

**CITY OF WHITEWATER  
COMMON COUNCIL AGENDA**  
Common Council Meeting  
**Tuesday, March 20, 2012 – 6:30 p.m.**  
City of Whitewater Municipal Building Community Room  
312 W. Whitewater Street Whitewater, Wisconsin

<b>Amended 3/16/12 at 9:00 a.m. adding C-6 - Approval of Purchase of Confined Space Equipment from Olsen Safety Equipment of Waukesha</b>
---

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

CA-A	Approval of Payment of Invoices Processed through 03/14/2012.
CA-B	Acknowledgment of Receipt and Filing of the Following: *Plan Commission Minutes for February 13, 2012 *Parks & Recreation Minutes January 16, 2012 *CDA Minutes for January 30 and February 15, 2012 *Report of Manually-Produced Checks for February 2012
CA-C	Expedited approval of the following items, per city staff recommendation: R-1, C-3, C-4

**REPORTS:**

City Manager	1) Report on Innovation Center and University Technology Park
--------------	---

**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 three 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	Acknowledgement and Approval of 2011 Stormwater Discharge Permit Report (DPW Director Report)
------	---

**ORDINANCES: First Reading – NONE**

**ORDINANCES: Second Reading - NONE**

**CONSIDERATIONS:**

C-1	Approval of Class B Beer & Liquor License for Wanda’s Waterfront LLC (to be transferred from Capn’s of Whitewater) (City Clerk request)
C-2	Discussion and Possible Direction Regarding Downtown Tree Maintenance Program. (Assistant to City Manager request)
*C-3	Approval of Contract for Whitewater Train Depot Restoration (Asst to City Manager Request)
*C-4	Addition to Personnel Policy Manual Relating to Cameras in Locker Rooms (Assistant to City Manager request)
C-5	Discussion and possible Direction regarding Parking Regulations on N. Tratt Street. (Councilmember Olsen request)
<b>C-6</b>	<b>Approval of Purchase of Confined Space Equipment from Olsen Safety Equipment of Waukesha. (DPW Director Request)</b>
C-7	Request for Future Agenda Items.
C-8	<u><b>EXECUTIVE SESSION.</b></u> Adjourn to Executive Session, <b>not to reconvene</b> , per Wisconsin 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 Chapter 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”. Item to be Discussed: City Manager Contract.
--	--

**Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk at least 24 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:** March 15, 2012

**RE:** Comments on March 20, 2012 Agenda Items

**1. Acknowledgement and Approval of 2011 Stormwater Discharge Permit Report.**

Recommend approval. This is an annual approval as required of the Council by our municipal stormwater discharge permit requirements.

**2. Approval of Class B Beer & Liquor License to Wanda's Waterfront LLC.**

Recommend approval.

**3. Discussion and Possible Direction Regarding Downtown Tree Maintenance Program.**

Please see City Forester Nass's memo regarding this issue. I believe it is best to let Chuck work with both the Downtown Design Committee and Urban Forestry Committee to address concerns.

**4. Approval of contract for Whitewater Train Depot Restoration.**

As I reported at the last Common Council meeting, we received some very competitive bids for this project. The low bidder, Joe Daniels Construction of Whitewater, comes highly regarded by our consultants, Isthmus Architects, and the firm has also done previous work for the City (Daniels constructed the Cravath Lakefront Center building).

The total budget for this project was \$400,000 and based upon the low bid and related architectural and engineering fees, we are currently at about \$50,000 less than the budget. We will need, however, to maintain a contingency account for the project to pay for any change orders that might be necessary. I remain very confident that the entire project will be covered by the Wisconsin Department of Transportation grant as well as the local funding that has been set aside by both the City and the Whitewater Historical Society.

If you have any questions regarding any of the above items, please feel free to contact me in advance of the Common Council meeting.

## 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>1ST AYD CORPORATION</b>						
5431	1ST AYD CORPORATION	516110	WATER/SHOP SUPPLIES	03/21/2012	614.27	610-61935-350
Total 1ST AYD CORPORATION:					614.27	
<b>A + POWER SPORTS &amp; TRAILER SALES LLC</b>						
6180	A + POWER SPORTS & TRAILER	30978	FIRE/VEHICLE REPAIRS	03/21/2012	34.99	100-52200-241
Total A + POWER SPORTS & TRAILER SALES LLC:					34.99	
<b>A T &amp; T</b>						
1710	A T & T	1710-032112	GEN BLDG/PHONE	03/21/2012	32.01	100-51600-225
Total A T & T:					32.01	
<b>ABENDROTH WATER COND</b>						
502	ABENDROTH WATER COND	502-032112	WASTEWATER/LAB SUPPLIES	03/21/2012	57.36	620-62870-340
Total ABENDROTH WATER COND:					57.36	
<b>ACL</b>						
2736	ACL	201202-0	POLICE PATROL/PROFESSION	03/21/2012	35.00	100-52110-219
Total ACL:					35.00	
<b>ADVANCE PRINTING INC</b>						
1295	ADVANCE PRINTING INC	17803	WATER/ENVELOPES	03/21/2012	191.66	610-61921-310
1295	ADVANCE PRINTING INC	17803	WASTEWATER/ENVELOPES	03/21/2012	191.66	620-62820-310
1295	ADVANCE PRINTING INC	17803	STORMWATER/ENVELOPES	03/21/2012	191.68	630-63300-310
Total ADVANCE PRINTING INC:					575.00	
<b>AIRGAS NORTH CENTRAL</b>						
4760	AIRGAS NORTH CENTRAL	105400378	STREET/OPERATING SUPPLIE	03/21/2012	51.09	100-53230-340
Total AIRGAS NORTH CENTRAL:					51.09	
<b>ALLIED GLOVE &amp; SAFETY PRODUCTS CORP</b>						
6381	ALLIED GLOVE & SAFETY PRO	1/931230	GEN BLDG/TOWELS & LINERS	03/21/2012	503.16	100-51600-340
Total ALLIED GLOVE & SAFETY PRODUCTS CORP:					503.16	
<b>ANICH LUMBER &amp; HARDWAR CO, AJ</b>						
1601	ANICH LUMBER & HARDWAR C	15021	PARKS/FOAM INSULATION	03/21/2012	757.00	100-53270-245
1601	ANICH LUMBER & HARDWAR C	15951-2	PARKS/BALANCE OF INVOICE	03/21/2012	100.00	100-53230-352
Total ANICH LUMBER & HARDWAR CO, AJ:					857.00	
<b>AROPA DESIGNS</b>						
880	AROPA DESIGNS	32498	CELEBRATIONS/YEARS OF SV	03/21/2012	74.00	100-55320-790
Total AROPA DESIGNS:					74.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
<b>AT&amp;T</b>						
6380	AT&T	262473055003	GEN BLDG/PHONE	03/21/2012	595.16	100-51600-225
6380	AT&T	262473055003	SHOP/PHONE	03/21/2012	35.01	100-53230-241
6380	AT&T	262473055003	LIBRARY/PHONE	03/21/2012	87.52	220-55110-225
6380	AT&T	262473055003	SENIORS/INTERNET	03/21/2012	31.65	100-55310-340
6380	AT&T	262473055003	WATER/PHONE	03/21/2012	87.52	610-61921-310
6380	AT&T	262473055003	WASTEWATER/DIALER	03/21/2012	43.76	620-62830-356
6380	AT&T	262473055003	WASTEWATER/PHONE	03/21/2012	8.75	620-62820-225
6380	AT&T	262473055003	CABLE/PHONE	03/21/2012	17.50	200-55110-225
6380	AT&T	6380-032112	GEN BLDG/PHONE	03/21/2012	277.30	100-51600-225
6380	AT&T	6380-032112	LIBRARY/PHONE	03/21/2012	271.04	220-55110-225
6380	AT&T	6380-032112	CABLE/PHONE	03/21/2012	55.32	200-55110-225
Total AT&T:					1,510.53	
<b>AT&amp;T LONG DISTANCE</b>						
4746	AT&T LONG DISTANCE	4746-032112	SAFETY BDLG/LONG DISTANC	03/21/2012	96.83	100-51600-225
4746	AT&T LONG DISTANCE	4746-032112	LIBRARY/PHONE	03/21/2012	17.76	100-55110-225
4746	AT&T LONG DISTANCE	4746-032112	STREET/PHONES	03/21/2012	19.06	100-53230-241
4746	AT&T LONG DISTANCE	4746-032112	WATER/PHONE	03/21/2012	5.10	610-61921-310
4746	AT&T LONG DISTANCE	4746-032112	WASTEWATER/PHONE	03/21/2012	13.72	620-62820-225
Total AT&T LONG DISTANCE:					152.47	
<b>BANDT COMMUNICATIONS INC</b>						
858	BANDT COMMUNICATIONS INC	66817	FIRE/EQUIPMENT REPAIRS	03/21/2012	532.00	100-52200-242
Total BANDT COMMUNICATIONS INC:					532.00	
<b>BROWN CAB SERVICE INC</b>						
47	BROWN CAB SERVICE INC	358	CAB/FEB SVC	03/21/2012	10,798.12	235-51350-295
Total BROWN CAB SERVICE INC:					10,798.12	
<b>CAMERA CORNER INC</b>						
3909	CAMERA CORNER INC	0417807-IN	RESCUE/COMPUTER & SUPPLI	03/21/2012	1,569.00	100-52300-340
Total CAMERA CORNER INC:					1,569.00	
<b>CARDINAL TRACKING INC</b>						
875	CARDINAL TRACKING INC	99176	CSO/PARKING SVC	03/21/2012	102.82	100-52140-360
Total CARDINAL TRACKING INC:					102.82	
<b>CARQUEST AUTO PARTS</b>						
21	CARQUEST AUTO PARTS	21-032112	STREET/VEHICLE REPAIRS	03/21/2012	571.05	100-53230-352
21	CARQUEST AUTO PARTS	21-032112	POLICE VEHICLE/REPAIRS	03/21/2012	260.63	100-53230-354
21	CARQUEST AUTO PARTS	21-032112	WASTEWATER/ONIS PROJECT	03/21/2012	19.26	620-62830-353
21	CARQUEST AUTO PARTS	21-032112	WASTEWATER/VACUUM & GEN	03/21/2012	123.51	620-62830-355
21	CARQUEST AUTO PARTS	21-032112	WASTEWATER/FILTERS & PLU	03/21/2012	22.08	620-62850-357
21	CARQUEST AUTO PARTS	21-032112	WASTEWATER/FILTERS & PLU	03/21/2012	22.86	620-62890-357
Total CARQUEST AUTO PARTS:					1,019.39	
<b>CDW GOVERNMENT INC</b>						
1234	CDW GOVERNMENT INC	G036622	POLICE ADMN/OFFICE SUPPLI	03/21/2012	369.80	100-52100-310

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total CDW GOVERNMENT INC:					369.80	
<b>CLEAN MATS</b>						
1033	CLEAN MATS	27082	STREET/SHOP SUPPLIES	03/21/2012	41.24	100-53230-340
Total CLEAN MATS:					41.24	
<b>DALEE WATER CONDITIONING</b>						
208	DALEE WATER CONDITIONING	208-032112	FIRE/OPERATING SUPPLIES	03/21/2012	23.25	100-52200-340
Total DALEE WATER CONDITIONING:					23.25	
<b>DECKER SUPPLY CO INC</b>						
33	DECKER SUPPLY CO INC	872359	STREET/TRAFFIC CONTROL S	03/21/2012	2,725.33	100-53300-354
Total DECKER SUPPLY CO INC:					2,725.33	
<b>DEPARTMENT OF ADMINISTRATION</b>						
135	DEPARTMENT OF ADMINISTRATION	135-032112	NEIGHBORHOOD SVC/CODE U	03/21/2012	41.00	100-52400-320
Total DEPARTMENT OF ADMINISTRATION:					41.00	
<b>DIVERSIFIED BUILDING MTN</b>						
1809	DIVERSIFIED BUILDING MTN	126438	LIBRARY/JANITORIAL SVC	03/21/2012	1,556.00	100-55111-246
1809	DIVERSIFIED BUILDING MTN	126438	CITY HALL/JANITORIAL SVC	03/21/2012	3,800.00	100-51600-246
1809	DIVERSIFIED BUILDING MTN	126438	ARMORY/JANITORIAL SVC	03/21/2012	879.75	100-51600-246
1809	DIVERSIFIED BUILDING MTN	126438	CRAVATH LAKEFRONT/JANITO	03/21/2012	1,100.00	100-51600-246
1809	DIVERSIFIED BUILDING MTN	126438	COMM BLDG/JANITORIAL SVC	03/21/2012	1,386.40	100-51600-246
1809	DIVERSIFIED BUILDING MTN	126439	INNOVATION CTR/JANITORIAL	03/21/2012	756.00	920-56500-246
Total DIVERSIFIED BUILDING MTN:					9,478.15	
<b>EMERGENCY MEDICAL PRODUCTS INC</b>						
115	EMERGENCY MEDICAL PRODU	1445761	RESCUE/OPERATING SUPPLIE	03/21/2012	403.16	100-52300-340
Total EMERGENCY MEDICAL PRODUCTS INC:					403.16	
<b>FASTENAL COMPANY</b>						
1255	FASTENAL COMPANY	WIWHT6918	WASTEWATER/PLASTIC WRAP	03/21/2012	19.28	620-62840-340
1255	FASTENAL COMPANY	WIWHT6920	WASTEWATER/HITCH PINS	03/21/2012	11.16	620-62850-357
Total FASTENAL COMPANY:					30.44	
<b>FIRE-RESCUE SUPPLY LLC</b>						
3886	FIRE-RESCUE SUPPLY LLC	3976	STORMWATER/REPAIR SUPPLI	03/21/2012	61.00	630-63440-350
3886	FIRE-RESCUE SUPPLY LLC	3978	FIRE/OPERATING SUPPLIES	03/21/2012	25.00	100-52200-340
Total FIRE-RESCUE SUPPLY LLC:					86.00	
<b>FIRST SUPPLY</b>						
205	FIRST SUPPLY	9227222-00	WASTEWATER/PRAIRIE ST PR	03/21/2012	234.25	620-62830-354
205	FIRST SUPPLY	9227222-01	WASTEWATER/PRAIRIE ST ADJ	03/21/2012	57.00	620-62830-354
Total FIRST SUPPLY:					291.25	
<b>FORT HEALTHCARE-BUSINESS HEALT</b>						
801	FORT HEALTHCARE-BUSINESS	36670	STREET/DRUG SCREEN	03/21/2012	57.00	100-53300-154

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
801	FORT HEALTHCARE-BUSINESS	36670	WATER/DRUG SCREEN	03/21/2012	57.00	610-61927-154
801	FORT HEALTHCARE-BUSINESS	36670	WASTEWATER/DRUG SCREEN	03/21/2012	89.00	620-62820-154
Total FORT HEALTHCARE-BUSINESS HEALT:					203.00	
<b>FOSTER COACH SALES INC</b>						
878	FOSTER COACH SALES INC	28455	RESCUE/#1283 REPAIRS	03/21/2012	16.67	100-52300-241
878	FOSTER COACH SALES INC	55589	RESCUE/VEHICLE REPAIRS	03/21/2012	26.72	100-52300-242
Total FOSTER COACH SALES INC:					43.39	
<b>FOX VALLEY TECHNICAL COLLEGE</b>						
1162	FOX VALLEY TECHNICAL COLL	TPB135250/FY	POLICE PATROL/KOLB TRNG	03/21/2012	49.00	100-52110-154
Total FOX VALLEY TECHNICAL COLLEGE:					49.00	
<b>FUREY FILTER &amp; PUMP INC</b>						
4044	FUREY FILTER & PUMP INC	I-47422-00	WASTEWATER/LUBRICANTS	03/21/2012	136.46	620-62850-357
Total FUREY FILTER & PUMP INC:					136.46	
<b>GATEWAY TECHNICAL COLLEGE</b>						
341	GATEWAY TECHNICAL COLLE	16039	RESCUE/OLSEN TRNG	03/21/2012	267.62	100-52300-154
341	GATEWAY TECHNICAL COLLE	16042	RESCUE/DEPORTER TRNG	03/21/2012	367.28	100-52300-154
Total GATEWAY TECHNICAL COLLEGE:					634.90	
<b>GRAINGER</b>						
367	GRAINGER	9771276269	WATER/CONNECTOR	03/21/2012	17.96	610-61653-350
Total GRAINGER:					17.96	
<b>H &amp; H FIRE PROTECTION LLC</b>						
120	H & H FIRE PROTECTION LLC	8113	FIRE/OPERATING SUPPLIES	03/21/2012	40.25	100-52200-340
Total H & H FIRE PROTECTION LLC:					40.25	
<b>HACH CO</b>						
211	HACH CO	7618293	WATER/CHEMICALS	03/21/2012	75.35	610-61630-341
211	HACH CO	7632297	WASTEWATER/LAB SUPPLEIS	03/21/2012	46.22	620-62870-340
Total HACH CO:					121.57	
<b>HARRISON WILLIAMS MCDONNELL</b>						
62	HARRISON WILLIAMS MCDONN	202982	TID 4/FAIRHAVEN LEGAL	03/21/2012	50.00	440-57663-212
Total HARRISON WILLIAMS MCDONNELL:					50.00	
<b>HD SUPPLY WATERWORKS LTD</b>						
2459	HD SUPPLY WATERWORKS LT	4373154	WATER/DISCHARGE HOSE	03/21/2012	64.01	610-61652-350
2459	HD SUPPLY WATERWORKS LT	4373154	WATER/GLOVES	03/21/2012	19.74	610-61630-350
2459	HD SUPPLY WATERWORKS LT	4439276	WATER/SVC REPAIRS	03/21/2012	288.58	610-61652-350
2459	HD SUPPLY WATERWORKS LT	4453982	WATER/N PRAIRIE ST PROJEC	03/21/2012	6,015.00	610-61654-350
2459	HD SUPPLY WATERWORKS LT	4453994	WATER/N PRAIRIE ST PROJEC	03/21/2012	1,425.00	610-61654-350
2459	HD SUPPLY WATERWORKS LT	4454043	WATER/HYDRANT REPAIRS	03/21/2012	847.52	610-61654-350
2459	HD SUPPLY WATERWORKS LT	4454377	WATER/HYMAX REDUCER	03/21/2012	1,090.26	610-61652-350
2459	HD SUPPLY WATERWORKS LT	4454482	WATER/OMNI METER	03/21/2012	1,580.00	610-61936-823

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total HD SUPPLY WATERWORKS LTD:					11,330.11	
<b>IOD INCORPORATED</b>						
2041	IOD INCORPORATED	18669111	POLICE PATROL/PROFESSION	03/21/2012	51.60	100-52110-219
Total IOD INCORPORATED:					51.60	
<b>JAECKEL BROS INC</b>						
493	JAECKEL BROS INC	7233	WATER/NORTH ST	03/21/2012	892.00	610-61651-350
493	JAECKEL BROS INC	7234	WATER/TRATT ST	03/21/2012	1,350.80	610-61651-350
Total JAECKEL BROS INC:					2,242.80	
<b>JEFFERSON FIRE &amp; SAFETY INC</b>						
399	JEFFERSON FIRE & SAFETY IN	185132	FIRE/OPERATING SUPPLIES	03/21/2012	1,125.00	100-52200-340
Total JEFFERSON FIRE & SAFETY INC:					1,125.00	
<b>JIMMY JOHN'S</b>						
2067	JIMMY JOHN'S	1654212	RESCUE/OPERATING SUPPLIE	03/21/2012	158.60	100-52300-340
2067	JIMMY JOHN'S	2012-047	RESCUE/OPERATING SUPPLIE	03/21/2012	158.60	100-52300-340
Total JIMMY JOHN'S:					317.20	
<b>JOHN DEERE FINANCIAL</b>						
6276	JOHN DEERE FINANCIAL	55170	POLICE PATROL/VEHICLE REP	03/21/2012	528.48	100-53230-354
6276	JOHN DEERE FINANCIAL	55297	PARKS/TIRE REPAIRS	03/21/2012	25.00	100-53270-242
6276	JOHN DEERE FINANCIAL	CREDIT	STREET/OVERPAYMENT	03/21/2012	23.66-	100-53270-242
Total JOHN DEERE FINANCIAL:					529.82	
<b>JOHNS DISPOSAL SERVICE INC</b>						
42	JOHNS DISPOSAL SERVICE IN	41605	CITY/BULK	03/21/2012	3,945.24	230-53600-219
42	JOHNS DISPOSAL SERVICE IN	41605	CITY/REFUSE	03/21/2012	19,802.07	230-53600-219
42	JOHNS DISPOSAL SERVICE IN	41605	CITY/RECYCLING	03/21/2012	6,170.76	230-53600-295
Total JOHNS DISPOSAL SERVICE INC:					29,918.07	
<b>JONAS OFFICE PRODUCTS</b>						
343	JONAS OFFICE PRODUCTS	278649-0	WATER/OFFICE SUPPLIES	03/21/2012	75.54	610-61903-310
Total JONAS OFFICE PRODUCTS:					75.54	
<b>KAESTNER AUTO ELECTRIC CO</b>						
2836	KAESTNER AUTO ELECTRIC C	140221	STREET/REPAIR PARTS	03/21/2012	35.90	100-53230-352
Total KAESTNER AUTO ELECTRIC CO:					35.90	
<b>KAMP-SYNERGY LLC</b>						
143	KAMP-SYNERGY LLC	3667	WATER/SERVICES	03/21/2012	421.00	610-61620-350
Total KAMP-SYNERGY LLC:					421.00	
<b>KETTERHAGEN MOTORS INC</b>						
111	KETTERHAGEN MOTORS INC	C88097	RESCUE/#1283 REPAIRS	03/21/2012	318.87	100-52300-241
111	KETTERHAGEN MOTORS INC	SC02292	POLICE VEHICLE/SVC	03/21/2012	2.41	100-53230-354
111	KETTERHAGEN MOTORS INC	T1088	WATER/VEHICLE REPAIRS	03/21/2012	108.16	610-61933-340

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
111	KETTERHAGEN MOTORS INC	T1161	POLICE VEHICLE/REPAIRS	03/21/2012	50.36	100-53230-354
111	KETTERHAGEN MOTORS INC	T1166	POLICE VEHICLE/KEY	03/21/2012	8.00	100-53230-354
Total KETTERHAGEN MOTORS INC:					487.80	
<b>LASER TECHNOLOGY INC</b>						
2251	LASER TECHNOLOGY INC	124558	POLICE PATROL/EQUIPMENT R	03/21/2012	150.00	100-52110-242
Total LASER TECHNOLOGY INC:					150.00	
<b>LAWSON PRODUCTS INC</b>						
289	LAWSON PRODUCTS INC	9300038181	WASTEWATER/WELDING SUPP	03/21/2012	253.44	620-62840-340
Total LAWSON PRODUCTS INC:					253.44	
<b>LEXISNEXIS</b>						
3364	LEXISNEXIS	1410204-2012	POLICE INV/PROFESSIONAL S	03/21/2012	116.15	100-52120-219
Total LEXISNEXIS:					116.15	
<b>LINCOLN CONTRACTORS SUPP INC</b>						
165	LINCOLN CONTRACTORS SUP	I02532	STORMWATER/GAS COMPRES	03/21/2012	120.00	630-63440-350
Total LINCOLN CONTRACTORS SUPP INC:					120.00	
<b>MEYER'S AUTO SUPPLY</b>						
176	MEYER'S AUTO SUPPLY	105171	FIRE/VEHICLE REPAIRS	03/21/2012	78.40	100-52200-241
176	MEYER'S AUTO SUPPLY	105191	WASTEWATER/FORD PUMP FIL	03/21/2012	8.59	620-62850-357
176	MEYER'S AUTO SUPPLY	105645	STREET/POLICE VEHICLE REP	03/21/2012	162.27	100-53230-354
176	MEYER'S AUTO SUPPLY	105673	FIRE/EQUIPMENT REPAIRS	03/21/2012	11.66	100-52200-242
176	MEYER'S AUTO SUPPLY	105675	WASTEWATER/WACKER PUMP	03/21/2012	11.43	620-62850-357
Total MEYER'S AUTO SUPPLY:					272.35	
<b>MILLARD FEED MILL INC</b>						
1649	MILLARD FEED MILL INC	196470	PARKS/LAWNCARE	03/21/2012	180.00	100-53270-213
Total MILLARD FEED MILL INC:					180.00	
<b>MILPORT ENTERPRISES INC</b>						
1408	MILPORT ENTERPRISES INC	218136	WATER/CHEMICALS	03/21/2012	608.50	610-61630-341
1408	MILPORT ENTERPRISES INC	218372	WASTEWATER/ALUM	03/21/2012	6,076.08	620-62840-341
1408	MILPORT ENTERPRISES INC	218859	WATER/CHEMICALS	03/21/2012	1,523.00	610-61630-341
Total MILPORT ENTERPRISES INC:					8,207.58	
<b>MORGAN BIRGE &amp; ASSOCIATES INC</b>						
4591	MORGAN BIRGE & ASSOCIATE	MC0041451	GEN BLDG/PHONE	03/21/2012	345.00	100-51600-225
Total MORGAN BIRGE & ASSOCIATES INC:					345.00	
<b>MORTON SALT INC</b>						
615	MORTON SALT INC	140408	STREET/ROAD SALT	03/21/2012	10,293.81	100-53320-460
Total MORTON SALT INC:					10,293.81	
<b>MZIS</b>						
5997	MZIS	269	NEIGHBORHOOD SVC/FEB INS	03/21/2012	3,974.10	100-52400-219

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total MZIS:					3,974.10	
<b>NCL OF WISCONSIN INC</b>						
369	NCL OF WISCONSIN INC	300763	WASTEWATER/LAB SUPPLIES	03/21/2012	2,174.77	620-62870-340
Total NCL OF WISCONSIN INC:					2,174.77	
<b>NELSON'S VINYL GRAPHICS</b>						
6514	NELSON'S VINYL GRAPHICS	INV57248	STREET/STABLE RATE SIGN	03/21/2012	18.38	100-53300-354
Total NELSON'S VINYL GRAPHICS:					18.38	
<b>NEW PIG CORPORATION</b>						
6522	NEW PIG CORPORATION	20843576-00	WASTEWATER/OPERATING SU	03/21/2012	211.80	620-62840-340
6522	NEW PIG CORPORATION	20843588-00	WASTEWATER/MARKER STAK	03/21/2012	40.27	620-62840-340
Total NEW PIG CORPORATION:					252.07	
<b>NORTHERN LAKE SERVICE INC</b>						
1335	NORTHERN LAKE SERVICE INC	210284	WATER/SAMPLES	03/21/2012	405.00	610-61630-340
1335	NORTHERN LAKE SERVICE INC	211064	WASTEWATER/CHLORIDE TES	03/21/2012	11.20	620-62870-295
Total NORTHERN LAKE SERVICE INC:					416.20	
<b>OFFICE DEPOT</b>						
4146	OFFICE DEPOT	597973568001	POLICE ADMN/OFFICE SUPPLI	03/21/2012	204.37	100-52100-310
4146	OFFICE DEPOT	598149472001	POLICE ADMN/OFFICE SUPPLI	03/21/2012	158.85	100-52100-310
4146	OFFICE DEPOT	598822718001	POLICE ADMN/OFFICE SUPPLI	03/21/2012	22.90	100-52100-310
4146	OFFICE DEPOT	599282386001	FINANCE/OFFICE SUPPLIES	03/21/2012	30.52	100-51500-310
4146	OFFICE DEPOT	600927710001	POLICE ADMN/OFFICE SUPPLI	03/21/2012	170.62	100-52100-310
Total OFFICE DEPOT:					587.26	
<b>PETERSON, CARL</b>						
811	PETERSON, CARL	REIMBURSEM	RESCUE/OPERATING SUPPLIE	03/21/2012	73.53	100-52300-340
811	PETERSON, CARL	REIMBURSEM	RESCUE/PICK N SAVE	03/21/2012	30.25	100-52300-340
Total PETERSON, CARL:					103.78	
<b>PHYSIO-CONTROL INC</b>						
1902	PHYSIO-CONTROL INC	112096499	RESCUE/OPERATING SUPPLIE	03/21/2012	413.70	100-52300-340
Total PHYSIO-CONTROL INC:					413.70	
<b>PORTER LEE CORPORATION</b>						
2705	PORTER LEE CORPORATION	11384	POLICE INV/OPERATING SUPP	03/21/2012	232.00	100-52120-340
Total PORTER LEE CORPORATION:					232.00	
<b>PRECISION ALIGNMENT SERVICE</b>						
3409	PRECISION ALIGNMENT SERVI	016597	WATER/VEHICLE REPAIRS	03/21/2012	75.00	610-61933-340
Total PRECISION ALIGNMENT SERVICE:					75.00	
<b>QUILL CORPORATION</b>						
445	QUILL CORPORATION	1461286	DPW/OFFICE SUPPLIES	03/21/2012	23.35	100-53100-310
445	QUILL CORPORATION	1461286	GEN ADMN/OFFICE SUPPLIES	03/21/2012	129.40	100-51400-310

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
445	QUILL CORPORATION	1461286	REC/OFFICE SUPPLIES	03/21/2012	21.40	100-55210-310
445	QUILL CORPORATION	1461286	NEIBHBORHOOD SVC/OFFICE	03/21/2012	9.69	100-52400-310
445	QUILL CORPORATION	1461286	COUNCIL/OFFICE SUPPLIES	03/21/2012	48.43	100-51100-310
445	QUILL CORPORATION	1461286	CDA/OFFICE SUPPLIES	03/21/2012	9.66	900-56500-310
445	QUILL CORPORATION	1461286	SENIORS/PAPER	03/21/2012	9.69	100-55310-340
445	QUILL CORPORATION	1461286	PLANNING/OFFICE SUPPLIES	03/21/2012	48.43	100-56300-310
Total QUILL CORPORATION:					300.05	
<b>RICOH AMERICAS CORP</b>						
90	RICOH AMERICAS CORP	414708051	WATER/COPIER	03/21/2012	16.50	610-61903-310
Total RICOH AMERICAS CORP:					16.50	
<b>SASSY SHIRTS</b>						
131	SASSY SHIRTS	36903	REC/BASKETBALL MEDALS	03/21/2012	45.00	100-55300-341
Total SASSY SHIRTS:					45.00	
<b>SCHOPEN'S AUTOMOTIVE SVC LLC</b>						
137	SCHOPEN'S AUTOMOTIVE SVC	18700	POLICE VEHICLE/TOW CAR	03/21/2012	125.00	100-53230-354
137	SCHOPEN'S AUTOMOTIVE SVC	18974	POLICE VEHICLE/TOW CAR	03/21/2012	75.00	100-53230-354
137	SCHOPEN'S AUTOMOTIVE SVC	19154	POLICE VEHICLE/TOW CAR	03/21/2012	85.00	100-53230-354
Total SCHOPEN'S AUTOMOTIVE SVC LLC:					285.00	
<b>SENTRY OF WHITEWATER, DANIELS</b>						
2	SENTRY OF WHITEWATER, DA	001000690931	RESCUE/OPERATING SUPPLIE	03/21/2012	152.39	100-52300-340
2	SENTRY OF WHITEWATER, DA	003002381612	RESCUE/OPERATING SUPPLIE	03/21/2012	107.44	100-52300-340
2	SENTRY OF WHITEWATER, DA	007001701849	SENIORS/CHILI COOKOFF	03/21/2012	11.84	100-23102
Total SENTRY OF WHITEWATER, DANIELS:					271.67	
<b>SHADOW FAX INC</b>						
2800	SHADOW FAX INC	INV109953	POLICE ADMN/OFFICE SUPPLI	03/21/2012	386.10	100-52100-310
2800	SHADOW FAX INC	INV110377	POLICE ADMN/OFFICE SUPPLI	03/21/2012	42.90	100-52100-310
Total SHADOW FAX INC:					429.00	
<b>SNUFF UM OUT PEST CONTROL</b>						
6518	SNUFF UM OUT PEST CONTRO	2	POLICE INV/OPERATING SUPP	03/21/2012	25.00	100-52120-340
Total SNUFF UM OUT PEST CONTROL:					25.00	
<b>SOUTHERN LAKES NEWSPAPERS</b>						
1844	SOUTHERN LAKES NEWSPAPE	1844-032112	COUNCIL/MINUTES	03/21/2012	687.20	100-51100-320
1844	SOUTHERN LAKES NEWSPAPE	1844-032112	GEN ADMN/ELECTION NOTICE	03/21/2012	31.04	100-51400-340
1844	SOUTHERN LAKES NEWSPAPE	1844-032112	FINANCE/FINANCE	03/21/2012	56.68	100-51500-310
1844	SOUTHERN LAKES NEWSPAPE	1844-032112	STREET/LABORER AD	03/21/2012	150.00	100-53300-310
1844	SOUTHERN LAKES NEWSPAPE	1844-032112	PLANNING/AGENDA	03/21/2012	51.50	100-56300-212
1844	SOUTHERN LAKES NEWSPAPE	1844-032112	PLANNING/MEZA CAMERINA LI	03/21/2012	26.25	100-56300-212
1844	SOUTHERN LAKES NEWSPAPE	1844-032112	PLANNING/DLK MULTI FAMILY	03/21/2012	28.78	100-56300-212
1844	SOUTHERN LAKES NEWSPAPE	1844-032112	MILWAUKEE ST/BID AD	03/21/2012	43.93	450-57500-865
Total SOUTHERN LAKES NEWSPAPERS:					1,075.38	
<b>ST MARY'S DEAN VENTURES INC</b>						
2068	ST MARY'S DEAN VENTURES I	546818025	FIRE/GREGOIRE	03/21/2012	104.00	100-52200-340

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total ST MARY'S DEAN VENTURES INC:					104.00	
<b>STREICHER'S INC</b>						
345	STREICHER'S INC	I908377	POLICE INV/UNIFORM	03/21/2012	54.49	100-52120-118
Total STREICHER'S INC:					54.49	
<b>TRAFFIC &amp; PARK CONTROL INC</b>						
96	TRAFFIC & PARK CONTROL IN	I388830	STREET/TRAFFIC CONTROL M	03/21/2012	510.00	100-53300-354
Total TRAFFIC & PARK CONTROL INC:					510.00	
<b>UNEMPLOYMENT INSURANCE</b>						
274	UNEMPLOYMENT INSURANCE	000003548099	FIRE/H HIGGINS	03/21/2012	137.45	100-52200-158
274	UNEMPLOYMENT INSURANCE	000003548099	CDA/NIMM	03/21/2012	1,163.46	900-56500-158
274	UNEMPLOYMENT INSURANCE	000003548099	CROSS GD/R LUDEMAN	03/21/2012	57.00	100-52130-158
274	UNEMPLOYMENT INSURANCE	000003548099	GEN ADMN/JENSEN	03/21/2012	42.96	100-51400-158
274	UNEMPLOYMENT INSURANCE	000003548099	LIBRARY/KLOWAK	03/21/2012	1,076.31	100-55110-158
Total UNEMPLOYMENT INSURANCE:					2,477.18	
<b>USA BLUE BOOK</b>						
1062	USA BLUE BOOK	597139	WATER/STRAINER	03/21/2012	124.87	610-61652-350
Total USA BLUE BOOK:					124.87	
<b>UW WHITEWATER</b>						
8	UW WHITEWATER	16427	PARKS/PAPER & CLEANER	03/21/2012	56.56	100-53270-340
8	UW WHITEWATER	16427	LIBRARY/BLDG SUPPLIES	03/21/2012	24.15	100-55111-355
8	UW WHITEWATER	16427	GEN BLDG/SUPPLIES	03/21/2012	169.38	100-51600-340
8	UW WHITEWATER	16427	LIBRARY/BLDG SUPPLIES	03/21/2012	35.05	100-55111-355
Total UW WHITEWATER:					285.14	
<b>VERMEER-WISCONSIN INC</b>						
2503	VERMEER-WISCONSIN INC	20136663	STORMWATER/VALVE	03/21/2012	196.05	630-63600-352
Total VERMEER-WISCONSIN INC:					196.05	
<b>VWR INTERNATIONAL</b>						
5098	VWR INTERNATIONAL	48544665	WASTEWATER/PIPETTOR 1 CH	03/21/2012	225.48	620-62870-340
Total VWR INTERNATIONAL:					225.48	
<b>WAL CO ECONOMIC DEVELOPMENT</b>						
3939	WAL CO ECONOMIC DEVELOP	266	NEIGHBORHOOD SVC/2012 AN	03/21/2012	25.00	100-52400-154
3939	WAL CO ECONOMIC DEVELOP	315	CDA/2012 MEMBERSHIP	03/21/2012	5,733.00	900-56500-224
Total WAL CO ECONOMIC DEVELOPMENT:					5,758.00	
<b>WELDERS SUPPLY CO BELOIT INC</b>						
49	WELDERS SUPPLY CO BELOIT	153876	RESCUE/CYLINDER RENTAL	03/21/2012	62.15	100-52300-340
Total WELDERS SUPPLY CO BELOIT INC:					62.15	
<b>WERNER ELECTRIC SUPPLY CO</b>						
1275	WERNER ELECTRIC SUPPLY C	S3503035.001	WASTEWATER/VANDERLIP GE	03/21/2012	32.33	620-62830-353

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
1275	WERNER ELECTRIC SUPPLY C	W3500093.001	WASTEWATER/VANDERLIP GE	03/21/2012	8.26	620-62830-353
Total WERNER ELECTRIC SUPPLY CO:					40.59	
<b>WI DEPT OF JUSTICE</b>						
69	WI DEPT OF JUSTICE	L6505T 03/01/	BEV OP/RECORD CHECK	03/21/2012	56.00	100-44122-51
69	WI DEPT OF JUSTICE	L6505T 03/01/	REC/RECORD CHECK	03/21/2012	7.00	100-55210-310
69	WI DEPT OF JUSTICE	L6505T 03/01/	RESCUE/RECORD CHECK	03/21/2012	35.00	100-52300-310
Total WI DEPT OF JUSTICE:					98.00	
<b>WI PARK &amp; RECREATION ASSOC</b>						
66	WI PARK & RECREATION ASSO	21363	REC/AMUNDSON CITIZEN RES	03/21/2012	70.00	100-55210-790
Total WI PARK & RECREATION ASSOC:					70.00	
<b>WI STATE LABORATORY OF HYGIENE</b>						
1899	WI STATE LABORATORY OF HY	3123083	POLICE PATROL/PROFESSION	03/21/2012	40.00	100-52110-219
1899	WI STATE LABORATORY OF HY	4998107	WATER/SAMPLES	03/21/2012	40.00	610-61630-340
Total WI STATE LABORATORY OF HYGIENE:					80.00	
<b>WISCONSIN RESCUE SUPPLY</b>						
6298	WISCONSIN RESCUE SUPPLY	3058	FIRE/OPERATING SUPPLIES	03/21/2012	121.00	100-52200-340
Total WISCONSIN RESCUE SUPPLY:					121.00	
<b>WORLDWIDE INFORMATION INC</b>						
5710	WORLDWIDE INFORMATION IN	122	POLICE PATROL/OPERATING S	03/21/2012	114.00	100-52110-340
5710	WORLDWIDE INFORMATION IN	352	POLICE PATROL/OPERATING S	03/21/2012	164.00	100-52110-340
Total WORLDWIDE INFORMATION INC:					278.00	
Grand Totals:					120,957.34	

Dated: 3/14/2012 \_\_\_\_\_

Finance Director: DOUG SAUBERT \_\_\_\_\_

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

CITY OF WHITEWATER  
PLAN AND ARCHITECTURAL REVIEW COMMISSION  
Whitewater Municipal Building Community Room  
February 13, 2012

**ABSTRACTS/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL  
ACTIONS OF THE PLAN AND ARCHITECTURAL REVIEW COMMISSION**

**Call to order and roll call.**

Chairperson Greg Meyer called the meeting of the Plan and Architectural Review Commission to order at 6:00 p.m.

Present: Meyer, Binnie, Parker, Coburn, Miller, Henley, Henry (Alternate).

Absent: Dalee.

Others: Wallace McDonell (City Attorney), Latisha Birkeland (Neighborhood Services Manager/City Planner).

**Hearing of Citizen Comments.** No formal Plan Commission action will be taken during this meeting ON CITIZEN COMMENTS although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time.

There were no citizen comments.

**Approval of the minutes of January 9, 2012.**

Moved by Binnie and seconded by Miller to approve the Plan Commission minutes of January 9, 2012. Motion approved by unanimous voice vote.

**Public hearing for consideration of a conditional use permit for a “Class B” Beer and Liquor License for Alejandro R. Meza and Alfredo G. Camerena, to serve beer and liquor by the bottle or glass at 1155 W. Main Street, Whitewater, Wisconsin.** Chairperson Meyer opened the public hearing for consideration of a conditional use permit for a “Class B” Beer and Liquor License for Alejandro R. Meza and Alfredo G. Camerena, to serve beer and liquor by the bottle or glass at 1155 W. Main Street, Whitewater, Wisconsin.

City Planner Latisha Birkeland explained that Mr. Meza is requesting a conditional use permit for a “Class B” Beer and Liquor License, to serve beer and liquor by the bottle or glass at 1155 W. Main Street. Birkeland gave a little history of the project. In 2003, Sugar Bay Floral and Gifts applied for a conditional use permit to sell bottles of wine, champagne and specialty beer in gourmet gift baskets. The application was denied. In 2004, this property expanded into a café and applied for a conditional use permit to “offer wine, beer, and small amounts of liquor, with the majority being served with meals.” A conditional use permit was approved. The applicant applied and received a “Class B” Beer and Liquor License to serve beer and liquor by the bottle or glass for the Greenhouse Café. In January 2012, Mr. Meza applied for a conditional use permit for the sale of alcoholic beverages by the bottle or glass at a new business proposed as Cube Sports Bar and Grill. This application was unanimously denied by the Plan Commission. Mr. Meza has now submitted a new conditional use permit application to sell alcohol beverages

by the bottle or glass at an establishment to be called “Cube’s Restaurant”. It is to be an American Continental style restaurant. Mr. Meza has expanded his menu. The interior layout is different from the Greenhouse Café, but similar to what was proposed in January. The business would be required to have 14 parking stalls per the Zoning Code according to the primary floor square footage. There will be signage for the entrance and exit and the arrows will be repainted on the driveway. The existing sign for the business will remain the same except for the name “Cube’s Restaurant”.

Attorney Ben Penwell is representing Mr. Meza and his uncle for the conditional use permit for Cube’s Restaurant. He stated that the concerns of the public should be addressed and assuaged. The change in the business plan was done due to the concerns. The current business plan is for a family restaurant serving American style food. They would like the license to serve beer and alcohol. There is no question of the zoning. It is business zoning and this business is compatible with other business hours and restaurants in the neighborhood and could enhance the neighboring properties in a positive manner. Vacant buildings affect neighboring properties in a negative manner. The plans answer the code requirements satisfactorily which include zoning, parking, green space, fire & health law. Mr. Meza has run businesses in the past and has a good reputation. The way to deal with the neighbors’ concerns of noise and lawlessness and being able to have quiet enjoyment of their proximity is by law enforcement. There are ordinances and state law to take care of individuals. The Fiedlers have never had a complaint for noise, lawlessness, or property damage on their property. The City Council and Plan Commission had concerns of garbage disposal and distributors. The Fiedlers have had an informal agreement with Whitewater Plaza to have their garbage picked up once a week from the Whitewater Plaza parking area. As a matter of convenience, the distributors who also distributed to the Whitewater Plaza businesses also delivered to the Greenhouse café. The Fiedlers have also allowed the snow from the Whitewater Plaza parking area to be pushed onto the Greenhouse Café property. It is unfortunate that there is disagreement now, but it does not stop the use of the property. The business will employ people, pay taxes and add value to our community. The City Council and the Plan Commission can grant and take away. What the City doesn’t grant, the City cannot reap the value.

Pete Weston, Architect, explained that the building requires 14 parking stalls for the maximum occupancy of 99 persons. The building is not a sprinklered building and is limited by the Commercial Building Code. The trucks and deliveries are not ideal, but manageable. They have been manageable for 45 to 50 years.

Gary Fiedler, owner of the property, explained that when they started their business, they had deliveries on site. They have had live music, open mic nights. They have a sound system that is adequate for the size of the building. As a coffee shop, their customers were mostly college students. As a family restaurant, it would draw a variety of customers. As far as the parking, the majority of people, who come from campus, walk. Fiedler also noted that they looked for a business to fill the lease that would bring something new to the community to enhance it.

Attorney Penwell explained that parking is not an issue at this time. Businesses like to plan out for 5 years at least. They will continue to look for parking available in the area. Mr. Meza

would make sure the patrons park in the parking area provided to them. He respects the property owners.

Mr. Meza explained that he just wanted to have a business in Whitewater and do his best. His two other restaurants are doing good. He works with his neighbors.

Bob McCullough, one of the owners of McCullough's Pharmacy, re-addressed some of the concerns he still has. Even though the proposal has changed from a sports bar to a restaurant, many of the elements are similar. They still have a concern of the parking, quantity and seeming inaccessibility of the stalls, especially for the taller trucks and beer trucks. Friday night, February 10<sup>th</sup>, Bob McCullough checked out some parking lots to see what kind of space was available. At 6:45 p.m. there were 64 vehicles in the Whitewater Plaza parking lot. At 7:45 p.m. there were 34 vehicles at Rick's East Side Pub. The hours have changed by being cut Sunday night by closing at 10 p.m. and Monday through Wednesday nights closing at 11:30 p.m. The parking, noise and hours of operation could create a nuisance for the residents of Blackhawk Manor. A similar circumstance would be for the residents on Fremont Street having to put up with the noise as the patrons of the bars downtown make their way back to campus. The City of Whitewater has a very good police department, but we should not be just handing them issues. Class B licenses are hard to come by. It should not be issued to an ill-suited proposal. Employees and patrons are needed to make a business successful. As to the government getting in the way, the City has a City Council and Plan Commission to look at and review proposals on behalf of the community.

Bob Freiermuth, Whitewater investor and President of the Rental Association, plows snow for McCullough's Pharmacy. He supports small business. The more snow there is, the less parking. Freiermuth attests to the parking problem.

John Kiddleson, owner of Jimmy John's, has no problem with the business. He wants to see a business there. But he needs a guarantee that the Whitewater Plaza will not lose parking. In regard to the mutual agreement, there is none. It will be considered trespassing if the Whitewater Plaza parking area is used to service this business. His concern is the parking.

Wendell Swift, a resident of Blackhawk Manor, expressed his concern of the change from a sports bar to a restaurant and the maximum capacity for the business. The main floor has a game room, an area for a 12 stool bar and an area with tables with a maximum capacity of 99 persons. The basement level has a future game room which states a maximum capacity of 20 persons and 40 persons on the same sheet. (A contradiction there.) Wendell Swift also questioned the closing time of Mr. Meza's other restaurants. The hours being requested for Cube's Restaurant are similar to bar hours. The second issue is with the parking. There are 14 parking stalls for a maximum capacity of 119 persons with 3 to 5 of them being employees. Per the City Attorney, the Plan Commission has the discretion to require more parking.

Vicki Fiedler, owner of the property at 1155 W. Main Street, explained that there are 7 businesses at the Whitewater Plaza. With 64 vehicles, over 7 businesses, that makes it about 9 vehicles per business. They have 14 parking stalls. As far as the hours of operation, they (the Greenhouse Café) were always asked to stay open later when there was something going on at

the Center of the Arts. They did not want to do that. But there is a need there. They wanted to expand to offer more opportunity to enjoy Whitewater. Vicki Fiedler asked if the Plan Commission had heard any complaints about their business in the 9 years they have been there. They have had bands on Thursday nights.

Oscar, from Cozumel, explained that he had a slow night on that Friday, February 10<sup>th</sup>. They had 4 tables full. The parking is short. Whole families come in 2 or 3 vehicles. The red garbage cans are not for Whitewater Plaza. He wanted to know if there was a permit from Whitewater Plaza.

Terry Smith, residence manager and tenant at Blackhawk Manor, stated that the law enforcement in Whitewater is very good, but it can be strained. She believes the noise level will be most noticeable at closing time when people are leaving the business and the employees are cleaning up. The closing time of 2:00 – 2:30 a.m. is not family time. Terry Smith wanted to go on record as supporting appropriate business. They would be more in favor if the restaurant closed Sundays through Thursdays at 10:30 and weekends at 11:00 p.m. This would be more family friendly and more in line with what the Blackhawk Manor tenants would appreciate. The tenants' apartments that face the south side of the proposed restaurant building would be most affected by any noise, cleanliness, traffic or other concerns. This business could create a parking impact on the families of residents of Blackhawk Manor. If there is not enough parking on the property for this business's patrons, they may take up street parking on Blackhawk Drive across from the apartment building, reducing the availability for the families of residents to park there. Terry Smith hopes the residents would not go unheard. They know they will not go unheard at election time.

Helen Henschel, Blackhawk Manor tenant whose apartment overlooks the parking lot of the proposed business, explained that the restaurants in the Whitewater Plaza area are closed by 10 or 11 p.m. She knows that customers of the Greenhouse Café parked on the sides of the building. She likes to have her windows open during nice weather and would prefer not to have the noise late at night or early in the a.m.

David Bayer owns the building in Edgerton that he leases to Alex for his restaurant. The property has little parking. Neighboring business owners share their parking when they do not need it. Everything has been favorable. Alex's business in Sun Prairie has also received no negative feedback from anyone.

Harriet Kaluva, resident of Whitewater, voiced her concern of groups of youth hitting the ATM machine and gathering there. The numbers downtown are very large when that happens. She is worried about someone getting hurt there.

Bob McCullough stated that he never had any complaints toward the Greenhouse Café. It was the nature of the business. This is a completely different venue.

Attorney Penwell explained that as a part of the change in the business plan, Mr. Meza realized that Whitewater has a niche that is not being filled. Some people like to eat later at night, especially within close proximity to the University. He didn't think it was fair to characterize the

restaurant as a bar. Mr. Meza is asking for a Class B Beer and Liquor license. The business would provide a mix of business in the area for a mix of income. The City has no problems with Randy's or Rick's East Side Pub (near a residential area). The problem of closing at 2:30 a.m. is unfounded. They have plans to do some creative re-striping of the lot with diagonal parking and expand or come to an economical agreement with other business owners in the area for extra parking. Attorney Penwell explained that noise is a part of community living. He also noted that Mr. Meza has had real experiences that were positive; Mr & Mrs. Fiedler took great pains to find the best fit for their property; and Mr. Meza should be given the opportunity to prove he can be a good neighbor.

Jeff Knight, 405 S. Panther Court, voiced his concern of the possible noise from this business exiting the back of the building toward the Senior housing.

Attorney Penwell stated the building is air conditioned. The back door exit could be made into a fire exit.

Wen Swift wanted to know the closing time of the current restaurants that Mr. Meza operates.

Nancy Giorno wanted to know where the smoking patrons would be able to smoke? She worked second shift and would come into Whitewater around midnight. At that time there was a lot of commotion in the downtown area involving "bar people". She strongly objected to putting "bar people" in her front yard.

Barb Congdon, owner of "Robins Nest", explained that the Greenhouse Café had been open until 10. They have parking issues as they are open until 8 p.m. If you make the back door a fire door, then the patrons will have to walk from the parking lot behind the building to the front of the building to enter.

Chairperson Meyer closed the public hearing.

Vice Chairperson Binnie encouraged the Plan Commission to focus on the conditional use permit application for the serving of alcohol. The Plan Commission needs to determine if this location is appropriate for alcohol to be served. Restaurants are primarily restaurants. This is to be a family type restaurant. The menu does not attract family clientele. A conditional use permit is not required for a restaurant alone. A conditional use permit is required for a liquor license. The issue happens when patrons over indulge in alcohol and the owner has problems controlling the situation especially when the patrons leave the building. The proposed restaurant would have senior housing in the back yard. The student population is close to this business. Plan Commission should also protect the quality of life and peaceful enjoyment of senior living.

City Attorney McDonell explained that the conditional use does not get reviewed annually. The liquor license is annually renewable. Plan Commission does not grant or deny a liquor license, only a conditional use.

Plan Commission Member Henry stated that the location is attractive to keep open. There would be parking problems during the time for families to enjoy the restaurant. The location is close to

campus which would work for the 11 p.m. to 2:30 a.m. She wondered if they would be interested in closing between 10 and 11 p.m. With the business being located next to senior housing, she could not convince herself that this is a good fit.

Chairperson Greg Meyer compared parking at different locations all over the City. Rick's Eastside Pub and Whitewater Family Restaurant and Lakeside Pub each had 70 parking stalls. Rick's has a 99 person capacity and Whitewater Family Restaurant and Lakeside Pub has 112 person capacity. Their parking lots were full. The 14 stalls for the Cubes Restaurant is grossly inadequate. Meyer felt there was not enough parking to sustain the business.

Moved by Binnie and Miller to deny the application for a conditional use permit for a "Class B" Beer and Liquor License for Alejandro R. Meza and Alfredo G. Camerena, to serve beer and liquor by the bottle or glass at 1155 W. Main Street, Whitewater, Wisconsin. City Attorney McDonell asked whether the motion was based on the factors Binnie had expressed earlier. Binnie confirmed that it was. Motion approved by unanimous roll call vote.

**Public hearing for consideration of a conditional use permit to construct the proposed new 8 unit multi-family building (six 4-bedroom and two 5-bedroom) across three existing lots located at 157 and 165 N. Tratt Street and 1039 W. Florence Street in an R-3 (Multi-family Residence) Zoning District for DLK Enterprises Inc. and Review of proposed certified survey map to combine the lots located at 157 and 165 N. Tratt Street and 1039 W.**

**Florence Street.** Chairperson Meyer introduced the public hearing for consideration of a conditional use permit to construct the proposed new 8 unit multi-family building (six 4-bedroom and two 5-bedroom) across three existing lots located at 157 and 165 N. Tratt Street and 1039 W. Florence Street in an R-3 (Multi-family Residence) Zoning District for DLK Enterprises Inc. The project and the certified survey map will be considered together.

City Planner Latisha Birkeland explained that the proposed project would be an 8 unit apartment building with 6 4-bedroom units and 2 5-bedroom units. A conditional use permit is needed to allow 8 units in an R-3 Zoning District. The original landscaping plan had a mistake in the totals. A new plan was given to the Plan Commission members. The total is 1800 points. The City Forester has reviewed the plan and has no problem with it. An agreement has been worked out with the Director of Public Works, Dean Fischer, for the sewer and storm sewer lines to go to Tratt Street and the water to go to W. Florence Street. The parking will be off W. Florence Street with two accesses. There will be no additional lighting on the property. The only lighting will be on the building. The certified survey map would go along with any approval or changes. Birkeland recommended approval with conditions.

Mike Kachel stated there was a change to the plan. There would be 8 4-bedroom apartments. There are two houses on site that they are looking to move. They want to save the structures if possible.

Attorney Mitch Simon explained that two of the lots are owned by DLK Enterprises Inc. The third lot is owned under a different LLC. Once the ownership is changed, they will re-execute

the certified survey map with the deed with correct ownership. He stated the Plan Commission can move forward and take action on this item.

Chairperson Meyer opened the public hearing.

City Attorney McDonell stated that all previous comments that have been made are considered part of the public hearing.

Brad Werginz, Architect at Angus Young and Associates, representing DLK Enterprises Inc. explained that the building is a two story building with 4 units on each floor. It will be all cream brick façade with brown accents, trim and roofing. There will be a horizontal band on the building and a bumping out of the bricks on the corners to look like pilasters.

Chairperson Meyer closed the public hearing.

Mike Kachel explained that the house at 157 N. Tratt Street would be removed before construction. The house at 1039 W. Florence Street will remain until the end of the lease which runs until May 15, 2012. They plan to begin construction in April. The area of 1039 W. Florence Street will only affect the parking area of the project. The street address of the new building will be 165 N. Tratt Street. The three city owned trees will remain and they will be adding a 4<sup>th</sup> tree to the southern end of the building on the terrace. On Florence Street they will be moving the sidewalk around the tree. Any of the trees they replace will be replaced with larger trees.

Moved by Binnie and Coburn, as this area is targeted for higher density, to approve the conditional use permit to construct the proposed new 8 unit multi-family building (8 4-bedroom units) across three existing lots located at 157 and 165 N. Tratt Street and 1039 W. Florence Street in an R-3 (Multi-family Residence) Zoning District for DLK Enterprises Inc. and to approve the certified survey map as soon as the ownership records have been taken care of, all with the conditions of the City Planner. Motion approved by unanimous roll call vote.

The City Planner conditions of approval are:

1. The applicant shall make the building and site renovations in accordance with the plans approved by the Plan Commission on 2/13/2012, including any adjustments agreed upon with the Public Works Director for the location of all utilities.
2. Knox Box to be installed on the new building per the Fire Chief.
3. All approved landscaping shall be installed no later than six months from date of Certificate of Occupancy.
4. The applicant shall include with all leases provisions related to the following:
  - a. Limits on occupancy to one (1) tenant for each bedroom and that the number of tenants in each apartment unit shall not exceed the number of bedrooms in that unit.
5. Prior to the issuance of a building permit, the applicant shall:

- a. Provide the City with a plan indicating the routing of the storm water to Tratt Street, along with locations of Water and Sanitary Sewer lines.
- 6. Prior to the issuance of the Certificate of occupancy, the applicant shall:
  - a. Establish the parking lot in accordance with the submitted plans.
- 7. The Certified Survey Map associated with the same 8-unit Multi-Family Apartment Building, is subject to the condition:
  - a. The CSM shall be recorded prior to the occupancy of the apartment building that is authorized through the City conditional use permit and site plan approval for the same property.

**Review proposed construction of a smoking area inside the existing beer garden at 158 W. Whitewater Street in a B-2 (Central Business) Zoning District for Greg Condos/Mitchell's Bar.** City Planner Latisha Birkeland explained that this is a site review application for a roofed smoking shelter. The proposed is a roofed structure with no walls (the original proposal had vinyl walls).

Greg Condos, the applicant, stated that they do everything with professional contractors. The beer garden has security guards and cameras. They would like to have the canopy up to protect their patrons from the elements. It would deter them from going outside on the sidewalk area.

The structure will be 6' x 6's with a 2' x 12' rim board. The structure can be green treated wood, be painted or go with cedar. The end of the gable will be covered. The end of the canopy has a 24" drop and will cover the rim post. The height of the structure is 8'6" to the bottom of the rim board. (The drawing shows it below the shed type roof, but it will be above.) There will not be a sign on the structure and it will not be heated. The top will be beige. The posts won't be seen with a building on one side and the six foot fence on the other.

Plan Commission Members voiced their concerns: that this is an historic area, this proposal doesn't tie in with anything. Is there a way to get it so it does not become an eye sore?; it was a good idea; it keeps the kids off the streets; it was good to keep the patrons out of the front (street) area; could the canopy match the roof of the building?; would like it to blend in.

Moved by Miller and Binnie to approve with City Planner conditions; and applicant to work with City Staff on the height and any changes that may be needed, and work with the State for any approvals needed.

The City Planner conditions of approval are:

- 1. All required permits must meet the required code standards. If the Building Inspector (State or Local) determines that changes need to be made to the proposed structure, i.e. location, width of posts, etc. all conditions must be complied with. City Staff will review any changes to the building permit plans.
  - a. The Building inspector wrote a memo regarding items the building permit will need to address, if approved by the Plan Commission. If the State of Wisconsin determines this structure to be an addition because of the State Building Code requirements, items that may be needed, but not limited to, include having the plans drawn by a State

Licensed Architect, identify occupant load of roofed area, identify fire ratings of proposed materials, etc. At this time, we do not know what will be determined by the State Building Code.

2. There shall be no walls, permanent or temporary, added to this structure without first seeking approval of the Plan Commission.
3. No signage shall be allowed on the roof of this structure.
4. The applicant shall work with the City Planner to reduce the height of the approved structure and to make the exterior materials / color of the structure more consistent with the principal structure.

Plan Commission Member Parker had spoken with the State Inspector. This proposal would need State Approval. If the structure was more than 20 feet away from the building it would not need state approval.

Motion was approved by unanimous roll call vote.

#### **Update on status of the Zoning Rewrite.**

Latisha Birkeland explained that the discussion has been continued with the steering committee and the public. The next meeting will be with the Plan Commission and the City Council to update where the steering committee has been and where they are going in more depth than the monthly report to the Plan Commission. The meeting will be scheduled in early May.

Donna Henry noted that the discussion at the meetings seems to be away from the re-write of the ordinance in general and is centered around student housing. She would like to see the discussions go back to the whole picture in the future.

Plan Commission Member Parker asked if the steering committee was looking at the whole ordinance or just parts.

Latisha Birkeland explained that at this time they are going through the major concerns that were identified during stakeholders' meetings. Graef will be going through the total ordinance to make sure items are where they need to be and will organize it so items are easier to find.

Parker asked that when the Zoning Ordinance is presented to the Plan Commission that it is presented in parts and not the whole thing all at once.

#### **Future agenda items:**

Chairperson Greg Meyer noted that Tom Miller will be leaving the Plan Commission at the end of this term. Plan Commission will be looking for a representative to the Community Development Authority (CDA).

Neighborhood Services Manager/City Planner Birkeland stated that a conditional use for Wanda's Waterfront, at the American Legion Building (formerly Capn's); and Technology Park certified survey map would be on the next meeting.

**Next regular Plan Commission meeting- March 12, 2012.**

Moved by Miller and seconded by Henry to adjourn at approximately 8:40 p.m. Motion was approved by unanimous voice vote.

---

Chairperson Greg Meyer

DRAFT

**City of Whitewater**  
**Parks and Recreation Board**  
**Monday, January 16, 2012 - 5:00pm**  
Cravath Lakefront Room - 2nd Floor, City Municipal Building  
312 W. Whitewater St. Whitewater, WI 53190

**MINUTES**

**Call to Order and Roll Call**

Brandon Knedler, Bruce Parker, Rick Daniels, Stephanie Abbott and Ken Kidd Absent: Jen Kaina, Nathan Jaeger and Kim Gosh Staff: Matt Amundson, Michelle Dujardin, Deb Weberpal, Megan Hagerty (Parks & Recreation Intern). Guests: Beverley Stone

**Consent Agenda**

No items to be removed from consent agenda. Kidd moved to accept the consent agenda approving the minutes of the December 5, 2011 Parks and Recreation Board meeting and the expedited approval of the request for free use of the Armory for "Zumbathon" to benefit The Leukemia and Lymphoma Society. Second by Parker. Ayes: Knedler, Abbott, Kidd, Parker, Daniels. Noes: None. Abstain: None. Absent: Jen Kaina, Nathan Jaeger, and Kim Gosh. Motion passed.

**Hearing of Citizen Comments**

No formal action will be taken during this meeting, although issues raised may become part of a future agenda. Participants are allotted a 3 minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those issues as designated in the agenda.

Beverly Stone inquired on the past event called Messy Fest.

**Staff Reports:**

Parks & Recreation Director:

- Bicycle & Pedestrian Master Plan-Steering committee met in early November. The firm selected for the plan was Alta design.
- Youth Baseball- Whitewater Parks & Recreation was approached to take over 14 & Under Baseball and accepted.
- Treyton's Field of Dreams- Fundraisers are continuing with the next being held at Culvers on Wednesday January 25<sup>th</sup> from 5-8pm, 10% of all sales will be donated to the field.
- Special Events Policy- The Department is currently working with the Police Department and City Clerk to form a Special Events Policy that involves a check list, specific point person, and develops an electronic version everyone has access to.

Recreation & Community Events Programmer:

- Freeze Fest- 2012 Plunge numbers are on the rise. Events scheduled include: Pancake Breakfast, Snow Dogs Presentation, Hands on activities, Open skate at Big Brick, Chili Cook-off, and Polar Plunge.

Senior Coordinator

- New Programs- Programs added this year include; Civil War Lecture, Gadget Guru, and Red Carpet
- Chili Cook-off: Seniors In the Park will be running the Freeze Fest Chili Cook-off; forms are available on the website.

**Direction regarding future recreation program brochure and distribution**

Amundson referred to memo on current practices and production costs. Three options were proposed;

1. Reduce a brochure and print two expanded brochures annually (January-July; August-December).
2. Print two brochures (January-April; May-August) and do an electronic only 3<sup>rd</sup> brochure.
3. Reduce two brochures and print one annual program guide.

Daniels moved to print two brochures (January-April; May-August) and do an electronic only 3<sup>rd</sup> brochure. Second by Parker. Ayes: Knedler, Abbott, Kidd, Parker, Daniels. Noes: None. Abstain: None. Absent: Jen Kaina, Nathan Jaeger, and Kim Gosh. Motion passed.

**Direction regarding storage at Starin Park Community Building**

Amundson referred to the memo and diagram in packet. Weberpal commented that the Senior Forum met and voted to pay for supplies with approximate costs of \$500-\$700 with Parks and Recreation maintenance staff completing the work.

Daniels moved to accept the proposal. Second by Parker. Ayes: Knedler, Abbott, Kidd, Parker, Daniels. Noes: None. Abstain: None. Absent: Jen Kaina, Nathan Jaeger, and Kim Gosh. Motion passed.

**Discussion and possible direction on park shelter deposit fee**

Amundson commented that park shelter deposits are possibly unnecessary. Shelters are not inspected after use and often used by multiple groups per day.

Daniels moved to eliminate park shelter deposits. Second by Parker. Ayes: Knedler, Abbott, Kidd, Parker, Daniels. Noes: None. Abstain: None. Absent: Jen Kaina, Nathan Jaeger, and Kim Gosh. Motion passed.

**Presentation of 2011 Fall Recreation Program Financial Report**

Amundson referred to the memo and presented the 2011 Fall Recreation Program Financial Report

**Request for future agenda items**

Messy Fest

**Adjourn**

6:05 pm Motion by Daniels. Second by Abbott. Affirmed by voice vote.

**Next meeting: February 20th at 5:00**

Respectfully submitted,

*Michelle Dujardin*

Michelle Dujardin



**DRAFT MINUTES**

**Monday, January 30, 2012**

**4:30 PM – CDA Board of Directors**

**2<sup>nd</sup> Floor, Cravath Lakefront Room**

**Whitewater Municipal Building**

**312 W. Whitewater Street**

**Whitewater, WI 53190**

---

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

The meeting was called to order by Vice President Jeff Knight at 4:30 p.m. Present: Donna Henry, Larry Kachel, Jeff Knight, Jim Allen and Jim Stewart. Absent: Patrick Singer and Tom Miller. Others present: Kevin Brunner, Doug Saubert, Robert Young, Dr. Richard Telfer, Nate Parish and David Stone.

**2. Authorization to Approve Agenda, per Whitewater Transparency Enhancement Ordinance No 1804A**

It was moved by Stewart, seconded by Henry to approve the agenda as posted per Whitewater Transparency Enhancement Ordinance Number 1804A. Ayes: Henry, Kachel, Knight, Stewart and Allen. Noes: None. Absent: Miller and Singer. Motion approved.

**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.*

There were no citizen comments.

**4. Approval of the December 12, 2011, January 12, 1012, January 17, 2012 and January 24, 2012 Minutes**

It was moved by Stewart, seconded by Knight to approve the minutes as presented. Ayes: Henry, Kachel, Knight, Stewart and Allen. Noes: None. Absent: Miller and Singer.

**5. Review and Approval of December 2011 Financials**

City Finance Director Doug Saubert was present to review the balance sheets for the various CDA funds as well as the investment schedules of the various CDA funds. Knight requested that Saubert prepare an explanation of the sources and uses of the various funds and limitations on the use of those funds for future review and consideration by the Board. After discussion, it was moved by Stewart, seconded by Kachel to approve the December 2011 financials as presented. Ayes: Henry, Kachel, Knight, Stewart and Allen. Noes: None. Absent: Miller and Singer.

**6. Review/Acceptance of 2012 Whitewater Innovation Center Budget**

Brunner presented the approved 2012 Innovation Center budget as adopted by the Whitewater University Technology Park Board of Directors. It was moved by Stewart, seconded by Kachel to accept the 2012 Whitewater Innovation Center budget as presented. Approved.

**7. Review/Approval of 2012 Memorandum of Understanding (MOU) with Whitewater University Technology Park Board and City of Whitewater for Operation of Whitewater Innovation Center and Whitewater University Technology Park**

Dr. Richard Telfer, President of the Whitewater University Technology Park Board, was

present along with Robert Young, Executive Director of the Whitewater University Technology Park, to discuss the proposed MOU that is being recommended to the CDA and City by the Tech Park Board of Directors. Because the MOU that was included in the CDA's packet was not the final version as adopted by the Tech Park Board, Telfer reviewed the following changes that had been made by the Tech Park Board at its January 12<sup>th</sup> meeting.

- 1) The term is twenty years, commencing on January 1, 2012 and ending on December 31, 2031.
- 2) Information technology services shall be the responsibility of the Tech Park Board to the extent allowed by State Statute and the Board will determine the level of tenant services to be provided.
- 3) The Board shall receive all income from leases as well as from any other payments for use of Whitewater Innovation Center space.
- 4) Regarding income, ten (10) percent of any Whitewater University Technology Park lot sale net proceeds shall be retained by the Board to offset park marketing costs.  
Note: These marketing costs are included in the annual budget presented to the CDA and City as required by the MOU.
- 5) The annual budget will be delivered to the City and CDA not later than October 15<sup>th</sup> rather than September 1<sup>st</sup> in order to better coincide with the City's annual budget review process.
- 6) Financial reports shall be provided quarterly, but such reports shall be subject to review and audit by an independent certified public accountant hired by the City.
- 7) Annual insurance costs shall be a credit against the City's annual contribution as defined in Section 501 of the agreement.
- 8) A sinking fund shall be established by the City to be used for major repairs, maintenance and expenses related to the Whitewater Innovation Center and the Whitewater University Technology Park.
- 9) All excess funds, after the annual payment in lieu of taxes payment required has been made from the Whitewater Innovation Center and Whitewater University Technology Park as determined by the Board, shall be paid to the CDA.
- 10) An exception clause has been included as part of Section 4, which allows that any exceptions to the above financial responsibilities shall be subject to mutual agreement between the parties.
- 11) The City's annual contribution shall be \$27,000 and this annual contribution shall be subject to an annual increase equal to the greater of three per cent or the US Bureau of Labor Statistics Consumer Price Index (CPI) – All Consumers, Midwest Region.

Telfer noted that all the other amendments were minor and were not substantive.

It was then moved by Stewart, seconded by Allen to accept the MOU as presented and amended by the Tech Park Board and to recommend approval to the City Council. During discussion Kachel asked why the 20 year term. Brunner responded that it was due to having the term better coincide with the bond repayment schedule for the Innovation Center. On this point Telfer noted that the agreement would be subject to amendment or termination by mutual agreement of the parties. Ayes: Henry, Kachel, Knight, Stewart, Allen. Noes: None. Absent: Miller and Singer.

## **8. Report on Analysis of Housing Supply in Whitewater by the UW-Whitewater Fiscal and Economic Research Center**

Brunner reported that Dr. Russ Kashian of the University of Wisconsin-Whitewater Fiscal and Economic Research Center has indicated that he has completed his report on the analysis of housing supply in Whitewater. Dr. Kashian will be sending copies of the report electronically to members of the Board in the next few days. Kashian has been scheduled for a presentation of the results of the study at the next meeting of the CDA Board which is scheduled for February 27<sup>th</sup>. Knight noted that members of the CDA Housing Sub Committee should be invited to attend this meeting.

**9. Review Economic Development Loan Fund Activity**

Brunner reported that The Black Sheep LLC loan was closed last week and he anticipates that the DR Plastics loan will be completed in the next several weeks as well. He also gave an update on the current Zingg Motor Company loan payoff request and indicated that he was hopeful that this loan closing could be scheduled in late February pending confirmation by Zingg Motor Company.

**10. Update on Business Park Marketing**

Brunner informed the Board that a breakfast meeting was held on January 25<sup>th</sup> at the Innovation Center to introduce Whitewater Business Park owners and managers to the planned multi-tenant spec building that was discussed at the December CDA meeting. NAI/MLG and Magill Construction are now starting to market this building.

Brunner also stated that he has worked with Mike Vandebosch of WCEDA on several business site selection requests. The availability of dark fiber optic broadband at the Business Park and University Technology Parks is becoming a key marketing point to sell Whitewater...other business parks in Jefferson and Walworth don't have the broadband capabilities that we have and this differentiates our parks in the market.

**11. Update on Milwaukee Street Reconstruction Project/Proposed City Truck Routes**

Brunner gave a report on the Milwaukee Street Reconstruction project. He indicated that there have been several neighborhood meetings held with business and property owners along Milwaukee Street to inform them about the design and construction schedule. The construction is scheduled to begin in spring with an approximate five to six month construction completion. He also indicated that there would be another meeting to discuss Milwaukee Street parking design before the next City Council meeting on February 7<sup>th</sup>, beginning at 5:15 p.m.

Allen also requested that the proposed city truck route ordinance that is scheduled to come before the City Council in the near future be discussed as well. Brunner distributed a copy of the truck routes as proposed by the Department of Public Works that will be discussed at the February 7<sup>th</sup> Common Council Meeting.

Knight indicated that he was concerned that proposed truck routing had not been adequately communicated with local businesses, particularly those in the Whitewater Business Park. Brunner indicated that he would have Public Works Director Fischer send copies of the letters as well as other materials that have been shared with business owners and managers over the last several months. Henry indicated that she was very concerned about the elimination of truck traffic on Janesville Street. She indicated that she lives on this street and believes that many businesses in the business park use this route. Allen indicated that he was concerned about truck deliveries to businesses in the City. Brunner indicated that this would not affect those businesses that need to receive truck deliveries as there would be an exemption for trucks on their way to delivering products to local businesses.

Henry indicated that the City should do more research and investigation into this proposal, particularly the fiscal impact on business park firms.

After discussion it was moved by Henry, seconded by Kachel to make the following recommendation to the City Council; that the Council should do more research and investigation on potential truck routes through the City, particularly by determining fiscal impact on Whitewater Business Park firms, before action is taken on eliminating Janesville Street as a designated truck route. Ayes: Henry, Kachel, Knight, Stewart, Allen. Noes: None. Absent: Miller and Singer.

**12. Review Status of CDA Director Recruitment and Selection Process**

Knight briefly reviewed the current status of the CDA Director recruitment and selection process and indicated that it was the consensus of the Board that the current recruitment process be terminated and that the CDA consider a new direction regarding this process. It was moved Allen, seconded by Kachel to terminate the current recruitment process and schedule a special meeting on February 15<sup>th</sup> to discuss future direction for the CDA Director position. Ayes: Henry, Kachel, Knight, Stewart, Allen. Noes: None. Absent: Miller and Singer.

**13. Other Matters**

Knight requested that at a future meeting of the CDA Board that a discussion on non profit owned properties in the City take place with an emphasis on recent League of Municipalities' opinions regarding such properties. Also, Henry requested that occasional closed sessions be scheduled to update the CDA Board on various development projects that might be proposed in the community.

**14. Adjourn**

It was moved by Stewart, seconded by Allen to adjourn the meeting. Meeting adjourned at 6:12 p.m.

**Kevin Brunner, City Manager**  
**Recording Secretary**



**Whitewater CDA**  
**Draft Minutes**  
**Wednesday, February 15, 2012**  
**4:30 PM – CDA Board of Directors**  
**Cravath Lakefront Conference Room**  
**312 W Whitewater Street**  
**Whitewater, WI 53190**

---

---

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

The meeting was called to order at 4:30 p.m. by Chair Miller. Members present: Jim Stewart, Jim Allen, Tom Miller and Jeff Knight. Larry Kachel appeared at 4:40 p.m. and Donna Henry at 5:00 p.m. Excused: Patrick Singer. Others present: Robert Young, Bud Gayhart, Mike Van den Bosch, Dennis Heling, Mitch Simon, Kevin Brunner, and Kristen Fish and Mike Morrissey of Redevelopment Resources.

**2. Approval of the Agenda**

It was then moved by Stewart, seconded by Allen to approve the agenda as posted. Approved.

**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. Convene to Closed Executive Session Pursuant to Wisconsin State Statute 19.85 (1) (e) to “deliberate or negotiate 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 moved by Stewart, seconded by Knight to convene to Closed Executive Session pursuant to Wisconsin State Statute 19.85(1)(e) to “deliberate or negotiate 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”. Roll call vote. Ayes: Stewart, Allen, Miller, Knight. Noes: None. Absent: Singer, Kachel, Henry.

During the closed executive session Attorney Mitch Simon and Bud Gayhart, as well as City Manager Kevin Brunner, were invited to attend the closed session. During the closed session an economic development loan to DR Plastics was discussed.

It was then moved by Knight, seconded by Allen to reconvene to open session. Roll call vote. Ayes: Stewart, Allen, Miller, Knight, Kachel, Singer. Noes: None. Absent: Singer. The meeting was reconvened to open session at approximately 5:04 p.m.

**5. Consideration of Approval of Economic Development Loan to DR Plastics**

It was moved by Knight, seconded by Kachel to approve an economic development loan to DR Plastics in the amount of \$150,000 to be used toward the purchase of a third converting machine for the firm’s Whitewater operations located on Enterprise Drive in the Whitewater Business Park. This loan is to assist in the creation of eight new jobs. Terms of the loan are as follows: Five year amortization at four per cent interest per annum; one point or one per cent for loan origination fees plus applicable legal costs and bank subordination sufficient to meet SBA requirements. Roll call vote. Ayes: Stewart, Allen, Miller, Knight, Kachel, Henry. Noes: None. Absent: Singer. Motion approved.

**6. Special CDA Work Session with Kristen Fish and Mike Morrissey of Redevelopment Resources to Review CDA Director Position and Future Direction for CDA Programs and Projects**

The CDA then conducted a special work session with Kristen Fish and Mike Morrissey of Redevelopment Resources of Wausau, Wisconsin to review the City CDA Director position as well as the future direction for CDA programs and projects. At the conclusion of the work session, the representatives from Redevelopment Resources were requested to produce a proposal to be reviewed at the CDA’s meeting on

February 27<sup>th</sup> to discuss possible consulting services to be provided to the CDA for the CDA Director position recruitment and selection.

**7. Adjournment**

It was then moved by Knight, seconded by Allen to adjourn. Meeting adjourned at 6:40 p.m.

Respectfully Submitted,

Kevin Brunner  
City Manager/Acting CDA Director

*It is possible that a quorum of Common Council and Technology Park Board members may attend this meeting.  
Even if a quorum is present, no Common Council and/or Technology Park Board business will be conducted at this meeting.  
Anyone requiring special arrangements is asked to call the office of the  
City Manager/ City Clerk at least 24 hours prior to the meeting.*

CITY OF WHITEWATER  
Doug Saubert, Finance Director

TO: City Manager and Council Members

FROM: Doug Saubert, Finance Director

RE: Authorized & Manual Checks Processed/Paid for February, 2012

Date: March 13, 2012

Attached is a detail listing of all manual and authorized checks processed for February, 2012. The total amount was \$731,429.02. The amounts per fund are as follows:

FUND	NAME	TOTAL
100	General Fund	275,204.56
200	Cable TV	668.63
208	Parking Permit Fund	165.23
220	Library	10,728.05
295	Police Trust	2,999.00
300	Debt Service	216,627.38
440	TID # 4	3,071.51
446	TID # 6	1,023.83
450	Capital Projects	141,218.97
610	Water Utility	21,607.93
620	Sewer Utility	44,690.53
630	StormWater Utility	1,245.17
800	Tax Collection	2,220.34
900	Community Development	378.24
920	Innovation Center	9,579.65
	TOTALS	<u><u>731,429.02</u></u>

Please let me know if you have any questions.

Report Criteria:

Report type: GL detail

Check.Check number = 71316-71328,71253-71256,71419,71432-71491,71561-71644

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
<b>100</b>								
02/12	02/06/2012	71253	2003	CIVIC SYSTEMS LLC	CASELLE T	1	100-51500-154	1,200.00
		Total 71253:						1,200.00
02/12	02/06/2012	71255	588	WCMA	2012 PROFE	1	100-51400-154	150.00
		Total 71255:						150.00
02/12	02/06/2012	71256	588	WCMA	2012 DUES	1	100-51400-154	98.22
		Total 71256:						98.22
02/12	02/02/2012	71316	6380	AT&T	6380-2212	1	100-51600-225	1,430.34
		Total 71316:						1,430.34
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	1	100-52100-310	24.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	2	100-51100-310	24.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	3	100-51400-340	24.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	4	100-56300-310	24.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	5	100-51200-340	8.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	6	100-51500-310	16.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	1	100-46733-55	2.12
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	2	100-51450-244	69.94
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	3	100-51400-310	42.16
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	4	100-51500-154	380.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	5	100-51500-154	25.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	6	100-52100-154	8.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	7	100-52100-340	63.40
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	8	100-52110-154	80.29
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	9	100-52110-154	395.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	10	100-52110-154	214.65
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	11	100-52110-154	20.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	12	100-52110-340	42.54
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	13	100-52110-340	8.76
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	14	100-52110-340	63.11
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	15	100-52400-320	100.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	16	100-52600-154	130.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	17	100-55210-154	70.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	18	100-55310-340	69.61
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	19	100-55310-340	183.16
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	20	100-56300-310	99.99
		Total 71317:						2,170.21
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	APD-12-3045	1	100-51540-512	19,476.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	BM-12-4343	1	100-51540-515	1,290.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CL-12-2049	1	100-51540-513	26,691.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CL-12-2049	2	100-51540-513	11,440.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CRM-12-450	1	100-51540-514	1,104.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CX-12-4147	1	100-51540-513	1,300.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CX-12-4147	2	100-51540-513	556.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	EPL-12-4246	1	100-51540-513	3,524.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	WC-12-1107	1	100-21532	30,708.00
Total 71318:								96,089.00
02/12	02/02/2012	71320	6138	GANGLER, JOSEPH	JAN 2012	1	100-52300-154	168.00
Total 71320:								168.00
02/12	02/02/2012	71322	2274	MUNICIPAL COURT FUND	02-02-2012	1	100-45110-52	64.00
02/12	02/02/2012	71322	2274	MUNICIPAL COURT FUND	02-02-2012	2	100-45110-52	121.00
02/12	02/02/2012	71322	2274	MUNICIPAL COURT FUND	02-02-2012	3	100-45110-52	114.00
Total 71322:								299.00
02/12	02/02/2012	71323	43	PETTY CASH	PETTY CAS	1	100-52100-310	31.91
02/12	02/02/2012	71323	43	PETTY CASH	PETTY CAS	2	100-52110-340	38.25
02/12	02/02/2012	71323	43	PETTY CASH	PETTY CAS	3	100-51500-310	14.68
Total 71323:								84.84
02/12	02/02/2012	71324	581	ROCHA SR, RAMON	01-25-2012	1	100-51200-219	25.52
Total 71324:								25.52
02/12	02/02/2012	71326	588	WCMA	2012 PROF	1	100-51400-154	200.00
Total 71326:								200.00
02/12	02/02/2012	71327	25	WE ENERGIES	25-2212	1	100-53420-222	116.08
02/12	02/02/2012	71327	25	WE ENERGIES	25-2212	2	100-51600-222	5,184.20
Total 71327:								5,300.28
02/12	02/02/2012	71328	4548	WHITEWATER, CITY OF	/WUP 00334	1	100-51400-222	590.36
Total 71328:								590.36
02/12	02/09/2012	71432	5410	3 RIVERS BILLING	1573	1	100-46230-52	2,300.46
Total 71432:								2,300.46
02/12	02/09/2012	71433	1710	A T & T	01-28-2012	1	100-51600-225	29.24
Total 71433:								29.24
02/12	02/09/2012	71437	6500	BEER HERE	COURT	1	100-21690	59.00
Total 71437:								59.00
02/12	02/09/2012	71439	6120	CHARTER	01-13-2012	1	100-52300-340	129.99
Total 71439:								129.99
02/12	02/09/2012	71441	3644	DLK ENTERPRISES INC	COURT	1	100-21690	300.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount	
								300.00	
		Total 71441:							300.00
02/12	02/09/2012	71442	3442	EHLERS & ASSOCIATES INC	02-02-2012	1	100-51500-154	200.00	
		Total 71442:							200.00
02/12	02/09/2012	71443	6306	ERICKSON, JOSHUA	W031372900	1	100-52110-118	49.98	
		Total 71443:							49.98
02/12	02/09/2012	71444	6405	HARRIS, DANIEL	02-01-2012	1	100-21690	1,329.22	
		Total 71444:							1,329.22
02/12	02/09/2012	71445	6497	HIGH, ANDREA	02-01-2012	1	100-51200-340	5.26	
		Total 71445:							5.26
02/12	02/09/2012	71447	6123	IDING, EDWIN	COURT 02-0	1	100-21690	101.00	
		Total 71447:							101.00
02/12	02/09/2012	71448	6009	KOPPS, ASHLEY	1699073	1	100-52300-340	89.67	
		Total 71448:							89.67
02/12	02/09/2012	71449	3146	LADWIG & VOSS	43417742/43	1	100-46120-51	50.00	
		Total 71449:							50.00
02/12	02/09/2012	71450	6496	LENARTOWSKI, JESSICA	02-01-2012	1	100-51200-340	5.26	
		Total 71450:							5.26
02/12	02/09/2012	71451	3148	LUDLUM, JENNIFER	BALL VEST	1	100-52110-810	350.00	
02/12	02/09/2012	71451	3148	LUDLUM, JENNIFER	BALL VEST	2	100-52110-118	377.50	
		Total 71451:							727.50
02/12	02/09/2012	71452	6254	MADRIGAL, GONZALO	309515	1	100-52300-154	195.10	
		Total 71452:							195.10
02/12	02/09/2012	71453	6224	MEYER, DAN	JAN 2012	1	100-52110-154	47.40	
		Total 71453:							47.40
02/12	02/09/2012	71454	219	MINNESOTA LIFE INSURANCE	MARCH 201	1	100-21531	2,319.51	
		Total 71454:							2,319.51
02/12	02/09/2012	71455	2274	MUNICIPAL COURT FUND	02-02/02/09/	1	100-45110-52	88.80	
02/12	02/09/2012	71455	2274	MUNICIPAL COURT FUND	02-02/02/09/	2	100-45110-52	1,075.98	
02/12	02/09/2012	71455	2274	MUNICIPAL COURT FUND	02-02/02/09/	3	100-45110-52	240.00	
02/12	02/09/2012	71455	2274	MUNICIPAL COURT FUND	02-02/02/09/	4	100-45110-52	329.00	

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
02/12	02/09/2012	71455	2274	MUNICIPAL COURT FUND	02-02/02/09/	5	100-45110-52	114.00
02/12	02/09/2012	71455	2274	MUNICIPAL COURT FUND	02-02/02/09/	6	100-45110-52	114.00
02/12	02/09/2012	71455	2274	MUNICIPAL COURT FUND	02-02/02/09/	7	100-45110-52	303.00
Total 71455:								2,264.78
02/12	02/09/2012	71456	416	NEUMEISTER, BRIAN	01-31-2012	1	100-53270-154	16.00
Total 71456:								16.00
02/12	02/09/2012	71457	1418	REIF, SHAWN	1000000503	1	100-52110-810	350.00
02/12	02/17/2012	71457	1418	REIF, SHAWN	1000000503	1	100-52110-810	350.00- V
02/12	02/09/2012	71457	1418	REIF, SHAWN	1000000503	2	100-52110-118	403.60
02/12	02/17/2012	71457	1418	REIF, SHAWN	1000000503	2	100-52110-118	403.60- V
Total 71457:								.00
02/12	02/09/2012	71458	6498	RODRIGUEZ, ANTONIO	COURT	1	100-21690	87.00
02/12	02/09/2012	71458	6498	RODRIGUEZ, ANTONIO	COURT	2	100-51200-219	5.00
Total 71458:								92.00
02/12	02/09/2012	71459	300	SAUBERT, DOUG	JAN 2012	1	100-51500-330	148.92
Total 71459:								148.92
02/12	02/09/2012	71460	201	SMITH, MICHELE	HAWK LABE	1	100-51400-310	56.65
Total 71460:								56.65
02/12	02/09/2012	71462	5574	STATE OF WISCONSIN	1/12 FINES	1	100-21690	10,650.09
Total 71462:								10,650.09
02/12	02/09/2012	71463	6499	STORY, LORA	COURT	1	100-21690	88.80
02/12	02/09/2012	71463	6499	STORY, LORA	COURT	2	100-51200-219	5.00
Total 71463:								93.80
02/12	02/09/2012	71465	4348	VALADEZ, SAUL	JAN-FEB 20	1	100-52120-154	76.06
Total 71465:								76.06
02/12	02/09/2012	71466	2523	VANDER STEEG, ADAM	255 BAL VE	1	100-52110-810	350.00
02/12	02/09/2012	71466	2523	VANDER STEEG, ADAM	256 VEST	1	100-52110-118	377.50
02/12	02/09/2012	71466	2523	VANDER STEEG, ADAM	JAN 2012	1	100-52120-154	43.22
Total 71466:								770.72
02/12	02/09/2012	71467	6494	VAUGHN, KEN	01-30-2012	1	100-44200-51	40.00
Total 71467:								40.00
02/12	02/09/2012	71468	282	WALWORTH CO TREASURER	1/12 FINES	1	100-21690	3,835.36

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71468:								3,835.36
02/12	02/09/2012	71469	6493	WAUSHARA CO CLERK OF CO	CERT RECO	1	100-52110-219	12.50
Total 71469:								12.50
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	1	100-52500-340	39.70
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	2	100-53300-222	1,164.04
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	3	100-53420-222	18,919.96
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	4	100-51600-222	1,524.89
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	5	100-51600-224	4,110.82
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	6	100-53270-224	173.47
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	7	100-55111-222	1,806.43
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	8	100-55111-224	664.48
Total 71470:								28,403.79
02/12	02/09/2012	71471	4548	WHITEWATER, CITY OF	01/12 FINES	1	100-21690	26,801.70
02/12	02/09/2012	71471	4548	WHITEWATER, CITY OF	COURT	1	100-48400-00	480.00
02/12	02/09/2012	71471	4548	WHITEWATER, CITY OF	RYAN GRAF	1	100-21690	120.00
Total 71471:								27,401.70
02/12	02/09/2012	71474	195	REGISTRATION FEE TRUST	02-09-2012	1	100-52140-360	90.00
Total 71474:								90.00
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	1	100-51100-310	4.88
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	2	100-51400-310	72.14
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	3	100-51500-310	89.26
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	4	100-52100-340	56.68
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	5	100-52110-154	62.44
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	6	100-52110-340	57.98
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	7	100-52120-340	1.96
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	8	100-52300-340	139.60
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	9	100-53270-310	13.45
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	10	100-55310-340	28.66
Total 71475:								527.05
02/12	02/16/2012	71476	6505	AL BEYERS INC	REFUND KO	1	100-46120-51	27.72
Total 71476:								27.72
02/12	02/16/2012	71477	3805	ASCAP	01-20-2012	1	100-55320-790	12.25
Total 71477:								12.25
02/12	02/16/2012	71478	6380	AT&T	2624730550	1	100-51600-225	575.85
02/12	02/16/2012	71478	6380	AT&T	2624730550	2	100-53230-241	33.87
02/12	02/16/2012	71478	6380	AT&T	2624730550	3	100-55110-225	84.68
02/12	02/16/2012	71478	6380	AT&T	2624730550	4	100-55310-340	31.65
02/12	02/16/2012	71478	6380	AT&T	414Z910006	1	100-51600-225	277.30
02/12	02/16/2012	71478	6380	AT&T	414Z910006	2	100-55110-225	271.04

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71478:								1,274.39
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	1	100-51600-221	2.86
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	2	100-51600-221	11.00
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	3	100-51600-221	1.63
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	4	100-51600-221	18.38
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	5	100-51600-221	728.38
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	6	100-51600-221	197.28
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	7	100-51600-221	34.09
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	8	100-51600-221	35.90
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	9	100-51600-221	4.08
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	10	100-51600-221	137.73
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	11	100-51600-221	11.28
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	12	100-53230-221	208.89
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	13	100-53270-221	207.32
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	14	100-53270-221	23.40
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	15	100-53270-221	142.46
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	16	100-53270-221	4.08
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	17	100-53270-221	4.08
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	18	100-53270-221	31.99
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	19	100-53270-221	287.64
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	20	100-53270-221	30.64
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	21	100-55111-221	223.01
Total 71479:								2,346.12
02/12	02/16/2012	71480	5865	DOCTOR NOIZE	01-19-2012	1	100-55320-790	375.00
Total 71480:								375.00
02/12	02/16/2012	71481	6139	FISCHER, MERLE	01-25-2012	1	100-55320-790	400.00
Total 71481:								400.00
02/12	02/16/2012	71482	341	GATEWAY TECHNICAL COLLEGE	12-20-2012	1	100-52300-154	120.01
Total 71482:								120.01
02/12	02/16/2012	71483	1603	GREGOIRE, KATHY	FEB 2012	1	100-51500-330	51.62
Total 71483:								51.62
02/12	02/16/2012	71484	1879	HOMETOWN NEWS LIMITED PARTNERSHIP	27301	1	100-55210-324	180.00
Total 71484:								180.00
02/12	02/16/2012	71485	6414	JOURNAL COMMUNITY PUBLICATIONS	P348135	1	100-23102	.55
Total 71485:								.55
02/12	02/16/2012	71486	6398	KAINA, JEN	02-14-2012	1	100-55300-347	225.00
Total 71486:								225.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	1	100-45110-52	386.50

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	2	100-45110-52	555.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	3	100-45110-52	391.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	4	100-45110-52	391.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	5	100-45110-52	40.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	6	100-45110-52	303.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	7	100-45110-52	139.20
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	8	100-45110-52	366.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	9	100-45110-52	303.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	10	100-45110-52	139.20
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	11	100-45110-52	88.80
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	12	100-45110-52	88.80
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	13	100-45110-52	631.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	14	100-45110-52	68.80
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	15	100-45110-52	305.00
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	16	100-45110-52	88.80
02/12	02/16/2012	71487	2274	MUNICIPAL COURT FUND	02-09/02-16-	17	100-45110-52	10.00
Total 71487:								4,295.10
02/12	02/16/2012	71488	6506	OLDS, JEFFREY	02-08-2012	1	100-46230-52	96.32
Total 71488:								96.32
02/12	02/16/2012	71489	43	PETTY CASH	02-18-2012	1	100-46733-55	300.00
Total 71489:								300.00
02/12	02/16/2012	71490	6507	UW ARBORETUM	02-06-2012	1	100-55320-790	200.00
Total 71490:								200.00
02/12	02/16/2012	71491	25	WE ENERGIES	02-22-2012	1	100-53230-222	2,426.71
02/12	02/16/2012	71491	25	WE ENERGIES	02-22-2012	2	100-51600-222	9.43
02/12	02/16/2012	71491	25	WE ENERGIES	02-22-2012	3	100-53270-222	1,208.06
02/12	02/16/2012	71491	25	WE ENERGIES	02-22-2012	4	100-53270-224	438.66
Total 71491:								4,082.86
02/12	02/16/2012	71561	6509	HAMILTON, ANTHONY	7 TACTILE P	1	100-52110-360	1,512.00
Total 71561:								1,512.00
02/12	02/16/2012	71562	6508	MORH, MIKE	7 ARMOR C	1	100-52110-360	1,050.00
Total 71562:								1,050.00
02/12	02/17/2012	71567	1033	CLEAN MATS	27069	1	100-55111-246	62.00
Total 71567:								62.00
02/12	02/17/2012	71578	260	PER MAR SECURITY SERVICES	770091	1	100-55111-245	958.92
02/12	02/17/2012	71578	260	PER MAR SECURITY SERVICES	770092	1	100-55111-245	696.24
Total 71578:								1,655.16
02/12	02/17/2012	71582	1418	REIF, SHAWN	BALLISTIC V	1	100-52110-118	403.60

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71582:								403.60
02/12	02/23/2012	71589	6380	AT&T	262R421003	1	100-51600-225	1,369.20
Total 71589:								1,369.20
02/12	02/23/2012	71590	6265	BECKER, WILLIAM	02-08-2012	1	100-52110-154	9.94
Total 71590:								9.94
02/12	02/23/2012	71591	6377	BERG-GILBERT, LAURA	FEB 2012	1	100-51500-330	56.61
Total 71591:								56.61
02/12	02/23/2012	71592	6120	CHARTER	FEB 13, 201	1	100-52300-340	131.93
Total 71592:								131.93
02/12	02/23/2012	71593	6511	DAY-SAVAGLIA, BRIDGET	02-10-2012	1	100-45130-52	100.00
Total 71593:								100.00
02/12	02/23/2012	71594	4420	ELDER, JAMES	JAN-FEB 20	1	100-52110-154	58.00
Total 71594:								58.00
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	1	100-51200-153	5.25
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	2	100-51400-153	26.25
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	3	100-51500-153	26.25
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	4	100-51600-153	10.50
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	5	100-52100-153	26.25
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	6	100-52110-153	89.25
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	7	100-52120-153	21.00
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	8	100-52400-153	5.25
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	9	100-52600-153	42.00
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	10	100-53100-153	10.50
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	11	100-53270-153	10.50
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	12	100-53300-153	47.25
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	13	100-55110-153	68.25
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	14	100-55210-153	10.50
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	15	100-55310-153	5.25
Total 71596:								404.25
02/12	02/23/2012	71597	4945	HASKINS, PENNY	02-20-2012	1	100-52300-154	58.56
Total 71597:								58.56
02/12	02/23/2012	71598	6510	JORDAN, JENNA	02-13/02-21-	1	100-46120-51	160.00
Total 71598:								160.00
02/12	02/23/2012	71599	6414	JOURNAL COMMUNITY PUBLIS	1041388-12-	1	100-23102	.55

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71599:								.55
02/12	02/23/2012	71600	10	MARTIN, MICHELE P	D8474	1	100-52110-118	119.11
Total 71600:								119.11
02/12	02/23/2012	71601	6442	MCGINTY, TIMOTHY E	02-01-2012	1	100-48400-00	480.00
Total 71601:								480.00
02/12	02/23/2012	71602	6512	MICHAELS, BENJAMIN J	SUBPEONA	1	100-51200-340	5.26
Total 71602:								5.26
02/12	02/23/2012	71603	2274	MUNICIPAL COURT FUND	02-16/02-23-	1	100-45110-52	303.00
02/12	02/23/2012	71603	2274	MUNICIPAL COURT FUND	02-16/02-23-	2	100-45110-52	114.00
02/12	02/23/2012	71603	2274	MUNICIPAL COURT FUND	02-16/02-23-	3	100-45110-52	114.00
02/12	02/23/2012	71603	2274	MUNICIPAL COURT FUND	02-16/02-23-	4	100-45110-52	114.00
Total 71603:								645.00
02/12	02/23/2012	71604	6514	NELSON'S VINYL GRAPHICS	INV57429	1	100-51110-910	9,555.79
Total 71604:								9,555.79
02/12	02/23/2012	71605	437	PETERSEN, MARSHA	02-16-2012	1	100-52600-154	9.85
Total 71605:								9.85
02/12	02/23/2012	71606	811	PETERSON, CARL	FEB 4, 2012	1	100-52300-340	263.25
Total 71606:								263.25
02/12	02/23/2012	71607	4733	PIERCE, CATHERINE	02/16/2012	1	100-52600-154	9.52
Total 71607:								9.52
02/12	02/23/2012	71608	581	ROCHA SR, RAMON	02-22-2012	1	100-51200-219	25.52
Total 71608:								25.52
02/12	02/23/2012	71609	825	STONE, SARA	02-23-2012	1	100-55300-344	2,724.48
Total 71609:								2,724.48
02/12	02/23/2012	71610	6513	TURLEY, BRITTANY	02-10-2012	1	100-45130-52	90.00
02/12	02/23/2012	71610	6513	TURLEY, BRITTANY	02-10-2012	2	100-45130-52	10.00
Total 71610:								100.00
02/12	02/23/2012	71611	4348	VALADEZ, SAUL	02-13-2012	1	100-52120-118	92.60
Total 71611:								92.60
02/12	02/23/2012	71612	125	WAL CO-SHERIFF'S DEPT	JAN 2012	1	100-51200-293	300.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
		Total 71612:						300.00
02/12	02/23/2012	71613	4838	WALWORTH CO CLERK OF CO	N704022	1	100-45114-52	200.50
		Total 71613:						200.50
02/12	02/29/2012	71622	4734	AMUNDSON, MATTHEW	FEB 2012	1	100-55210-154	69.07
		Total 71622:						69.07
02/12	02/29/2012	71623	6521	ANDERSEN, CRAIG OR JULIE	02-29-2012	1	100-46120-51	539.25
		Total 71623:						539.25
02/12	02/29/2012	71624	4420	ELDER, JAMES	LARK-BADG	1	100-52110-118	78.04
		Total 71624:						78.04
02/12	02/29/2012	71625	2296	GREGOIRE, LINDA	02-21-2012	1	100-51400-116	104.00
		Total 71625:						104.00
02/12	02/29/2012	71626	3024	HASS, SANDRA	02-21-2012	1	100-51400-116	112.00
		Total 71626:						112.00
02/12	02/29/2012	71627	453	HOGUE, KATHERINE	FEB 2012	1	100-52600-154	10.00
		Total 71627:						10.00
02/12	02/29/2012	71628	4870	KENOSHA CIRCUIT COURT	11152280	1	100-45114-52	250.00
		Total 71628:						250.00
02/12	02/29/2012	71629	756	KOLB, NEAL	02-27-2012	1	100-52110-118	79.11
		Total 71629:						79.11
02/12	02/29/2012	71630	325	LENTZ, MELODY	FEB 2012	1	100-52600-154	10.00
		Total 71630:						10.00
02/12	02/29/2012	71631	4912	LINN, SARAH	02-21-2012	1	100-51400-116	134.00
		Total 71631:						134.00
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	1	100-51540-513	49.80
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	5	100-51540-512	2,792.45
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	9	100-51540-511	41.00
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	10	100-51540-511	13,846.14
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	14	100-51540-511	360.00-
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	15	100-51540-511	862.00-
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	16	100-51540-512	25.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71632:								15,532.39
02/12	02/29/2012	71633	5263	MCDONELL, KIM	MCDONELL	1	100-51400-116	64.00
Total 71633:								64.00
02/12	02/29/2012	71634	6520	MCGRAW HILL CONSTRUCTIO	DP3833	1	100-46120-51	5.00
Total 71634:								5.00
02/12	02/29/2012	71635	5085	MCLEAN-FOGG COMPANY	2009 TAX C	1	100-51400-219	2,344.19
02/12	02/29/2012	71635	5085	MCLEAN-FOGG COMPANY	2009 TAX C	2	100-51400-219	450.08
Total 71635:								2,794.27
02/12	02/29/2012	71636	4950	MILLIS, KIM	02-27-2012	1	100-52600-118	272.99
Total 71636:								272.99
02/12	02/29/2012	71637	2274	MUNICIPAL COURT FUND	02-23/02-29-	1	100-45110-52	114.00
02/12	02/29/2012	71637	2274	MUNICIPAL COURT FUND	02-23/02-29-	2	100-45110-52	114.00
02/12	02/29/2012	71637	2274	MUNICIPAL COURT FUND	02-23/02-29-	3	100-45110-52	88.80
02/12	02/29/2012	71637	2274	MUNICIPAL COURT FUND	02-23/02-29-	4	100-45110-52	114.00
02/12	02/29/2012	71637	2274	MUNICIPAL COURT FUND	02-23/02-29-	5	100-45110-52	88.80
02/12	02/29/2012	71637	2274	MUNICIPAL COURT FUND	02-23/02-29-	6	100-45110-52	114.00
02/12	02/29/2012	71637	2274	MUNICIPAL COURT FUND	02-23/02-29-	7	100-45110-52	88.80
Total 71637:								722.40
02/12	02/29/2012	71638	4146	OFFICE DEPOT	5941108880	1	100-52100-310	193.49
02/12	02/29/2012	71638	4146	OFFICE DEPOT	5946873790	1	100-52100-310	27.95
02/12	02/29/2012	71638	4146	OFFICE DEPOT	5946875340	1	100-52100-310	197.47
02/12	02/29/2012	71638	4146	OFFICE DEPOT	5962313400	1	100-52100-310	22.07
02/12	02/29/2012	71638	4146	OFFICE DEPOT	5962314240	1	100-52100-310	62.24
Total 71638:								503.22
02/12	02/29/2012	71639	300	SAUBERT, DOUG	FEB 2012	1	100-51500-330	114.35
Total 71639:								114.35
02/12	02/29/2012	71640	4921	SMITH, BILL	02-21-2012	1	100-51400-116	128.00
Total 71640:								128.00
02/12	02/29/2012	71641	1416	TOURISM COMMITTEE	FEB 2012	1	100-51100-715	27,563.80
Total 71641:								27,563.80
02/12	02/29/2012	71642	4731	UHL, BRIAN	2039800189	1	100-52100-118	195.27
Total 71642:								195.27
02/12	02/29/2012	71644	6494	VAUGHN, KEN	2000437.002	1	100-46743-51	150.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71644:								150.00
Total 100:								275,204.56
<b>200</b>								
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	21	200-55110-225	9.95
Total 71317:								9.95
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	APD-12-3045	2	200-55110-341	355.00
Total 71318:								355.00
02/12	02/16/2012	71478	6380	AT&T	2624730550	8	200-55110-225	16.94
02/12	02/16/2012	71478	6380	AT&T	414Z910006	3	200-55110-225	51.49
Total 71478:								68.43
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	17	200-55110-153	5.25
Total 71596:								5.25
02/12	02/23/2012	71614	6330	WCM	2012 DUES	1	200-55110-320	230.00
Total 71614:								230.00
Total 200:								668.63
<b>208</b>								
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	22	208-51920-650	165.23
Total 71479:								165.23
Total 208:								165.23
<b>220</b>								
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	22	220-55110-321	28.24
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	23	220-55110-321	51.23
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	24	220-55110-321	256.93
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	25	220-55110-324	48.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	26	220-55110-325	12.50
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	27	220-55110-810	524.95
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	28	220-55110-810	130.81
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	29	220-55110-810	544.75
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	35	220-55110-321	89.12
Total 71317:								1,686.53
02/12	02/02/2012	71321	2915	IRVIN L YOUNG MEMORIAL LIB	DEC 2011	1	220-55110-313	17.60
02/12	02/02/2012	71321	2915	IRVIN L YOUNG MEMORIAL LIB	JAN 2012 P	1	220-55110-313	66.62
Total 71321:								84.22
02/12	02/03/2012	71419	1933	UPSTART	4458925	1	220-55110-342	145.00 - V
02/12	02/08/2012	71419	1933	UPSTART	4458925	1	220-55110-342	145.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71419:								.00
02/12	02/09/2012	71434	5928	AMERICAN INDUSTRIAL LEASI	309862	1	220-55110-242	353.25
Total 71434:								353.25
02/12	02/09/2012	71436	1833	BAKER & TAYLOR ENTERTAIN	174454071	1	220-55110-327	147.66
Total 71436:								147.66
02/12	02/09/2012	71464	6304	UPSTART	4458925	1	220-55110-342	145.00
Total 71464:								145.00
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	11	220-55110-310	38.07
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	12	220-55110-242	27.84
Total 71475:								65.91
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026662665	1	220-55110-321	47.19
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026666998	1	220-55110-321	31.45
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667669	1	220-55110-321	10.71
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667670	1	220-55110-321	15.72
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667671	1	220-55110-321	9.42
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667672	1	220-55110-321	17.10
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667673	1	220-55110-321	25.16
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667674	1	220-55110-321	62.22
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667675	1	220-55110-323	10.08
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667676	1	220-55110-323	16.46
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667677	1	220-55110-321	29.17
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667678	1	220-55110-321	15.14
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667679	1	220-55110-321	14.03
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667680	1	220-55110-321	15.14
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667681	1	220-55110-323	16.79
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026667682	1	220-55110-323	10.70
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678332	1	220-55110-321	33.57
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678333	1	220-55110-321	16.24
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678334	1	220-55110-321	14.03
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678335	1	220-55110-323	10.06
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678336	1	220-55110-321	15.68
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678337	1	220-55110-321	14.58
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678338	1	220-55110-321	15.68
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678339	1	220-55110-321	14.59
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026678340	1	220-55110-321	30.30
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026682068	1	220-55110-321	101.83
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026687999	1	220-55110-321	9.42
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026688000	1	220-55110-321	38.89
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026688001	1	220-55110-321	14.59
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026688002	1	220-55110-323	49.49
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689084	1	220-55110-321	39.74
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689085	1	220-55110-321	14.56
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689086	1	220-55110-321	30.85
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689087	1	220-55110-321	8.82
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689088	1	220-55110-321	137.38
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689089	1	220-55110-323	15.13

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689090	1	220-55110-321	16.26
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689091	1	220-55110-321	14.59
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689092	1	220-55110-321	75.67
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689093	1	220-55110-321	14.59
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689094	1	220-55110-321	14.56
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689095	1	220-55110-321	14.59
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689096	1	220-55110-323	8.18
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689097	1	220-55110-323	8.98
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026689557	1	220-55110-321	144.05
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026691237	1	220-55110-321	12.99
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026691238	1	220-55110-323	13.18
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026695490	1	220-55110-321	41.65
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026695496	1	220-55110-321	28.45
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026695497	1	220-55110-321	30.28
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026695498	1	220-55110-323	10.64
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026695499	1	220-55110-321	88.17
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026695500	1	220-55110-323	8.96
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026695501	1	220-55110-321	27.43
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2026695502	1	220-55110-321	25.24
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2263888	1	220-55110-321	15.71-
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2264735	1	220-55110-321	10.06-
02/12	02/17/2012	71563	95	BAKER & TAYLOR BOOKS	2264763	1	220-55110-321	5.03-
Total 71563:								1,539.57
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	176113900	1	220-55110-327	31.30
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	175382560	1	220-55110-326	188.50
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	175446060	1	220-55110-326	35.94
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	175622580	1	220-55110-326	122.29
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	175622590	1	220-55110-326	7.19
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	175787470	1	220-55110-327	48.22
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	175929750	1	220-55110-326	21.55
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	176113720	1	220-55110-326	107.16
02/12	02/17/2012	71564	1833	BAKER & TAYLOR ENTERTAIN	176136070	1	220-55110-326	44.55
Total 71564:								606.70
02/12	02/17/2012	71565	1852	BOOK WHOLESALERS INC	255085D	1	220-55110-323	25.13
02/12	02/17/2012	71565	1852	BOOK WHOLESALERS INC	258454D	1	220-55110-323	9.72
02/12	02/17/2012	71565	1852	BOOK WHOLESALERS INC	258820D	1	220-55110-323	10.19
Total 71565:								45.04
02/12	02/17/2012	71566	1234	CDW GOVERNMENT INC	F369965	1	220-55110-810	71.42
Total 71566:								71.42
02/12	02/17/2012	71568	1834	CRIMSON MULTIMEDIA	19343D	1	220-55110-327	83.08
Total 71568:								83.08
02/12	02/17/2012	71569	286	DEMCO INC	4496235	1	220-55110-310	132.73
02/12	02/17/2012	71569	286	DEMCO INC	4498024	1	220-55110-310	660.82
02/12	02/17/2012	71569	286	DEMCO INC	4500958	1	220-55110-310	176.74

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71569:								970.29
02/12	02/17/2012	71570	3089	EARLY AMERICAN LIFE	ONE YEAR I	1	220-55110-324	24.00
Total 71570:								24.00
02/12	02/17/2012	71571	2714	GREY HOUSE PUBLISHING INC	800089	1	220-55110-322	240.45
02/12	02/17/2012	71571	2714	GREY HOUSE PUBLISHING INC	807237	1	220-55110-322	216.05
Total 71571:								456.50
02/12	02/17/2012	71572	6235	HIGHSMITH LLC	4503367	1	220-55110-310	58.00
Total 71572:								58.00
02/12	02/17/2012	71573	1927	MARSHALL CAVENDISH CORP	884886	1	220-55110-323	193.94
Total 71573:								193.94
02/12	02/17/2012	71574	1979	MATTHEW BENDER & CO INC	28927141	1	220-55110-322	134.64
Total 71574:								134.64
02/12	02/17/2012	71575	1835	MICRO MARKETING LLC	419466	1	220-55110-323	85.20
Total 71575:								85.20
02/12	02/17/2012	71576	4591	MORGAN BIRGE & ASSOCIATE	MC0040948	1	220-55110-225	89.00
Total 71576:								89.00
02/12	02/17/2012	71577	6046	OFFICE COPYING EQUIPMENT	C255069	1	220-55110-242	143.74
Total 71577:								143.74
02/12	02/17/2012	71579	445	QUILL CORPORATION	9870240	1	220-55110-310	31.85
02/12	02/17/2012	71579	445	QUILL CORPORATION	9876342	1	220-55110-310	18.89
02/12	02/17/2012	71579	445	QUILL CORPORATION	9929661	1	220-55110-310	2.96
02/12	02/17/2012	71579	445	QUILL CORPORATION	9974166	1	220-55110-310	22.49
Total 71579:								76.19
02/12	02/17/2012	71580	1924	RANDOM HOUSE INC	1083321674	1	220-55110-326	25.50
02/12	02/17/2012	71580	1924	RANDOM HOUSE INC	1083382957	1	220-55110-326	34.00
Total 71580:								59.50
02/12	02/17/2012	71581	1843	RECORDED BOOKS LLC	74482244	1	220-55110-326	30.20
02/12	02/17/2012	71581	1843	RECORDED BOOKS LLC	74483221	1	220-55110-326	225.39
Total 71581:								255.59
02/12	02/17/2012	71583	4475	TECHNOLOGY ASSURANCE C	1652	1	220-55110-218	1,200.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71583:								1,200.00
02/12	02/17/2012	71584	2019	UNIQUE BOOKS INC	357138.2	1	220-55110-323	42.69
02/12	02/17/2012	71584	2019	UNIQUE BOOKS INC	357139.2	1	220-55110-321	90.25
02/12	02/17/2012	71584	2019	UNIQUE BOOKS INC	357140	1	220-55110-321	960.34
Total 71584:								1,093.28
02/12	02/17/2012	71585	4630	UNIQUE MANAGEMENT SVC IN	218265	1	220-55110-319	53.70
Total 71585:								53.70
02/12	02/17/2012	71586	6304	UPSTART	4484858	1	220-55110-342	629.35
Total 71586:								629.35
02/12	02/17/2012	71587	657	WI LIBRARY ASSOC	CATHERINE	1	220-55110-320	128.00
Total 71587:								128.00
02/12	02/29/2012	71621	4353	SWEETSPOT, THE	CITY03	1	220-55110-341	248.75
Total 71621:								248.75
Total 220:								10,728.05
<b>295</b>								
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	30	295-52200-810	2,999.00
Total 71317:								2,999.00
Total 295:								2,999.00
<b>300</b>								
02/12	02/23/2012	71595	222	FIRST CITIZENS STATE BANK	03-01-2012	3	300-58000-670	5,862.50
02/12	02/23/2012	71595	222	FIRST CITIZENS STATE BANK	03-01-2012	3	300-58000-670	5,862.50- V
Total 71595:								.00
02/12	02/23/2012	71619	5770	ASSOCIATED TRUST COMPAN	03-01-2012	1	300-58000-671	14,971.13
02/12	02/23/2012	71619	5770	ASSOCIATED TRUST COMPAN	03-01-2012	2	300-58000-673	21,195.00
02/12	02/23/2012	71619	5770	ASSOCIATED TRUST COMPAN	03-01-2012	3	300-58000-672	4,442.50
Total 71619:								40,608.63
02/12	02/27/2012	71620	222	FIRST CITIZENS STATE BANK	3/1/12 INT D	1	300-58000-661	33,750.00
02/12	02/27/2012	71620	222	FIRST CITIZENS STATE BANK	3/1/12 INT D	2	300-58000-663	85,312.50
02/12	02/27/2012	71620	222	FIRST CITIZENS STATE BANK	3/1/12 INT D	3	300-58000-670	5,862.50
02/12	02/27/2012	71620	222	FIRST CITIZENS STATE BANK	3/1/12 INT D	4	300-58000-675	51,093.75
Total 71620:								176,018.75
Total 300:								216,627.38

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
<b>440</b>								
02/12	02/23/2012	71595	222	FIRST CITIZENS STATE BANK	03-01-2012	1	440-57663-620	33,750.00
02/12	02/23/2012	71595	222	FIRST CITIZENS STATE BANK	03-01-2012	1	440-57663-620	33,750.00- V
02/12	02/23/2012	71595	222	FIRST CITIZENS STATE BANK	03-01-2012	2	440-57663-620	85,312.50
02/12	02/23/2012	71595	222	FIRST CITIZENS STATE BANK	03-01-2012	2	440-57663-620	85,312.50- V
02/12	02/23/2012	71595	222	FIRST CITIZENS STATE BANK	03-01-2012	4	440-57663-620	51,093.75
02/12	02/23/2012	71595	222	FIRST CITIZENS STATE BANK	03-01-2012	4	440-57663-620	51,093.75- V
Total 71595:								.00
02/12	02/23/2012	71604	6514	NELSON'S VINYL GRAPHICS	INV57429	2	440-57663-219	3,071.51
Total 71604:								3,071.51
Total 440:								3,071.51
<b>446</b>								
02/12	02/23/2012	71604	6514	NELSON'S VINYL GRAPHICS	INV57429	3	446-57663-219	1,023.83
Total 71604:								1,023.83
Total 446:								1,023.83
<b>450</b>								
02/12	02/02/2012	71319	6333	E&N HUGHES CO INC	01-24-2012	1	450-57500-855	132,668.75
Total 71319:								132,668.75
02/12	02/09/2012	71438	2005	CGC INC	33164	1	450-57500-865	7,545.22
Total 71438:								7,545.22
02/12	02/23/2012	71615	2018	WI DEPT OF NATURAL RESOU	02-17-2012	1	450-57500-855	550.00
Total 71615:								550.00
02/12	02/23/2012	71616	2018	WI DEPT OF NATURAL RESOU	02-20-2012	1	450-57500-865	140.00
Total 71616:								140.00
02/12	02/23/2012	71617	2018	WI DEPT OF NATURAL RESOU	02-20-2012 2	1	450-57500-855	140.00
Total 71617:								140.00
02/12	02/23/2012	71618	3564	WI DEPT OF TRANSPORTATIO	02-20-2012	1	450-57500-865	175.00
Total 71618:								175.00
Total 450:								141,218.97
<b>610</b>								
02/12	02/06/2012	71253	2003	CIVIC SYSTEMS LLC	CASELLE T	2	610-61923-210	500.00
Total 71253:								500.00
02/12	02/02/2012	71316	6380	AT&T	6380-2212	2	610-61921-310	60.00

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71316:								60.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	7	610-61921-310	12.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	31	610-61935-350	45.14
Total 71317:								57.14
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	APD-12-3045	3	610-61924-510	271.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	BM-12-4343	2	610-61924-510	283.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CL-12-2049	3	610-61924-510	4,767.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CRM-12-450	2	610-61924-510	138.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CX-12-4147	3	610-61924-510	232.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	EPL-12-4246	2	610-61924-510	470.00
Total 71318:								6,161.00
02/12	02/09/2012	71440	6495	DANIELS RENTAL TRUST	REFUND	1	610-46461-61	25.02
Total 71440:								25.02
02/12	02/09/2012	71446	6501	HUISMAN, STEVE	UTILITY REF	1	610-46461-61	79.89
Total 71446:								79.89
02/12	02/09/2012	71461	4012	ST MARY'S DEAN VENTURES	01-16-2012	2	610-61921-310	371.00
Total 71461:								371.00
02/12	02/09/2012	71470	25	WE ENERGIES	02-18-2012	9	610-61620-220	9.43
Total 71470:								9.43
02/12	02/09/2012	71473	1090	WRWA	WRWA 2012	1	610-61927-154	215.00
Total 71473:								215.00
02/12	02/09/2012	71475	1507	WALMART COMMUNITY	02-11-2012	13	610-61935-350	21.19
Total 71475:								21.19
02/12	02/16/2012	71478	6380	AT&T	2624730550	5	610-61921-310	84.68
Total 71478:								84.68
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	23	610-61935-220	38.21
Total 71479:								38.21
02/12	02/16/2012	71491	25	WE ENERGIES	02-22-2012	5	610-61620-220	10,292.90
Total 71491:								10,292.90
02/12	02/23/2012	71589	6380	AT&T	262R421003	2	610-61921-310	60.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71589:								60.00
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	18	610-61926-150	21.00
Total 71596:								21.00
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	2	610-61924-510	12.45
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	6	610-61924-510	175.63
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	11	610-61924-510	3,171.51
Total 71632:								3,359.59
02/12	02/29/2012	71643	5043	US POSTAL SERVICE	02-29-2012N	1	610-61921-310	251.88
Total 71643:								251.88
Total 610:								21,607.93
<b>620</b>								
02/12	02/06/2012	71253	2003	CIVIC SYSTEMS LLC	CASELLE T	3	620-62820-154	500.00
Total 71253:								500.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	8	620-62820-310	12.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	32	620-62850-357	515.90
Total 71317:								527.90
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	APD-12-3045	4	620-62810-519	751.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	BM-12-4343	3	620-62810-519	1,006.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CL-12-2049	4	620-62810-519	4,767.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CRM-12-450	3	620-62810-519	138.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	CX-12-4147	4	620-62810-519	232.00
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	EPL-12-4246	3	620-62810-519	470.00
Total 71318:								7,364.00
02/12	02/02/2012	71327	25	WE ENERGIES	25-2212	3	620-62830-222	601.10
02/12	02/02/2012	71327	25	WE ENERGIES	25-2212	4	620-62840-222	15,251.95
02/12	02/02/2012	71327	25	WE ENERGIES	25-2212	5	620-62840-224	6,693.09
Total 71327:								22,546.14
02/12	02/09/2012	71435	2343	AMERIGAS - WHITEWATER WI	2338-054244	1	620-62840-340	132.55
Total 71435:								132.55
02/12	02/09/2012	71461	4012	ST MARY'S DEAN VENTURES	01-16-2012	1	620-62840-340	583.00
Total 71461:								583.00
02/12	02/16/2012	71478	6380	AT&T	2624730550	6	620-62830-356	42.34
02/12	02/16/2012	71478	6380	AT&T	2624730550	7	620-62820-225	8.47

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 71478:								50.81
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	24	620-62860-220	119.43
Total 71479:								119.43
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	19	620-62820-120	57.75
Total 71596:								57.75
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	3	620-62810-519	12.45
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	7	620-62810-519	1,686.00
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	12	620-62810-519	10,858.62
Total 71632:								12,557.07
02/12	02/29/2012	71643	5043	US POSTAL SERVICE	02-29-2012N	2	620-62820-310	251.88
Total 71643:								251.88
Total 620:								44,690.53
<b>630</b>								
02/12	02/06/2012	71253	2003	CIVIC SYSTEMS LLC	CASELLE T	4	630-63300-154	200.00
Total 71253:								200.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	9	630-63300-310	7.99
Total 71317:								7.99
02/12	02/02/2012	71318	6478	CITIES & VILLAGES MUTUAL IN	EPL-12-4246	4	630-63300-519	235.00
Total 71318:								235.00
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	4	630-63300-519	8.30
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	8	630-63300-519	667.92
Total 71632:								676.22
02/12	02/29/2012	71643	5043	US POSTAL SERVICE	02-29-2012N	3	630-63300-310	125.96
Total 71643:								125.96
Total 630:								1,245.17
<b>800</b>								
02/12	02/02/2012	71325	634	TAX COLLECTION	WE100009	1	800-11101	1,087.78
Total 71325:								1,087.78
02/12	02/09/2012	71472	4548	WHITEWATER, CITY OF	RIEDEL TAX	1	800-11101	1,132.56
Total 71472:								1,132.56

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice Sequence	Invoice GL Account	Invoice Amount
Total 800:								2,220.34
<b>900</b>								
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	293462	10	900-56500-311	7.99
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	33	900-56500-154	20.00
02/12	02/02/2012	71317	1312	CARDMEMBER SERVICE	DEC 2011-J	34	900-56500-341	345.00
Total 71317:								372.99
02/12	02/23/2012	71596	3437	FORT HEALTHCARE EAP	2012-2013	16	900-56500-151	5.25
Total 71596:								5.25
Total 900:								378.24
<b>920</b>								
02/12	02/06/2012	71254	6488	GREEN PLAQUE LLC	18319	1	920-56500-341	530.00
Total 71254:								530.00
02/12	02/02/2012	71316	6380	AT&T	6380-2212	3	920-56500-225	253.88
Total 71316:								253.88
02/12	02/02/2012	71327	25	WE ENERGIES	25-2212	6	920-56500-222	5,143.00
Total 71327:								5,143.00
02/12	02/16/2012	71479	1	DEPT OF UTILITIES	JAN 2012 W	25	920-56500-221	344.04
Total 71479:								344.04
02/12	02/29/2012	71632	638	LOCAL GOVERNMENT PROPER	23737	13	920-56500-500	3,308.73
Total 71632:								3,308.73
Total 920:								9,579.65
Grand Totals:								731,429.02

## Report Criteria:

Report type: GL detail

Check.Check number = 71316-71328,71253-71256,71419,71432-71491,71561-71644

# MEMORANDUM

To: Kevin Brunner, City Manager  
Fr: Dean Fischer, Director of Public Works  
Date: March 9, 2012

## **Subject: 2011 Annual Stormwater Permit Report**

Attached you will find the 2011 Annual Stormwater Permit Report. The 2011 report represents the activity of the stormwater utility in regards to meeting the utility's discharge permit requirements in regards to public education, outreach, inspections, enforcement, and reporting the financial health of the utility to the Department of Natural Resources. The report is good information for the Council as well.

With the passage of law by the State of Wisconsin which suspended timelines for the utility to meet the 40% removal of total suspended solids, staff decided it would wait to see what future legislation would require. Thus the utility did not construct the detention pond on Clay Street that was planned for in the 2011 budget or plan any capital projects for 2012. The utility did purchase some property in 2011 on James Street that has been identified as a location for a future stormwater detention pond.

There is legislation being promulgated that will require a Total Maximum Daily Limit (TMDL) for total suspended solids and phosphorous. All municipalities that discharge to the Lower Rock River Basin will have a TDML imposed on both their wastewater treatment plant and stormwater utility discharge permits. The bad news is that the TMDL for the stormwater permit will be calculated as if the city has already reached the 40% TSS removal level. The good news is that the legislation is currently planning to allow 15 years to get in compliance.

The approval of the TMDL means the City needs to develop a plan to start reaching the 40% TSS removal. The City does have the 2008 Stormwater Management Report to use as a plan to move forward. Staff is looking into applying for a DNR grant that will help in the construction of a stormwater detention pond. A resolution will be coming before the Council for approval to apply for the construction of stormwater detention pond and some stream bank restoration.

Please place this on the Council's agenda. I would suggest that the Council action be that the report was acknowledge and approved.

C: File: S-4g

**Due by March 31, 2012**

**Notice:** Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (DNR) by March 31 of each year to report on activities for the previous calendar year. This form is being provided by the DNR for the user's convenience. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

This form is for reporting on activities undertaken in calendar year 2011.

**Instructions:** Complete each section of the form that follows. If additional space is needed to respond to a question, attach additional pages. Provide descriptions that explain the program actions taken to comply with the general permit. Complete and submit the annual report by March 31, 2012, to the appropriate address indicated on the last page of this form.

**SECTION I. Municipal Information**

Name of Municipality City of Whitewater		Facility ID No. (FIN) 31439	
Mailing Address 312 W. Whitewater Street	City Whitewater	State WI	Postal Code 53190
County(s) in which Municipality is located Walworth/Jefferson	Type of Municipality: (check one) <input type="checkbox"/> County <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town <input type="checkbox"/> Other (specify)		

**SECTION II. Municipal Contact Information**

Name of Municipal Contact Person Dean Fischer		Title Public Works Director	
Mailing Address 312 W. Whitewater Street	City Whitewater	State WI	Postal Code 53190
E-mail Address dfischer@whitewater-wi.gov	Telephone No. (include area code) 262-473-0140	Fax No. (include area code) 262-473-0549	

**SECTION III. Certification**

*I hereby certify that I am an authorized representative of the municipality covered under MS4 General Permit No. WI-S050075-1 for which this annual report is being submitted and that the information contained in this document and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.*

Authorized Representative Printed Name Kevin M. Brunner	Authorized Representative Title City Manager		
Authorized Representative Signature	Date Signed		
E-mail Address kbrunner@whitewater-wi.gov	Telephone No. (include area code) 262-473-0500	Fax No. (include area code) 262-473-0549	

**SECTION IV. General Information**

a. Describe what efforts the municipality has undertaken to invite the municipal governing body, interest groups, and the general public to review and comment on the annual report.

The report is reviewed in an open Council Meeting. Report is posted to the city's website: [www.whitewater-wi.gov](http://www.whitewater-wi.gov). City Manager publishes a weekly e-letter in which he notes the availability of the report on the city's website.

b. Describe how elected and municipal officials and appropriate staff have been kept apprised of the municipal storm water discharge permit and its requirements.

Mgt. staff provides updates to the City Manager and the Council with verbal reports at Council Meetings. The City is a member of the Municipal Environmental Group (MEG), which provides email and newsletter updates to changing legislation and NR Codes. Management staff is apprised of discharge/permit changes by visits with DNR and attendance at meetings. Meeting examples are Government Affairs Seminar and a TDML meeting held in Lake Mills sponsored by the Rock River Stormwater Group.

c. Has the municipality prepared its own municipal-wide storm water management plan?  Yes  No

If yes, title and date of storm water management plan:  
The City's Stormwater Management Plan is dated June 2008. The Water Quality Modeling was updated in March 2011, which included some revisions and updates to the June 2008 plan.

d. Has the municipality entered into a written agreement with another municipality or a contract with another entity to perform one or more of the conditions of the general permit as provided under Section 2.10 of the general permit?  Yes  No

If yes, describe these cooperative efforts:  
City belongs to the Rock River Stormwater Group (RRSG). The RRSG contracts with a firm to develop and provide public education and outreach for stormwater issues.

e. Does the municipality have an internet website?  Yes  No

If yes, provide web address:  
[www.whitewater-wi.gov](http://www.whitewater-wi.gov)

If the municipality has an internet website, is there current information about or links provided to the MS4 general permit and/or the municipality's storm water management program?  Yes  No

If yes, provide web address:  
[http://www.whitewater-wi.gov/index.php?option=com\\_content&view=category&layout=blog&id=73&Itemid=139](http://www.whitewater-wi.gov/index.php?option=com_content&view=category&layout=blog&id=73&Itemid=139)

**SECTION V. Permit Conditions**

a. Minimum Control Measures: For each of the permit conditions listed below, provide a description of the status of implementation of program elements, the status of meeting measurable goals, and compliance with permit schedule in section 3 of the MS4 general permit. Provide an evaluation of program compliance with the general permit, the appropriateness of identified best management practices, and progress towards achieving identified measurable goals. Be specific in describing the actions that have been taken during the reporting year to implement each permit condition and whether measurable goals have been met, including any data collected to document a measurable goal. Also, explain the reasons for any variations from the compliance schedule in the MS4 general permit.

- **Public Education and Outreach**

The City belongs to the Rock River Stormwater Group (RRSG). The RRSG has a membership of 9 municipalities or towns, UW-Whitewater, DNR (South and Southeast Districts), UW Extension, and three partner organizations. The RRSG's mission is education and public outreach. Attached you will find the report (attachment A) for 2011's education and outreach program. Locally the City posts articles and information to the City's website, broadcasts on City Cable TV, provides information via the City Manager's weekly e-letter. Articles and workshops are also advertised on a local website: [www.whitewaterbanner.com](http://www.whitewaterbanner.com). Public can participate by attending the RRSG or the Council meetings as the agendas for both groups are posted according to open meeting requirements. See Attachment A.

- **Public Involvement and Participation**

The City belongs to the Rock River Stormwater Group (RRSG). The RRSG has a membership of 9 municipalities or towns, UW-Whitewater, DNR (South and Southeast Districts), UW Extension, and three partner organizations. The RRSG's mission is education and public outreach. Attached you will find the report (attachment A) for 2011's education and outreach program. Locally the City posts articles and information to the City's website, broadcasts on City Cable TV, provides information via the City Manager's weekly e-letter. Articles and workshops are also advertised on a local website: [www.whitewaterbanner.com](http://www.whitewaterbanner.com). Public can participate by attending the RRSG or the Council meetings as the agendas for both groups are posted according to open meeting requirements.

- **Illicit Discharge Detection and Elimination**

The City completed inspection of all major and minor outfalls in 2011. No illicit discharges were detected.

- **Construction Site Pollutant Control**

City provides inspections of construction site erosion control sites.

- **Post-Construction Storm Water Management**

Post-Construction stormwater management requirements have been completed per the permit.

- **Pollution Prevention**

The pollution prevention plan has been submitted to the DNR per permit requirements.

b. Storm Water Quality Management: Has the municipality completed a pollutant-loading analysis to assess compliance with the 20% TSS reduction developed urban area performance standard?  Yes  No

If yes, provide the following: Model used WinSlamm Version 9.40 Reduction (%) 20.2

If no, include a description of any actions the municipality has undertaken during 2011 to help achieve the 20% standard.

Has the municipality completed an evaluation of all municipal owned or operated structural flood control facilities to determine the feasibility of retrofitting to increase TSS removal?  Yes  No If yes, describe:

**Annual Report under MS4**  
**General Permit No. WI-S050075-1**

Form 3400-195 (R 01/12)

Page 4 of 8

c. Best Management Practices Maintenance: Does the municipality have a maintenance program for installed storm water best management practices?  Yes  No

If yes, describe the maintenance program. If available, attach any additional information on the maintenance program.

The maintenance program is described in the Stormwater Management report dated June 2008, which the DNR has been provided a copy.

d. Storm Sewer System Map: Describe any changes or updates to the storm sewer system map made in the reporting year. Provide an updated map if any changes occurred during the reporting year. No changes in 2011.

**SECTION VI. Fiscal Analysis**

- a. Provide a fiscal analysis that includes the annual expenditures for 2011, and the budget for 2011 and 2012. A table to document fiscal information is provided on page 6.
- b. What financing/fiscal strategy has the municipality implemented to finance the requirements of the general permit?  
 Storm water utility     General fund     Other \_\_\_\_\_
- c. Are adequate revenues being generated to implement your storm water management program to meet the permit requirements?     Yes     No

Please provide a brief summary of your financing/fiscal strategy and any additional information that will assist the Department in understanding how storm water management funds are being generated to implement and administer your storm water management program.

City establishes the Stormwater Utility fee based on the yearly budget for maintenance, operation, and debt service. The Utility borrows funds or bonds for capital projects, which results in debt service payments.

**SECTION VII. Inspections and Enforcement Actions**

**Note: If an ordinance listed below has previously been submitted and has not been amended since that time, a copy does not need to be submitted again. If the ordinance was previously submitted, indicate such in the space provided.**

- a. As of the date of this annual report, has the municipality adopted a construction site pollutant control ordinance in accordance with subsection 2.4.1 of the general permit?     Yes     No    If yes, attach copy or provide web link to ordinance:

<http://library.municode.com/index.aspx?clientId=16691>

- b. As of the date of this annual report, has the municipality adopted a post-construction storm water management ordinance in accordance with subsection 2.5.1 of the general permit?     Yes     No    If yes, attach copy or provide web link to ordinance:

<http://library.municode.com/index.aspx?clientId=16691>

- c. As of the date of this annual report, has the municipality adopted an illicit discharge detection and elimination ordinance in accordance with subsection 2.3.1 of the general permit?     Yes     No    If yes, attach copy or provide web link to ordinance:

<http://library.municode.com/index.aspx?clientId=16691>

- d. As of the date of this annual report, has the municipality adopted any other ordinances it has deemed necessary to implement a program under the general permit (e.g., pet waste ordinance, leaf management/yard waste ordinance, parking restrictions for street cleaning, etc.)?     Yes     No    If yes, attach copy or provide web link to ordinance:

- e. Provide a summary of available information on the number and nature of inspections and enforcement actions conducted during the reporting period to ensure compliance with the ordinances described in a. to d. above.

City issues erosion control permits and stormwater management permits. Erosion control permittees are required to send completed weekly inspection forms to the DPW office. At a minimum, City staff inspects the sites monthly. City does illicit discharge inspections at all its minor and major outfalls based on the schedule, which presently is yearly.

**SECTION VIII. Water Quality Concerns**

a. Does any part of the MS4 discharge to an outstanding resource water (ORW) or exceptional resource water (ERW) listed under s. NR 102.10 or 102.11, Wis. Adm. Code? (A list of ORWs and ERWs may be found on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/wqs/orwerw/>)  Yes  No If yes, list:

b. Does any part of the MS4 discharge to an impaired waterbody listed in accordance with section 303(d)(1) of the federal Clean Water Act, 33 USC § 1313(d)(1)(C)? (A list of the most current Wisconsin impaired waterbodies may be found on the Department's Internet site at: <http://dnr.wi.gov/org/water/wm/wqs/303d/303d.html>)  Yes  No If yes, complete the following:

- Impaired waterbody to which the MS4 discharges:
  
- Description of actions municipality has taken to comply with section 1.5.2 of the MS4 general permit for discharges of pollutant(s) of concern to an impaired waterbody:

c. Identify any known water quality improvements in the receiving water to which the MS4 discharges during the reporting period.

No known improvements.

d. Identify any known water quality degradation in the receiving water to which the MS4 discharges during the reporting period and what actions are being taken to improve the water quality in the receiving water.

None known.

**SECTION IX. Proposed Program Changes**

a. Describe any proposed changes to the storm water management program being contemplated by the municipality for 2012 and the schedule for implementing those changes. Proposed program changes must be consistent with the requirements of the general permit.

With the passage of Wisconsin 2011 Act 32, the City did not proceed with a planned capital project, which was the construction of a detention pond on Clay St. The City did purchase property for another proposed stormwater detention pond, which was not planned for 2011. The City is cognizant of the Total Maximum Daily Limit (TMDL) being imposed on the Rock River Basin. The City is trying to determine the impact of the TMDL as it relates or interrelates to the City's discharge permits for both the Wastewater Utility and the Stormwater Utilities before moving ahead with capital projects.

**Fiscal Analysis Table.** Complete the fiscal analysis table provided below.

Program Element	Annual Expenditure		Budget		Source of Funds
	2011		2011	2012	
Public Education and Outreach					See attachment B
Public Involvement and Participation					See attachment B
Illicit Discharge Detection and Elimination					See attachment B
Construction Site Pollutant Control					See attachment B
Post-Construction Storm Water Management					See attachment B
Pollution Prevention					See attachment B
Storm Water Quality Management (including pollutant-loading analysis)					See attachment B
Storm Sewer System Map					See attachment B
Other					See attachment B

NORTHERN REGION COUNTIES			WEST CENTRAL REGION COUNTIES		
Ashland	Langlade	DNR Service Center	Adams	Marathon	DNR Service Center
Barron	Lincoln	1701 N. 4th Street	Buffalo	Monroe	5301 Rib Mountain Rd.
Bayfield	Oneida	Superior, WI 54880	Clark	Portage	Wausau, WI 54401
Burnett	Polk	Phone: (715) 392-7988	Crawford	Trempealeau	Phone: (715) 359-4522
Douglas	Price		Jackson	Vernon	
Florence	Rusk		Juneau	Wood	
Forest	Sawyer		La Crosse		
Iron	Taylor				
	Vilas				
	Washburn		Chippewa	Pepin	DNR Service Center
			Dunn	Pierce	890 Spruce St.
			Eau Claire	St. Croix	Baldwin, WI 54002
					Phone: (715) 684-2914

NORTHEAST REGION COUNTIES			SOUTH CENTRAL REGION COUNTIES		
Brown	Marquette	DNR Northeast Region	Columbia	Jefferson	DNR South Central Region
Calumet	Menominee	2984 Shawano Ave.	Dane	LaFayette	3911 Fish Hatchery Rd.
Door	Oconto	Green Bay, WI 54313	Dodge	Richland	Fitchburg, WI 53711
Fond du Lac	Outagamie	Phone: (920) 662-5100	Grant	Rock	Phone: (608) 275-3266
Green Lake	Shawano		Green	Sauk	
Kewaunee	Waupaca		Iowa		
Manitowoc	Waushara				
Marinette	Winnebago				

SOUTHEAST REGION COUNTIES		
Kenosha	Sheboygan	DNR Service Center
Milwaukee	Walworth	141 NW Barstow Street,
Ozaukee	Washington	Room 180
Racine	Waukesha	Waukesha, WI 53188
		(262) 574-2100

**City of Whitewater**  
**Rock River Stormwater Group**  
**Education and Outreach Plan by Permit Section**

**Audiences:**

- General Public
- Homeowners, Landlords and Small Business Owners (managers of less than 5 acres of lawn and with small areas of imperviousness)
- Consultants, Developers, Home Builders and Contractors (construction professionals)
- Municipalities and Municipal Staff
- Elected Officials
- Managers of Large Facilities

	Audience	Activities	Measures of Success	Activities Completed
<b>2.1 Public Education and Outreach - The permittee shall implement a public education and outreach program to increase the awareness of storm water pollution impacts on waters of the state to encourage changes in public behavior to reduce such impacts. The program shall establish measurable goals and, at a minimum, include the following elements:</b>				
<b>2.1.1 Promote detection and elimination of illicit discharges and water quality impacts associated with such discharges from municipal separate storm sewer systems.</b>				
	Industrial operators/carpet cleaners or other target audience based on research	<ul style="list-style-type: none"> <li>• Distribute DNR small business publications to business and industrial parks</li> <li>• Promote DNR small business evaluation tool</li> </ul>	<ul style="list-style-type: none"> <li>• # of other stormwater groups talked to</li> <li>• # of businesses reached</li> <li>• # of materials distributed</li> </ul>	<ul style="list-style-type: none"> <li>• Information and research collected on property management companies as the target audience for the DNR tools.</li> <li>• DNR small business resources distributed to 6 companies that manage over 360 properties in the Rock River Basin, 25 of which are within the RRSB member cities.</li> </ul>

Municipal Staff	Municipalities hold internal in-field, individual consultations and lessons as needed	<ul style="list-style-type: none"> <li># of meetings held</li> </ul>	Training was done with new employee who will assist with illicit discharge inspections and mapping of stormwater infrastructure.
<b>2.1.2 Inform and educate the public about the proper management of materials that may cause storm water pollution from sources including automobiles, pet waste, household hazardous waste and household practices.</b>			
General public	Newspaper press releases	<ul style="list-style-type: none"> <li># of releases sent</li> </ul>	Website releases and newspaper releases for Cleansweep were done for the Cleansweep Day held in Whitewater in October.
Small business restaurants	Evaluate use of poster	<ul style="list-style-type: none"> <li># of surveys sent and returned</li> </ul>	Followed up with personal phone calls to a sample of local restaurants.
General public	Promote storm drain stenciling	<ul style="list-style-type: none"> <li># of groups stenciling</li> </ul>	Updated website with stenciling information and photos. Stenciling was done as part of the Make a Difference Day. Group of 22 students took part.
Student group	Possible video competition in collaboration with UWW, PSA creation. Look into this or other collaborative projects with UWW	<ul style="list-style-type: none"> <li># of students participating in RRSR programs</li> </ul>	<ul style="list-style-type: none"> <li>Public Service Announcement (PSA) contest held Fall 2011</li> <li>4 full videos submitted</li> <li>Articles and press releases were sent to UWW and Whitewater</li> <li>Radio program interviewed UWW staff regarding the contest</li> <li>Information sent to professors to promote to students</li> <li>Contest flyers were posted on campus</li> <li>Over 340 views of videos</li> </ul>
<b>2.1.3 Promote beneficial onsite reuse of leaves and grass clippings and proper use of lawn and garden fertilizers and pesticides.</b>			
Homeowners	<ul style="list-style-type: none"> <li>Duplicate effective measures from 2010 campaign, including sign posting, church bulletins</li> <li>Focus on grass</li> </ul>	<ul style="list-style-type: none"> <li>Increased use of street signage or other posting method</li> <li>Increased # of yards complying with leaf and grass regulations</li> </ul>	<ul style="list-style-type: none"> <li>Grass clipping stickers distributed at events. Beloit talked to 50 people at an event and distributed mower stickers.</li> <li>TV show on Whitewater public access channel included grass clipping segment</li> <li>Grass clipping stickers were given to</li> </ul>

	clippings. Press release, newsletter article, possible mower sticker project and PSAs	<ul style="list-style-type: none"> <li>Workshop with 30+ attendees</li> </ul>	<p>members for municipal mowers. Explanatory postcards with stickers were created and distributed for the public.</p> <ul style="list-style-type: none"> <li>Heart of the City distributed grass clipping stickers at Ft. Atkinson farmers market.</li> <li>Beaver Dam distributed 100 stickers at Dodge County fair and by mailing out to people who blowing clippings into the street.</li> </ul>
Homeowners	Outreach on using compost based on research of other programs	<ul style="list-style-type: none"> <li># of people receiving compost message</li> </ul>	Composting campaign focused on reusing grass clippings. Because research showed that each municipality has different process and procedures for grass clippings, we will focus on reuse and combine compost messaging in a 2012 target campaign.
<b>2.1.4 Promote the management of streambanks and shorelines by riparian landowners to minimize erosion and restore and enhance the ecological value of waterways.</b>			
Shoreline property owners	<ul style="list-style-type: none"> <li>Keep website updated with new information</li> <li>Promote workshops held by others, like counties for example</li> </ul>	# of workshops promoted by # of members	<ul style="list-style-type: none"> <li>Shared Waterstar workshop webinar and nearby workshops with members.</li> <li>Began research into target campaign for 2012.</li> <li>Researched and drafted stormwater pond information that includes pond shoreline inspection and maintenance.</li> </ul>
<b>Audience</b>	<b>Activities</b>	<b>Measures of Success</b>	<b>Activities Completed</b>
<b>2.1.5 Promote infiltration of residential storm water runoff from rooftop downspouts, driveways and sidewalks.</b>			
Internal RRSg	Conduct a feasibility study - Research, gauge interest in rain barrel and plant subsidy program. Review other town's programs and	<ul style="list-style-type: none"> <li>Report delivered and used for 2012 plan</li> </ul>	Completed feasibility study in spring 2011. Based on the research and other WI programs, group decided not to implement on a RRSg wide-scale in 2012.

	local resources		
Homeowners	<p>Disconnect downspout outreach campaign</p> <ul style="list-style-type: none"> <li>• Flyer in home and garden stores or other public locations</li> <li>• Topic for article and separate press release</li> <li>• Create materials/demonstration that can be used in all workshops</li> </ul>	<ul style="list-style-type: none"> <li>• # of flyers distributed</li> <li>• # of articles picked up in papers</li> </ul>	<ul style="list-style-type: none"> <li>• TV show on Whitewater public access channel included demonstration of supplies and how to disconnect a downspout.</li> <li>• Beloit open house event with over 200 visitors to demonstrate and flyers given out.</li> <li>• New website page added and featured in the “Tip of the Season” feature.</li> <li>• Flyers with disconnection information given out at Ft. Atkinson farmers market.</li> </ul>
<b>2.1.6 Inform, and where appropriate, educate those responsible for the design, installation and maintenance of construction site erosion control practices and storm water management facilities on how to design, install and maintain the practices.</b>			
Developers	<ul style="list-style-type: none"> <li>• 2 new fact sheets, topics could include sequencing, plan development, how to follow plan and how to best inspect</li> <li>• Continued use of developer materials including field guide, factsheets and folders</li> </ul>	<ul style="list-style-type: none"> <li>• # of members using factsheets</li> <li>• # of field guide distributed</li> </ul>	<ul style="list-style-type: none"> <li>• Whitewater provided fact sheets to developers through the Neighborhood Services office</li> <li>• Created developer folder with general information to hold all factsheets.</li> <li>• Started 2 new developer factsheets on sequencing and inspection/maintenance; waiting on final approval at end of year:</li> <li>• NR 151 changes factsheet started and in progress.</li> </ul>
Facility managers and maintenance staff	<ul style="list-style-type: none"> <li>• How to maintain long term storm water facilities</li> </ul>	<ul style="list-style-type: none"> <li>• # brochures distributed</li> <li>• # managers or owners talked with</li> </ul>	<ul style="list-style-type: none"> <li>• 4 page Guide to stormwater pond long-term maintenance started; waiting on final approval at end of year.</li> </ul>

Facility owners  Homeowner associations that manage basins	<ul style="list-style-type: none"> <li>campaign</li> <li>• Brochure or other material about maintaining</li> <li>• Use or adapt UW Extension factsheet</li> <li>• Mailing or postcard to facilities – possible a mail-back postcard (Madison example)</li> </ul>		
<b>2.1.7 Identify businesses and activities that may pose a storm water contamination concern, and where appropriate, educate specific audiences on methods of storm water pollution prevention.</b>			
See 2.1.1			
Multiple businesses and private audiences	<ul style="list-style-type: none"> <li>• Generic and customized courtesy ticket/citation</li> <li>• Work with members, and survey other municipal enforcement staff for needs</li> </ul>	<ul style="list-style-type: none"> <li>• # of members using tickets</li> <li>• Reduction in violation citation</li> </ul>	Topic discussed in two meetings; Group decided that individual municipalities will create tickets since there is too much variation between ordinance locations.
Internal RRSg	<ul style="list-style-type: none"> <li>• Research other stormwater groups successes and outreach to identify and remove cross connections</li> </ul>		Conducted research and will use research in 2012.
Contractors/small project workers	Concrete washout requirements education		Materials received and will be distributed in the future
Professionals	RRSG members, the	<ul style="list-style-type: none"> <li>• # opportunities promoted</li> </ul>	Invitations and events promoted within the

	RRSWEC and RRBE will promote training opportunities, developed by others, including snow removal and salt for construction or stormwater professionals		RRSGG, including wetland plants, winter road management, EPA webcasts, NASECA workshop and Waterstar webinars.
Landscapers	Lawnmower outreach with stickers directing to point away from street.	<ul style="list-style-type: none"> <li># stickers used</li> </ul>	Materials received and will be distributed in the future
Audience	Activities	Measures of Success	Activities Completed
<b>2.1.8 Promote environmentally sensitive land development designs by developers and designers.</b>			
Developers and designers	<ul style="list-style-type: none"> <li>Create materials on “green infrastructure” and other sensitive designs to distribute when applicable</li> <li>Add smart growth information to website</li> </ul>	<ul style="list-style-type: none"> <li># of materials distributed</li> <li># of sensitive designs used</li> </ul>	Changed into planning on GI workshop or other activity in the future. Going to target developers and designers in 2012 through emails and other outreach opportunities. There was not enough interest and benefits to complete this project in 2011.
<b>2.2 Public Involvement and Participation The permittee shall implement a program to notify the public of activities required by this permit and to encourage input and participation from the public regarding these activities. This program shall include measurable goals for public involvement and participation and comply with applicable state and local public notice requirements.</b>			
Public	<ul style="list-style-type: none"> <li>Quarterly Rock River Reflections articles written and</li> </ul>	<ul style="list-style-type: none"> <li># of articles published in local papers</li> </ul>	2011 articles included: <ul style="list-style-type: none"> <li>Two on stream banks, including a case study of the projects in Beloit</li> </ul>

	<p>issues distributed to municipalities.</p> <ul style="list-style-type: none"> <li>• Four additional newsletter articles written and distributed to members and press. Articles formatted to send as press releases when appropriate</li> </ul>		<ul style="list-style-type: none"> <li>• Stormwater pollution and how it can affect fishing</li> <li>• Downspout disconnection</li> <li>• UWW video contest</li> </ul>
Public/Developers	<ul style="list-style-type: none"> <li>• Events calendar regularly updated</li> <li>• Professionals page with fact sheets and other materials created by EC.</li> </ul>	Website maintained	<ul style="list-style-type: none"> <li>• New website pages include: <ul style="list-style-type: none"> <li>○ Leaf, mowing</li> <li>○ Downspout disconnection</li> <li>○ Illicit discharges</li> </ul> </li> <li>• Added all developer factsheets to website</li> <li>• Created portfolio for all materials to be put online and shared via email with other stormwater groups and other targeted audiences.</li> </ul>
<b>ADDITIONAL ACTIVITIES</b>			
			<ul style="list-style-type: none"> <li>• Beaver Dam Water Quality Forum - Distributed RRSB materials</li> <li>• Posters and brochures used in Hoard Museum workshop, Fort Atkinson 2011</li> <li>• Biodiversity Project research project compiling public opinion research. Shared with RRSB and WI educators group.</li> <li>• Attended 2 meetings with other state</li> </ul>

				stormwater educators to share RRSB work and learn what others are doing for potential collaboration.
--	--	--	--	--

CITY OF WHITEWATER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2011

STORMWATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>STORMWATER REVENUES</u>					
630-41110-63 RESIDENTIAL REVENUES	10,843.18	128,845.91	126,448.00	( 2,397.91)	101.9
630-41112-63 COMMERCIAL REVENUES	7,109.07	89,509.01	90,506.00	998.99	98.9
630-41113-63 INDUSTRIAL REVENUES	3,767.03	45,712.11	44,763.00	( 949.11)	102.1
630-41114-63 PUBLIC/TAX EXEMPT REVENUES	5,753.74	67,873.00	65,021.00	( 2,852.00)	104.1
630-41115-63 PENALTIES	431.80	3,334.59	2,000.00	( 1,334.59)	166.7
TOTAL STORMWATER REVENUES	27,904.82	335,074.62	328,738.00	( 6,336.62)	101.9
<u>MISC REVENUES</u>					
630-42110-63 INTEREST INCOME	.00	95.94	150.00	54.06	64.0
TOTAL MISC REVENUES	.00	95.94	150.00	54.06	64.0
<u>OTHER FINANCING SOURCES</u>					
630-49930-63 RETAINED EARNINGS-(INC)-DEC	.00	.00	37,392.00	37,392.00	.0
630-49940-63 RETAINED LOAN PROCEEDS	.00	227,000.00	( 474,250.00)	( 701,250.00)	47.9
630-49950-63 CAPITAL IMPROVE-LOAN	.00	.00	659,213.00	659,213.00	.0
TOTAL OTHER FINANCING SOURCES	.00	227,000.00	222,355.00	( 4,645.00)	102.1
TOTAL FUND REVENUE	27,904.82	562,170.56	551,243.00	( 10,927.56)	102.0

CITY OF WHITEWATER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 12 MONTHS ENDING DECEMBER 31, 2011

STORMWATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET	
<u>ADMINISTRATIVE/GENERAL EXPENSE</u>						
630-63300-115	ADMINISTRATIVE SALARIES	2,705.40	31,379.42	36,410.00	5,030.58	86.2
630-63300-116	ACCOUNTING/FINANCE SALARIES	2,035.56	21,297.75	19,259.00	( 2,038.75)	110.6
630-63300-120	EMPLOYEE BENEFITS-TOTAL	2,574.89	46,162.43	67,014.00	20,851.57	68.9
630-63300-154	PROFESSIONAL DEVELOPMENT	.00	309.28	1,000.00	690.72	30.9
630-63300-214	PROF SERVICES/AUDIT EXPENSES	.00	3,075.00	2,000.00	( 1,075.00)	153.8
630-63300-220	ENGINEERING/PLANNING- TO GF	169.02	7,669.02	6,000.00	( 1,669.02)	127.8
630-63300-221	GIS EXPENSES	.00	2,500.00	1,000.00	( 1,500.00)	250.0
630-63300-247	SOFTWARE EXPENSES	.00	984.00	1,000.00	16.00	98.4
630-63300-310	OFFICE SUPPLIES	366.18	2,275.41	1,500.00	( 775.41)	151.7
630-63300-345	SAFETY PROGRAM-DPW	.00	.00	1,000.00	1,000.00	.0
630-63300-352	INFO TECHNOLOGY EXPENSES	.00	984.00	.00	( 984.00)	.0
630-63300-362	CREDIT/DEBIT CARD EXPENSES	.00	.00	500.00	500.00	.0
630-63300-519	INSURANCE EXPENSES	247.15	3,639.00	3,500.00	( 139.00)	104.0
630-63300-610	DEBT SERVICE-PRINCIPAL/INT	.00	.00	55,956.00	55,956.00	.0
630-63300-913	ERF TRANSFER-DPW ERF	.00	19,000.00	19,000.00	.00	100.0
	<b>TOTAL ADMINISTRATIVE/GENERAL EXPENSE</b>	<b>8,098.20</b>	<b>139,275.31</b>	<b>215,139.00</b>	<b>75,863.69</b>	<b>64.7</b>
<u>STREET CLEANING</u>						
630-63310-111	SALARIES/WAGES	2,706.41	18,051.07	17,404.00	( 647.07)	103.7
630-63310-351	FUEL EXPENSES	257.15	3,129.56	5,500.00	2,370.44	56.9
630-63310-353	EQUIPMENT PARTS/SUPPLIES	977.16	8,516.73	4,500.00	( 4,016.73)	189.3
	<b>TOTAL STREET CLEANING</b>	<b>3,940.72</b>	<b>29,697.36</b>	<b>27,404.00</b>	<b>( 2,293.36)</b>	<b>108.4</b>
<u>STORM WATER MANAGEMENT</u>						
630-63440-111	SALARIES/WAGES	331.40	16,738.28	25,510.00	8,771.72	65.6
630-63440-113	SEASONAL WAGES	.00	.00	901.00	901.00	.0
630-63440-295	CONTRACTUAL SERVICES	.00	17,433.12	6,900.00	( 10,533.12)	252.7
630-63440-320	PUBLIC EDUCATION/OUTREACH	.00	5,000.00	5,000.00	.00	100.0
630-63440-350	REPAIR/MAINTENANCE SUPPLIES	249.01	11,292.91	7,000.00	( 4,292.91)	161.3
630-63440-351	FUEL EXPENSES	.00	1,334.09	1,200.00	( 134.09)	111.2
630-63440-590	PERMIT FEES-DNR	.00	2,000.00	2,000.00	.00	100.0
630-63440-810	CAPITAL EQUIPMENT	.00	1,500.00	184,963.00	183,463.00	.8
630-63440-820	CAPITAL IMPROVEMENTS	.00	129,771.50	.00	( 129,771.50)	.0
630-63440-835	PROPERTY-305 JAMES ST.-KLUG	300.00	300.00	.00	( 300.00)	.0
	<b>TOTAL STORM WATER MANAGEMENT</b>	<b>880.41</b>	<b>185,369.90</b>	<b>233,474.00</b>	<b>48,104.10</b>	<b>79.4</b>

**CITY OF WHITEWATER**  
 EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 12 MONTHS ENDING DECEMBER 31, 2011

**STORMWATER UTILITY FUND**

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>COMPOST SITE/YARD WASTE EXP</u>					
630-63600-111 SALARIES/WAGES	2,406.03	39,100.71	56,562.00	17,461.29	69.1
630-63600-113 SEASONAL WAGES	.00	7,821.63	3,603.00	( 4,218.63)	217.1
630-63600-340 OPERATING SUPPLIES/LEAF BAGS	.00	3,628.66	4,000.00	371.34	90.7
630-63600-351 FUEL EXPENSES	291.53	5,638.37	2,700.00	( 2,938.37)	208.8
630-63600-352 VEHICLE/EQUIPMENT/REPAIR PARTS	245.19	1,482.58	2,000.00	517.42	74.1
TOTAL COMPOST SITE/YARD WASTE EXP	2,942.75	57,671.95	68,865.00	11,193.05	83.8
<u>LAKE MANAGEMENT/MAINT EXP</u>					
630-63610-291 LAKE WEED CONTROL EXPENSES	.00	408.58	6,361.00	5,952.42	6.4
TOTAL LAKE MANAGEMENT/MAINT EXP	.00	408.58	6,361.00	5,952.42	6.4
TOTAL FUND EXPENDITURES	15,862.08	412,423.10	551,243.00	138,819.90	74.8
NET REVENUE OVER EXPENDITURES	12,042.74	149,747.46	.00	( 149,747.46)	.0

## MEMORANDUM

TO: Michele Smith, City Clerk

FROM: Lisa K. Otterbacher, Chief of Police

DATE: February 23, 2012

REF: ALCOHOL BEVERAGE LICENSE APPLICATION  
Wanda's Waterfront  
292 S. Wisconsin Street  
Agent: Wanda Kay Milnamow

---

Effective February 23, 2012, the following information is being supplied on an official basis concerning the license application of the above named party. Only that information which would bear upon this application is recorded. Traffic Violations are excluded.

Pertinent records of the appropriate local and state agencies have been searched as of this date with the following results:

No information was disclosed that would hinder the issuance of the above requested license.

LKO/cas

**ORIGINAL ALCOHOL BEVERAGE LICENSE APPLICATION**

Submit to municipal clerk.

For the license period beginning \_\_\_\_\_ 20\_\_\_\_; ending \_\_\_\_\_ 20\_\_\_\_

TO THE GOVERNING BODY of the:  Town of } Whitewater  
 Village of }  
 City of }  
 County of Walworth Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

Applicant's Wisconsin Seller's Permit Number: <u>456-1026550618-02</u>	
Federal Employer Identification Number (FEIN):	
LICENSE REQUESTED ▶	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input checked="" type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Wholesale beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input checked="" type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$
<b>TOTAL FEE</b>	<b>\$</b>

1. The named  INDIVIDUAL  PARTNERSHIP  LIMITED LIABILITY COMPANY  CORPORATION/NONPROFIT ORGANIZATION hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Wanda's Waterfront LLC owned by Wanda Milnamow

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

	Title	Name	Home Address	Post Office & Zip Code
President/Member		<u>Wanda K. Milnamow</u>	<u>1220 Talcott Street, Fort Atkinson</u>	<u>53538</u>
Vice President/Member				
Secretary/Member				
Treasurer/Member				
Agent				
Directors/Managers				

3. Trade Name Wanda's Waterfront Business Phone Number 920-397-6346  
 4. Address of Premises 292 S. Wisconsin Post Office & Zip Code Whitewater, 53190

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? already completed... learn 2... serve  Yes  No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant?  Yes  No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business?  Yes  No
8. (a) Corporate/limited liability company applicants only: Insert state \_\_\_\_\_ and date \_\_\_\_\_ of registration.  
 (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company?  Yes  No  
 (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin?  Yes  No

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) upper + lower levels including decks + storage area

10. Legal description (omit if street address is given above): frame bldg, 292 S. Wisconsin
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year?  Yes  No  
 (b) If yes, under what name was license issued?
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864]  Yes  No
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]  Yes  No
14. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

**SUBSCRIBED AND SWORN TO BEFORE ME**  
 this 21st day of February, 20 12  
Michele Smith  
 (Clerk/Notary Public)  
 My commission expires 4-27-14

Wanda Milnamow  
 (Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)  
 (Officer of Corporation/Member/Manager of Limited Liability Company /Partner)  
 (Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

TO P.D. 2/22/12 DM

Caps of whitewater@gmail.com

# Memorandum

To: Kevin Brunner, City Manager  
From: Chuck Nass, Superintendent Streets/ Parks and City Forester  
Date: March 12, 2012

Subject: **Downtown Trees**

The City Council has requested information concerning the street trees on Main Street in the downtown area. In this memo, I will address the 19 trees from Fremont St. east to Whitewater Street. The majority of the downtown trees are ash, honeylocust and a few lindens.

The street trees in the downtown section of our City have been planted in the tree wells since Main Street was renovated nearly 20+ years ago. These trees have grown very well in the small areas that they are confined to, but not without some problems. Some of the trees have grown too big for the tree grates that contained them. Seven years ago I had my staff go around and cut back the tree grates from the trunks of the trees as the trees were growing into and pushing up the grates. Also there was at that time some small heaving of the sidewalk areas.

Since the first repairs seven years ago new areas of concern with the tree grates have developed over the past year. We have cut back the high spots in the sidewalk area in front of Bergey Jewelry at 173 W. Main St as well as the tree grate. We have also fixed the tree grate recently in front of Jessica's Restaurant and other tree grates from west of Jessica's.

I have met on two occasions with the design group of Downtown Whitewater to look over the problems that have arisen from these trees. I am planning on getting the Design Committee together with the Urban Forestry Commission in the near future to work on a plan to figure out what is our best course of action with these trees. One tree in front of the Downstairs Sports Bar was replaced two years ago with a 3" autumn blaze maple and is doing very well. Two other trees are scheduled to be replaced this spring, those are a 4" maple at the end of Main on the north side of the street and a 10" linden near Rosa's as both of these trees are in decline.

I will be in attendance at the next City council meeting, March 20, 2012 to answer any additional questions anyone may have at that time.



## MEMORANDUM

---

**TO:** Kevin Brunner and Common Council  
**FROM:** Cameron Clapper  
**SUBJECT:** Historic Train Depot Restoration  
**DATE:** 03.15.2011

---

In late October 2011, the Common Council formally rejected construction bids for the Historic Train Depot Restoration Project. At that time, staff was directed to reduce the scope of the project and solicit bids a second time in early 2012. Bids for the project were solicited on February 13, 2012 and opened on March 6, 2012. Based on bids submitted, the Historic Train Depot Restoration project is expected to be completed within budget.

### The RFP Process

Isthmus Architecture solicited bids on behalf of the City of Whitewater on February 13, 2012. Bidders were asked to submit a base bid as well as two alternates. The first alternate would include the partial removal the stone drainage vault in the basement of the Depot. The second alternate would include the complete removal of the stone drainage vault in the basement of the Depot. A mandatory pre-bid meeting was held on the site of the Historic Train Depot on February 22, 2012. The following firms submitted bid proposals for the project. The actual bid sheet is included with this memo.

1. MZ Construction, Inc.
2. Joe Daniels Construction Co., Inc.
3. Beyer Construction
4. Harmony Construction Mgt., Inc.
5. Gilbank Construction, Inc.

Joe Daniels Construction Co., Inc. submitted the lowest bid for the project. Prior to bidding our project, Daniels completed restoration work on the water tower in Fort Atkinson, as well as restoration/renovation work on facilities on the campus of UW-Madison, including the Washburn Observatory and both North and South Halls. Daniels was also previously involved with the improvements to Cravath Lakefront Park.

Based on their record as well as the recommendation of the project architect, staff requests Common Council approval to award the project to Joe Daniels Construction Co., Inc.

Bids Received 3/5/12 – 2:00 p.m.

**PROJECT**  
**TRAIN DEPOT PROJECT (2012 VERSION)**

Bidder and Address	Bid Bond or Guarantee	Base Bid	Alternate #1 (partially remove stone drainage vault, in fill basement floor & infill exterior wall)	Alternate #2 (Completely remove balance of stone drainage vault, in fill basement floor, extend brick piers and in fill exterior masonry walls)
MZ Construction, Inc. 1770 County Road J Linden, WI 53553	Yes	\$396,000 (Tuckpoint \$18 sq ft; reconstr. Wood trim - \$2 per sq ft)	\$6,000	\$15,000
Joe Daniels Construction Co., Inc. 919 Appleton Rd. Madison, WI 53713	Yes	\$304,870 (Tuckpoint \$29 sq ft.; trim - \$50 per sq ft.)	\$3,283	\$3,732
Beyer Construction 3080 S. Calhoun Rd. New Berlin, WI 53151	Yes	\$413,000 (Tuckpoint - \$29 sq ft.; wood trim - \$49 sq ft.)	\$5,964	\$22,614
Harmony Construction Mgt., Inc. 906 Jonathon Dr. Madison, WI 53713	Yes	\$310,000 (Tuckpointing \$20 per sq ft.; wood trim \$40 per sq ft.)	\$7,000	\$19,000
Gilbank Construction, Inc. 301 Scot Dr., POB 718 Clinton, WI 53525	Yes	\$331,000 (Tuckpointing \$29 sq ft.; wood trim - \$40 per sq ft.)	\$5,500	\$16,000

Received by:  
Michele R. Smith, City Clerk

\*Originals given to Cameron Clapper on date of bid opening.

**SECTION 00 04 10-BID FORM (Re-Bid)**

Bids to be received until 2:00 pm CST, March 5, 2012.

**THE PROJECT AND THE PARTIES**

**TO:** CITY OF WHITEWATER  
MUNICIPAL BUILDING  
312 WEST WHITEWATER STREET  
WHITEWATER, WISCONSIN 53190

**FOR:** WHITEWATER PASSENGER DEPOT RESTORATION  
WISDOT PROJECT NO. 13835-02-70

**DATE:** March 5, 2012 (Bidder to enter date)

**SUBMITTED BY:** (Bidder to enter name and address)

**BIDDERS FULL NAME:** Joe Daniels Construction Co., Inc.

**ADDRESS:** 919 Applegate Road

**CITY, STATE, ZIP** Madison, WI 53713

I. The undersigned, having familiarized themselves with the Contract Documents including Advertisement for Bids, Instructions to Bidders, Form of Proposal, General Conditions, Form of Contract, Form of Bond, Specifications, Addenda and Exhibits issued and attached to the specifications on file at Isthmus Architecture, Inc., 613 Williamson Street, Suite 203, Madison, WI 53703, hereby proposes to furnish all of the labor, materials, necessary tools, expendable equipment and all utility and transportation services necessary to perform and complete, in a workmanlike manner, Whitewater Passenger Depot Restoration Project, all in accordance with the plans and specifications as prepared by Isthmus Architecture, Inc., including addenda issued.

The Bidder agrees to perform all the work described in the Contract Documents for the following prices:

ITEM DESCRIPTION  
NO.

1. All preservation work, selective removal temporary facilities and controls, miscellaneous interior cutting and patching and interior and exterior clean-up, general project supervision for the lump sum price of

*Three Hundred Four Thousand Eight Hundred Seventy and 00/100* dollars (\$304,870.00)

2. Unit prices to add or deduct from the Base Bid price, the following unit prices shall:

A. UP - 1: Tuckpoint masonry walls, the unit price of Twenty-nine dollars per sq. ft.  
(\$ 29.00 /sq.ft.)

B. UP - 2 : Reconstruct wood trim, the unit price of Fifty dollars per sq. ft.  
(\$ 50.00 /sq.ft.)

II. Accompanying this Proposal is bid bond, in  
bond  
Certified Check, Bond, Bank Draft  
the amount of Ten Percent of the Maximum Amount Bid dollars  
(\$ --10%---), as required by the Advertisement for Bids.

#### ALTERNATES

The following are Alternate Prices for specific portions of the Work as listed. The base bid should not include this scope of work.

Add Alternate AB-1: To partially remove the existing stone drainage vault, in-fill the basement floor and in-fill exterior wall, ADD the amount of Three thousand two hundred eighty three dollars (\$ 3,283.00).

Add Alternate AB-2: To completely remove the balance of existing stone drainage vault, in-fill basement floor, extend brick piers and in-fill exterior masonry walls, ADD the amount of Three thousand seven hundred thirty two dollars (\$ 3,732.00).

#### ACCEPTANCE

This offer shall be open to acceptance and irrevocable for sixty days from the bid closing date.

If this bid is accepted by the Owner within the period of time stated above, we will:

Execute the Agreement within seven days of receipt of Notice to Award.

Furnish the required bonds within seven days of receipt of Notice to Award.

Commence work within seven days after the Notice to Proceed of this bid.

If this bid is accepted within the time stated, and we fail to commence the Work or we fail to provide the required Bond(s), the security deposit shall be forfeited as damages to Owner by reason of our failure, limited in the amount to the lesser of the face value of the security deposit or the difference between this bid and the bid upon which a Contract is signed.

The City of Whitewater reserves the right to select the base bid and add any or none of the alternates at its discretion as funding allows in the following order: Base Bid, Base Bid+Alternate #AB-1, Base Bid+Alternate #AB1+#AB2. If any, all or none of the alternates are selected, by the City of Whitewater, the contract price will be calculated using the total Base Bid listed in the Bid Proposal plus or minus any or none of the selected alternates.

In the event our bid is not accepted within the time stated above, the security deposit shall be returned to the undersigned, in accordance with the provisions of the Instructions to Bidders; unless a mutually satisfactory arrangement is made for its retention and validity for an extended period of time.

#### CONTRACT TIME

If this Bid accepted, we will:

BID FORM

00 04 10-2

Complete the Work in 20 calendar weeks from Notice to Proceed.

**ADDENDA**

The following Addenda have been received. The modifications to the Bid Documents noted below have been considered and all costs are included in the Bid Sum.

Addendum # 1 dated 2/23/12

Addendum # 2 dated 2/29/12

Addendum # \_\_\_\_\_

III. I hereby certify that all statements herein are made on behalf of:

Joe Daniels Construction Co., Inc.

(Bidder- print the full name of your firm)

was hereunto affixed in the presence of:

Joseph A. Daniels

(Authorized signing officer, Title)

(Seal) Joseph A. Daniels - President

(none)

**I have examined and carefully prepared this Proposal from the plans and specifications and have checked the same in detail before submitting this Proposal; that I have full authority to make such statements and submit this Proposal in its behalf; and that the said statements are true and correct.**

Sworn & Subscribed to before  
me this 5th day of March, 2012

Notary Public or other officer  
authorized to administer oaths.

Kea I. Sainsbury

Kea I. Sainsbury  
My commission expires 8/5/2012

NOTE: Bidders should not add any conditions or qualifying statements to the Proposal, as otherwise the Proposal may be declared irregular as being not responsive to the Advertisement.

**END**

FEBRUARY 1999

LIST OF SUBCONTRACTORS

Section 66.29(7), Wisconsin Statutes, provides that a bidder, as a part of his proposal, shall submit a list of the subcontractors he proposes to contract with and the class of work to be performed by each, provided that to qualify for such listing each subcontractor must first submit his bid in writing to the general contractor at least 48 hours prior to the time of bid closing. It further provides that a proposal of a bidder shall not be invalid if any subcontractor, and the class of work to be performed by such subcontractor, has been omitted from a proposal.

No subcontract, whether listed herein or later proposed, may be entered into without the written consent of the Engineer as provided in Subsection 108.1 of the Standard Specifications.

Name of Subcontractor	Class of Work	Estimated Value
Pukall Co	MASONRY	\$ 40,000.00
Rockford Tile	Ceramic Tile	\$ 3,200.00
ECO DEC	PAINTING	\$ 37,000.00
MCI	Plumbing	\$ 9,000.00
Terry M. Her	HVAC	\$ 6,000.00
STA-Lite	ELECTRIC	\$ 38,000.00

THE AMERICAN INSTITUTE OF ARCHITECTS



AIA Document A310

Bid Bond

KNOW ALL MEN BY THESE PRESENTS, that we Joe Daniels Construction Co., Inc.
919 Applegate Road - Madison, WI 53713
as Principal, hereinafter called the Principal, and Cincinnati Insurance Company
P.O. Box 145496 - Cincinnati, OH 45250

a corporation duly organized under the laws of the State of Ohio
as Surety, hereinafter called the Surety, are held and firmly bound unto City of Whitewater,
312 West Whitewater Street, Whitewater, WI 53190

as Obligee, hereinafter called the Obligee, in the sum of

Ten Percent of the Maximum Amount Bid----- Dollars (\$ ----10%----),
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by
these presents.

WHEREAS, the Principal has submitted a bid for
Whitewater Passenger Depot Restoration - WISDOT Project No. 13835-02-70
Whitewater, Wisconsin

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract
with the Obligee in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding
or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt
payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter
such Contract and give such bond or bonds, if the Principal shall pay to the Obligee the difference not to exceed the penalty
hereof between the amount specified in said bid and such larger amount for which the Obligee may in good faith contract
with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain
in full force and effect.

Signed and sealed this 5th day of March 2012

Handwritten signature of Keesa I. Sansbury
(Witness)

Joe Daniels Construction Co., Inc.
(Principal) (Seal) (none)
Handwritten signature of Joseph A. Daniels
Joseph A. Daniels (Title) President

Handwritten signature of Keesa I. Sansbury
(Witness)

Cincinnati Insurance Company
(Surety) (Seal)
Handwritten signature of Patrick A. McKenna
Patrick A. McKenna (Title) Attorney-in-Fact

THE CINCINNATI INSURANCE COMPANY

Fairfield, Ohio

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That THE CINCINNATI INSURANCE COMPANY, a corporation organized under the laws of the State of Ohio, and having its principal office in the City of Fairfield, Ohio, does hereby constitute and appoint

Tim Hausmann; Jeff Hausmann; Steven L. Squires; Sheila Dickey; Judith A. Walker; Patrick A. McKenna; Brooke L. Parker and/or Kelsey Jacobson

of Madison, Wisconsin its true and lawful Attorney(s)-in-Fact to sign, execute, seal and deliver on its behalf as Surety, and as its act and deed, any and all bonds, policies, undertakings, or other like instruments, as follows:

Any such obligations in the United States, up to

Thirty Million and No/100 Dollars (\$30,000,000.00).

This appointment is made under and by authority of the following resolution passed by the Board of Directors of said Company at a meeting held in the principal office of the Company, a quorum being present and voting, on the 6th day of December, 1958, which resolution is still in effect:

"RESOLVED, that the President or any Vice President be hereby authorized, and empowered to appoint Attorneys-in-Fact of the Company to execute any and all bonds, policies, undertakings, or other like instruments on behalf of the Corporation, and may authorize any officer or any such Attorney-in-Fact to affix the corporate seal; and may with or without cause modify or revoke any such appointment or authority. Any such writings so executed by such Attorneys-in-Fact shall be binding upon the Company as if they had been duly executed and acknowledged by the regularly elected officers of the Company."

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of the Company at a meeting duly called and held on the 7th day of December, 1973.

"RESOLVED, that the signature of the President or a Vice President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary or Assistant Secretary and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power of certificate bearing such facsimile signature and seal shall be valid and binding on the Company. Any such power so executed and sealed and certified by certificate so executed and sealed shall, with respect to any bond or undertaking to which it is attached, continue to be valid and binding on the Company."

IN WITNESS WHEREOF, THE CINCINNATI INSURANCE COMPANY has caused these presents to be sealed with its corporate seal, duly attested by its Vice President this 10th day of October, 2008.



THE CINCINNATI INSURANCE COMPANY

Thomas H. Kelly
Vice President

STATE OF OHIO ) ss:
COUNTY OF BUTLER )

On this 10th day of October, 2008, before me came the above-named Vice President of THE CINCINNATI INSURANCE COMPANY, to me personally known to be the officer described herein, and acknowledged that the seal affixed to the preceding instrument is the corporate seal of said Company and the corporate seal and the signature of the officer were duly affixed and subscribed to said instrument by the authority and direction of said corporation.



MARK J. HULLER, Attorney at Law
NOTARY PUBLIC - STATE OF OHIO
My commission has no expiration date. Section 147.03 O.R.C.

I, the undersigned Secretary or Assistant Secretary of THE CINCINNATI INSURANCE COMPANY, hereby certify that the above is a true and correct copy of the Original Power of Attorney issued by said Company, and do hereby further certify that the said Power of Attorney is still in full force and effect.

GIVEN under my hand and seal of said Company at Fairfield, Ohio.
this 5th day of March, 2012



Gregory J. Schluem
Secretary

# Memo

**To:** Common Council

**From:** Kevin Brunner

**Date:** 06/12/2009

**Re:** Proposed Contract with Isthmus Architecture for Whitewater Historic Passenger Depot Restoration Project

---

A selection team composed of Carol Cartwright (Whitewater Historical Society) and Kathleen Lashey (Whitewater Landmarks Commission), Mary Nimm (CDA), Bruce Parker and I are pleased to recommend to the Common Council the hiring of Isthmus Architecture of Madison to provide needed architectural services for the restoration of the City of Whitewater Historic Passenger Depot. Isthmus was selected from a group of five firms that submitted their statements of qualification for this project and that were subsequently interviewed by our team. Isthmus was selected primarily for its previous work performed on similar depot restoration projects in Racine, Marinette, Richland Center and Mineral Point (the latter two of which received state awards).

As you know, this project will be funded (including all architectural fees) 80% (or approximately \$320,000) by a State DOT Transportation Enhancements grant with the remaining 20% to be provided locally. The City has set aside \$40,000 in its Capital Improvements Program (CIP) for this project, we are anticipating that the remaining \$40,000 local match requirement will be met with private fundraising to be done by the Whitewater Historical Society.

The State DOT must approve the architect services contract for this project and while we are still awaiting their approval, we do need at this time the Common Council's approval of hiring Isthmus Architecture so that we can begin the building restoration design work this summer with the objective of beginning construction this fall.

The design contract with Isthmus will be at a cost not to exceed 7% or \$24,500 of the projected construction cost of approximately \$350,000. In addition, we anticipate that there will be some construction administration costs with Isthmus but those will need to be further negotiated once the final scope of the project is determined.

If you have any questions regarding this request prior to next Tuesday's meeting please contact me.



Division of Transportation  
System Development  
Southeast Regional Office  
141 N.W. Barstow Street  
P.O. Box 798  
Waukesha, WI 53187-0798

Jim Doyle, Governor  
Frank J. Busalacchi, Secretary  
Internet: [www.dot.wisconsin.gov](http://www.dot.wisconsin.gov)

Telephone: (262) 548-5903  
Facsimile (FAX): (262) 548-5662  
E-Mail: [waukesha.dtd@dot.state.wi.us](mailto:waukesha.dtd@dot.state.wi.us)

May 1, 2009

Mr. Kevin M. Brunner  
City Manager  
P.O. Box 178  
Whitewater WI 53190

Dear Mr. Brunner:

**SUBJECT: I.D. 3835-02-00/70  
Whitewater Passenger Depot Restoration  
301 W. Whitewater Street  
Walworth County**

The Wisconsin Department of Transportation Southeast Region Program Administration Unit received the executed Project Agreement for the project identified above on May 29, 2009.

We will process your request for financial authorization for the engineering phase of the project and notify you once it has been authorized for expenditure. Amounts spent prior to receiving authorization are *not* reimbursable.

If the project will be designed by a consultant or municipal engineer (two party contract required) please contact Sandra MacDonald of our Consultant Services Unit prior to beginning the consultant selection process. She can be reached at (262) 548-8753.

If you have questions about this project, please contact Robert Schmidt at (262) 548-8789.

Sincerely,

A handwritten signature in cursive script that reads "Kathy Bender".

Kathy Bender  
Financial Specialist

## Federal/State/Project Sponsor Transportation Enhancements (TE) Program Project Agreement

Project ID: 3835-02-00/70 County: Walworth Municipality: City of Whitewater

Project Name: Whitewater Passenger Depot Restoration

Limits (if applicable): N/A

The signatory Project Sponsor, through its undersigned duly authorized officers or officials, and WisDOT enter into this agreement to accomplish the described project.

The authority for the Project Sponsor and WisDOT to enter into this agreement is provided by the Wis. Stats. 66.0301 and 86.25.

The payment period for each project phase (e.g., design, real estate, construction) shall begin with written authorization by WisDOT to the Project Sponsor.

**Needs and Estimate Summary: Water and moisture problems are damaging the interior of this historic train depot. Total cost of the project is \$412,423.00.**

Description of the project: The project will help to stabilize the structure and solve water problems in the basement and moisture problems elsewhere within the building. Deteriorated mortar joints on the walls and foundation will be tuck pointed, a weather tight hatch over the exterior basement stairway will be installed, and exterior wood will be repaired and painted. The project will rehabilitate historic doors and windows, adding insulated and UV protected glazing. Interior renovations include installing insulation and moisture barriers, rehabilitating historic wall, ceiling, and floor surfaces, providing updated electrical systems, lighting, and an accessible bathroom.

	Estimated Cost		%	Project Sponsor Funds	
	Total Estimated Cost	TE Funds		%	%
<b>Design:</b>	<b>\$36,828.00</b>	<b>\$29,462.40</b>	<b>80</b>	<b>\$7,365.60</b>	<b>20</b>
<b>Consultant Review:</b>	<b>\$7,000.00</b>	<b>\$5,600.00</b>	<b>80</b>	<b>\$1,400.00</b>	<b>20</b>
<b>State Review + Pro-ratable:</b>	<b>\$2,488.00</b>	<b>\$1990.40</b>	<b>80</b>	<b>\$497.60</b>	<b>20</b>

<b>Construction:</b>	<b>\$362,935.00</b>	<b>\$290,348.00</b>	<b>80</b>	<b>\$72,587.00</b>	<b>20</b>
<b>Consultant Review:</b>	<b>\$1,000.00</b>	<b>\$800.00</b>	<b>80</b>	<b>\$200.00</b>	<b>20</b>
<b>State Review + Pro-ratable:</b>	<b>\$2,172.00</b>	<b>\$1,737.60</b>	<b>80</b>	<b>\$434.40</b>	<b>20</b>
<b>Total Cost</b>	<b>\$412,423.00</b>	<b>\$329,938.40</b>	<b>80</b>	<b>\$82,484.60</b>	<b>20</b>

**Distribution:**

This request is subject to the terms and conditions that follow (see pages 3-6) and is made by the undersigned under proper authority to make such request for the designated Project Sponsor and upon acceptance by WisDOT shall constitute agreement between the Project Sponsor and WisDOT.

The TE funding is capped at the total amount of federal funds \$329,938.40. This project is subject to a DBE goal assessment of 5% of the Construction project cost - \$18,146.75.

The Catalogue of Federal Domestic Assistance (CFDA) number for this project is 20.205 – Highway Planning and Construction.

Signed for and in behalf of the Project Sponsor(s):

<u>Kim M. Brannen</u>	<u>CITY MANAGER</u>	<u>4/27/09</u>
Name	Title	Date
<u>May S. Nordin</u>	<u>CDA Coordinator</u>	<u>4/27/2009</u>
Name	Title	Date
<u>Michelle Smith</u>	<u>City Clerk</u>	<u>4-27-09</u>
Name	Title	Date

**Terms and Conditions:**

1. The initiation and accomplishment of the improvement will be subject to the applicable State and Federal laws, rules, and regulations, as referenced in the document *A Sponsor's Guide to Non-Traditional Transportation Project Implementation*.
2. The construction of the enhancement will be in accordance with the appropriate standards unless an exception to standards is granted by the Federal Government or WisDOT prior to construction. The entire cost of the construction project, not constructed to standards, will be the responsibility of the project sponsor unless such exception is granted.
3. The project sponsor will assume all responsibility for complying with germane environmental requirements for the project.
4. Where applicable, all contracts will be let by competitive bid and awarded to the lowest responsible bidder. All contracts for design related services shall be awarded and administered in accordance with the requirements of 23 CFR 172 and procedures published in the Wisconsin Department of Transportation Facilities Development Manual (FDM), Chapter 8, Consulting Services.
5. The work eligible for Federal and State participation will be administered by the Project Sponsor. The Project Sponsor is an eligible recipient of these grant funds pursuant to Section 1404(e) of SAFETEA-LU.
6. The Project Sponsor will assume all responsibility for complying with the applicable Disadvantaged Business Enterprise (DBE) goal assigned to this project. The DBE goal is waived if the Project Sponsor constructs the project with its own permanent staff and if the project is not subcontracted out.
7. The maximum participation of Federal financing will be limited to 80% of the actual eligible project cost or the Total Cost Distribution of Transportation Enhancements Funds, as shown on page 1 of this agreement, whichever is less.
8. The Project Sponsor will assume all responsibility for retaining a complete project file that includes not only construction documentation but also copies of letting documents, all local and WisDOT submittals and approvals contained in these instructions and other pertinent documents to support project procurement, development, implementation and cost and any other item required by 49 CFR part 18 and submitting such information, upon request, in order to receive reimbursement. The Project Sponsor will keep all project records and have them available for inspection by representatives of the Federal Government and WisDOT and will furnish copies thereof when requested.
9. Federal Single Audits of the Project Sponsor:

- a) The Project Sponsor shall have a single organization audit performed by a qualified independent auditor if required to do so under Federal law and regulations. (See federal Office of Management and Budget (OMB) Circular No. A-133.)
  - b) This audit shall be performed in accordance with federal OMB Circular No. A-133 and State single audit guidelines issued by the Wisconsin Department of Administration (DOA).
  - c) The Project Sponsor will keep records of costs of construction, inspection tests and maintenance done by it to enable the federal government and the state to review the amount and nature of the expenditure for those purposes. Such accounting records and any other related records shall be retained for three years from the date of final payment. If any litigation, claim, or audits are started before the expiration of the three year period, the records shall be retained until all litigations, claims or audit findings involving the records have been resolved.
10. State Disbursements:
- a) Payment by WisDOT to the Project Sponsor shall be made on a quarterly basis upon presentation of vouchers for expenditures incurred during prior quarterly periods of the project duration subject to the allowable maximum payment, as referenced above in Section 7.
  - b) A final adjustment of state payments will be made upon completion of WisDOT's audit of the project. If WisDOT's audit establishes that WisDOT paid more than its share of the eligible project costs, the Project sponsor shall refund to WisDOT upon demand a sum equal to the overpayment.
11. The Project Sponsor will maintain, at its own costs and expense, all portions of the project that lie within its jurisdiction.
12. In connection with the performance of work under this Project Agreement, the Project Sponsor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as define in S. 51.01(5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Except with respect to sexual orientation, the Project Sponsor further agrees to take affirmative action to ensure equal employment opportunities. The Project Sponsor agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the employment officer setting forth the provisions of the nondiscrimination clause.

13. Responsibility for Damage and Tort Claims: The Project Sponsor and the Project Sponsor's surety shall indemnify and save harmless the State, its officers and employees, from all suits, actions or claims of any character brought because of any injuries or damages received or sustained by any person, persons or property on account of the operations of the Project Sponsor; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the Project Sponsor; or because of any claims or amounts recovered for any infringement by the Project Sponsor of patent, trademark or copyright; or from any claims or amounts arising or recovered under the Worker's Compensation Act, relating to the Project Sponsor's employees; or any other law, ordinance, order or decree relating to the Project Sponsor's operations. So much of the money due the Project Sponsor under and by virtue of the contract as shall be considered necessary by the Department for such purposes, may be retained for the use of the State; or, in case no money or insufficient money is retained, the Project Sponsor's surety may be held until such suit or suits, action or actions, claim or claims for injuries or damages as aforesaid shall have been settled and suitable evidence to that effect furnished to the Department; except that money due the Project Sponsor will not be withheld when the Project Sponsor produces satisfactory evidence that the Project Sponsor is adequately protected by public liability and property damage insurance. The Project Sponsor also shall comply with all of the above requirements indemnifying and saving harmless the county, town, or municipality in which the improvement is made and each of them separately or jointly and officers and employees.

The State shall not be liable to the Project Sponsor for damages or delays resulting from work by third parties. The State also shall be exempt from liability to the Project Sponsor for damages or delays resulting from injunctions or other restraining orders obtained by third parties except where the damage or delay is a direct result of an injunction or restraining order obtained by a citizen's action alleging violations of 42 U.S.C. 4331 - 4332, 23 U.S.C. 138 or Public Law 91-646.

It shall be the Project Sponsor's responsibility to see that all of the contract operations incident to the completion of the contract are covered by public liability and property damage liability insurance so the general public or any representative of the contracting authority may have recourse against a responsible party for injuries or damages sustained as a result of the contract operations This requirement shall apply with equal force, whether the work is performed by the Project Sponsor, by a subcontractor or by anyone directly or indirectly employed by either of them.

- a) The word, "surety" in the above paragraphs refers to the issuer of a payment and performance bond under section 779.14 Wis. Stats. (1997 - 98).
- b) Nothing in this section should be construed as a waiver of any statutory defenses that may be available to any governmental party.

14. No term or provision of the Project Agreement nor any of its attachments may be changed, waived or terminated orally but only by an instrument in writing signed by both parties to the Project Agreement.
15. The project must be completed within three years from the acceptance date of the Project Agreement by WisDOT central office. Extensions are available upon approval of a written request by the Project Sponsor to WisDOT. The written request shall explain the reasons for project implementation delay and revised timeline for project completion.
16. The Project Sponsor, also known as the primary participant, as that term is defined in 49 CFR Part 29, certifies to the best of its knowledge and belief, that it and its principals, as that term is defined in 49 CFR Part 29:
  - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded by any State of Wisconsin or Federal department or agency;
  - b) Have not, within a three year period preceding this agreement, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated above;
  - d) Have not within a three-year period preceding this agreement had one or more public transactions (Federal, State or local) terminated for cause or default; and
  - e) That all grantees or contractors, also known as lower tier participant as that term is used in 49 CFR Part 29, have certified in writing that neither they or their principals are presently debarred, suspended, proposed for debarment have been declared ineligible, or have voluntarily been excluded from participation in this or any other Federal, state or local transaction by any Federal, State or local department, agency or official.



## MEMORANDUM

---

**TO:** Kevin Brunner and Common Council  
**FROM:** Cameron Clapper  
**SUBJECT:** Privacy in Locker Rooms Policy  
**DATE:** 03.15.2011

---

Earlier this year, City staff met with representatives from CVMIC to perform a preliminary risk assessment. At that time, staff was advised to update or draft certain policies to be included in the City of Whitewater Employee Manual. The Privacy in Locker Rooms policy is one of those recommended by CVMIC and a draft is included with this memo for review by the Common Council. Prior to this point, the City has not had a general locker room policy for all City facilities.

The Privacy in Locker Rooms policy meets state requirements regarding the ownership and operation of locker room facilities as outlined in § 175.22, Wis. Stats. The policy has been drafted so that each department with locker room facilities has discretion in establishing appropriate procedures for the assignment, care, and maintenance of their respective locker room facilities, while still meeting state requirements, protecting the City from risk, and providing expectations to employees regarding conduct in and use of locker rooms in City facilities.

Once approved, this policy will be distributed to employees in departments or divisions where locker rooms exist. The policy will also be included in the City of Whitewater Employee Manual. Staff is requesting approval.

### **Privacy in Locker Rooms Policy**

**Scope** – All persons who utilize locker room facilities owned and operated by the City of Whitewater may reasonably expect a high level of privacy, which includes being safe from being observed or having their image captured by a recording or surveillance device without his or her knowledge and consent. The City of Whitewater provides locker room facilities for employee use in municipal buildings in multiple locations throughout the City. This policy establishes the City’s expectations for, and individual rights of employees while in an area operated as a locker room facility. This policy meets the requirements outlined in § 175.22, Wis. Stats. regarding the ownership and operation of locker room facilities.

### **Policy –**

- a. Where departmental employees are assigned to a locker, the assignment shall be made by the department director or designated supervisor. Locker assignments are subject to removal or reassignment at the discretion of the department director, or designated supervisor.
- b. The City of Whitewater, in its capacity as an employer, may search/inspect lockers and locker room facilities without prior notice or work-related justification. Employees will not keep anything in their lockers that they do not wish to have inspected.
- c. Employees will only use locks provided by the City with the lockers. Any other locks are prohibited and may be removed by a supervisor at no cost to the City if authorized entry is required.
- d. Upon separation of employment, separating employees are required to remove all items from their assigned locker; personal items remaining in the locker will become the property of the City of Whitewater.
- e. Employees are responsible for the upkeep and condition of their assigned lockers. No labels, stickers or signs shall be attached to the outside face of the locker.
- f. At no time shall anyone utilize a recording device, which includes a camera, video camera, cellular phone or other device used to record or transfer images in City locker room facilities without the expressed permission of the department director responsible for the locker room area. At no time shall anyone use any recording device to capture record or transfer an image or representation of a nude or partially nude person in a City locker-room area.
- g. Anyone who is aware of the use of a recording or surveillance device, which may be in violation of this policy, should immediately report the use to their immediate supervisor and/or department director.

Table 11.16.150 (Continued)

Street Index of Parking Restrictions

Street	Area Restricted	Code Refer	Restriction
Summit	Both sides; from W Conger, south to W Peck	11.16.090	No parking 2:00 am to 5:00 am
Summit	West side; from W Highland, north to W Conger	11.16.080	No parking
Summit	East side; W High, north to W Conger	11.16.120	Parking prohibited between 8:00 am to 4:00 pm except S, S and holidays
Sunset Drive	North side, commencing at its intersection with Darcy Lane, thence West 160'+/-	11.16.080	No parking
Taft			
Tanner Way	East side, excepting painted parking spaces located on "bump out"	11.16.080	No parking
Technology	Both sides; from Universal Boulevard to Corporate Drive	11.16.080	No parking
Tratt	Both sides; from W Main, north to the city limits	11.16.090	No parking 2:00 am to 5:00 am
Tratt	Both sides, between Main and Florence Streets	11.16.080	No parking
Tratt	East side; from the north curblane of W Main, north to a point 100 feet north	11.16.080	No parking
Tratt	East side; from south curblane of W Starin, south to a point 50 feet south	11.16.080	No parking
Tratt	West side; from north curblane of W Main, north to a point 200 feet north	11.16.080	No parking
Tratt	East side; from W Florence, north to W Starin	11.16.100	No parking except on Saturdays, Sundays and legal holidays
Tratt	East side; north of the north curblane of W Starin, north to a point 90 feet north	11.16.080	No parking
Tratt	East side; from the south curblane of S Harmony Lane, south to a point 100 feet south	11.16.080	No parking
Tratt	East side; from the north curblane of S Harmony Lane, north to a point 100 feet north	11.16.080	No parking
Tratt	East side; from the north curblane of Harmony Dr, north to a point 60 feet north	11.16.080	No parking
Tratt	East side; from the south curblane of North Harmony Lane, south to a point 60 feet south	11.16.080	No parking
Tratt	East side; from the south curblane of Harmony Drive, south to a point 100 feet south	11.16.080	No parking
Tratt	West side; from the north curblane of W Carriage, north to a point 424 feet north to driveway of 304 N Tratt	11.16.080	No parking

Table 11.16.150 (Continued)

Street Index of Parking Restrictions

Street	Area Restricted	Code Reference	Restriction
Tratt	West side; from the driveway between 304 and 320 N Tratt, north to a point 60 feet north	11.16.080	No parking
Tratt	West side; 60 feet north and south of driveway at 370 N Tratt	11.16.080	No parking
Tratt	East side; from the south curblines of Schwager Drive, south to N Harmony Lane	11.16.080	No parking
Tratt	East side; from the north curblines of Schwager Drive, north to Walton Drive	11.16.080	No parking
Tripp			
Turtle Mound Circle			
Turtle Mound Lane			
Twelfth	East side; from the north curblines of W Main, north to a point 35 feet north	11.16.080	No parking
Twelfth	Both sides; from W Main, north to W Salisbury	11.16.090	No parking 2:00 am to 5:00 am
Universal	Both sides; from Executive, south and thence east west to eastern terminus	11.16.080	No parking
Ventura			
Wakely			
Walton	East side; from the north curblines of W Hillcrest, north to point 58 feet north	11.16.080	No parking
Walton	Along the arc of the cul-de-sac at the northern terminus	11.16.080	No parking
Walton	West side; from W Hillcrest, north to terminus	11.16.080	No parking
Walton Drive	Both sides, commencing at the east curblines of Tratt Street, northeast to a point 134 feet northeast	11.16.080	No parking
Walworth Ave	Both sides; from intersection of S Janesville and W Walworth west 165 feet	11.16.080	No parking
Walworth Ave	South side; from the east curblines of S Elizabeth, east to a point 400 feet east	11.16.080	No parking
Walworth Ave	South side; from the west curblines of S Elizabeth, west to a point 1140 feet west	11.16.080	No parking

---

---

**CITY OF WHITEWATER  
INTEROFFICE MEMORANDUM**

---

---

**TO:** DEAN FISCHER, DIRECTOR OF PUBLIC WORKS  
**FROM:** TIM REEL, WASTEWATER SUPERINTENDENT  
**SUBJECT:** CONFINED SPACE SAFETY EQUIPMENT  
**DATE:** 03/16/2012  
**CC:** KEVIN BRUNNER, CITY MANAGER

---

The Wastewater Utility has the need to improve upon its safety equipment needed for entry into confined spaces. This equipment is required to properly and safely perform maintenance tasks in select areas of the Wastewater Utility. This requirement is based on OSHA and the WI Dept. of Safety and Professional Services statues. The Wastewater Utility has obtained the following quotes for this equipment:

- |  |             |
|--|-------------|
| 1) Olsen Safety Equipment- Waukesha, WI    | \$10,370.27 |
| 2) Fastenal- Whitewater, WI                | \$11,092.85 |
| 3) Northern Safety & Industrial- Utica, NY | \$10,532.14 |

Based on these received quotation and on past customer services experiences I recommend the purchase of this equipment from Olsen Safety Equipment for the amount noted above. These funds were planned for in the 2012 budget under "capital equipment".