

**CITY OF WHITEWATER  
COMMON COUNCIL AGENDA**  
Common Council Meeting  
Tuesday, May 3, 2010 – 6:30 p.m.  
City of Whitewater Municipal Building Community Room  
312 W. Whitewater Street Whitewater, Wisconsin

**Amended Agenda as of 11 a.m., May 2, 2011, adding to Reports:  
Senior Coordinator - 2) Introduction of Essay Contest Winners**

**CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE.**

**CONSENT AGENDA:**

CA-A	Approval of Council Minutes of April 7, 2011.
CA-B	Acknowledgment of Receipt and Filing of: *Whitewater University Technology Park Board Minutes of 2/23/11 and 3/16/11. *CDA Minutes of 3/28/11. *Library Minutes of 4/11/11. *Police Department Consolidated Monthly Report for March 2011.
CA-C	*Approval of Payment of Invoices Processed through 4/28/2011.
CA-E	Expedited approval of the following items, per city staff recommendation: O-2, O-3, O-4, O-5.

**REPORTS:**

City Manager	1) Recognizing NCAA National Championship WU-Whitewater Men's Wheelchair Basketball Team; 2) Tree City USA Recognition; 3) Dedication/Open House for Whitewater Innovation Center; 4) Lab Buildout at Whitewater Innovation Center, 5) Historic Preservation Month Proclamation, 6) Wisconsin Archaeology Month.
Senior Coordinator	1) Proclamation Declaring May as Older American Month ; <b>2) Introduction of Essay Contest Winners</b>
Downtown Whitewater Exec. Director	1) Quarterly Report; 2) 2011 Wisconsin Main Street Awards

**HEARING OF CITIZEN COMMENTS.** No formal Common Council Action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a 3-5 minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Council discusses that particular item.

**RESOLUTIONS:**

R-1	Commending Department of Public Works Employees on their outstanding Snow Removal Efforts during Winter 2010-2011 (Councilmember Singer Request).
R-2	Authorizing extension of Class "B" license for Capns for Treyton Kilar event
R-3	Resolution Discontinuing a Portion of Moraine View Parkway.
R-4	Resolution Discontinuing a Portion of Summit Street.

**ORDINANCES: First Reading**

O-1	Amending Chapter 11.12.011, Stop Signs to add additional stop sign locations.
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**ORDINANCES: Second Reading**

*O-2	Amending Chapter 5.20.020, Alcohol Licensing, regarding annual tavern inspection requirements. (City Clerk Request).
*O-3	Amending Chapter 11, Reducing Speed Limits on Starin Road.
*O-4	Amending Chapter 11, Parking Regulations, to prohibit parking on newly constructed portion of Starin Road.
*O-5	Amending Chapter 11.16.080, to prohibit parking on streets listed in Section 11.16.150 of municipal code.

**CONSIDERATIONS:**

C-1	Authorization to purchase Jet Machine for WWTP Improvements Project Contract 4-2009 (DPW Director Request).
C-2	Consideration of Award of Contract 1-2011 to Mann Bros. for Five Points Intersection Improvements
C-3	Discussion and possible action regarding electrical updates at Cravath Lakefront Park (Parks and Recreation Board Request).
C-4	Request to Increase Budget for Police Chief Recruitment/Selection Outside Services (Police Commission).
C-5	Discussion/Possible Action on amendment to City Building Permit Fees.
C-6	Discussion/Direction to City Staff on Zoning Ordinance Updating/Redrafting
C-7	Approval of contractor for Downtown Main Street overlay project (DPW Director Request).
C-8	Consideration of land exchange agreement between the City of Whitewater and CA Pope, Inc for the Janesville/Walworth/Summit Street intersection improvement (Five Points).
C-9	Councilmember Requests for Future Agenda Items.
C-10	Adjourn to Closed Session, NOT TO RECONVENE, pursuant to Wisconsin 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." And 19.85 (1)(g) "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."  Item to be Discussed: City's options for Enforcements Concerning Encroachment on Effigy Mounds Preserve.

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk at least 72 hours prior to the meeting.**

- **Items denoted with asterisks will be approved on the Consent Agenda unless any council member requests that it be removed for individual discussion.**

## MEMORANDUM

**TO:** Common Council

**FROM:** Kevin Brunner, City Manager

**DATE:** April 29, 2011

**RE:** Comments on May 3<sup>rd</sup> Agenda Items

The following are my comments regarding items on next Tuesday's Common Council Agenda.

1. **Ordinance regarding stop signs.** City staff and I continue to recommend that the intersection of Starin and Jefferson have four way stop signs. I think that after the tour earlier this week the Council can more readily understand our rationale for why this is very important given the geometrics of this newly created intersection.
2. **Ordinances for second reading.** I recommend approval of all of these ordinances that were previously approved by the Council at its April 17<sup>th</sup> meeting.
3. **Authorization to purchase jet machine.** Recommend approval.
4. **Consideration of award of contract 1-2011 to Mann Bros. for five-points intersection improvements.** Recommend approval. Please note that this project is coming in about 10% under budget.
5. **Discussion and possible action regarding electrical updates at Cravath Lakefront Park.** The Parks and Recreation Board will be meeting on this Monday and will have a recommendation for the Council. I understand that Downtown Whitewater Inc. has pledged \$3,000 towards these electrical updates. Pending Council approval this work would be contracted for right away so that it will be ready for the 4<sup>th</sup> of July.
6. **Request to increase budget for Police Chief recruitment/selection outside services.** Recommend approval based upon proposals that the Police Commission has received the commission would like to have a budget of \$14,000 to adequately pay for all the outside services needed for the Police Chief recruitment and selection process. Note here that we are saving approximately \$11,000 each month that the permanent Police Chief position is vacant so we will have sufficient funds to offset these recruitment and selection costs.
7. **Discussion and possible action City building permit fees.** Staff has done a survey of comparable communities regarding their building permit fees. We have noted that we are one of the few communities that bases its building permit fees primarily on the cost of construction. Many times this cost is under estimated by developers and builders. Most of the comparable communities base their fee structure on square footage of buildings constructed or renovated. That is the major recommendation that staff is making at this time. This will also make our fee structure more understandable as well as keep our fees below the average for our comparables.

8. **Discussion/direction to City staff on Zoning Ordinance updating/redrafting.** My memo on this is pretty self explanatory. We would like direction from City Council on how we should best proceed on the updating or redrafting of the Zoning Ordinance. Since this will likely be a twelve to eighteen month process, I would like to get going on this as soon as possible with funding to come from both 2011 and 2012 budgets.
  
9. **Approval of contractor for downtown Main Street overlay project.** I concur with the recommendation to recommend Frank Bros. for this project. My understanding is this work will be done in the next several weeks and that adequate provisions are being made to notify downtown businesses so they can accommodate the project.

If you have any questions regarding any of these items prior to next week's meeting please feel free to contact me.

ABSTRACT/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL ACTIONS OF THE COMMON COUNCIL OF THE CITY OF WHITEWATER, WALWORTH AND JEFFERSON COUNTIES, WISCONSIN.

April 7, 2011

The Council meeting of the Common Council was called to order at 6:30 p.m. by Council President Singer. MEMBERS PRESENT: Binnie, Singer, Kienbaum, Olsen, Stewart, Winship. MEMBERS ABSENT: Butler. LEGAL COUNSEL PRESENT: Wallace McDonell.

**APPROVAL OF PAYMENT OF INVOICES.** It was moved by councilmember Binnie and seconded by councilmember Winship to approve payment of city invoices in the total sum of \$215,804.39. AYES: Kienbaum, Olsen, Winship, Binnie, Singer, Stewart. NOES: None. ABSENT: Butler.

**APPROVAL OF MINUTES.** It was moved by councilmember Binnie and seconded by councilmember Winship to approve the Council minutes of 3/15/11 and 3/29/11 and to acknowledge receipt and filing of the following: Financial Reports for February, 2011, Community Development Authority Minutes of 2/28/11 and Landmark Commission Minutes of 2/14/11. AYES: Kienbaum, Winship, Binnie, Singer, Stewart, Olsen. NOES: None. ABSENT: Butler.

**REPORTS:** City Manager Brunner presented a State Budget update highlighting the upcoming League of Municipalities presentation to Joint Finance Committee. He handed out a list of League concerns. The projected State budget will have a net cost to the City of \$96,742. He announced a Whitewater Energy Plan for Independence meeting at the Innovation Center on April 18. He also proclaimed April 17, 2011 as CROP Walk Day in Whitewater.

Parks & Recreation Matt Amundson informed Council that the Spring/Summer brochure will be distributed with the Good Morning Advertiser the week of April 18. Brochures can no longer be distributed through local schools so this action will help get information about summer programs to families. The brochure is also on the City Website.

**CITIZEN COMMENTS.** None.

**AUTHORIZING SUBMISSION OF A COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION FOR NORTH STREET BRIDGE REPLACEMENTS.** It was moved by councilmember Olsen and seconded by councilmember Winship to authorize submission of a Community Development Block Grant application for North Street bridge replacements. AYES: Kienbaum, Winship, Binnie, Singer, Stewart, Olsen. NOES: None. ABSENT: Butler.

**AWARD OF CONTRACT 5-2010 WASTEWATER DIGESTER BOILER.** It was moved by councilmember Olsen and seconded by councilmember Binnie to award contract 5-2010 for a wastewater digestive boiler to Illingsworth-Kilgust, Milwaukee in the amount of \$493,000. The payback on this project will be in 5.7 years. AYES: Kienbaum, Winship, Binnie, Singer, Stewart, Olsen. NOES: None. ABSENT: Butler.

**APPROVAL OF DESIGN AND AUTHORIZATION TO BID FIVE POINTS INTERSECTION PROJECT.** DPW Director Dean Fischer stated that the public hearing was very positive concerning this project and Nelson Bus Service is also enthusiastic as school buses use the intersection at busy times of the day. Funding will come from TIF 6 and has already been allocated. It was moved by councilmember Olsen and seconded by councilmember Binnie to approve the design of the Five Points Intersection Project and authorize bidding on the project. YES: Kienbaum, Winship, Binnie, Singer, Stewart, Olsen. NOES: None. ABSENT: Butler.

**ACTION ON STARIN ROAD EXTENSION PROJECT CHANGE ORDER #2.** Brunner stated that representatives from the Historic Starin Park Neighborhood Association have stated a concern about increased traffic on Starin Road as a result of the connection to Highway 59. Six traffic islands with plantings were proposed to calm traffic on Starin Road. The EDA will not cover this additional cost in their grant to the City. No planning has been done and there is no cost estimate on the project. Fischer stated that the City does not know yet how much traffic will increase on Starin Road but will compare traffic counts to what was measured in 2009. Crossing markings and signage can be enhanced by DPW this year. After some discussion no action was taken.

# CA-A

**CONSIDERATION OF SALARY ADJUSTMENT FOR INTERIM POLICE CHIEF.** It was moved by councilmember Olsen and seconded by councilmember Winship to adjust the salary for the interim Police Chief, Lt. Otterbacher. AYES: Kienbaum, Olsen, Winship, Binnie, Singer, Stewart. NOES: None. ABSENT: Butler.

**ACTION ON REQUEST FROM PIZZA HUT TO CHANGE AGENT ON THEIR CLASS B BEER LICENSE.** It was moved by councilmember Binnie and seconded by councilmember Winship to approve the request of Pizza Hut to change the agent on their Class B Beer License. AYES: Kienbaum, Olsen, Winship, Binnie, Singer, Stewart. NOES: None. ABSENT: Butler.

**COUNCILMEMBER REQUEST FOR FUTURE AGENDA ITEMS.** Kienbaum suggested further discussion of State shared revenue.

**ADJOURN.** It was moved by Binnie and seconded by Olsen to adjourn the meeting at 7:15 pm. AYES: Kienbaum, Winship, Binnie, Singer, Stewart, Olsen, Butler. NOES: None. ABSENT: Butler.

Respectfully submitted,  
Michele R. Smith  
City Clerk

Whitewater University Technology Park Board  
Whitewater Innovation Center  
1221 Innovation Drive  
Minutes for February 23, 2011

1. **Call to Order.**

The meeting was called to order at 8:00 am by President Telfer. Members present: Jeff Knight, Kevin Brunner, Jim Stewart, Peter Zaballos, John Chenoweth, and Richard Telfer. Absent: Ronald Gayhart. Others present: Mike Vanden Bosch, Denise Ehlen, Gary Lengyel, Neal Day (J.P. Cullen) and Cliff Goodhart (Eppstein Uhen Architects).

2. **Approval of Minutes from February 9, 2011 Meeting.**

It was moved by Stewart and seconded by Chenoweth to approve the minutes from the February 9, 2011 meeting. Approved.

3. **Approval of Science Lab Build Out.**

There was considerable discussion with Goodhart and Day regarding the planned build out of the science labs on the first floor. The cost estimate for the shell of the build out alone is now approximately \$128,000 with further build out of the science wet labs estimated at approximately \$300,000. Both Goodhart and Day indicated that it was their intent to drive down that number considerably based on further discussions with sub-contractors and suppliers.

There is general consensus that no matter what, the shell build out needs to take place and that a case needs to be made before the EDA that this should be included as part of the EDA grant for the Innovation Center construction project. In addition, a request will be made for the EDA to participate with the funding of the lab build out as part of the enhancements for this project.

It was moved by Knight, seconded by Zaballos to approve the build out of the shell and lab space predicated on further discussions with the EDA on possible funding. This item will be brought back to the full board for discussion at its next meeting. Approved.

4. **Approval of HVAC Maintenance Option Terms and Conditions.**

It was moved by Telfer, seconded by Chenoweth to approve executing an HVAC maintenance agreement with NAMI in the amount of \$4,200 with the provision that certain objectionable language in the Terms and Conditions portion of the agreement be eliminated or modified. Approved.

5. **Discuss Grand Opening/Open House.**

It was determined that the targeted dates for the Grand Opening/Open House would be Thursday May 5<sup>th</sup> and Friday May 6<sup>th</sup>. This item will be discussed further at the next meeting.

6. **Convene to closed session at 9:15 a.m. per Wisconsin Statute 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.**

It was then moved by Zaballos and seconded by Brunner to convene to closed executive session. Item to be discussed: Proposed lease with Blackthorne Capital Management LLC. Ayes: Telfer, Stewart, Knight, Zaballos, Brunner, Chenoweth. Noes: None.

# CA-B

**7. Next Meeting.**

The next meeting of the Board will take place on March 16<sup>th</sup> at 8:00 am at the Whitewater Innovation Center.

**8. Adjournment.**

It was then moved by Knight, seconded by Chenoweth to adjourn. Meeting adjourned at 9:40 am.

Respectfully Submitted,

Kevin Brunner, Secretary

Whitewater University Technology Park Board  
Whitewater Innovation Center  
1221 Innovation Drive  
Minutes for March 16, 2011

**1. Call to Order.**

The meeting was called to order at 8:00 am by President Telfer. Members present: Kevin Brunner, Jim Stewart, John Chenoweth, Peter Zaballos and Richard Telfer. Absent: Jeff Knight, Ronald Gayhart. Others present: Denise Ehlen, Gary Albrecht (CESA2), Gary Lengyel and Mary Nimm.

**2. Discuss Science Lab Build out Process.**

Brunner reported that he had received a proposal from Eppstein Uhen to complete the programming, construction documents and construction observation for four new research laboratories to be built within the existing unfinished space in the Innovation Center. He distributed a project scope document. The total cost of the services would be \$32,000 with \$8,000 for the shell build out and \$24,000 for the actual lab build out.

Nimm reported that the EDA is willing to consider funding for the shell and lab build out but has requested that this has been included as an enhancement under the existing grant. Brunner indicated that he would be sending a letter to the EDA this week requesting this pending Board approval.

Brunner also noted that the EDA has required that J. P. Cullen not be retained as the general contractor for this build out nor can they provide construction management services. The approach on the lab build out would be to have the other four prime contractors on the Innovation Center; DeGarmo Plumbing, North American Mechanical (HVAC), Ewald Electric and Freedom Fire Protection provide the shell and lab build out services as a change order on their existing Innovation Center contracts while the general contract would be competitively bid out.

Brunner also indicated that there needs to be a request to the EDA to extend the time for project completion. He indicated that the current completion date for all projects is June 11, 2011 and that a three month extension will be requested. After discussion it was moved by Chenoweth, seconded by Stewart, to approve an agreement with Eppstein Uhen Architects for the wet lab build out process with EUA to complete programming, construction documents and construction observation for this project at a cost not to exceed \$32,000. Approved. Please note that the University will be responsible for \$24,000 of the wet lab build out and that the remaining \$8,000 will be borne by the Tech Park Board/Innovation Center in order to be consistent with past practice with other tenants.

**3. Discuss MOU-Tech Park Board and UW-Whitewater.**

Telfer indicated that a draft of this MOU is currently being done by City Attorney McDonell. The University will be committing to leasing two of the wet labs to be constructed as well as two 550 square foot suites and one 900 square foot suite. In concept, this space would be leased in exchange for the University providing half of the Innovation Manager's salary and benefits, Innovation Center IT equipment and services through ICIT (including Innovation Center networking, VOIP and video conferencing).

John Chenoweth and Denise Ehlen agree to meet with ICIT to get a proposal to bring cabling and data services to each conference room and the director's office in each suite. This work would be charged to the construction budget. It was moved by Stewart and seconded by Zaballos to approve cabling

and data services to be paid for in the construction budget. Approved.

Telfer indicated that the final draft MOU between the Tech Park Board and UW-Whitewater will be scheduled for review and approval by the Tech Park Board at its next meeting.

4. **Convene to closed session at approximately 8:40 a.m. per Wisconsin Statute 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.** It was then moved by Chenoweth and seconded by Stewart to convene to closed session. Item to be discussed: Proposed lease with Blackthorne Capital Management LLC. Ayes: Telfer, Stewart, Zaballos, Brunner, Chenoweth. Noes: None.

It was then moved by Zaballos, seconded by Stewart to reconvene to open session. Ayes: Telfer, Stewart, Zaballos, Brunner, Chenoweth. Noes: None. The meeting reconvened in open session at 9:07 am.

It was moved by Zaballos and seconded by Stewart to approve the three year lease with Blackthorne Capital Management LLC for Suite 225 in the Whitewater Innovation Center. Approved.

Zaballos requested that an opinion be obtained from the City Attorney regarding what information on tenant leases could be shared among Board members electronically.

There was a general discussion regarding how to better define the process for lease tenant negotiations in the future. It was then moved by Telfer and seconded by Stewart to assign Kevin Brunner as the board member responsible for all lease discussions with prospective tenants with Gary Lengyel to also participate.

Brunner was requested to contact UW-Whitewater Marketing Media Services Director Sara Kuhl to develop a press release to announce Blackthorne as the newest tenant at the Innovation Center.

Zaballos announced that he and the Tenant and Entrepreneurship Committee are working on a speaker series to be held at the Innovation Center. Gary Gigot, Chief Marketing Officer at Optimum Energy in Seattle, is scheduled to be in Whitewater to make the first presentation in this speaker's series on April 10<sup>th</sup> or 11<sup>th</sup>.

A committee composed of Mary Nimm, Gary Lengyel, Sara Kuhl and Denise Ehlen was formed to work on the grand opening events for the Innovation Center to be held on May 4<sup>th</sup> and 5<sup>th</sup>.

5. **Next Meeting.**

It was determined that the next meeting will be held on April 13<sup>th</sup> at 8:00 am.

6. **Adjournment.**

It was then moved by Brunner, seconded by Stewart, to adjourn. Meeting adjourned at 9:23 am.

Respectfully Submitted,

Kevin Brunner, Secretary



Whitewater CDA - Minutes  
Monday, March 28, 2011  
4:30 PM - CDA Board of Directors  
1<sup>st</sup> Floor Community Room - 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, Jeff Knight, Alan Marshall, Tom Miller, Patrick Singer (@4:35PM)

Absent: Jim Stewart

Others Present: Kevin Brunner, Mary Nimm, Jim Caldwell, Bud Gayhart, Mike Vandebosh

**2. Approval of the Agenda**

Al Marshall motioned to approve the agenda. Allen seconded.

Ayes: Allen, Knight, Marshall, Miller

Nays: None

Absent: Stewart, Singer

**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. Approval of the February 28, 2011 Minutes**

Al Marshall motioned to approve the Minutes. Allen seconded.

Ayes: Allen, Knight, Marshall, Miller

Nays: None

Absent: Stewart, Singer

**5. Discussion and Possible Action on Proposal for Listing of the Business Park Vacant Parcels for Sale with MLG Commercial**

Vytaus Barcus, bringing to the CDA an unsolicited proposal, expressing MLG's interest in helping with the sales of the Whitewater Business Park. Mr. Barcus noted that MLG has the ability to use GIS to aid employers in decision making. MLG will put up signage, produce and distribute info brochure sheets, noted the importance of getting the word out and make property known world-wide. Mr. Barcus also noted that larger companies will have broker representation as they search for business locations. MLG will use several web locations to list property. MLG has approx 325 offices around the world.

Knight - CDA has not solicited an RFP for such services. I don't see a price - exclusive, co-broke?

Barcus - typically we charge commission and split with other brokers - either a percentage or flat fee based on the sale. Didn't want to presume anything, just wanted you to be aware we exist.

**6. Review of City Municipal Code, Chapter 2.48 Industrial Development Commission**

Singer - CDA was created in the charter ordinance - why are we dealing with this? Don't need this, check with Wally?

Brunner - City Attorney believes there are a number of items not included in the Charter Ordinance, for example, Staff, Rules. We could ask Attorney to compare with Charter Ordinance.

Singer - composition of authority? Appointment and compensation?

Knight - eliminating Commission?

Brunner noted that he would work with Attorney McDonell.

**7. Housing Subcommittee Report**

Knight - the subcommittee met recently with Telfer, Rios, Brunner and Kashain. Kashain from UW-W will have a proposal looking at housing issues in City. First item to consider in study, is what's in decisions (last 10-12 years) of employees on where they live. Looking for help with joint marketing effort and looking for the gap. Market analysis to show housing stock - where we might target development, and what's the cost to provide services back to the community for new homes. Use the study as a planning tool. Focus will also be on how we make sure employees have housing stock available. Open meeting, encourage everyone to attend.

Jim Allen - next meeting?

Miller – property owners are reacting to notices. We were able to move quickly so we are ready for the fall (2011).  
Knight – Parker and McDonell have done a great job of working together.

## 8. CDA Coordinator Updates

### a. Retention Visits

Nimm noted that during the month of March, the Retention Team visited with Executives at Trostel Packings and iPacesetters. On March 7<sup>th</sup> calls were placed and voice messages were left requesting Retention Visits with these businesses:

HUSCO

Golden State Foods

Generac

Universal Electronics

Polymer Tech

None of those listed, returned my phone calls. I am working with the Retention Team to coordinate schedules, so that I may call again requesting a visit.

### b. WUP 0033 & WSS 00060 – North Jefferson Street

#### i. Appraisal Status

Nimm noted that LA Duesterbeck has been hired and a contract is in place to conduct the appraisal.

#### ii. Brownfield Status

Nimm noted that she is working with Public Works, Strand, Ayres and Wall McDonell to assemble the information necessary to submit the forms to the Wisconsin DNR.

#### iii. RFP for Listing Agents –

Nimm included a draft RFP for the solicitation of brokers to list the property and was seeking advice on whether or not to include a request for experience selling a “closed Brownfield” site and if she needed to include references.

Knight – stated that the CDA has too much time and money in the property already. There isn't a need to invest this kind of time. It makes most sense to co-broke with two local realtors.

Allen – what \$\$\$ does the City have in the property?

Marshall – try local brokers

Allen – remembering last meeting, made a promise we'd keep the community informed

Brunner noted that a meeting would be scheduled with the two local brokers.

### c. Crop Lease for Whitewater Business Park/Whitewater University Technology Park

**Nimm noted** The lease payment for the Crop Lease properties will remain at \$140 per acre for 42 acres for the 2011 season (73 acres +/- in 2010). With the infrastructure improvements (two new cul-de-sacs, multi-use trail and ponds) to the Technology Park, the farmer lost a significant amount of crop late last season and, with improvements to be completed this season, it has been agreed that the farmer will crop vacant properties in the Technology Park at “Risk” of potentially losing crop, but at no charge to the farmer. The 42 acres represents the vacant farmed parcels in the business park north of Innovation Drive and south of Enterprise Drive.

Knight – what is the rent rate?

Nimm - \$140/acre as part of the 3-year lease. We are in year 2 of the lease.

### d. Attendance at upcoming International Council of Shopping Centers Idea Exchange Conference in Milwaukee

**Nimm noted** on April 7<sup>th</sup>, she will be attending the ICSC Conference in Milwaukee with Tamara Brodnicki, Director for Downtown Whitewater and Mike Vandenbosh, Director for Walworth County Economic Development Alliance. It is our intention to divide and conquer during the break-out sessions and to team-up during the Municipal Showcase. We will have the opportunity to display marketing materials relevant to the potential for retail development in Whitewater. I have contacted the Real Estate Agents listing retail properties in Whitewater, both buildings and vacant lands, requesting updated listing sheets for distribution.

## 9. EDA Project No 06-01-05479 Updates

### a. Reimbursement Requests

**Nimm noted** that as of the meeting date, and following a day at the EDA in the Chicago Offices, the City has received payment for reimbursement requests 1, 2, 3 & 4 and has been reimbursed \$3,103,146.

Reimbursement request #5 shall be sent to the EDA at the end of the March to be processed by EDA the first week in April

**b. Enhancement Requests**

Nimm noted that during the meeting in Chicago and as a follow-up, the City has requested the following Enhancement Requests to the EDA:

- i. Innovation Center Shell Build-Out
- ii. Innovation Center Lab Build-Out
- iii. Monument Signs
- iv. Starin Road Enhancements
- v. Other Infrastructure Enhancements

**c. MOU - Tech Park Board and University of Wisconsin-Whitewater**

Brunner - approved in April by TPB. After that, negotiate a long-term agreement.

**d. Tenant Status -**

Brunner - first private tenant approved, moving in with April 1<sup>st</sup> as first lease date.

Singer - are we getting the \$20 sq ft?

Brunner - a few months of free rent/incentive was needed to get them into the building.

Knight - when sources and uses were done, there were potential enhancements in funding, without those there needs to be a strong agreement so that the CDA can break-even on the property.

**10. Future Agenda Items**

Singer - Bring Closed Session item to the April meeting.

**11. Adjourn to closed session at approximately 6:00PM not to reconvene per Wisconsin State Statutes 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility and Per Wisconsin Statute 19.85 (1)(e).**

**a. Performance Review - CDA Coordinator**

Closed Session moved to next CDA meeting.

*Respectfully Submitted,*

*Mary S Nimm  
CDA Coordinator*

Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
White Memorial Room  
Monday, April 11, 2011, 6:30 pm

CA-B

**Present:** Donna Nosek, Vicki Santacroce, Sharon Knight, Jim Winship, Rose Mary Leaver, Laura Jacobs, Julie Caldwell

**Administrative Staff present:** Stacey Lunsford, Diane Jaroch

1. President Nosek called the meeting to order at 6:30 p.m.
2. The consent agenda was approved as presented. (MSC Caldwell/Winship) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell, Jacobs. Noes: None.
3. The March 2011 circulation and service reports were acknowledged. (MSC Knight/Leaver) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell, Jacobs. Noes: None.
4. The treasurer's report for March 2011 was acknowledged. (MSC Jacobs/Winship) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell, Jacobs. Noes: None.
5. Citizen input regarding matters not on agenda: NONE.
6. OLD BUSINESS
7. NEW BUSINESS
  - a) Motion was made to approve the return of the TapeChek to RTI for a \$200 credit toward DiskCheck supplies as the library is phasing out the videocassette collection which this equipment is required for. (MSC Leaver/Caldwell) Ayes Nosek, Santacroce, Knight, Winship, Leaver, Caldwell, Jacobs. Noes: None.
  - b) Motion was made to approve the Staff Sick Leave Policy as presented. (MSC Winship/Leaver) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell, Jacobs. Noes: None.
  - c) Lending the Sony Reader~will continue discussion and possible action at next meeting after we learn more about the situation.
  - d) Motion was made to approve the serving of food on "Mango Day" as a means to publicize the new Mango product. Staff will wear t-shirts and serve mango salsa and tortilla chips in the lobby. (MSC Leaver/Winship) Ayes: Nosek, Santacroce, Knight, Winship, Leaver, Caldwell, Jacobs. Noes: None.

8. DIRECTOR'S REPORT

SUGGESTION BOX:

NONE

DIRECTOR'S REPORT

- a) Big Read 2011 – The library gave away 60 free Edgar Allan Poe books on Friday, April 1, including four Spanish language copies of his poems. They also drew a winner for four tickets to the Young Auditorium Tales of Terror performance on April 6. The winner was Janelle Roe. You should be able to see her picture on the library's Flickr page.
- b) The new photocopiers were installed on April 4. They are waiting for Patrick Rice to network them to the staff PCs and then they will have a trainer come from the copier company to instruct staff in the finer points

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.

Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
White Memorial Room  
Monday, April 11, 2011, 6:30 pm

CA-B

of the machines. Xerox will be picking up their machines sometime after the 12<sup>th</sup>.

- c) Stacey attended the Lakeshores Library System Library Advisory Committee meeting in Waterford on April 5 and took notes which she distributed to the other Mid-Wisconsin Federated Library System directors.
  - d) Stacey attended an eBook Roundtable Discussion at MWFLS headquarters in Horicon on April 6. There were representatives from libraries currently circulating e-readers and those who are interested in doing so, including some people from Eastern Shores and Waukesha Library Systems. They discussed training sessions for the public, the best way to catalog the devices, patron forms to be signed as contracts acknowledging how much the replacement cost of the devices would be, etc.
  - e) The library had a router upgraded by AT&T on April 7 so that we will have a faster connection to BadgerNet for our Internet.
  - f) Many of the staff are participating in the Whitewater Walks Physical Activity Challenge. UW-Whitewater, the Whitewater Unified School District and the City of Whitewater staff are competing to win the Golden Shoe award. Participants wear pedometers which were provided and they report their weekly step counts, which are based on personal goals set by the individuals. The program runs April 4-April 29.
  - g) The library launched Mango Languages on the website on March 30. Since then they have registered 13 users who have completed 24 sessions for a total of 6.1 hours of instruction.
9. Board member reports:
- a) Representative Evan Wynn is willing to hold a discussion on the impact of library maintenance effort as presented in Walker's budget proposal. Irvin L. Young Memorial Library is being considered as a place to hold the discussion.
  - b) Santacroce will be attending the eBook Summit at DPI on May 4, 2011.
  - c) Jacobs's term is ending on the Board and she will not be running for the Board again.
10. Board member requests for future agenda items: Sony eReaders lending and eBooks.
11. Confirmation of next meeting on May 9, 2011, 6:30 p.m.
12. The meeting was adjourned on a Leaver/Winship motion at 7:06 p.m. into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

Item to be discussed: (1) Annual evaluation of the library director

**Roll Call: Present:** Jim Winship, Laura Jacobs, Julie Caldwell, Rose Mary Leaver Sharon Knight, Donna Nosek, Vicki Santacroce,

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Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
White Memorial Room  
Monday, April 11, 2011, 6:30 pm

CA-B

\* Items denoted with asterisks will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Minutes submitted by Vicki Santacroce, Board of Trustees Secretary

*Vicki Santacroce*

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.

CA-B

**WHITEWATER POLICE DEPARTMENT  
CONSOLIDATED MONTHLY REPORT**



**March 2011**

**Submitted by  
James R. Coan  
Chief of Police**

**WHITEWATER POLICE DEPARTMENT  
CONSOLIDATED MONTHLY REPORT  
MARCH 2011**

**Unified Crime Reporting Incidents  
Year-to-Date Statistics**

	<b>No. of Incidents</b>		<b>Total Amount Lost</b>	
	<b><u>2011</u></b>	<b><u>2010</u></b>	<b><u>2011</u></b>	<b><u>2010</u></b>
Murder/Non-Negligent Manslaughter	0	0	\$0	\$0
Sexual Assaults - 1st, 2nd, 3rd, 4th Degree	5	3	\$0	\$0
Total Robbery	1	0	\$3,184	\$0
Total Burglary	15	9	\$14,200	\$5,404
Total Motor Vehicle Thefts	2	0	\$3,175	\$0
<b><u>Thefts</u></b>				
Pocket Picking	0	0	\$0	\$0
Purse Snatching	0	0	\$0	\$0
Shoplifting	4	6	\$79	\$2,663
From Automoblies	19	20	\$1,875	\$6,750
Automoblie Parts/Accessories	3	2	\$42	\$350
Bicycles	2	1	\$250	\$450
From Buildings	30	27	\$5,142	\$12,190
Coin Operated Machine	0	0	\$0	\$0
All Other	6	9	\$1,605	\$690
Total Thefts	64	65	\$8,993	\$23,093
<b>Grand Total</b>	<b>87</b>	<b>77</b>	<b>\$29,552</b>	<b>\$28,497</b>

**Property Amount Stolen and Recovered  
Year to Date Statistics**

	<b><u>2011</u></b>	<b><u>2010</u></b>
Property Stolen	\$29,552	\$28,497
Property Recovered	\$14,837	\$7,037
Percentage Recovered/Stolen	50%	25%
Property Stolen Average per Month	\$9,851	\$9,499

NOTE: In addition to the recovery of stolen property, there was \$ 240.17 recovered as a result of restitution paid for investigative costs and non-sufficient funds checks cashed.

Year to date total \$ 603.58

**WHITEWATER POLICE DEPARTMENT  
CONSOLIDATED MONTHLY REPORT  
MARCH 2011**

<b>Charge Totals:</b>	<b>Monthly</b>	<b>Year to Date</b>
Adult	421	998
Juvenile	23	43
<b>Combined Total</b>	<b>444</b>	<b>1041</b>

<b>Charges</b>	<b>This Month</b>	<b>This Year to Date</b>	<b>Last Year to Date</b>	<b>Increase/Decrease</b>
Animals - License Required/ at Large / Noise	1	2	3	-1
Arson	0	0	0	SAME
Assault (Aggravated)	0	0	1	-1
Assault (Other)	1	5	14	-9
Bail Jumping	1	27	11	16
Bomb Threat	0	0	0	SAME
Burglary	0	8	4	4
Burglary Tools - Possess	0	0	0	SAME
Cigarette / Tobacco Violation	1	1	6	-5
Cigarette Deliver / Provided by Non-Retail	0	0	0	SAME
Citations Written for Parking Tickets	0	0	1	-1
Contribute to Delinquency	0	0	0	SAME
Contribute to Truancy	2	2	0	2
Controlled Substance - Possession	14	19	18	1
Controlled Substance - Sale / Manufacture	0	3	12	-9
Court Order Violation	0	0	1	-1
Criminal Damage	1	16	4	12
Criminal Trespassing	0	1	0	1
Curfew	1	2	5	-3
Disorderly Conduct	29	76	117	-41
Embezzlement	0	0	0	SAME
Emergency Detention / Protective Custody	1	10	6	4
Encourage Probation / Parole Violation	0	0	0	SAME
Escape	0	0	0	SAME
Extortion	0	0	0	SAME
Facilitate child sex crime by computer use	0	0	0	SAME
Fail to Obey Officer	0	4	7	-3
False Imprisonment	0	0	1	-1
Fireworks - Sell / Discharge without Permit	0	0	0	SAME
Forgery and Counterfeiting	0	0	0	SAME
Fraud	30	32	9	23
Harbor / Aid a Felon	0	0	0	SAME

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**WHITEWATER POLICE DEPARTMENT  
CONSOLIDATED MONTHLY REPORT  
MARCH 2011**

<b>Charges</b>	<b>This Month</b>	<b>This Year to Date</b>	<b>Last Year to Date</b>	<b>Increase/ Decrease</b>
Illegal Blood Alcohol Content (IBAC)	9	28	30	-2
Illegal Open Letter or Package	0	0	0	SAME
Liquor Laws	29	84	114	-30
Littering	0	1	0	1
Motor Vehicle Theft	0	0	0	SAME
Murder and Non-Negligent Manslaughter	0	0	0	SAME
Negligent Handling of Burning Materials	0	0	0	SAME
Noise	2	12	14	-2
Obstruct / Resist Officer	4	6	7	-1
Obstructions on Streets Prohibited	0	0	0	SAME
Offenses Against Family and Children	0	0	0	SAME
Operate Auto While Intoxicated	10	29	32	-3
Park Regulations	0	0	0	SAME
Pornography / Obscenity	0	0	0	SAME
Possess Drug Paraphernalia	7	12	14	-2
Prostitution (Enticement)	0	1	0	1
Reckless Endangering Safety	0	0	5	-5
Registered Sex Offender Photograph Minor	0	0	0	SAME
Robbery	0	0	0	SAME
Runaway	0	0	2	-2
Sex Offenses (Other)	0	0	0	SAME
Sexual Assault - 1st Degree	0	3	0	3
Sexual Assault - 2nd Degree	0	3	0	3
Sexual Assault - 3rd Degree	0	0	0	SAME
Sexual Assault - 4th Degree	0	0	3	-3
Solicitors / Peddlers Prohibited	0	0	0	SAME
Stolen Property	0	0	0	SAME
Theft (Except Motor Vehicle)	3	43	39	4
Traffic Offenses	247	526	176	350
Traffic Ordinance Violations	0	2	0	2
Truancy	7	10	8	2
Warrant Served - Local	20	28	57	-29
Warrant / Pickups for Other Agencies	24	43	22	21
Weapons (Conceal/Possess/Negligent Use)	0	1	1	SAME
Zoning Violations	0	1	1	SAME
<b>Total</b>	<b>444</b>	<b>1041</b>	<b>745</b>	<b>296</b>

**WHITEWATER POLICE DEPARTMENT  
CONSOLIDATED MONTHLY REPORT  
MARCH 2011**

**Miscellaneous Activities and/or Complaints**

<b>Type of Activity/Complaint</b>	<b>This Month</b>	<b>This Year to Date</b>	<b>Last Year to Date</b>
Calls for Service	667	1,804	1,615
Activity Logs *	17	38	72
Traffic Stops *	545	1,153	558
Family Disturbances	1	6	10
Noise Complaints	42	113	92
Animal Complaints	24	65	68
False Alarms	12	34	28

\* Officer initiated activities

**Motor Vehicle Accidents**

<b>Type of Activity/Complaint</b>	<b>This Month</b>	<b>This Year to Date</b>	<b>Last Year to Date</b>
Fatal	0	0	0
Personal Injury	1	7	6
Pedestrian/Bicycle	0	1	2
Hit and Run	6	15	17
Property Damage over \$1000	10	30	19
Property Damage under \$1000	4	13	20
<b>Total</b>	<b>21</b>	<b>66</b>	<b>64</b>

**Parking Tickets Issued**

<b>Type of Activity/Complaint</b>	<b>This Month</b>	<b>This Year to Date</b>	<b>Last Year to Date</b>
Issued by Patrol Officers	162	710	631
Issued by Community Service Officers	105	429	597
<b>Total</b>	<b>267</b>	<b>1,139</b>	<b>1,228</b>

**WHITEWATER POLICE DEPARTMENT  
CONSOLIDATED MONTHLY REPORT  
MARCH 2011**

**Monies Received**

<b>Type</b>	<b>This Month</b>	<b>This Year to Date</b>	<b>Last Year to Date</b>
Bicycle Licenses	\$9.00	\$9.00	\$6.00
Citations/Warrant Payments	\$2,822.40	\$6,304.10	\$10,636.65
Miscellaneous	\$13.42	\$30.81	\$52.83
Parking Permits	\$0.00	\$5,280.00	\$4,060.00
Parking Violations	\$11,175.80	\$32,446.80	\$31,152.50
<b>Total</b>	<b>\$14,020.62</b>	<b>\$44,070.71</b>	<b>\$45,907.98</b>

**Overtime Hours**

<b>Type</b>	<b>This Month</b>	<b>This Year to Date</b>	<b>Last Year to Date</b>
Administrative Duties	1.500	7.250	28.000
Bike Patrol	7.500	7.500	0.000
County Court	4.000	27.250	54.000
Municipal Court	7.000	25.750	23.750
Data Entry	0.000	0.000	0.000
Foot Patrol	0.000	0.000	6.250
Investigation	11.750	69.250	80.750
Officer In Charge	4.750	4.750	27.250
Other	16.500	45.750	37.500
Parking	0.000	0.000	0.000
Prisoners (Transport/Custody)	11.250	28.750	32.250
Radio Dispatch	21.000	53.000	27.750
Reports	7.750	25.750	53.250
Roll Call	29.500	81.000	82.000
Special Event	3.250	81.750	69.750
Squad Patrol	34.500	128.250	340.250
Staff Meeting	17.750	26.250	36.500
Traffic	5.750	6.250	8.250
Training	25.750	94.750	120.000
Holidays	0.000	114.250	112.250
<b>Total</b>	<b>209.500</b>	<b>827.500</b>	<b>1139.750</b>

**WHITEWATER POLICE DEPARTMENT  
CONSOLIDATED MONTHLY REPORT  
MARCH 2011**

**TRAINING**

- From March 2-4, 2011, Sgt. Ciardo attended the Emergency Government Conference held in Madison.
- On March 10, 2011, Juvenile Officer Valadez attended training on Sexting Law Enforcement Response held in West Allis.
- On March 11, 2011, Officer Swartz attended training on Lock Picking for Law Enforcement held in Pewaukee.
- On March 24, 2011, RCC Lentz and Dispatcher Petersen attended TIME Validation training held in DeForest.

Report Criteria:  
Detail report.  
Invoices with totals above \$0.00 included.  
Paid and unpaid invoices included.

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
<b>5 ALARM FIRE &amp; SAFETY EQUIPMENT LLC</b>						
420	5 ALARM FIRE & SAFETY EQUI	112363-2	FIRE/EQUIPMENT REPAIRS	05/04/2011	96.00	100-52200-242
Total 5 ALARM FIRE & SAFETY EQUIPMENT LLC:					96.00	
<b>ADVANTAGE SAFETY PLUS</b>						
4998	ADVANTAGE SAFETY PLUS	2974	WASTEWATER/SAFETY PPE IT	05/04/2011	221.75	620-62840-340
Total ADVANTAGE SAFETY PLUS:					221.75	
<b>AIRWAY SALES INC</b>						
641	AIRWAY SALES INC	17238	INNOVATION CTR/FILTERS	05/04/2011	132.94	920-56500-245
Total AIRWAY SALES INC:					132.94	
<b>ALLIANCE GROUP INC</b>						
4204	ALLIANCE GROUP INC	073643	LIBRARY/HEAT & AIR	05/04/2011	35.00	100-55111-244
Total ALLIANCE GROUP INC:					35.00	
<b>AMERICAN HEALTH &amp; SAFETY</b>						
6184	AMERICAN HEALTH & SAFETY	822323	RESCUE/OPERATING SUPPLIE	05/04/2011	86.14	100-52300-340
Total AMERICAN HEALTH & SAFETY:					86.14	
<b>AT&amp;T LONG DISTANCE</b>						
4746	AT&T LONG DISTANCE	4746	SAFETY BDLG/PHONE	05/04/2011	215.72	100-51600-225
4746	AT&T LONG DISTANCE	4746	CABLE/LONG DISTANCE	05/04/2011	2.54	200-55110-225
Total AT&T LONG DISTANCE:					218.26	
<b>BENDLIN FIRE EQUIP INC</b>						
159	BENDLIN FIRE EQUIP INC	67879	FIRE/CAPITAL EQUIPMENT	05/04/2011	130.24	100-52200-810
159	BENDLIN FIRE EQUIP INC	67935	FIRE/CAPITAL EQUIPMENT	05/04/2011	78.85	100-52200-810
Total BENDLIN FIRE EQUIP INC:					209.09	
<b>CDW GOVERNMENT INC</b>						
1234	CDW GOVERNMENT INC	VDP0750	IT/SQUAD WIRELESS CARDS	05/04/2011	50.70	100-51450-246
1234	CDW GOVERNMENT INC	VDQ1704	IT/SQUAD WIRELESS CARDS	05/04/2011	33.80	100-51450-246
1234	CDW GOVERNMENT INC	VDS1964	CABLE/POWER SUPPLY	05/04/2011	78.84	200-55110-810
1234	CDW GOVERNMENT INC	VDS1964	ELECTIONS/BLANK LABELS	05/04/2011	44.49	100-51400-340
1234	CDW GOVERNMENT INC	WNX9240	IT/SQUAD PHONE ADAPTERS	05/04/2011	25.60	100-51450-246
1234	CDW GOVERNMENT INC	WQD1908	POLICE PATROL/SQUAD CAR P	05/04/2011	1,609.86	100-52110-810
1234	CDW GOVERNMENT INC	WQH3786	CABLE/HARD DRIVES	05/04/2011	503.62	200-55110-810
1234	CDW GOVERNMENT INC	WSH7056	RESCUE/PRINTER	05/04/2011	584.78	100-52300-340
1234	CDW GOVERNMENT INC	WSS0887	CABLE/SUPPLIES	05/04/2011	82.81	200-55110-340
1234	CDW GOVERNMENT INC	WSS0887	IT/USB EXTENSION CABLES	05/04/2011	11.90	100-51450-246
1234	CDW GOVERNMENT INC	WWW1973	IT/BACKUP TAPES	05/04/2011	460.56	100-51450-246
1234	CDW GOVERNMENT INC	WWW0601	IT/HARD DRIVE INTERFACE	05/04/2011	18.34	100-51450-246
1234	CDW GOVERNMENT INC	WWW2171	CABLE/CARD READER	05/04/2011	14.43	200-55110-340
1234	CDW GOVERNMENT INC	XBR2082	IT/MONITOR REPLACEMENT	05/04/2011	351.81	100-51450-246
1234	CDW GOVERNMENT INC	XBR2082	CABLE/UPS BACKUP	05/04/2011	162.90	200-55110-810

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total CDW GOVERNMENT INC:					4,034.24	
<b>CHARTER COMMUNICATIONS</b>						
6120	CHARTER COMMUNICATIONS	6120-050411	LIBRARY/INTERNET	05/04/2011	64.99	220-55110-218
6120	CHARTER COMMUNICATIONS	6120-050411	CABLE/INTERNET	05/04/2011	141.97	200-55110-225
6120	CHARTER COMMUNICATIONS	6120-050411	CITY/INTERNET	05/04/2011	141.97	100-51600-225
Total CHARTER COMMUNICATIONS:					348.93	
<b>CLASSIC COLLECTION SYSTEM</b>						
5061	CLASSIC COLLECTION SYSTE	COLLECTION	WASTEWATER/GWALTNEY	05/04/2011	35.00	620-62820-154
5061	CLASSIC COLLECTION SYSTE	COLLECTION	WASTEWATER/WAGA	05/04/2011	35.00	620-62820-154
Total CLASSIC COLLECTION SYSTEM:					70.00	
<b>DIRECT TV</b>						
6222	DIRECT TV	14917372292	INNOVATION CTR/MONTHLY S	05/04/2011	97.64	920-56500-226
Total DIRECT TV:					97.64	
<b>DIVERSIFIED BENEFIT SVC INC</b>						
4192	DIVERSIFIED BENEFIT SVC INC	126307	FINANCE/APRIL SVC	05/04/2011	352.88	100-51500-217
Total DIVERSIFIED BENEFIT SVC INC:					352.88	
<b>FIRE-RESCUE SUPPLY LLC</b>						
3886	FIRE-RESCUE SUPPLY LLC	3385	RESCUE/OPERATING SUPPLIE	05/04/2011	139.90	100-52300-340
Total FIRE-RESCUE SUPPLY LLC:					139.90	
<b>GEN COMMUNICATIONS INC</b>						
119	GEN COMMUNICATIONS INC	625807	RESCUE/PAGER REPAIR	05/04/2011	110.00	100-52300-242
Total GEN COMMUNICATIONS INC:					110.00	
<b>H &amp; H FIRE PROTECTION LLC</b>						
120	H & H FIRE PROTECTION LLC	7140	GEN BLDG/BLDG MAINTENANC	05/04/2011	154.73	100-51600-355
Total H & H FIRE PROTECTION LLC:					154.73	
<b>INLAND POWER GROUP</b>						
305	INLAND POWER GROUP	1386460-00	SAFETY BLDG/GENERATOR IN	05/04/2011	466.82	100-51600-245
305	INLAND POWER GROUP	1386460-00	EM GOV/GENERATOR INSPECT	05/04/2011	466.81	100-52500-242
Total INLAND POWER GROUP:					933.63	
<b>INTERNATIONAL CODE COUNCIL INC</b>						
2674	INTERNATIONAL CODE COUNC	2836617	NEIGHBORHOOD SVC/DUES	05/04/2011	125.00	100-52400-320
Total INTERNATIONAL CODE COUNCIL INC:					125.00	
<b>JANESVILLE DOOR CO LTD</b>						
2972	JANESVILLE DOOR CO LTD	65577	WASTEWATER/OVERHEAD DO	05/04/2011	753.52	620-62860-357
Total JANESVILLE DOOR CO LTD:					753.52	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
<b>LINDNER &amp; MARSACK SC</b>						
79	LINDNER & MARSACK SC	66537	LEGAL/MARCH SVC	05/04/2011	123.00	100-51300-219
Total LINDNER & MARSACK SC:					123.00	
<b>MATC</b>						
3697	MATC	1790065	RESCUE/TOSCH REFRESHER	05/04/2011	35.80	100-52300-154
Total MATC:					35.80	
<b>MC SPORTS</b>						
6204	MC SPORTS	21103332	REC/SPORTS EQUIPMENT	05/04/2011	159.00	100-55300-341
Total MC SPORTS:					159.00	
<b>MILPORT ENTERPRISES INC</b>						
1408	MILPORT ENTERPRISES INC	208016	WASTEWATER/CHEMICALS	05/04/2011	5,587.52	620-62840-341
Total MILPORT ENTERPRISES INC:					5,587.52	
<b>MUNICIPAL ENVIRONMENTAL GROUP</b>						
2309	MUNICIPAL ENVIRONMENTAL	2011 MEMBER	WASTEWATER/ANNUAL DUES	05/04/2011	1,351.20	620-62820-219
Total MUNICIPAL ENVIRONMENTAL GROUP:					1,351.20	
<b>NCL OF WISCONSIN INC</b>						
369	NCL OF WISCONSIN INC	285449	WASTEWATER/LAB SUPPLIES	05/04/2011	579.33	620-62870-340
Total NCL OF WISCONSIN INC:					579.33	
<b>NORTH WOODS SUPERIOR CHEMICAL</b>						
1947	NORTH WOODS SUPERIOR CH	58586	GEN BLDG/BLDG MAINTENANC	05/04/2011	53.19	100-51600-355
Total NORTH WOODS SUPERIOR CHEMICAL:					53.19	
<b>OFFICE DEPOT</b>						
4146	OFFICE DEPOT	558312373001	FINANCE/CALCULATOR	05/04/2011	108.89	100-51500-310
Total OFFICE DEPOT:					108.89	
<b>PHYSIO-CONTROL INC</b>						
1902	PHYSIO-CONTROL INC	111099892	RESCUE/OPERATING SUPPLIE	05/04/2011	744.00	100-52300-340
Total PHYSIO-CONTROL INC:					744.00	
<b>PMI</b>						
5492	PMI	0286632	RESCUE/OPERATING SUPPLIE	05/04/2011	300.91	100-52300-340
Total PMI:					300.91	
<b>QUILL CORPORATION</b>						
445	QUILL CORPORATION	3509216	LIBRARY/FRIENDS OF LIBRARY	05/04/2011	16.19	220-55110-310
445	QUILL CORPORATION	3559825	DPW/GIS PAPER	05/04/2011	161.70	100-53100-215
Total QUILL CORPORATION:					177.89	
<b>R &amp; R INSURANCE SERVICES INC</b>						
1492	R & R INSURANCE SERVICES I	1026875	GEN/LIABILITY INSURNACE	05/04/2011	2,628.75	100-51540-513

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
1492	R & R INSURANCE SERVICES I	1026875	GEN/PUBLIC OFFICE LIABILITY	05/04/2011	1,003.50	100-51540-513
1492	R & R INSURANCE SERVICES I	1026875	GEN/POLICE PROFESSIONAL	05/04/2011	1,310.00	100-51540-514
1492	R & R INSURANCE SERVICES I	1026875	GEN/AUTO LIABILITY	05/04/2011	3,314.50	100-51540-512
1492	R & R INSURANCE SERVICES I	1026875	CABLE/AUTO LIABILITY	05/04/2011	54.00	200-55110-341
1492	R & R INSURANCE SERVICES I	1026875	STORMWATER/GEN LIABILITY	05/04/2011	175.25	630-63300-519
1492	R & R INSURANCE SERVICES I	1026875	STORMWATER/PUBLIC OFFICE	05/04/2011	86.90	630-63300-519
1492	R & R INSURANCE SERVICES I	1026875	STORMWATER/AUTO LIABILITY	05/04/2011	5.00	630-63300-519
1492	R & R INSURANCE SERVICES I	1026875	WATER/GEN LIABILITY	05/04/2011	350.50	610-61924-510
1492	R & R INSURANCE SERVICES I	1026875	WATER/PUBLIC OFFICE LIABILI	05/04/2011	133.80	610-61924-510
1492	R & R INSURANCE SERVICES I	1026875	WATER/AUTO LIABILITY	05/04/2011	105.50	610-61924-510
1492	R & R INSURANCE SERVICES I	1026875	WASTEWATER/GEN LIABILITY	05/04/2011	350.50	620-62810-519
1492	R & R INSURANCE SERVICES I	1026875	WASTEWATER/PUBLIC OFFICE	05/04/2011	133.80	620-62810-519
1492	R & R INSURANCE SERVICES I	1026875	WASTEWATER/AUTO LIABILITY	05/04/2011	117.00	620-62810-519
1492	R & R INSURANCE SERVICES I	1026875	WASTEWATER/SEWER BACKU	05/04/2011	1,082.00	620-62810-519
1492	R & R INSURANCE SERVICES I	1026876	WORKERS COMP	05/04/2011	13,374.00	100-21532
Total R & R INSURANCE SERVICES INC:					24,205.00	
<b>RICOH AMERICAS CORP</b>						
90	RICOH AMERICAS CORP	12985340	RESCUE/COPIER	05/04/2011	60.61	100-52300-310
90	RICOH AMERICAS CORP	12985341	FIRE/COPIER	05/04/2011	27.39	100-52200-310
90	RICOH AMERICAS CORP	13005579	WATER/COPIER	05/04/2011	25.91	610-61903-310
Total RICOH AMERICAS CORP:					113.91	
<b>RUEKERT &amp; MIELKE INC</b>						
3885	RUEKERT & MIELKE INC	70398	WATER/IMPACT FEE FEASIBILI	05/04/2011	2,109.65	610-61923-210
Total RUEKERT & MIELKE INC:					2,109.65	
<b>RYDIN DECAL</b>						
4649	RYDIN DECAL	261459	PARKING/PERMITS	05/04/2011	654.13	208-51920-650
Total RYDIN DECAL:					654.13	
<b>SAM'S CLUB</b>						
1592	SAM'S CLUB	006172	SENIORS/VOLUNTEER APPRE	05/04/2011	149.70	100-46733-55
1592	SAM'S CLUB	006172	SENIORS/PAPER SUPPLIES	05/04/2011	72.66	100-55310-340
Total SAM'S CLUB:					222.36	
<b>SHADOW FAX INC</b>						
2800	SHADOW FAX INC	INV097230	PARKS/INK	05/04/2011	196.50	100-53270-310
2800	SHADOW FAX INC	INV097230	FINANCE/TONER	05/04/2011	41.90	100-51500-310
2800	SHADOW FAX INC	INV097945	RESCUE/OPERATING SUPPLIE	05/04/2011	69.20	100-52300-340
Total SHADOW FAX INC:					307.60	
<b>STRAND ASSOCIATES INC</b>						
358	STRAND ASSOCIATES INC	0084692	WASTEWATER/SYSTEM UPDAT	05/04/2011	346.90	620-62810-820
358	STRAND ASSOCIATES INC	0084693	WASTEWATER/DIGESTER BOIL	05/04/2011	6,484.82	620-62810-820
358	STRAND ASSOCIATES INC	0084694	FIVE POINTS/IMPROVEMENTS	05/04/2011	9,420.45	448-57663-840
358	STRAND ASSOCIATES INC	0084695	NORTH ST/BRIDGE REPLACEM	05/04/2011	12,576.47	491-57500-820
358	STRAND ASSOCIATES INC	0085057	WASTEWATER/IMPROVEMENT	05/04/2011	21,979.29	620-62810-820
358	STRAND ASSOCIATES INC	0085059	TECH PARK/BASIC SVC	05/04/2011	3,955.81	440-57663-841
358	STRAND ASSOCIATES INC	0085061	STORMWATER/CITY SLAMM C	05/04/2011	2,970.48	630-63440-295
358	STRAND ASSOCIATES INC	0085062	STORMWATER/UWW MGMT UP	05/04/2011	10,281.16	630-63440-295
358	STRAND ASSOCIATES INC	0085063	CDA/ALPHA CAST MAP	05/04/2011	1,491.07	920-56500-341

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
358	STRAND ASSOCIATES INC	0085083	STORMWATER/HOME LUMBER	05/04/2011	600.62	630-83440-295
358	STRAND ASSOCIATES INC	0085080	TECH PARK/SVC	05/04/2011	239.73	440-57663-841
Total STRAND ASSOCIATES INC:					70,346.80	
<b>SWEETSPOT, THE</b>						
4353	SWEETSPOT, THE	CITYWW01	25X2025 GRANT/ENERGY EVE	05/04/2011	863.75	100-51400-770
Total SWEETSPOT, THE:					863.75	
<b>THE EXPEDITERS INC</b>						
5197	THE EXPEDITERS INC	673	STORMWATER/DIGITAL TELEVI	05/04/2011	750.00	630-83440-295
Total THE EXPEDITERS INC:					750.00	
<b>TURNER MASONRY INC, MIKE</b>						
3519	TURNER MASONRY INC, MIKE	4-15-11	GEN BLDG/ARMORY TUCKPOI	05/04/2011	1,280.00	100-51600-245
Total TURNER MASONRY INC, MIKE:					1,280.00	
<b>UNITED PARCEL SERVICE</b>						
19	UNITED PARCEL SERVICE	00000X36X816	FINANCE/HENNESSY	05/04/2011	9.25	100-51500-310
19	UNITED PARCEL SERVICE	00000X36X816	WATER/STATE LAB	05/04/2011	66.22	610-61921-310
Total UNITED PARCEL SERVICE:					75.47	
<b>UW WHITEWATER</b>						
8	UW WHITEWATER	SO000358	STREET/SEASONAL AD	05/04/2011	30.75	100-53300-310
8	UW WHITEWATER	SO000358	REC/SEASONAL AD	05/04/2011	30.75	100-55210-310
Total UW WHITEWATER:					61.50	
<b>VORPAGEL SERVICE INC</b>						
41	VORPAGEL SERVICE INC	29352	SAFETY BLDG/HEAT & AIR	05/04/2011	367.50	100-51600-244
Total VORPAGEL SERVICE INC:					367.50	
<b>WALWORTH COUNTY CLERK</b>						
2816	WALWORTH COUNTY CLERK	4/5/11 ELECTI	GEN ADMN/ELECTION EXPENS	05/04/2011	659.59	100-51400-340
Total WALWORTH COUNTY CLERK:					659.59	
<b>WELDERS SUPPLY CO BELOIT INC</b>						
49	WELDERS SUPPLY CO BELOIT	105319	RESCUE/OXYGEN	05/04/2011	95.27	100-52300-340
Total WELDERS SUPPLY CO BELOIT INC:					95.27	
<b>WERNER ELECTRIC SUPPLY CO</b>						
1275	WERNER ELECTRIC SUPPLY C	S3242330.004	TID 4/STREET DEPT BLDG	05/04/2011	42.08	440-57663-840
Total WERNER ELECTRIC SUPPLY CO:					42.08	
<b>WHITEWATER FIRE DEPT</b>						
284	WHITEWATER FIRE DEPT	CREDIT CARD	FIRE/EMPLOYEE ED & TRNG	05/04/2011	893.94	100-52200-154
284	WHITEWATER FIRE DEPT	CREDIT CARD	FIRE/OPERATING SUPPLY	05/04/2011	39.94	100-52200-340
284	WHITEWATER FIRE DEPT	CREDIT CARD	FIRE/OFFICE SUPPLIES	05/04/2011	65.73	100-52200-310
284	WHITEWATER FIRE DEPT	CREDIT CARD	FIRE/CAPITOL EQUIPMENT	05/04/2011	4,202.00	100-52200-810
284	WHITEWATER FIRE DEPT	FARM & FLEE	FIRE/TOOLS	05/04/2011	102.59	100-52200-810

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
	Total WHITEWATER FIRE DEPT:				5,304.20	
	Grand Totals:				124,799.19	

Dated: April 28, 2011Finance Director: *[Signature]*

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

## RESOLUTION

### HONORING CITY OF WHITEWATER DPW EMPLOYEES

WHEREAS, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin experienced several substantial snowstorms during the Winter of 2010-2011, and

WHEREAS, the "Groundhog Day Blizzard" on February 2<sup>nd</sup>, 2011 dumped over a foot of snow on the city with similar amounts in neighboring communities paralyzing the region, and,

WHEREAS, the City of Whitewater DPW performed marvelously in ensuring that the city streets were passable to both citizen and commuter alike, earning praise from those in the community, and,

WHEREAS, Streets Superintendent Chuck Nass and his team of dedicated workers: Todd Buckingham, Brian Neumeister, John Alvarado, Eddie Hernandez, Kevin Heckert, Dave Himsel, Andrew Beckman, Rick Babcock, and Kelly Freeman worked tirelessly during this entire winter to ensure the continued operation of the city streets regardless of the weather, and,

NOW THEREFORE, BE IT RESOLVED that the Common Council of the City of Whitewater expresses its sincere appreciation on behalf of the citizens represented for the level of service that is continually performed by the Whitewater Public Works staff ; and

BE IT FURTHER RESOLVED that Wednesday May 4<sup>th</sup>, 2011 is designated Whitewater Department of Public Works Day in the City of Whitewater to honor the tremendous work done by the Whitewater Public Works employees.

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

AYES:

NOES:

ABSENT:

DATE: May 3, 2011

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Kevin M. Brunner, City Manager

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Michele R. Smith, City Clerk

R-2

**RESOLUTION GRANTING PERMISSION FOR AN EVENT TO BE HELD AT CAPN'S OF WHITEWATER (THE AMERICAN LEGION BUILDING), 292 SOUTH WISCONSIN STREET, WHITEWATER, WISCONSIN**

**WHEREAS**, CAPN'S of Whitewater, LLC, is currently licensed and zoned to allow the service of alcohol within its building located at 292 South Wisconsin Street, Whitewater, Wisconsin, and

**WHEREAS**, CAPN'S of Whitewater, LLC, plans to hold a fundraising event for a charitable cause which includes the use of portions of its outdoor property for the service of alcohol beverages, and

**WHEREAS**, it is appropriate to use portions of the outdoor area of 292 South Wisconsin Street for this event.

Now, therefore, **BE IT RESOLVED** as follows;

1. CAPN'S of Whitewater, LLC, is hereby granted permission to serve alcohol beverages outdoors at an event to take place on May 14, 2011, at its premises located at 292 South Wisconsin Street, City of Whitewater, Walworth County, Wisconsin, during the hours of 3:00 P.M. until 12:00 A.M. (midnight).

2. The area where alcohol is served outside shall be limited to the back (lakeside) parking lot of the property, and any outdoors music entertainment shall end at 11:00 P.M.

3. The Chief of Police and Neighborhood Services Director may impose additional conditions to promote the health and safety of the event.

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

AYES:

NOES:

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

ABSENT:

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

ADOPTED:

R-2



# Family Fun Day Saturday, May 14th

3:00 pm - Midnight

Capn's of Whitewater in the American Legion Hall  
292 S. Wisconsin Street • Whitewater, WI 53190

Volunteers and donations welcome at  
[www.treysfield.org](http://www.treysfield.org) or Michelle Hebbe (920) 723-0066

**Food & Beverages throughout the day and night**

### Children's Activities 3-6pm

Free Fun Family Games,  
Face-Painting, Bouncy House,  
Goody Bags, DJ,  
Childrens Raffle and much more!

### Live Auction 8:30pm

Condo in Florida for a week,  
Cabin in Tennessee for a week,  
DeWalt tools,  
Bud Selig's Brewer's Suite,  
Powerboat tour of Lake Michigan,  
and much, much more!



### Live Music 7-11 pm

Ultimate Legend Show with  
Comeback Special Show Band

### Silent Auctions 5-4:30, 5-6:30, 7-8:15pm

Too many awesome items to list,  
something for everyone.

# Please join us to help make Treyton's Field of Dreams a Reality!

Follow Us:   



Harrison, Williams & McDonell,  
LLP  
ATTORNEYS AT LAW

MARTIN W. HARRISON  
WALLACE K. MCDONELL

452 W. Main Street  
P.O. Box 59  
Whitewater, WI 53190

ANDREW FARR ALLEN  
(1946-2003)  
DAVID C. WILLIAMS

[www.whitewaterlawyers.com](http://www.whitewaterlawyers.com)

[martinh@hmattys.com](mailto:martinh@hmattys.com)  
[wkm@hmattys.com](mailto:wkm@hmattys.com)

262-473-7900

FACSIMILE  
262-473-7906

Offices also in:  
Lake Geneva

April 29, 2011

Mrs. Michele R. Smith  
City Clerk  
P. O. Box 178  
Whitewater, WI 53190

Dear Michele:

Please find enclosed herewith the following resolutions:

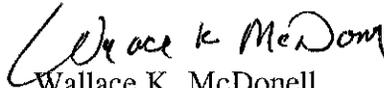
1. Resolution Discontinuing a Portion of Moraine View Parkway
2. Resolution Discontinuing a Portion of Summit Street

The Moraine View Park discontinuance has been requested by staff because the stub of Moraine View Park located near the Innovation Center is not necessary and may be an impediment to future development.

The resolution discontinuing a portion of Summit Street is being requested by staff for the purpose of allowing the City to cause the transfer of a small portion of the former Summit Street right-of-way to Craig Pope in return for the land that he is transferring to the City for the improvements to the Walworth, Janesville and Summit Street intersection.

Sincerely,

HARRISON, WILLIAMS & MCDONELL, LLP

  
Wallace K. McDonell  
(State Bar No. 01008713)

WKM:slm  
Enclosures



| WISCONSIN LAWYERS.  
STATE BAR OF | EXPERT ADVISERS.  
WISCONSIN | SERVING YOU.

## Debbie Hilgen

---

**From:** Sharon McKenzie [sharon@hmattys.com]  
**Sent:** Monday, May 02, 2011 10:21 AM  
**To:** Debbie Hilgen  
**Cc:** Wally McDonell  
**Subject:** Moraine View Parkway Resolution Discontinuing  
**Attachments:** RESOLUTION DISCONPORTIONMORAINEVIEWPKWY.doc

Here is the Resolution, which has been corrected to change "herby" to "hereby" in #2.

**RESOLUTION DISCONTINUING A PORTION OF  
MORAINÉ VIEW PARKWAY**

**WHEREAS**, the City of Whitewater has recently constructed an Innovation Center in the City of Whitewater, and

**WHEREAS**, there is currently a platted street stub for Moraine View Parkway that is located near said Innovation Center, and

**WHEREAS**, the Moraine View Parkway stub is not needed for current development plans for the area and may be an impediment to the development of the City of Whitewater Technology Park, and

**WHEREAS**, the public interest requires it.

Now, therefore, **BE IT RESOLVED** as follows:

1. Moraine View Parkway from its intersection with Innovation Drive southerly to the point described on the attached legal description, and shown on the attached and map, is hereby discontinued.

2. The official map of the City of Whitewater is hereby amended to show the discontinuance of this portion of Moraine View Parkway.

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

AYES:

NOES:

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

ABSENT:

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

ADOPTED:

## Legal Description:

Vacating Moraine View Parkway as dedicated on C.S.M. 3050, being a part of the SE1/4 and SW1/4 of the NE1/4 of Section 3, Town 4 North, Range 15 East, City of Whitewater, Walworth County, Wisconsin:

Commencing at the East 1/4 corner of said Section 3;  
Thence North 0° 14' 18" West a distance of 1,248.84 feet along the East line of the NE 1/4 of said Section 3;  
Thence South 88° 40' 08" West a distance of 33.01 feet to the intersection the Westerly right-of-way line of Howard Road and the Southerly right-of-way line of Innovation Drive;  
Thence South 88° 40' 08" West a distance of 1,177.73 feet along said Southerly right-of-way line to the point of beginning;

Thence South 83° 41' 51" West a distance of 94.54 feet;  
Thence South 0° 14' 18" East a distance of 122.47 feet;  
Thence South 89° 45' 42" West a distance of 70.00 feet;  
Thence North 0° 14' 18" West a distance of 34.01 feet;  
Thence North 16° 25' 34" West a distance of 98.71 feet to the Southerly right-of-way line of Innovation Drive;  
Thence North 88° 40' 11" East a distance of 191.56 feet to the P.O.B.

Containing 0.25 acres, more or less.



**RESOLUTION DISCONTINUING A PORTION  
OF SUMMIT STREET**

**WHEREAS**, the City of Whitewater has realigned Summit Street in the City of Whitewater at its intersection with Janesville Street, and

**WHEREAS**, after the realignment of Summit Street, portions of the Summit Street right-of-way are no longer needed for street purposes, and

**WHEREAS**, the public interest requires it.

Now, therefore, **BE IT RESOLVED** that:

1. The portion of Summit Street described on the attached legal description and shown on the attached map is hereby discontinued.

2. A public sidewalk easement for the purpose of the public use and for the purpose of installing, laying, repairing, and maintaining sidewalks or pedestrian pathways is retained by the City of Whitewater on and over said property.

3. The official map of the City of Whitewater is hereby amended to show the discontinuance of this portion of the street.

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

AYES:

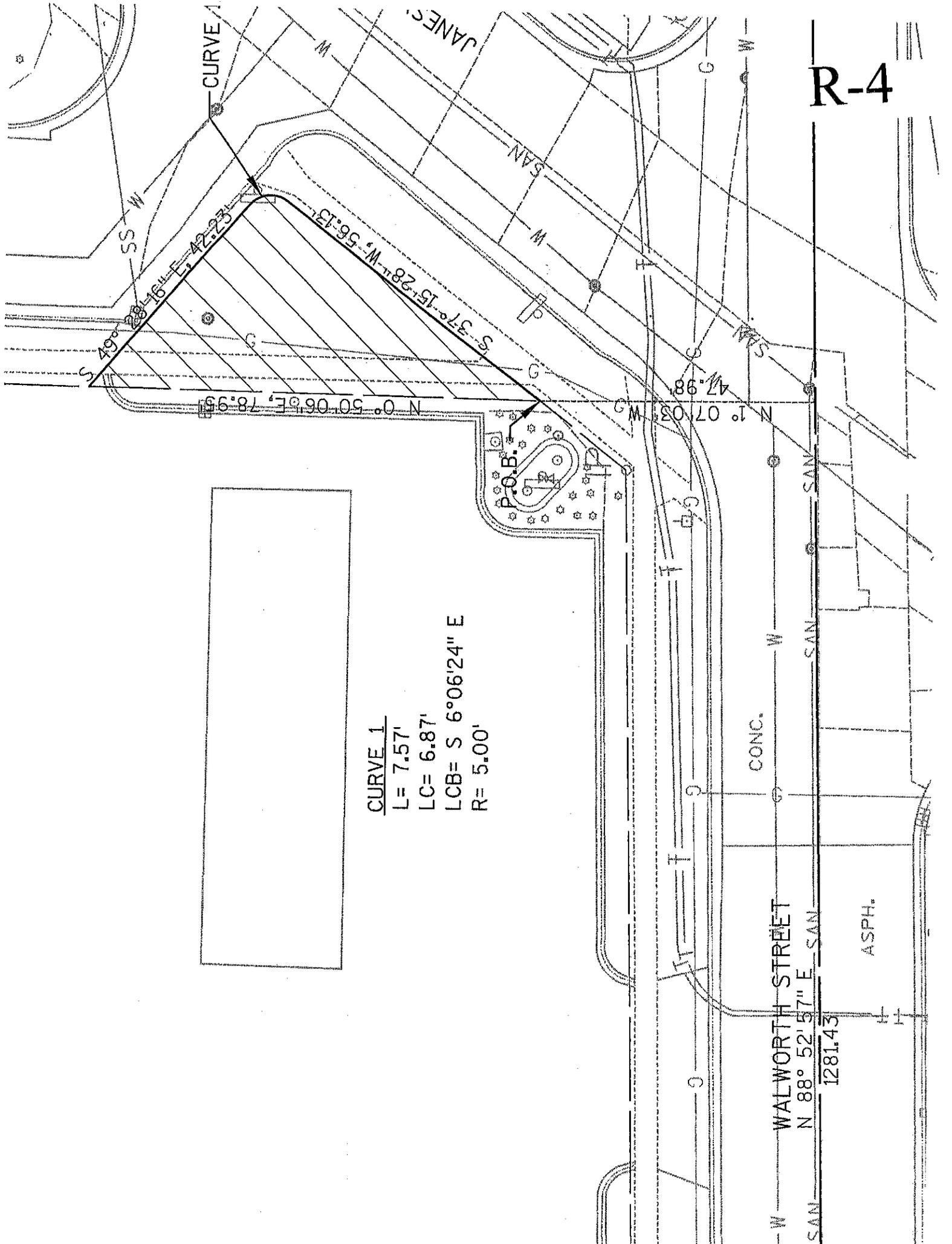
\_\_\_\_\_  
Kevin Brunner, City Manager

NOES:

ABSENT:

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

ADOPTED:



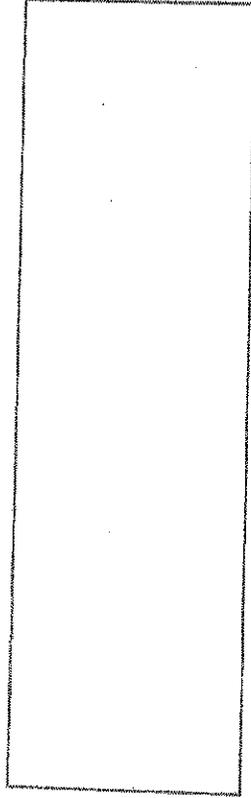
CURVE 1  
L= 7.57'  
LC= 6.87'  
LCB= S 6°06'24" E  
R= 5.00'

WALWORTH STREET  
N 88° 52' 57" E SAN  
1281.43

CONC.

ASPH.

P.O.B.



## Legal Description:

Part of the Southeast 1/4 of Section 8 Town 4 North, Range 15 East,  
City of Whitewater, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the North 1/4 of Section 8, Town 4 North, Range 15 East;  
Thence North  $88^{\circ} 52' 57''$  East a distance of 1,281.43 feet along the North line of said Section 8;  
thence North  $1^{\circ} 07' 03''$  West a distance of 47.98 feet to the intersection of the Northwestern  
right-of-way line  
of Janesville Street and the Westerly right-of-way line of Summit Street and the point of  
beginning;

thence North  $0^{\circ} 50' 06''$  East a distance of 78.95 feet along said Westerly right-of-way line of  
Summit Street;  
thence South  $49^{\circ} 28' 16''$  East a distance of 42.23 feet to a point of circular curve concave to the  
Southwest  
and having a radius of 5.00 feet;  
thence Southeasterly 7.57 feet along the arc of said circular curve whose long chord bears  
South  $6^{\circ} 06' 24''$  East, 6.87 feet;  
thence South  $37^{\circ} 15' 28''$  West a distance of 56.13 feet to the point of beginning.

Containing 0.03 acres, more or less.

ORDINANCE NO. \_\_\_\_\_  
AN ORDINANCE AMENDING SECTION 11.12.011  
STOP SIGNS

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

**SECTION 1:** Whitewater Municipal Code Section 11.12.011, entitled Stop Signs, is hereby amended as follows:

By adding the following new stop signs to the Street Index of Stop Signs:

- “Fremont Street –northbound at Starin Road.”
- “Fremont Street – southbound at Starin Road.”
- “Jefferson Street – northbound at Starin Road.”
- “Jefferson Street – southbound at Starin Road.”
- “Starin Road – eastbound at Jefferson Street.”
- “Starin Road – westbound at Jefferson Street.”
- “Starin Road – eastbound at Newcomb Street.”
- “Greenway Court – eastbound at Howard Road.”
- “East Main Court – westbound at East Main Street.”

Change of existing stop signs:

“Corporate Drive – westbound at Howard Road” shall be changed to “Innovation Drive – westbound at Howard Road.”

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

Seconded by Councilmember \_\_\_\_\_.

AYES:

NOES:

ABSENT:

ADOPTED:

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

\_\_\_\_\_  
Michele Smith, City Clerk

**ORDINANCE AMENDING SECTION 5.20.020  
RELATED TO ALCOHOL LICENSING 04-13-11 – 11:30 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 5.20, Section 5.20.020, is hereby amended to read as follows:

5.20.020 License--Application--Investigation--Inspection.

- (a) The City Clerk shall notify the Neighborhood Services Director, the Chief of Police and the Fire Department of any application for an alcohol license for an establishment.
- (b) The Chief of Police, or his or her designee, shall investigate the applicant's arrest and conviction record and furnish the information to the City Council in writing.
- (c) The Neighborhood Services Director or his or her designee shall inspect the premises to determine whether the premises sought to be licensed complies with the State Building Code, the State Plumbing Code, City of Whitewater Zoning Ordinances, and other applicable City ordinances, and shall furnish the information to the City Council in writing.
- (d) The applicant shall supply the City Clerk with proof that the premises to be licensed has passed a City of Whitewater Fire Department fire inspection within six (6) months of the date the license will be issued.
- (e) The applicant shall supply the City Clerk with the following:
- (1) Proof, supplied by the Wisconsin Department of Health Services, that the establishment has a current valid restaurant or food service license issued by the Wisconsin Department of Health Services, or
  - (2) Proof, supplied by the Wisconsin Department of Health Services, that the establishment complies with the sanitation regulations of the State of Wisconsin Department of Health Services related to service of alcohol beverages for the type of license requested.
- (f) In determining the suitability of the applicant, consideration shall be given to the moral character and the financial responsibility of the applicant, appropriateness of the location and premises where such licensed business is to be conducted, and generally the applicant's fitness for the trust to be reposed.
- (g) No retail class "B" or "Class B" license shall be issued unless the premises to be licensed conform to the sanitary, safety and health requirements of the State Building Code, the State Plumbing Code, and the rules and regulations of the State Board of Health applicable to restaurants, and also conform to all ordinances and regulations adopted by the city.
- (h) Each premises for which a class "B" or "Class B" license is granted must be connected with the city water and sewerage facilities, must be properly lighted and ventilated and supplied with separate sanitary toilet and lavatory facilities, equipped with running water for each sex.

Ordinance introduced by Councilmember \_\_\_\_\_, who moved its

adoption. Seconded by Councilmember \_\_\_\_\_.

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

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

ORDINANCE NO. \_\_\_\_\_  
AMENDING SECTION 11.08.012  
SPEED LIMITS – DECREASED

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

SECTION 1. Section 11.08.012 entitled Speed Limits - Decreased, is hereby amended by adding the following:

"TWENTY-FIVE MILES PER HOUR: Starin Road between Fremont Street and Jefferson Street."

"THIRTY MILES PER HOUR: Starin Road between Jefferson Street and Newcomb Street."

SECTION 2. This ordinance shall take effect upon passage and publication as provided by law.

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

Second by Councilmember \_\_\_\_\_.

AYES:

NOES:

ABSENT:

ADOPTED:

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

\_\_\_\_\_  
Michele Smith, City Clerk

ORDINANCE NO. \_\_\_\_\_  
AMENDING SECTION 11.16.150  
PARKING PROHIBITED

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

SECTION 1. Section 11.16.150 entitled Street Index of Parking Restrictions, is hereby amended by adding the following:

No parking on both sides of Starin Road - Fremont Street to Newcomb Street.

SECTION 2. This ordinance shall take effect upon passage and publication as provided by law.

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

Second by Councilmember \_\_\_\_\_.

AYES:

NOES:

ABSENT:

ADOPTED:

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

\_\_\_\_\_  
Michele Smith, City Clerk

ORDINANCE NO. \_\_\_\_\_  
AMENDING SECTION 11.16.080  
PARKING PROHIBITED

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

SECTION 1. Section 11.16.080 entitled No parking at all times, is hereby amended to read as follows:

It is unlawful for the operator of any vehicle to park such vehicle at all times on a street so designated in the table in Section 11.16.150 of this chapter.

SECTION 2. This ordinance shall take effect upon passage and publication as provided by law.

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

Second by Councilmember \_\_\_\_\_.

AYES:

NOES:

ABSENT:

ADOPTED:

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

\_\_\_\_\_  
Michele Smith, City Clerk

## MEMORANDUM

To: Kevin Brunner, City Manager  
Fr: Dean Fischer, Director of Public Works  
Date: April 25, 2011

**Subject: Jet Machine Purchase**

The Wastewater Treatment Plant Improvements Project Contract 4-2009 included a \$100,000 allowance for the purchase of a sludge vehicle and lawn mower.

Staff has determined that the Utility's priority need is the replacement of the 1991 jet machine used for sanitary sewer cleaning. DNR has agreed that the Cleanwater Funding can be allocated for the purchase of the jet machine instead of the sludge vehicle or lawn equipment.

The jet machine includes a jetter unit which is mounted on a truck chassis. If complete replacement of the jet machine was done the expected cost would be \$225,000-260,000. Staff has evaluated the existing chassis's integrity to handle a new mounted jetter unit. The chassis is in good shape. The chassis would need to be extended to handle the new mounted jetter unit. Extending the existing chassis keeps from purchasing a new chassis, which would result in a considerable savings in the replacement of the jet machine.

The new jetter unit would be specified to have televising capability. This tool is very useful when investigating plugged sanitary sewers and also storm sewers. It is intended that the televising would be used mainly for emergency situations and immediate evaluations of sanitary and storm sewers as needed. The Utility presently contracts for sanitary sewer televising every year and this mode of operation would continue. If the Utility was going to televise its own sanitary sewers every year, the televising equipment would be mounted in a separate vehicle to allow for much more technical control center and operator comfort. For televising to be considered to be done by Utility staff an increase in staff would be requested.

The estimated cost of purchasing a new jetter unit and extending the existing chassis is in the \$150,000-\$180,000. The cost over the \$100,000 allowance from the project contract would be funded through the Wastewater's Equipment Replacement Fund. There is the possibility that the Wastewater Project will have other funds left at the end of the project that could be applied to this purchase thus reducing the monies needed from the ERF. Staff will be pursuing that with DNR in the next couple of months.

This was presented to you and the Council to make you aware of the direction of staff. Staff is securing quotes at the present time and expects to present them to the Council sometime in May.

Unless there is objection by you or the Council, staff will continue with this replacement.

Please place this on the Council's agenda for acknowledgement or action.

Thank you.

C: Tim Reel, WWT Supt.

## MEMORANDUM

To: Kevin Brunner, City Manager  
Fr: Dean Fischer, Director of Public Works  
Date: April 28, 2011



**Subject: Five Points Intersection Improvements Project 1-2011**

Five bids were received for the Five Points Intersection Project. The list of the bids is attached.

The construction estimate for this project was \$63,000 without the stamped concrete work to be completed by DPW crews.

The funding for this project is TIF #6.

**DPW is recommending that Contract 1-2011 be awarded to Mann Brothers, Elkhorn, for the bid amount of \$57,985.**

Please place this on the Council's May 3 agenda for consideration.

Thank you.

C: Project File

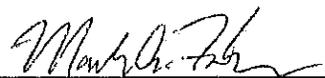
Bids Received: 02:00 PM  
4/28/2011

STRAND ASSOCIATES, INC.®  
910 West Wingra Drive  
Madison, Wisconsin 53715

FIVE POINTS INTERSECTION IMPROVEMENTS  
CONTRACT 1-2011  
CITY OF WHITEWATER, WISCONSIN

BID TABULATION SUMMARY

Bidder and Address	Bid Bond or Guarantee	Addenda Acknowledged	Computed Total Bid
Mann Bros., Inc. N6147 Highway 12 & 67 Elkhorn, WI 53121	10%	N/A	\$57,985.00
R.R. Walton & Company, LTD 1005 West Main Street Whitewater, WI 53190	10%	N/A	\$66,299.00
Raymond P. Cattell, Inc. 2401 Vondron Road Madison, WI 53718	10%	N/A	\$68,969.00 *68,696.00
Kowalski Concrete 13502 Townline Road Whitewater, WI 53190	10%	N/A	\$82,596.60
Stark Asphalt Div. of Northwest Asphalt Products, Inc. 11710 West Hampton Avenue Milwaukee, WI 53225	10%	N/A	\$89,501.75

Reviewed by: 




---

**TO:** KEVIN BRUNNER, CITY MANAGER  
 WHITEWATER COMMON COUNCIL

**FROM:** CAMERON CLAPPER, ASSISTANT TO THE CITY MANAGER

**SUBJECT:** FUNDING FOR POLICE CHIEF RECRUITMENT SERVICES

**DATE:** 04/28/2011

---

In March, the Common Council approved the expenditure of \$8,000 from contingency funds for the purpose of recruiting a police chief. Recently, the Police Commission with staff assistance completed the RFQ process to determine price range for recruitment services. The RFQ document outlined the services for which the Commission desired assistance and the services that the Commission planned to complete with help from staff. The breakdown of services was as follows:

Services to be provided

- Market and announce the position.
- Seek out possible candidates for the position.
- Serve as the Police Commission's point-of-contact to receive the application materials from interested applicants.
- Complete the initial tracking and screening of applications and selection of the most qualified candidates (8-12 persons) as semi-finalists.
- Provide an achievement history questionnaire or similar for completion by the "most qualified" applicants.
- Complete education checks for eight of the "most qualified" applicants.
- Meet with the Police Commission to identify the 4-6 "highly qualified" semi-finalist applicants to be included as finalists in the recruitment.
- Provide the Police Commission with a proposed list of standardized written questions for approval, along with a candidate-scoring matrix.
- Assist the Commission in developing the conditional offer of employment for the candidate selected by the Commission subject to pre-employment background/medical & psychological checks.

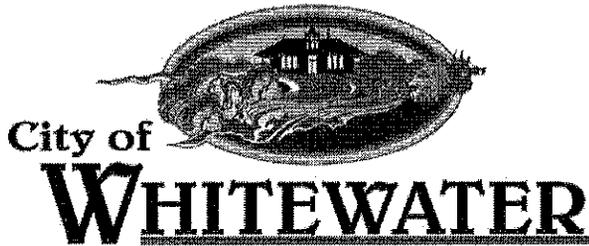
Services to be provided by City Staff (Internally)

- Gather community input on characteristics desired in a police chief.
- Gather department/staff input on characteristics desired in a police chief.
- Schedule finalist interviews with Police Commission/Community.
- Coordinate community involvement in the selection process.
- Coordinate a community/agency tour for finalists.
- Coordinate peer and staff reviews for finalists.

Included with this memo is a spreadsheet identifying the price quote from each responding firm as well as a breakdown of the services included in the quote. The Common Council will notice that the overall cost for even the cheapest service will exceed the original \$8,000 when all the additional costs for thorough background, medical, and psychological examinations are performed. The payment of travel and lodging expenses for finalist candidates is also not included in the price quotes.

In order to ensure that the final selection of a firm for assistance with the recruitment process is determined based primarily on factors including service quality and firm/consultant experience, the Police Commission is requesting authorization from the Common Council to expend an amount exceeding the original \$8,000 authorized. Because the Police Commission has not yet selected a firm for this service, no exact amount is being provided in this request. The Police Commission is requesting authorization for the expenditure of additional funds.

312 W. Whitewater Street  
Whitewater, WI 53190  
P.O. Box 178  
Telephone: (262) 473-0139  
Fax: (262) 473-0509  
Email: [cclapper@whitewater-wi.gov](mailto:cclapper@whitewater-wi.gov)  
Website: [www.whitewater-wi.gov](http://www.whitewater-wi.gov)



**CITY OF WHITEWATER POLICE COMMISSION  
POLICE CHIEF RECRUITMENT SERVICES  
REQUEST FOR QUOTE**

**QUOTES DUE BY APRIL 20<sup>TH</sup>, 2011**

## **REQUEST FOR QUOTE POLICE CHIEF RECRUITMENT CONSULTANT SERVICES**

### **SUMMARY**

The Police Commission of the City of Whitewater is seeking quotes for professional assistance in implementing a comprehensive search for a Chief of Police that is compliant with all state and federal laws regarding equal opportunity in selection and hiring of employees. Quotes should include a specific list of services to be provided, costs for said services, timeline for the recruitment process, municipal references (minimum of two), and any other recommended services along with associated costs.

### **BACKGROUND**

Home to the University of Wisconsin-Whitewater (student enrollment nearing 11,500), the City of Whitewater is a diverse and dynamic community that offers residents a wide range of cultural, educational, and recreational activities. The City operates under the City Manager form of government. As of 2010, the estimated population of the City is approximately 14,500, which includes an estimated 6,500 UW-W resident students. The members of the Whitewater Police Department frequently work in partnership with citizens as well as the university in an effort to preserve and improve the quality of life for residents of the Whitewater community.

The City has a large business park and is currently developing the Whitewater University Technology Park in collaboration with UW-Whitewater. There is considerable room for future growth within the current corporate limits of the City. In 2007, the City expanded by almost 850 acres via a series of annexations, and there is considerable opportunity for residential, commercial, and industrial development on the periphery of the City. Recent activity has focused on redevelopment projects in the downtown area as well as the aforementioned business and technology park development.

The Whitewater Police Department is a full-service, community oriented, and accredited law enforcement agency. The Department is comprised of 24 sworn officers and 14 civilians organized into three bureaus. The Department makes every effort to be innovative, professional, and responsive to the public safety concerns of our citizens.

### **SERVICES TO BE PROVIDED**

- Market and announce the position.
- Seek out possible candidates for the position.
- Serve as the Police Commission's point-of-contact to receive the application materials from interested applicants.
- Complete the initial tracking and screening of applications and selection of the most qualified candidates (8-12 persons) as semi-finalists.
- Provide an achievement history questionnaire or similar for completion by the "most qualified" applicants.
- Complete education checks for eight of the "most qualified" applicants.

- Meet with the Police Commission to identify the 4-6 “highly qualified” semi-finalist applicants to be included as finalists in the recruitment.
- Provide the Police Commission with a proposed list of standardized written questions for approval, along with a candidate-scoring matrix.
- Assist the Commission in developing the conditional offer of employment for the candidate selected by the Commission subject to pre-employment background/medical & psychological checks.

#### **SERVICES TO BE PROVIDED BY CITY STAFF (INTERNALLY)**

- Gather community input on characteristics desired in a police chief.
- Gather department/staff input on characteristics desired in a police chief.
- Schedule finalist interviews with Police Commission/Community.
- Coordinate community involvement in the selection process.
- Coordinate a community/agency tour for finalists.
- Coordinate peer and staff reviews for finalists.

#### **SUBMITTAL REQUIREMENTS**

Submittals should include responses to each of the following items (Include other information as appropriate):

- Firm information including a brief profile, history and experience.
- A listing of current municipal government clients including the name and telephone number of the client contact (minimum of two).
- A current fee schedule for included services.

Please submit a detailed quote to [HR@whitewater-wi.gov](mailto:HR@whitewater-wi.gov).

**Hard copy materials can be mailed to**  
Jan Bilgen Craggs, Commission President  
C/o City of Whitewater  
312 Whitewater St.  
Whitewater, WI 53190

**In order to be considered, proposals must be received by 12:00PM, Wednesday April 20<sup>th</sup>, 2011.**

Recruitment Service Comparisons

Services Requested	Firm 1	Firm 2	Firm 3	Firm 4a	Firm 5a	Firm 5b
Market and announce the position.	Yes	Yes	Yes	Yes	Yes	Yes
Seek out possible candidates for the position.	Yes	Yes	Yes	Yes	Yes	Yes
Serve as the Police Commission's point-of-contact to receive the application materials from interested applicants.	Yes	Yes	Yes	Yes	Yes	Yes
Complete the initial tracking and screening of applications and selection of the most qualified candidates (8-12 persons) as semi-finalists.	Yes	Yes	Yes	Yes	Yes	Yes
Provide an achievement history questionnaire or similar for completion by the "most qualified" applicants.	Yes	Yes	Yes	Yes	Yes	Yes
Complete education checks for eight of the "most qualified" applicants.	Yes	Yes	Yes	Yes	Yes	Yes
Meet with the Police Commission to identify the 4-6 "highly qualified" semi-finalist applicants to be included as finalists in the recruitment.	Yes	Yes	Yes	Yes	Yes	Yes
Provide the Police Commission with a proposed list of standardized written questions for approval, along with a candidate-scoring matrix.	Yes	Yes	Yes	Yes	Yes	No
Assist the Commission in developing the conditional offer of employment.	Yes	Yes	Yes	Yes	Yes	No
Does the firm involve former police officers in the process?	Yes	Yes	Yes	Yes	No	No
Does the service quote include a pre-employment background investigation?	No	No	Yes	Yes	Yes	No
Does the service quote include a pre-employment medical examination?	No	No	No	No	No	No
Does the service quote include a pre-employment drug screen?	No	No	No	No	No	No
Does the service quote include a pre-employment psychological assessment?	No	No	No	No	No	No
Does the service quote include the out-of-pocket costs of candidates?	No	No	No	No	No	No
<b>Cost Comparisons</b>	<b>Firm 1</b>	<b>Firm 2</b>	<b>Firm 3</b>	<b>Firm 4a</b>	<b>Firm 5a</b>	<b>Firm 5b</b>
Professional Services:	\$ 7,965	\$ 7,400	\$ 13,900	\$ 11,375	\$ 10,000	\$ 7,000
Out-of-Pocket Expenses	unknown	\$ 500	\$ 1,050	\$ 2,550	\$ 4,000	\$ 750
Out-of-Pocket Expenses for Candidates	unknown	unknown	unknown	unknown	unknown	unknown
Pre-employment examination costs (background, medical, psychological, drug)	TBD	TBD	TBD	TBD	TBD	TBD
Total Quote	\$ 7,965	\$ 7,900	\$ 14,950	\$ 13,925	\$ 14,000	\$ 7,750

Firms Submitting Quotes:

Moffett and Associates, LLC	Firm 1
Public Administration Associates (PAA)	Firm 2
RW Management Group	Firm 3
Springsted	Firm 4
Voorhees Associates	Firm 5



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**TO:** KEVIN BRUNNER, CITY MANAGER  
WHITEWATER COMMON COUNCIL

**FROM:** CAMERON CLAPPER, ASSISTANT TO THE CITY MANAGER

**SUBJECT:** MUNICIPAL BUILDING PERMIT FEE CHANGE

**DATE:** 04/28/2011

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In March of this year, staff conducted a brief study of building permit fee rates in Whitewater and surrounding communities. The purpose of the study was to compare permit rates and determine whether or not an adjustment in the existing fee schedule for building permits was necessary to keep Whitewater rates competitive with those of neighboring jurisdictions. Based on the information collected, staff's recommendation is to change the calculation for a new construction building permit to a square footage based formula.

As displayed in Table 1, the formula used to calculate a building permit fee in Whitewater relies on an estimated value for proposed improvements. This formula leaves an element of uncertainty in the fee calculation that could result in the undervaluing of the permit. All other communities surveyed, with the exception of Elkhorn, base their permit value on the square footage of the new construction. Changing Whitewater's building permit fee formula will make the fee calculation more consistent with neighboring jurisdictions. The change will also eliminate the uncertainty and risk of providing undervalued permits due to contractor error. Staff recommends changing the formula to \$.15/Square Foot to reflect the current calculation used in Fort Atkinson.

The additional table identified as Table 2 in the packet materials shows the fees for the construction of a new home based on the stated assumptions. Whitewater's current fee schedule produces a total cost that is below the average for all communities in the study. The Column labeled "New WW" represents Whitewater's fees with the recommended change.

Table 1. - New Single & Two-Family Residential Permit Fees

Permit/Fee Type	Whitewater	Burlington	Delavan	Elkhorn	Fort Atkinson	Jefferson	Lake Geneva	Oconomowoc
Building Permit	\$65 + \$2 per \$1000 estimated cost after \$1000.	\$ .28 per sq.ft.	\$ .31 per sq.ft.	\$100.00	\$ .15 per sq.ft.	\$30 + \$.12 per sq.ft.	\$ .31 per sq.ft.	\$ .20 per sq.ft.
Plan Review & Inspection	Included	\$125.00	\$90 (up to 2000 sq.ft.) & \$105 (over 2000 sq.ft.)	\$175 + \$.27 per sq.ft.	\$75 (up to 2000 sq.ft.) & \$.15 per sq.ft. (over 2000 sq.ft.)	\$200.00	\$100.00	Included
Zoning Permit	\$65 per unit.	\$20 + \$10 for Certificate of Compliance	n/a	\$125.00	Included	n/a	\$50.00	\$50.00
Erosion Control	\$50 per month	\$125.00	\$75.00	\$130.00	\$50 per project	\$25 + \$.0025 per sq.ft. of disturbed ground.	\$100.00	\$75.00
Occupancy "Per Unit"	\$65.00	\$40.00	\$45.00	\$50.00	\$100.00	Included	\$50.00	Included
Electrical	\$65 + \$6 per \$1000 of estimated project cost.	\$50 + \$.08 per sq.ft.	\$50 + \$160 for 2001-4200 sq.ft.	\$40 + \$120 for 0-2000 sq.ft. or \$1.60 for 2001-4200 sq.ft.	\$100 per unit for 2001-3000 sq.ft. + \$25 for 200 amp service + \$5 per electric hook up + 14 fixtures + \$1.0 per AC unit.	\$30 + \$.03 per sq.ft. + \$35 for 200 amp service.	\$ .10 per sq.ft. + \$75 for 200 amp service	\$35 + \$.03 per sq.ft.
HVAC	\$65 + \$6 per \$1000 of estimated project cost.	Equal to \$1.70 x every 100 sq.ft., or \$50 - which is higher.	\$45 + \$1 per 100 sq.ft.	\$40 + \$.04 per sq.ft.	\$60 for new furnace & duct work + \$45 for new air conditioning.	\$50 + \$.03 per sq.ft. - except in unheated garages.	\$7 per 100 sq.ft. or \$50 - whichever is greater + \$50 for AC unit.	\$35 AC unit + \$35 + \$.03 per sq.ft.
Plumbing	\$130 + \$6 per fixture	\$50 + \$.08 per sq.ft.	\$30 + \$9 per fixture	\$40 + \$.06 per sq.ft.	\$25 + \$6 per fixture	\$30 + \$.03 per sq.ft.	\$12 per fixture	\$35 + \$.03 per sq.ft.
State Seal	\$35.00	\$45.00	\$35.00	\$30.00	\$35.00	Included	\$35.00	\$30.00

**New Construction Assumptions**  
 Total Area is 2850 sq.ft. (finished space is 1500 sq.ft.; unfinished basement is 750 sq.ft.; attached garage is 600 sq.ft.)  
 Home Value: \$150,000  
 Electrical Work: \$4,000  
 HVAC Work: \$4,000  
 Electrical Fixtures: 96 (lights, switches, & outlets)  
 Plumbing Fixtures: 16  
 Erosion Control: 6 Months Project Duration  
 Other Comments: Dishwasher, Smoke Detectors (6), Garbage Disposal, Kitchen Hood, Central Air, Washer, Dryer, Hot Water Heater, and Bathroom Fan.

Table 2. - New Single & Two-Family Residential Permit Fees

Permit/Fee Type	Whitewater	New WW	Burlington	Delavan	Elkhorn	Fort Atkinson	Jefferson	Lake Geneva	Oconomowoc	Average
Building Permit	\$365.00	\$427.50	\$798.00	\$883.50	\$100.00	\$427.50	\$372.00	\$883.50	\$570.00	\$549.94
Plan Review & Inspection	Included	Included	\$125.00	\$105.00	\$944.50	\$427.50	\$200.00	\$100.00	Included	\$317.00
Zoning Permit	\$65.00	\$65.00	\$30.00	n/a	\$125.00	Included	n/a	\$50.00	\$50.00	\$64.00
Erosion Control	\$300.00	\$300.00	\$125.00	\$75.00	\$130.00	\$50.00	\$32.50	\$100.00	\$75.00	\$110.94
Occupancy	\$65.00	\$65.00	\$40.00	\$45.00	\$50.00	\$100.00	Included	\$50.00	Included	\$58.33
Electrical	\$89.00	\$89.00	\$278.00	\$210.00	\$200.00	\$205.00	\$150.50	\$360.00	\$120.50	\$201.63
HVAC	\$89.00	\$89.00	\$50.00	\$73.50	\$154.00	\$105.00	\$97.50	\$95.00	\$155.50	\$102.44
Plumbing	\$226.00	\$226.00	\$170.00	\$174.00	\$211.00	\$121.00	\$115.50	\$192.00	\$120.50	\$166.25
State Seal	\$35.00	\$35.00	\$45.00	\$35.00	\$30.00	\$35.00	Included	\$35.00	\$30.00	\$35.00
Estimated Total Cost	\$1,234.00	\$1,428.50	\$1,661.00	\$1,601.00	\$1,944.50	\$1,471.00	\$968.00	\$1,865.50	\$1,121.50	\$1,483.31

**New Construction Assumptions**

Total Area is 2850 sq.ft. (finished space is 1500 sq.ft.; unfinished basement is 750 sq.ft.; attached garage is 600 sq.ft.)

Home Value: \$150,000

Electrical Work: \$4,000

HVAC Work: \$4,000

Electrical Fixtures: 96 (lights, switches, & outlets)

Plumbing Fixtures: 16

Erosion Control: 6 Months Project Duration

Other Comments: Dishwasher, Smoke Detectors (6), Garbage Disposal, Kitchen Hood, Central Air, Washer, Dryer, Hot Water Heater, and Bathroom Fan.

Kevin M. Brunner, City Manager  
312 W. Whitewater Street  
Whitewater, WI 53190  
kbrunner@ci.whitewater.wi.us

**City of Whitewater**

# Memo

**To:** Common Council Members  
**From:** Kevin Brunner, City Manager *Kevin*  
**Date:** 04/28/2011  
**Re:** Updating/Rewriting City Zoning Ordinance

---

As I mentioned in an e-mail to the Council several weeks ago, I have heard from a number of you as well as spoken to developers in our community about the need to update our municipal zoning code. Patrick Singer and Javonni Butler have also recently held meetings with local developers on ways that the community business climate could be improved. I think the overall tenor of the concerns that have been expressed revolve around whether our code is overly restrictive or not and whether the code could be more "developer or business friendly". The city staff and I strongly believe that the current code at a minimum should be reorganized into a more user-friendly format and to correct or clarify areas of ambiguity, error, internal conflict or where state law has changed.

In response to these concerns, a discussion on next week's Council meeting agenda about the direction and scope of an update of the current zoning code. I have talked to a number of municipalities that have recently updated their codes and there is a range of options that we could pursue.

A fairly simple reorganization of the current code (along the lines cited above) with public involvement and process handled mainly through regular Plan Commission meetings would most likely cost between \$12,000 and \$17,000.

A second option would be to reformat the current code as well as implement recently approved Comprehensive Plan recommendations. There would be a few special meetings to involve the citizenry as well as regular Plan Commission meetings to accomplish this with an estimated cost of between \$20,000 and \$25,000.

The third option would be a complete and substantive rewriting of the current code. This would essentially rewrite the city zoning code from scratch and would call into question whether or not existing zoning districts would stay intact (many legal issues to consider here). Stoughton recently went through a total rewriting of its zoning code and the cost was about \$50,000. We could use Franklin, Stoughton, Prairie du Sac or others who have recently rewritten their codes as models for what we might do here in Whitewater. It is likely that such a major rewriting of the Zoning Code would take up to 18 months to complete based upon what we have learned from other community's experiences.

One interim step that we might wish to consider is have an outside "expert" (could be a private planning firm or SEWRPC) review our zoning code and identify where we are indeed restrictive or have provisions that are not the norm for cities similar in size and characteristics. Although I haven't talked to anyone at SEWRPC, that agency might be able to provide us with the best perspective on how our

current zoning code really compares since they work extensively with a wide variety of communities in the seven county SE Wisconsin region.

With all of this said, the updating of the current zoning code will be a major undertaking for the City and will necessitate much direction from the Common Council, Plan and Architectural Review Commission and ultimately our citizens and property owners. Any municipality's zoning code is the ultimate reflection of its values and we know that we have a very diverse population and an equally diverse range of values that our citizens hold.

We are seeking direction from the Council on how it wishes to proceed with this project. We could certainly fund it over two fiscal years and I believe that we could start the updating/redrafting process this summer or fall with savings coming from our outside planning services budget account (obviously there is not development occurring in the city right now so our use of our contractual planner has been minimal to date with not a lot expected in future months as well).

If any of you have any questions regarding this matter prior to next week's meeting, please do not hesitate to contact me.

## MEMORANDUM

TO: Dean Fischer, Director of Public Works  
 Fr: Chuck Nass, Street/Park Superintendent  
 Date: April 28, 2011

Subject: Street repair fund Project for 2011

The Street Repair Fund (SRF) project for this year will be the milling and overlay of Main Street from 2<sup>nd</sup> Street to the East to the West section of the intersection of Main Street and Whitewater Street for a total of 2818 sq. yds. This street will be milled to a depth of 2 ½" and then resurfaced with 2 ½" of new asphalt at 2% from curb to center of the street.

I have received three quotes on this project:

B.R. Amon & Sons Inc., Elkhorn, Wis.	\$28,894.00
	After May, 2011 \$29,698.00
Frank Bros., Janesville, Wis.	\$25,098.00
Wolf Paving Company, Oconomowoc, Wis.	\$29,202.00

**I recommend Frank Bros. be contracted to do this SRF project.**

Frank Bros. does pay prevailing wages as specified by State law for projects such as this. Please place this on the Council agenda May 3, 2011 for their consideration. If anyone has any questions or concerns, please advise.

*I concur with Chuck's recommendation.*

*DF*  
 4/28/11

Harrison, Williams & McDonell,  
LLP  
ATTORNEYS AT LAW

MARTIN W. HARRISON  
WALLACE K. MCDONELL

452 W. Main Street  
P.O. Box 59  
Whitewater, WI 53190

ANDREW FARR ALLEN  
(1946-2003)  
DAVID C. WILLIAMS

[www.whitewaterlawyers.com](http://www.whitewaterlawyers.com)

[martinh@hmattys.com](mailto:martinh@hmattys.com)  
[wkm@hmattys.com](mailto:wkm@hmattys.com)

262-473-7900

FACSIMILE  
262-473-7906

Offices also in:  
Lake Geneva

April 29, 2011

Mrs. Michele R. Smith  
City Clerk  
P. O. Box 178  
Whitewater, WI 53190

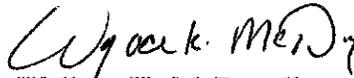
Dear Michele:

Please find enclosed herewith a Resolution Authorizing the Exchange of Property for the Improvement of the Walworth, Janesville and Summit Street intersection.

The City staff has reached an agreement with Craig Pope subject to Plan Commission review and Council approval, to exchange a portion of the Summit Street right-of-way that is no longer being used, in exchange for land owned by Craig Pope, that the City needs for the intersection improvements. I am requesting that this be placed on the agenda for Council action.

Sincerely,

HARRISON, WILLIAMS & MCDONELL, LLP

  
Wallace K. McDonell  
(State Bar No. 01008713)

WKM:slm  
Enclosure



**RESOLUTION AUTHORIZING THE EXCHANGE OF PROPERTY  
FOR THE IMPROVEMENT OF THE WALWORTH, JANESVILLE  
AND SUMMIT STREET INTERSECTION**

**WHEREAS**, the City of Whitewater has approved plans to improve the Walworth, Janesville and Summit Street intersection in the City of Whitewater, and

**WHEREAS**, the planned improvements require the City to acquire real estate currently owned by a private party, and

**WHEREAS**, the City has entered into discussions with said party to trade property in the area so that the City will acquire the necessary real estate without being required to make a monetary payment, and

**WHEREAS**, subject to the approval of the Common Council and subject to Plan Commission review, the City staff has reached an agreement with the private party for a land exchange.

Now, therefore, **BE IT RESOLVED** that the City staff is authorized to take actions necessary to acquire the real estate described in the attached Exhibit A in exchange for the City causing the property described in the attached Exhibit B to be transferred to the private party by discontinuance of the road and the delivery of a Quit Claim Deed for the property.

Resolution authorized by Councilmember \_\_\_\_\_, who moved its adoption. Seconded by Councilmember \_\_\_\_\_.

AYES:

NOES:

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

ABSENT:

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

ADOPTED:

LAND EXCHANGE AGREEMENT

**THIS AGREEMENT** is entered into between Craig A. Pope and the City of Whitewater, Wisconsin, a municipal corporation (City).

**WHEREAS**, the City is improving the Janesville, Walworth and Summit Street intersection in the City of Whitewater and needs to acquire real estate currently owned by Craig A. Pope, and

**WHEREAS**, due to a prior realignment of Summit Street in the City of Whitewater, certain portions of the Summit Street right-of-way are no longer needed for street purposes at said intersection, and

**WHEREAS**, the City staff and Craig A. Pope, subject to the approval of the Common Council, have reached a property exchange agreement.

Now, therefore, **IT IS HEREBY AGREED** between the City and Craig A. Pope as follows:

1. The parties agree that Craig A. Pope will transfer by Warranty Deed the real estate described in Exhibit A in exchange for the City causing the property described in Exhibit B to be transferred to Craig A. Pope (by discontinuance of the road and the delivery of a Quit Claim Deed for the property).

Dated this \_\_\_\_\_ day of May, 2011.

\_\_\_\_\_  
Craig A. Pope

CITY OF WHITEWATER

By: \_\_\_\_\_  
Kevin Brunner, City Manager

Attest:

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

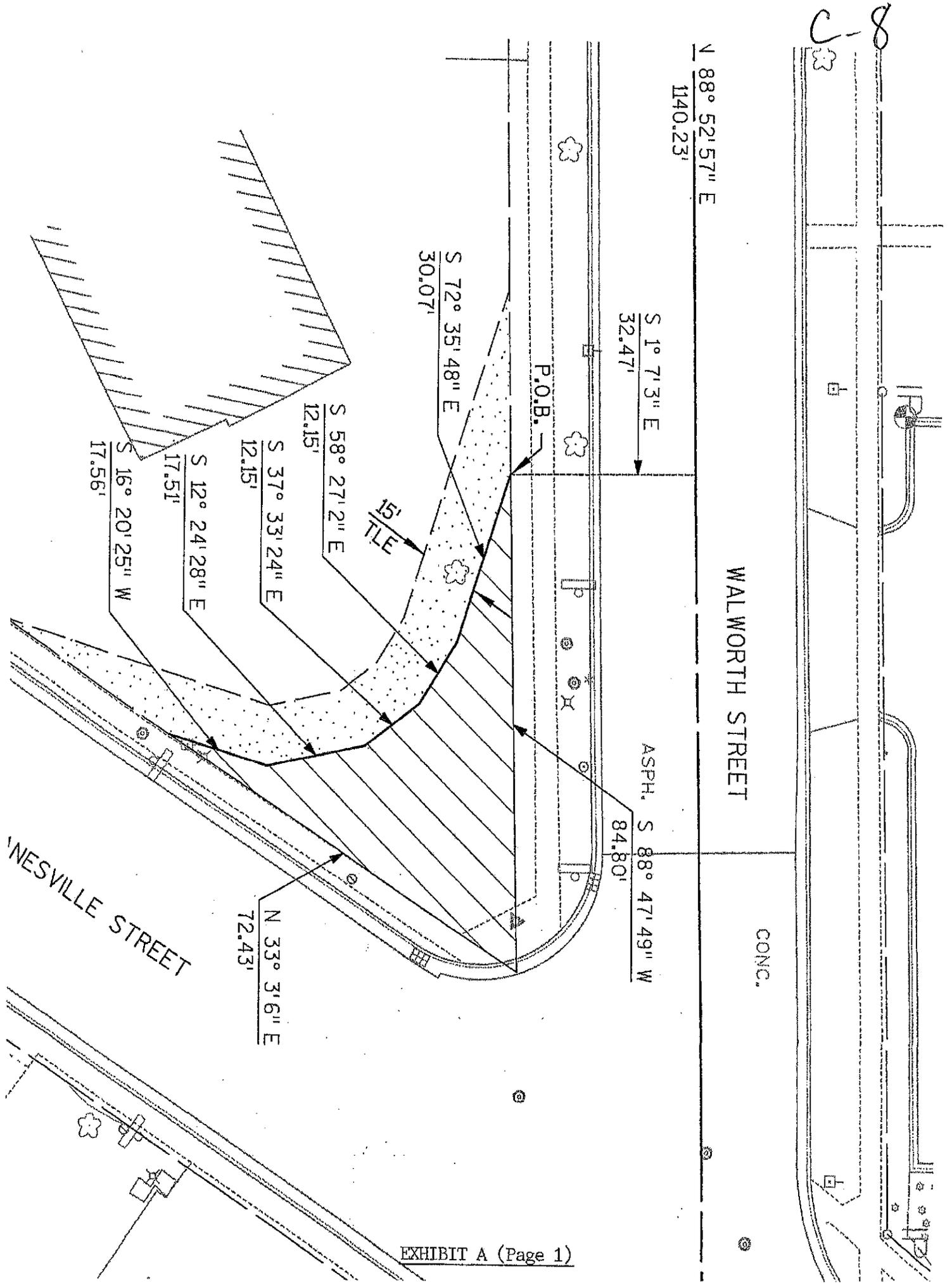


EXHIBIT A (Page 1)

Legal Description:

Part of Lot 12 of Block 1 of Tratts Addition to the City of Whitewater, being part of the Northeast 1/4 of Section 8, Town 4 North, Range 15 East, City of Whitewater, Walworth County, Wisconsin more particularly described as follows:

Commencing at the North 1/4 of Section 8, Town 4 North, Range 15 East; Thence North 88° 52' 57" East, 1,140.23 feet along the North line of said Section 8; thence South 1° 07' 03" East, 32.47 feet to the Southerly right-of-way line of Walworth Street and the point of beginning;

thence South 72° 35' 48" East, 25.68 feet to a point of a circular curve concave to the Southwest and having a radius of 35.00 feet; Thence 54.33 feet Southeasterly along the arc of said circular curve whose long chord bears South 28° 07' 41" East, 49.04 feet;

thence South 16° 20' 25" West a distance of 8.34 feet to the Westerly right-of-way line of Janesville Street;

thence North 33° 03' 06" East, 72.43 feet along said Westerly right-of-way line to the intersection

with the Southerly right-of-way line of Walworth Street;

thence South 88° 47' 49" West, 84.80 feet to the point of beginning.

Containing 0.03 acres, more or less.

C-8

CURVE 1  
L = 7.57'  
LC = 6.87'  
LCB = S 6°06'24" E  
R = 5.00'

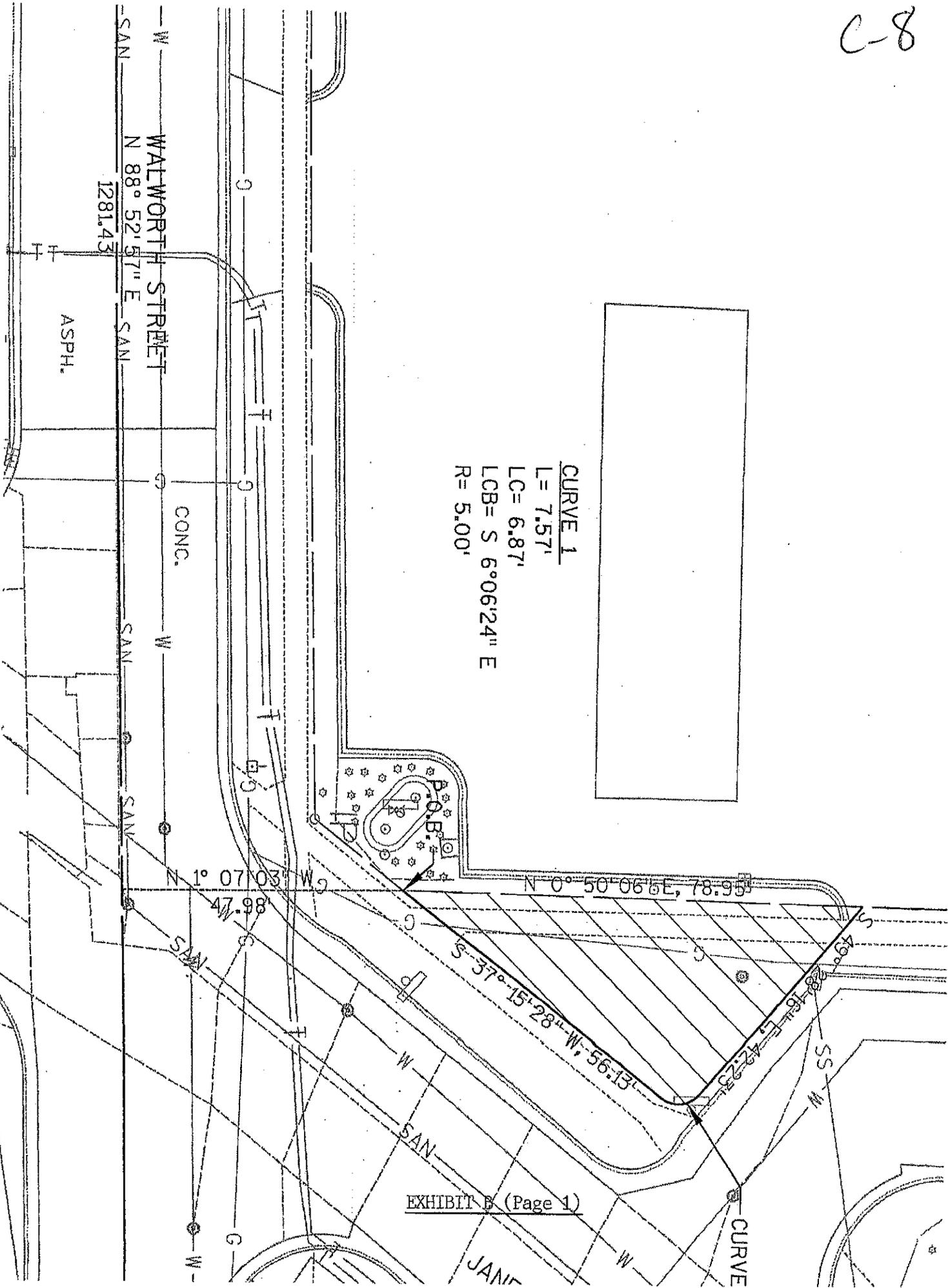


EXHIBIT B (Page 1)

CURVE

JAN

Legal Description:

Part of the Southeast 1/4 of Section 8 Town 4 North, Range 15 East,  
City of Whitewater, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the North 1/4 of Section 8, Town 4 North, Range 15 East;  
Thence North 88° 52' 57" East a distance of 1,281.43 feet along the North line of said Section 8;  
thence North 1° 07' 03" West a distance of 47.98 feet to the intersection of the Northwestern  
right-of-way line  
of Janesville Street and the Westerly right-of-way line of Summit Street and the point of  
beginning;

thence North 0° 50' 06" East a distance of 78.95 feet along said Westerly right-of-way line of  
Summit Street;

thence South 49° 28' 16" East a distance of 42.23 feet to a point of circular curve concave to the  
Southwest

and having a radius of 5.00 feet;

thence Southeasterly 7.57 feet along the arc of said circular curve whose long chord bears  
South 6° 06' 24" East, 6.87 feet;

thence South 37° 15' 28" West a distance of 56.13 feet to the point of beginning.

Containing 0.03 acres, more or less.