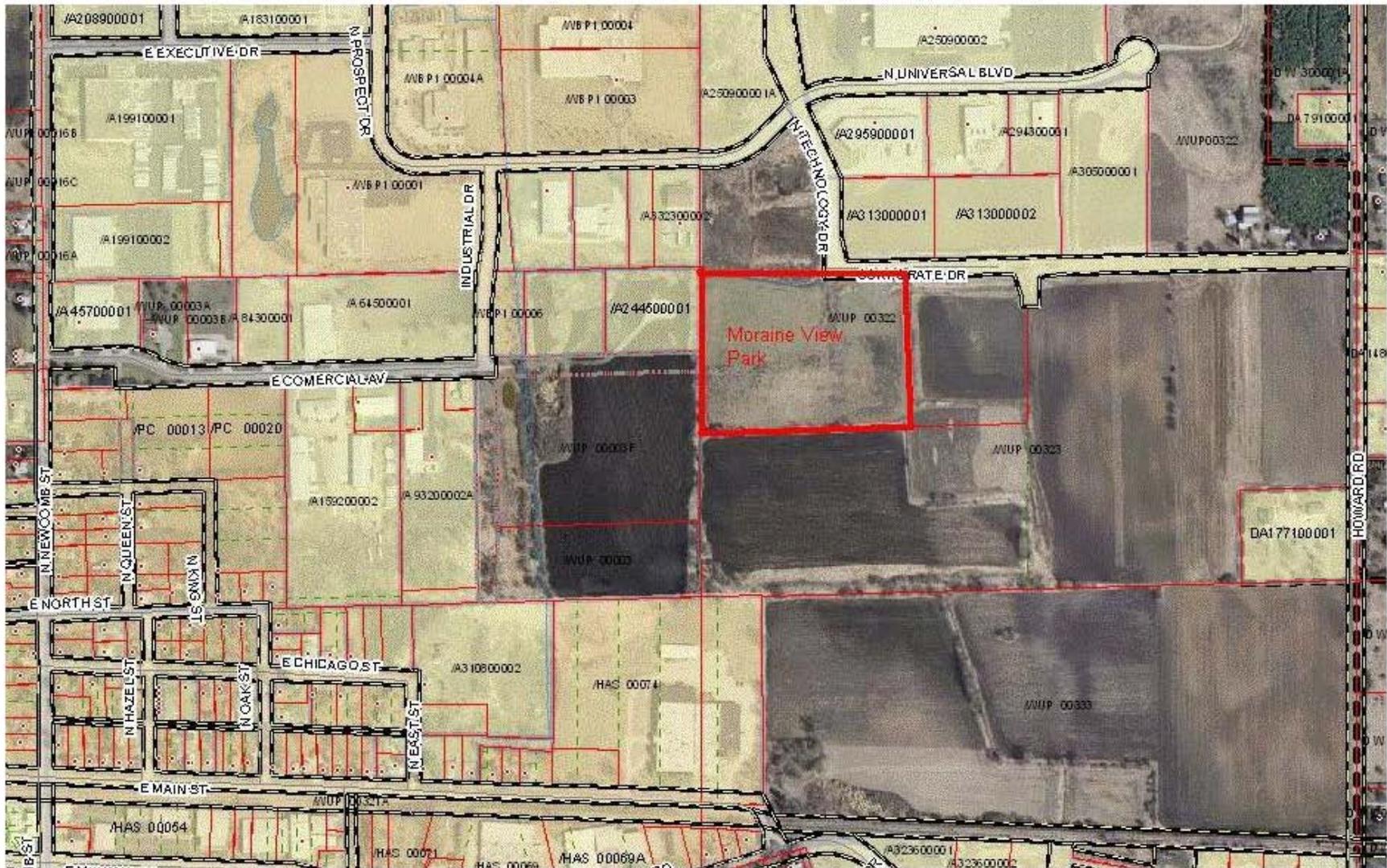
**Legend**

**Water Fowl Areas**

- NO Hunting
- Approved Control Area
- City of Whitewater

**Water Fowl Control Areas**  
**City of Whitewater, WI**





Border of Park – Approved Control Area

## Waterfowl Control Area – Moraine View Park City of Whitewater, WI

**WHITEWATER TRANSPARENCY**  
**ENHANCEMENT ORDINANCE**  
**8-12-10 – 10:00 a.m. Draft**

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

Section 1. Whitewater Municipal Code, Chapter 2.62, Whitewater Transparency Enhancement Ordinance, is hereby created to read as follows:

2.62.010 Purpose.

(a) The purpose of this ordinance is to maximize public awareness and participation in City of Whitewater government.

2.62.020 Posting Requirements.

(a) Agenda notices for all City Council, board and committee meetings, requiring legal notice, shall be posted 72 hours in advance. If an agenda item is added between 24 and 72 hours prior to the meeting, it shall require an affirmative vote of two-thirds of the members voting to take up the matter.

(b) All council, committee and board agendas shall be posted online on the City website 72 hours in advance of the meeting.

(c) All council, committee and board packet materials, that can be reasonably scanned, shall be posted online 24 hours in advance of the meeting. The City shall create an e-mail list of packet mailing alerts and email packets shall be sent to the addresses prior to the meeting.

(d) All requests for proposals and requests for bids shall be posted on-line as soon as is practicable.

2.62.030 Information Technology Requirements.

(a) Beginning October 1, 2010, all meetings shall be recorded by either audio or video means and shall be posted online. City Council, CDA, Plan Commission and Police Commission meetings shall be videotaped.

2.62.040 Meeting Procedures.

(a) All council, committee and board meetings shall have a public input agenda item to allow citizens to make statements on matters that are not on the agenda.

(b) All council, committee and boards shall allow the public an opportunity to comment at a designated time on all items on meeting agendas.

(c) If the agenda for a council, board or committee meeting includes staff reports or other reports, a specific description of the item to be reported on shall be listed on the agenda and said report(s) shall be limited to the specific items listed in the agenda.

2.62.050 Failure to Abide by Chapter Provisions Do Not Cause Actions to be Invalid.

(a) The failure by any council, committee or board to adhere to the provisions of this chapter shall not cause any action by said council, committee or board to be invalid.

Ordinance introduced by Councilmember \_\_\_\_\_, who moved its adoption. Seconded by Councilmember \_\_\_\_\_.

AYES:

NOES:

\_\_\_\_\_  
Kevin Brunner, City Manager

ABSENT:

\_\_\_\_\_  
Michele R. Smith, City Clerk

ADOPTED:



