

**CITY OF WHITEWATER
COMMON COUNCIL AGENDA**

Common Council Meeting
Tuesday, May 7, 2013 - 6:30 p.m.

Amended agenda as of 5/3/2013 at 2:00 p.m. removing item C-3
“Discussion and possible direction regarding future Fiber Optic infrastructure. (City Manager Request)”
Amended agenda as of 5/6/2013 at 2:30 p.m. adding C-9a
“Authorization to discuss DPW Director candidates in executive session since less than 72 hours notice of this item has been given AND addition of discussion item to Executive Session: “2) Personnel DPW Director position candidates.”

City of Whitewater Municipal Building Community Room
312 W. Whitewater Street Whitewater, Wisconsin

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

CONSENT AGENDA

CA-A	Approval of Council Minutes of 4/4/13 & 4/16/13
CA-B	Approval of Payment of Invoices Processed through 5/1/13.
CA-C	Acknowledgment of Receipt and Filing of the following: *Irvin L. Young Memorial Library Board Minutes of March 18, 2013. *Birge Fountain Committee Minutes of 9/19/2012. *Parks and Recreation Minutes of March 4, 2013.
CA-D	Expedited approval of the following items, per city staff recommendation: C-7, C-8

STAFF REPORTS:

City Manager	<ol style="list-style-type: none"> 1) Proclamation for National Police Week 2013. 2) Proclamation for Historical Preservation Month. 3) Proclamation for Wisconsin Archaeology Month 4) Tree City Award. 5) Recognition of the 2012-13 Women’s Gymnastics Team National Champions 6) Recognition of the 2012-13 Women’s Wheelchair Basketball Team National Champions 7) Landmarks Report.
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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: NONE

ORDINANCES – First Reading

O-1	Increasing Fines (Penalties) for Damage to Property Citations. (Councilmember Winship Request)
O-2	Ordinance Amending Section 1.21.010 Schedule of Deposits. (Councilmember Winship Request)

ORDINANCES – Second Reading – NONE

CONSIDERATIONS:

C-1	Johnson Block’s annual presentation of City Audit (2012 audit year). (Finance Director Request).
C-2	Award of contract for completion of Fire Department / Rescue Squad operations study. (City Manager Request)
C-3	Discussion and possible direction regarding future Fiber Optic infrastructure. (City Manager Request)
C-4	Action on Alcohol Licensing Committee’s Recommendation to uphold denial of Beverage Operator’s License for Sara Pope. (City Clerk Request)
C-5	Request for approval of Engineering Contract for 2014 East Gateway Project. (Neighborhood Services Manager/City Planner Request).
C-6	Request for authorization to obtain quotations for, or to consolidate work with E. Main Street reconstruction project [Hughes], for mill and overlay of E. Main Street, from Fonda Street to the west end of Cherry Street. (Neighborhood Services Manager/City Planner Request).
*C-7	Approval of sale of city-owned vehicles through Sweeney Auction Service. (Streets Superintendent Request)
*C-8	Approval of elevator contract with Schindler for elevator service. (Parks and Recreation Director Amundson)
C-9	Appointment of Citizen member to Library Board.
C-9a	Authorization to discuss Personnel DPW Director position candidates in executive session since less than 72 hours notice of this item has been given.
C-10	Councilmember request for future agenda items.
C-11	EXECUTIVE SESSION. Adjourn to Closed Session, to reconvene in approximately 15 minutes, pursuant to Wisconsin Statutes 19.85(1)(c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” and Wisconsin Statutes 19.85(1)(e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”. Items to be discussed: 1) Collective Bargaining Agreements with Police Officers and Dispatch Officers. 2) Personnel DPW Director Position Candidates.
C-12	Action on request for approval of Employment Contract with WPPA (Wisconsin Professional Police Association) for Whitewater Police Officers. (City Manager Request)
C-13	Action on request for approval of Employment contract with Teamsters Union for City of Whitewater Police Dispatchers. (City Manager Request)
C-14	Adoption of 2 nd amendment to 2013 Salary Resolutions (as result of approval of Police Department Employment Contracts).

C-15	ADJOURNMENT.
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Anyone requiring special arrangements is asked to call the Office of the City Manager /City Clerk at least 72 hours prior to the meeting.

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

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

April 4, 2013

The regular meeting of the Common Council was called to order by Council President Singer. MEMBERS PRESENT: Abbott, Winship, Binnie, Singer, Crone, Kidd, Olsen. MEMBERS ABSENT: None. LEGAL COUNSEL PRESENT: McDonell.

It was moved by Olsen and seconded by Winship to approve the Council Minutes of March 19, 2013 and to acknowledge receipt and filing of the following: Irvin L. Young Memorial Library Minutes of 2/18/2013; Parks and Recreation Board Minutes of 2/4/2013; Police Department Consolidated Monthly Report for February, 2013; and added to the consent agenda was R-1 Authorizing submission of grant application to Wisconsin DNR for Non-point source water pollution grant; C-2 Approval of agreement with Town of Koshkonong regarding wastewater treatment plant application to Township property; and C-3 Approval of purchasing agreement with Lawson Cooperative Purchasing Agreement. AYES: Abbott, Winship, Binnie, Singer, Crone, Kidd, Olsen. NOES: None. ABSENT: None.

APPROVAL OF PAYMENT OF INVOICES. It was moved by Olsen and seconded by Winship to approve payment of city invoices in the total sum of \$78,299.89. AYES: Abbott, Winship, Binnie, Singer, Crone, Kidd, Olsen. NOES: None. ABSENT: None.

STAFF REPORTS.

City Manager Clapper read the Proclamation Celebrating “The Week of the Young Child” and presented Councilmember Andrew Crone with a Certificate of Appreciation for his Councilmember-at-Large service with the Council. Clapper presented an update on the Strategic Planning Process. A council/staff retreat will be coming in the next several months. During this retreat, 2013-2014 projects and goals for 2014 will be discussed.

CITIZEN COMMENTS.

Cable T.V. Coordinator, Alan Lockett announced the Art Walk on April 5, 2013 from 4 – 9 p.m.

Councilmember Winship mentioned the public television program “Around the Corner” with John McGovern is being aired currently during this council meeting (7 p.m.) but will also be re-broadcast on Wednesday and Monday and again on Saturday.

**AUTHORIZING SUBMISSION OF GRANT APPLICATION TO WISCONSIN
DNR FOR NONPOINT SOURCE WATER POLLUTION GRANT.**

**RESOLUTION TO OBTAIN NONPOINT SOURCE WATER POLLUTION
GRANT FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES**

A RESOLUTION authorizing the submittal of a state grant application by the City of Whitewater and the subsequent appropriation of City funds for Urban Nonpoint Source projects for planning, design, and construction of streambank stabilization measures along Whitewater Creek and planning, design, and construction of stormwater detention facilities.

WHEREAS, the City of Whitewater is qualified, willing and able to carry out all activities described in the state grant application; and

WHEREAS, in this action the Whitewater City Council has declared its intent to conduct the Stormwater Management projects described in the application; and,

WHEREAS, the City of Whitewater will maintain records documenting all expenditures made during the Urban Nonpoint Source Grant project; and,

WHEREAS, the City of Whitewater will submit a final report to the Department which describes all Urban Nonpoint Source project activities, achievements and data collected, and documentation of the project costs.

THEREFORE BE IT RESOLVED, that the Whitewater Common Council requests the funds and assistance available from the Wisconsin Department of Natural Resources under the Urban Nonpoint Source Grant Program and will comply with state rules for the program, and,

BE IT FURTHER RESOLVED that the City of Whitewater will meet the obligations of the planning, design, and construction projects including timely publication of the results and meet the financial obligations under this grant including the prompt payment of our commitment to planning, design, and construction project costs.

Resolution introduced by Councilmember Olsen, who moved its adoption. Seconded by Councilmember Winship. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None. ADOPTED: April 4, 2013

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

RESOLUTION CLARIFYING THE STATUS OF WHITEWATER MUNICIPAL CODE SECTION 19.51.050 b CONCERNING ALLOWED LOCATION OF OFF-SITE PARKING. City Attorney Wally McDonell stated the Municipal Code Book no longer has Section 19.51.050(b) included. McDonell stated that the publisher made an error and that adoption of this resolution would authorize correction of the municipal code.

**RESOLUTION CLARIFYING THE STATUS OF WHITEWATER
MUNICIPAL CODE SECTION 19.51.050 B. CONCERNING ALLOWED**

LOCATION OF OFF-SITE PARKING

WHEREAS, the City of Whitewater Municipal Code Section 19.51.050 B. was enacted in 1982, and

WHEREAS, in the year 2000 certain amendments were passed concerning Section 19.51.050, and

WHEREAS, said amendments did not repeal or change Section 19.51.050 B., and

WHEREAS, when the 2000 amendments to Section 19.51.050 were published by the City of Whitewater's Municipal Codebook publishing company, the company, in error, showed that Section 19.51.050 B. had been repealed, and

WHEREAS, it is necessary to pass this resolution to correct the error and affirm that Whitewater Municipal Code Section 19.51.050 B. is still in full force and effect and has been since 1982.

Now, therefore, **BE IT RESOLVED**, that the Common Council of the City of Whitewater hereby affirms that Whitewater Municipal Code Section 19.51.050 B. is in full force and effect and has been in full force and effect since 1982. Said Section reads as follows:

19.51.050 B. Location shall be on the same lot as the principal use or not over six hundred feet from the principal use. Such parking areas shall be in the same ownership as the principal use or leased on a long-term basis (more than five years).

Now, therefore, **BE IT FURTHER RESOLVED**, that the City of Whitewater's Municipal Codebook publishing company is hereby directed to publish 19.51.050 B. as a part of the City of Whitewater's Municipal Code.

Resolution introduced by Councilmember Olsen, who moved its adoption. Seconded by Councilmember Winship. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None. ADOPTED: April 4, 2013

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

CONTRACT WITH DESIGN ALLIANCE FOR ENGINEERING AND DESIGN SERVICES FOR RESTROOM AND CONCESSION STAND FOR STARIN PARK. Parks and Recreation Director Matt Amundson stated the 2nd proposal for this project is in the packet which is \$9,000 less than the original proposal. This project is not to exceed \$16,000. Olsen moved and Winship seconded a motion to approve the contract with Design Alliance of Fort Atkinson, WI for Engineering and Design Services for restroom and concession stand to be in Starin Park. AYES: Abbott, Olsen, Singer, Crone, Kidd, Binnie, Winship. NOES: None. ABSENT: None.

AGREEMENT WITH TOWN OF KOSHKONONG REGARDING WASTEWATER TREATMENT PLANT APPLICATION TO TOWNSHIP PROPERTY. It was moved by Olsen and seconded by Winship to approve agreement with Town of Koshkonong regarding Wastewater Treatment Plant application to township property. AYES: Abbott, Winship, Binnie, Singer, Crone, Kidd, Olsen. NOES: None. ABSENT: None.

APPROVAL OF PURCHASING AGREEMENT WITH LAWSON COOPERATIVE PURCHASING AGREEMENT. It was moved by Olsen and seconded by Winship to approve purchase agreement with Lawson Cooperative purchasing agreement. AYES: Abbott, Winship, Binnie, Singer, Crone, Kidd, Olsen. NOES: None. ABSENT: None.

WASTEWATER TREATMENT PLANT FACILITY UPDATE. Wastewater Treatment Plant Superintendent, Tim Reel, reviewed portions of the 2010 draft Wastewater Utility Facility Plan and identified areas where updates to the plan would create significant savings to the city. Of importance; 1) WPDES (Wisconsin Pollution Discharge Elimination System) Permit Renewal; 2) Phosphorus Standards; 3) Bio Gas Utilization; 4) Biologic process update and; 5) Timeline – Facility Plan. Reel suggested that considering the Strategic Planning process is coming up, this would be a great time to discuss these updates. Reel pointed out that these buildings are 35 years old. Some work needs to be done for any updates and the cost would be around \$5,000,000 to \$7,000,000.

AGREEMENT WITH DLK ENTERPRISES, INC. FOR THE INSTALLATION AND USE OF CONDUIT ON NORTH PRINCE ST. City Manager Clapper drafted in December, an agreement for installation and use of conduit between the City of Whitewater and DLK Enterprises, Inc. An agreement was already made between the former City Manager Kevin Brunner and the former Public Works Director Dean Fischer but it was never brought before Council for approval. The conduit is already in place from the recent reconstruction of N. Prince St. DLK is ready to install the fiber optic cabling in the conduit. DLK has paid for all the funds so far and has worked with the city in good faith. The fiber across Main St. is city space and the space in the tube is a right-of-way. City Attorney McDonell spoke to retired DPW Director Dean Fischer and Fischer suggested that DLK be allowed to use the city conduit. A policy is necessary for further development. Olsen moved and Winship seconded a motion to approve the agreement with DLK Enterprises, Inc. for the installation and use of conduit on North Prince St. AYES: Olsen, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSTAIN; Abbott. ABSENT: None.

AGREEMENT WITH DLK ENTERPRISES, INC. FOR NON-EXCLUSIVE RIGHT TO USE CITY-OWNED CONDUIT AT THE INTERSECTION OF MAIN STREET AND PRINCE STREET. City Attorney McDonell stated that Mike Kachel of DLK Enterprises, Inc. contacted him to clarify a few points with this agreement. Kachel questioned if they would have access to the handholds (access point of

maintenance to the fiber), the area where the fiber is blown through and if they would have the ability to not just install their fiber but to maintain it, too. Since the last draft, Kachel wanted to include the other handhold which is located in the northeast corner. An updated version was distributed by City Manager Clapper. McDonell stated the highlighted areas are the updates.

Councilmember Crone had concerns allowing different people to use the conduit. DLK wishes to install fiber in the city owned conduit. Crone believes it puts the city in better legal ground if the city actually owned the conduit and the fiber and licensed its use out. One suggestion would be for the city to go ahead with the plans and install the conduit and fiber, write up a policy and do a public notice that the city has licenses available to use with the conduit and fiber. Crone would rather have the City own the cable versus someone else. Crone wants it to be clear as to who really owns the right to that space. Another thought was the city could pay the fee and have a permanent application to lease the fiber. When it becomes outdated, include the cost of updating the cable for future license agreements. He feels it would keep it cleaner as far as maintaining it and available for others.

McDonell explained the city is dealing with WIN on a whole different program of laying fiber and allowing the city use. The city has its own agreement as it relates to Prince St. and Main St. intersection. Many businesses lay cable in the city's right-of-ways. The city does not own it. This situation is a private issue for DLK's own use which is what most of the uses are. It would be unusual owning it when a company comes in and does all the work of installing it. This agreement would be a start to what can come in the future. The city is working with the school district and WIN for its own fiber. The goal is to have a larger fiber system which would allow us to connect with city hall, the library, etc.

Crone stated that the city has a private entity that's going to permanently own space across a road that they will always be able to use. Maybe they can own the fiber but the space and conduit should be on some duration of lease that's not necessarily permanent.

McDonell stated it is revocable at any time by the city. There's a provision in there that for any reason at any time, the city can require for it to be removed.

Crone stated if for some reason the conduit were to get damaged and the city allows the customer to move it somewhere else that can be a huge expense to relocate it and it doesn't specify who would pay for that.

McDonell stated the agreement is drafted so that the customer would have to replace at their own expense. McDonell stated if the council wasn't comfortable, paragraph 3 could be removed.

Councilmember Winship suggested that the council should approve both C-5 and C-6. Winship agrees to have the staff look to see what other communities have done. We do

not know enough to decide on a policy tonight. Winship also stated fiber might not be around in 15 years.

Singer commented that an example of Lake Mill's agreement was sent out to council. The DLK Enterprises, Inc. situation was already agreed upon by Kevin Brunner and Dean Fischer. We need to set up a standard if we do get other requests. City Staff could draft up something and bring it back to debate.

Clapper stated for the record, the Lake Mills example was sent out to council members but will be available for public record.

McDonnell stated when the city redid Main St. and Whiton St., the city needed easements from private citizens and they were extremely cooperative.

Crone moved to amend removing the last sentence of paragraph three. Motion failed for lack of second.

Nobling stated an actual fiber count would be good to add to the agreement. As GIS maps out, the city can keep track of everything that's in their conduit and we can actually know how much is in there for space purposes.

Kachel stated the fiber in the conduit is currently 72 pair (144 strands of fiber).

Olsen moved and Winship seconded to approve an agreement with DLK Enterprises Inc. for non-exclusive right to use city-owned conduit at the intersection of Main Street and Prince Street with the northeast handhold to be added and adding the fiber count of 72 pair count. AYES: Singer, Crone, Winship, Binnie, Olsen, Kidd. NOES: None. ABSTAIN: Abbott.

REPORT ON UPCOMING FLOOD PLAIN MAPPING SESSIONS. City Manager Clapper stated the city flood maps were adjusted with the FEMA (Federal Emergency Management) Maps. This is information for the public, and if they have any concerns, they can contact the city.

Neighborhood Services Manager/City Planner Latisha Birkeland commented the staff did review the new maps but they were not for distribution at that time so this is their open house. City staff was available at the Jefferson County meeting at their open house and they will be available prior to the open house. The open house will be at the Whitewater Town hall, April 9th at 6 p.m.

Clapper stated this information will be available on the city website.

Binnie added the biggest changes were along the Whitewater Creek, by the lakes, George and Fremont Streets. Most home owner policies do not cover floods.

FUTURE AGENDA ITEMS. Crone would like a report on the train schedule.

ADJOURNMENT. It was moved by Olsen and seconded by Crone to adjourn the meeting. AYES: Crone, Abbott, Kidd, Singer, Winship, Olsen, Binnie. NOES: None. Meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Debbie Hilgen, Administrative Assistant

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

April 16, 2013

The organizational meeting of the Common Council was called to order by City Manager Cameron Clapper. COUNCILMEMBERS PRESENT: Olsen, Abbott, Winship, Binnie, Bregant, Kidd, Singer. MEMBERS ABSENT: None. LEGAL COUNSEL PRESENT: Wallace McDonell.

SWEARING IN OF NEWLY ELECTED COUNCILMEMBERS. City Clerk Smith administered the oath to newly-elected councilmembers. Patrick Singer was sworn in as Councilmember at Large, James Olsen was sworn in as Councilmember for Aldermanic District 1, Jim Winship was sworn in as Councilmember for Aldermanic for District 3, and Sarah Bregant was sworn in as Councilmember for Aldermanic District 5.

ELECTION OF COUNCIL PRESIDENT AND PRESIDENT PRO TEM. Councilmember Binnie nominated Patrick Singer as Council President. No other nominations were made. A vote for appointment of Patrick Singer as Council President was taken in open session. AYES: Olsen, Abbott, Winship, Binnie, Bregant, Kidd. NOES: None. ABSENT: None. ABSTAIN: Singer. Councilmember Winship nominated Councilmember Binnie to serve as President Pro Tem. There were no other nominations. A vote was taken on appointment of Councilmember Binnie as President Pro Tem. AYES: Olsen, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: None. ABSTAIN: Binnie.

APPOINTMENT OF COUNCILMEMBERS TO BOARDS AND COMMISSIONS.

Alcohol Licensing Committee: Olsen, Abbott, Bregant; **Aquatic Center Board:** Winship; **Birge Fountain Committee:** Binnie; **Cable TV Committee:** Abbott; **CDA:** Winship and Singer; **Landmarks Commission:** Bregant; **Library Board:** Winship; **Parks and Recreation Board:** Kidd; **Plan Commission:** Binnie – regular member, Olsen – alternate member; **Police Commission:** Kidd; **Technology Park Board:** Abbott; **Board of Review:** Singer. It was moved by Olsen and seconded by Abbott to make councilmember appointments to Boards and Commissions as indicated above. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

RECEIPT AND FILING OF MINUTES AND REPORTS. It was moved by Winship and seconded by Olsen to acknowledge receipt and filing of the Plan Commission Minutes of March 11, 2013; the Financial Reports for March, 2013; the Report of Manually-Issued Checks for March, 2013; and the Landmarks Commission Minutes of March 7, 2013. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

APPROVAL OF PAYMENT OF INVOICES. It was moved by Winship and seconded by Olsen to approve payment of city invoices in the total sum of \$271,784.10. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

STAFF REPORTS. City Manager Clapper presented a Proclamation Honoring Telecommunications Week and a Proclamation recognizing National Library Week. UWW Chancellor Telfer provided a report on the Whitewater University Technology Park and

Innovation Center. Neighborhood Services Manager Birkeland gave a report on the upcoming Make a Difference Day and Library Director Lunsford presented the Library's annual report.

AUTHORIZING OFFICIAL DEPOSITORIES. The annually-required Resolution authorizing official depositories was presented.

RESOLUTION AUTHORIZING OFFICIAL DEPOSITORIES

WHEREAS, it is deemed necessary and expedient to designate official depositories for the City of Whitewater, Walworth and Jefferson Counties, Wisconsin.

NOW THEREFORE, it is hereby resolved by the Common Council of the City of Whitewater that the Commercial Bank, the First Citizens State Bank, Associated Bank, all in said City, be and the same hereby are, designated the official depositories for the City, as well as the State of Wisconsin – Local Government Investment Pool, and Fort Community Credit Union.

Resolution introduced by Councilmember Winship and seconded by Councilmember Olsen, who moved its adoption.

AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. ADOPTED: April 16, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City lerk

RESOLUTION ADOPTING OFFICIAL NEWSPAPER. The annually-required Resolution adopting an official newspaper was presented.

**RESOLUTION ADOPTING WHITEWATER REGISTER AS OFFICIAL
NEWSPAPER**

WHEREAS, it is deemed necessary and expedient to designate an official newspaper for the City of Whitewater, Walworth and Jefferson Counties, Wisconsin.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Whitewater, Wisconsin, Walworth and Jefferson Counties, that THE WHITEWATER REGISTER be, and the same hereby is, designated the official newspaper of said City.

Resolution introduced by Councilmember Winship, who moved its adoption. Seconded by Councilmember Olsen.

AYES: Abbott, Winship, Binnie, Singer, Bregant, Kidd, Olsen. NOES: None. ABSENT: None. ADOPTED: April 16, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

RESOLUTION AUTHORIZING SUBMISSION OF GRANT APPLICATION FOR ROCK RIVER STORMWATER GROUP.

RESOLUTION AUTHORIZING THE SUBMITTAL OF A STATE GRANT APPLICATION BY THE CITY OF WHITEWATER ON BEHALF OF THE ROCK RIVER STORMWATER GROUP AND THE SUBSEQUENT APPROPRIATION OF ROCK RIVER STORMWATER GROUP FUNDS FOR A PLANNING GRANT APPLICATION FOR EDUCATION AND OUTREACH PROGRAMS PURSUANT TO DNR REQUIREMENTS

WHEREAS, the City of Whitewater on behalf of the Rock River Stormwater Group desires to receive grant funding from the Wisconsin Department of Natural Resources (WDNR) pursuant to ss. 281.65 or 281.66, of the Wisconsin State Statutes, and Chapters NR 151, 153, and 155, of the Wisconsin Administrative Code, for the purpose of implementing educational and outreach programs; and

WHEREAS, the City of Whitewater on behalf of the Rock River Stormwater Group agrees to contribute the local share (also called ‘match’), from the Rock River Stormwater Group account, needed for projects that are ultimately grant-funded by the WDNR; and

WHEREAS, the Rock River Stormwater Group will submit a final report to the Department which describes all education and outreach activities, achievements, and data collected, and documentation of the project costs.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Whitewater, Wisconsin, Walworth and Jefferson Counties, on behalf of the Rock River Stormwater Group authorizes the City Manager to submit a signed grant application to the WDNR.

Resolution introduced by Councilmember Winship, who moved its adoption. Seconded by Councilmember Olsen. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. ADOPTED: April 16, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

APPOINTMENT OF CITIZEN MEMBERS TO BOARDS AND COMMISSIONS. It was moved by Olsen and seconded by Winship to make the following citizen appointments to the following Boards and Commissions: **Birge Fountain Committee** – Ken Kienbaum; **Board of Zoning Appeals** – Ken Kienbaum; **Cable TV Committee** – Ken Kienbaum; **Disability Rights Committee** – B. Jean Bromley; **Community Development Authority** – Jeff Knight; **Landmarks Commission** – Ken Kienbaum; **Library Board** – Anne Hartwick; **Parks and Recreation Board** – Brandon Knedler and Teri Smith; **Plan Commission** – Dan Comfort appointed as a regular member; **Police Commission** – Mark McPhail; **Urban Forestry** – Beverly Stone and Tom Miller. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

PROCUREMENT CARD AND PURCHASING POLICY. It was moved by Olsen and seconded by Abbott to approve the procurement card and purchasing policy. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

APPROVAL OF CONTRACT WITH STRAND ASSOCIATES FOR JAMES STREET DETENTION POND ENGINEERING SERVICES. It was moved by Olsen and seconded by Abbott to approve a contract with Strand Associates of Madison, Wisconsin for a sum not to exceed \$62,000 (combined price for detention basin and Whitewater Creek shoreline restoration projects) for engineering services for James Street detention pond. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

APPROVAL OF CONTRACT WITH STRAND ASSOCIATES FOR WHITEWATER CREEK SHORELINE RESTORATION ENGINEERING SERVICES. It was moved by Olsen and seconded by Abbott to approve a contract with Strand Associates of Madison, Wisconsin for a sum not to exceed \$62,000 (combined price for detention basin and Whitewater Creek shoreline restoration projects) for engineering services for Whitewater Creek. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

FIRE DEPARTMENT / RESCUE SQUAD OPERATIONS STUDY. This item was removed from the council agenda at the request of the City Manager. Additional information will be forthcoming.

MEMORANDUM OF UNDERSTANDING WITH DOWNTOWN WHITEWATER. City Manager Clapper presented an updated version of the Memorandum of Understanding between the City of Whitewater and Downtown Whitewater. It was moved by Olsen and seconded by Binnie to approve the proposed agreement. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None

EXECUTIVE SESSION. It was moved by Singer and seconded by Olsen to adjourn to Closed Session, to reconvene in approximately 45 minutes, pursuant to Wisconsin Statutes 19.85(1)(c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility” and Wisconsin Statutes 19.85(1)(e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”. Items to be discussed:
1) Collective Bargaining Agreements with Police Officers and Dispatch Officers. 2) WIN Agreement for Dark Fiber Installation. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. The meeting adjourned to closed session at 7:35 p.m.

RECONVENE INTO OPEN SESSION. At 8:30 p.m. it was moved by Olsen and seconded by Abbott to reconvene into open session. AYES: Olsen, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None

CONTRACT WITH WIN FOR DARK FIBER INSTALLATION. No action was taken on the proposed contract with WIN.

FUTURE AGENDA ITEMS. Councilmember Kidd requested that an interim report from the bus line be presented, to coincide with the end of the school year.

ADJOURNMENT. It was moved by Olsen and seconded by Bregant to adjourn the meeting. Motion carried by unanimous voice vote. The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Michele R. Smith, Clerk

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
AIRWAY SALES INC						
641	AIRWAY SALES INC	19636	GEN BLDG/WATER FILTER	05/08/2013	129.08	100-51600-340
Total AIRWAY SALES INC:					129.08	
ALL PEST CONTROL						
4613	ALL PEST CONTROL	2013-1325	COMMUNITY BLDG/ PEST CON	05/08/2013	114.00	100-51600-355
Total ALL PEST CONTROL:					114.00	
AMERICAN INDUSTRIAL LEASING CO						
5928	AMERICAN INDUSTRIAL LEASI	318009	GEN ADMN/COPIER LEASE	05/08/2013	819.00	100-51450-244
5928	AMERICAN INDUSTRIAL LEASI	318009	FINANCE/COPIER LEASE	05/08/2013	645.00	100-51450-244
5928	AMERICAN INDUSTRIAL LEASI	318009	DPW/COPIER	05/08/2013	645.00	100-51450-244
5928	AMERICAN INDUSTRIAL LEASI	318009	POLICE/COPIER LEASE	05/08/2013	645.00	100-51450-244
Total AMERICAN INDUSTRIAL LEASING CO:					2,754.00	
ANICH LUMBER & HARDWAR CO, AJ						
1601	ANICH LUMBER & HARDWAR C	21243	PARKS/HORSESHOE PIT RELO	05/08/2013	2,184.08	100-53270-245
1601	ANICH LUMBER & HARDWAR C	3492	PARKS/HORSESHOE PIT RELO	05/08/2013	580.85	100-53270-245
Total ANICH LUMBER & HARDWAR CO, AJ:					2,764.93	
AT&T LONG DISTANCE						
4746	AT&T LONG DISTANCE	4746-050813	SAFETY BLDG/LONG DISTANC	05/08/2013	494.27	100-51450-225
4746	AT&T LONG DISTANCE	4746-050813	CABLE/LONG DISTANCE	05/08/2013	46.88	200-55110-225
Total AT&T LONG DISTANCE:					541.15	
BALL, RICHARD						
1033	BALL, RICHARD	29933	STREET/SHOP SUPPLIES	05/08/2013	91.75	100-53230-340
1033	BALL, RICHARD	30130	INNOVATION CTR/MATS	05/08/2013	66.40	920-56500-250
1033	BALL, RICHARD	30155	WASTEWATER/SHOP TOWELS	05/08/2013	37.25	620-62840-340
Total BALL, RICHARD:					195.40	
BERGEY JEWELRY						
431	BERGEY JEWELRY	28839	FIRE/OPERATING SUPPLIES	05/08/2013	93.95	100-52200-340
Total BERGEY JEWELRY:					93.95	
BURNS INDUSTRIAL SUPPLY						
28	BURNS INDUSTRIAL SUPPLY	474575	STREET/REPAIR PARTS	05/08/2013	221.51	100-53320-353
Total BURNS INDUSTRIAL SUPPLY:					221.51	
CITGO						
5404	CITGO	37804372	POLICE PATROL/GAS	05/08/2013	2,880.88	100-52110-351
5404	CITGO	37804372	RESCUE/GAS	05/08/2013	936.80	100-52300-351
5404	CITGO	37804372	POLICE INV/GAS	05/08/2013	321.62	100-52120-351
5404	CITGO	37804372	FIRE/GAS	05/08/2013	555.24	100-52200-351
5404	CITGO	37804372	CSO/GAS	05/08/2013	246.78	100-52140-351

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total CITGO:					4,941.32	
DIVERSIFIED BENEFIT SVC INC						
4192	DIVERSIFIED BENEFIT SVC INC	162495	FINANCE/APRIL SVC	05/08/2013	257.90	100-51500-217
Total DIVERSIFIED BENEFIT SVC INC:					257.90	
DUNSMOOR DOORS INC						
74	DUNSMOOR DOORS INC	3082	GEN BLDG/CHANNEL TRANSMI	05/08/2013	237.38	100-51600-355
74	DUNSMOOR DOORS INC	3129	GEN BLDG/SVC CALL FOR DOO	05/08/2013	94.95	100-51600-355
Total DUNSMOOR DOORS INC:					332.33	
EGNOSKI, THOMAS						
5029	EGNOSKI, THOMAS	857	INNOVATION CTR/SNOW REMO	05/08/2013	350.00	920-56500-294
Total EGNOSKI, THOMAS:					350.00	
FIRE-RESCUE SUPPLY LLC						
3886	FIRE-RESCUE SUPPLY LLC	4723	STREET/OPERATIGN SUPPLIE	05/08/2013	47.50	100-53230-340
Total FIRE-RESCUE SUPPLY LLC:					47.50	
FRANK BROS INC						
1438	FRANK BROS INC	54436	STREET/FILL MATERIAL	05/08/2013	547.80	100-53320-460
Total FRANK BROS INC:					547.80	
HARE, MERLIN						
5079	HARE, MERLIN	TRUCK #18	STREET/EXHAUST PIPES	05/08/2013	20.00	100-53230-352
Total HARE, MERLIN:					20.00	
HARRISON WILLIAMS MCDONNELL						
62	HARRISON WILLIAMS MCDONN	203270	LEGAL/ELKHORN RD VENTURE	05/08/2013	40.00	100-51300-212
Total HARRISON WILLIAMS MCDONNELL:					40.00	
JOHN DEERE FINANCIAL						
6276	JOHN DEERE FINANCIAL	012437	RESCUE/#1281 TIRES	05/08/2013	900.00	100-52300-241
6276	JOHN DEERE FINANCIAL	60675	STREET/POLICE VEHICLE REP	05/08/2013	100.00	100-53230-354
6276	JOHN DEERE FINANCIAL	60833	WASTEWATER/JOHN DEERE 5	05/08/2013	55.00	620-62850-357
6276	JOHN DEERE FINANCIAL	60854	STREET/TIRE REPAIRS	05/08/2013	60.00	100-53230-352
6276	JOHN DEERE FINANCIAL	DUE	STREET/BALANCE	05/08/2013	1.93	100-53230-352
6276	JOHN DEERE FINANCIAL	IC08274	WASTEWATER/KUBOTA REPAI	05/08/2013	67.08	620-62860-357
6276	JOHN DEERE FINANCIAL	IW21897	PARKS/COLD SHUT	05/08/2013	2.08	100-53270-242
6276	JOHN DEERE FINANCIAL	IW21934	STREET/TERMINAL	05/08/2013	.76	100-53230-352
Total JOHN DEERE FINANCIAL:					1,186.85	
JOHNSON BLOCK & CO INC						
4258	JOHNSON BLOCK & CO INC	406816	FINANCE/2012 AUDIT	05/08/2013	3,775.00	100-51500-214
4258	JOHNSON BLOCK & CO INC	406816	WATER/2012 AUDIT	05/08/2013	1,950.00	610-61923-210
4258	JOHNSON BLOCK & CO INC	406816	WASTEWATER/2012 AUDIT	05/08/2013	1,950.00	620-62810-219
Total JOHNSON BLOCK & CO INC:					7,675.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
MUNICIPAL ENVIRONMENTAL GROUP						
2309	MUNICIPAL ENVIRONMENTAL	2013 DUES	WASTEWATER/MEMBERSHIP	05/08/2013	1,351.20	620-62820-219
Total MUNICIPAL ENVIRONMENTAL GROUP:					1,351.20	
REGISTRATION FEE TRUST						
3833	REGISTRATION FEE TRUST	DG212749	POLICE PATROL/2013 TAURUS	05/08/2013	70.50	100-52110-241
Total REGISTRATION FEE TRUST:					70.50	
S & H TRUCK SERVICE						
388	S & H TRUCK SERVICE	11313	CRASH CREW/VEHICLE MAINT	05/08/2013	269.21	100-52210-241
Total S & H TRUCK SERVICE:					269.21	
STA-LITE CORP						
102	STA-LITE CORP	5215	GEN BLDG/2ND FLOOR REFRIG	05/08/2013	285.00	100-51600-245
Total STA-LITE CORP:					285.00	
TRANS UNION LLC						
1378	TRANS UNION LLC	03345228	POLICE INV/PROFESSIONAL S	05/08/2013	17.83	100-52120-219
Total TRANS UNION LLC:					17.83	
TRI COUNTY COOLING & HEATING LLC						
5283	TRI COUNTY COOLING & HEATI	1607	ARMORY/BOILER MAINTENANC	05/08/2013	417.00	100-51600-244
Total TRI COUNTY COOLING & HEATING LLC:					417.00	
TVL TRUCKING INC						
4960	TVL TRUCKING INC	12-21-12 THR	STREET/SNOW REMOVAL & SA	05/08/2013	1,875.00	100-53320-295
Total TVL TRUCKING INC:					1,875.00	
UNISON SOLUTIONS INC						
6010	UNISON SOLUTIONS INC	2013-3283	WASTEWATER/TESTING	05/08/2013	2,250.00	620-62840-342
Total UNISON SOLUTIONS INC:					2,250.00	
UW WHITEWATER						
8	UW WHITEWATER	18568	WASTEWATER/JANITORIAL SU	05/08/2013	59.75	620-62840-340
8	UW WHITEWATER	18568	GEN BLDG/JANITORIAL SUPPLI	05/08/2013	148.22	100-51600-340
8	UW WHITEWATER	18568	LIBRARY BLDG/JANITORIAL SU	05/08/2013	55.93	100-55111-355
8	UW WHITEWATER	18568	GEN BLDG/JANITORIAL SUPPLI	05/08/2013	20.86	100-51600-340
Total UW WHITEWATER:					284.76	
WALWORTH COUNTY						
336	WALWORTH COUNTY	2013000022	GEN ADMN/FEES	05/08/2013	30.00	100-51400-340
Total WALWORTH COUNTY:					30.00	
WASSEL HARVEY & SCHUK LLP						
241	WASSEL HARVEY & SCHUK LL	82991	LEGAL/PHONE CONF SCHMUH	05/08/2013	75.00	100-51300-212
Total WASSEL HARVEY & SCHUK LLP:					75.00	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
WHITEWATER FIRE DEPT						
284	WHITEWATER FIRE DEPT	284-050813	FIRE/WALMART OFFICE SUPPL	05/08/2013	23.71	100-52200-310
284	WHITEWATER FIRE DEPT	284-050813	FIRE/CREDIT CARD OPERATIN	05/08/2013	202.31	100-52200-340
284	WHITEWATER FIRE DEPT	284-050813	FIRE/CREDIT CARD EMPLOYEE	05/08/2013	1,121.82	100-52200-211
284	WHITEWATER FIRE DEPT	284-050813	FIRE/CREDIT CARD TRNG CRE	05/08/2013	870.00	100-52200-211
Total WHITEWATER FIRE DEPT:					<u>477.84</u>	
WHITEWATER LIMESTONE INC						
20	WHITEWATER LIMESTONE INC	12842	STREET/LIMESTONE	05/08/2013	43.41	100-53300-405
Total WHITEWATER LIMESTONE INC:					<u>43.41</u>	
WI DEPT OF JUSTICE						
69	WI DEPT OF JUSTICE	L6505T0 04/01	REC/RECORD CHECK	05/08/2013	14.00	100-55210-790
69	WI DEPT OF JUSTICE	L6505T0 04/01	BEV OP/RECORD CHECK	05/08/2013	63.00	100-44122-51
69	WI DEPT OF JUSTICE	L6505T0 04/01	LIBRARY/RECORD CHECK	05/08/2013	7.00	200-55110-310
Total WI DEPT OF JUSTICE:					<u>84.00</u>	
Grand Totals:					<u><u>29,743.47</u></u>	

Dated: 05/01/2013

Finance Director: DOUG SAUBERT

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.

Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, March 18, 2013, 6:30 pm

Present: Julie Caldwell, Richard Helmick, Sharon Knight, Rose Mary Leaver, Donna Nosek, Vicki Santacroce, Jim Winship

Administrative Staff Present: Stacey Lunsford, Diane Jaroch, Cathy Bloom

Also Present: Cameron Clapper

1. President Nosek called the meeting to order at 6:35 p.m.
2. The consent agenda was approved as presented. MSC (Knight/Leaver) Ayes: Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
3. The circulation, service, and Mango statistics reports for February 2013 were acknowledged and accepted as presented. MSC (Leaver/Helmick) Ayes: Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
4. The treasurer's report for February 2013 was acknowledged and accepted as presented. MSC (Helmick/Leaver) Ayes: Helmick, Knight, Leaver, Nosek, Santacroce Noes: None
5. Citizen input regarding matters not on agenda; no action at this meeting: NONE.
6. OLD BUSINESS
 - a) Library Building Expansion Project ~ Board brought up concerns and questions regarding exploration of partnering library expansion project with a multi-use facility project with the Parks and Recreation Department. Discussed needs for facilities that would expand recreational programming for senior citizen opportunities, children's programs, and media services. Library has already invested money in land and planning, what would be the responsibility of the Parks and Recreation Department? Explore updating conceptual plan from Architecture, Rick McCarthy, with possible community spaces included.
 - b) Council and Community Communications ~ Stacey Lunsford was suppose to present at the City Council meeting March 19, but she unexpectedly needs to attend an urgent meeting for the SHARE Council instead.
7. NEW BUSINESS
 - a) Investment Policy ~ The Board reviewed the policy.
 - b) Boopsie for Libraries ~ Motion was made to table the decision to purchase the Boopsie library App for mobile devices until Board members can explore and trial the App. MSC (Winship/Knight) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
 - c) Motion was made to change our hospitality offerings for the public with addition of a commercial Keurig coffee machine. MSC (Helmick/Knight) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
 - d) Repurposing the White Memorial Room ~ Motion was made to repurpose White Memorial Room as a trial Maker Space for 12 months. MSC (Caldwell/Helmick) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
8. DIRECTOR'S REPORT (As submitted by Stacey Lunsford)

SUGGESTION BOX: None

DIRECTOR'S REPORT

- a) I attended the first meeting of the SHARE Agreement committee on February 22. The meeting was very productive and we drafted five sections of a proposed 13. Our next meeting is scheduled for Thursday, March 14, following the Directors Council meeting in Horicon.
 - b) I attended a meeting of the Jefferson County library directors on Monday, March 11. We had presentations from the vice president of the new osteopathic medical college that will be opening on the old St. Coletta campus, from a Milwaukee public relations firm called Translator, and from representatives of the Jefferson County Economic Council who discussed broadband access for all of Jefferson County as a necessary infrastructure development that they will be pursuing.
 - c) The Friends of the Library completed their spring book sale. They made over \$1200. They approved the purchase of a new 55 or 60 inch TV for the Community Room that will be mounted on the south wall. This will replace our old TV, which is several generations out-of-date.
 - d) I have included a copy of the judgment against the tenant that was formerly in the Maas house. She and her family caused some damage to the house.
9. ADULT SERVICES REPORT (As submitted by Diane Jaroch)
- a) The small lobby display case for February featured the Academy Awards. The theme was "And the Winner Is..." and past Oscar winning movies were displayed along with Barbie Dolls dressed in their finest attire. The display was a group effort as several staff members assisted with different aspects of the display. Just like in Hollywood we had a hairdresser, outfitter, etc. It was just what we all needed to boost our spirits during a long, dreary winter.
 - b) In conjunction with the "And the Winner Is..." display case we also held an Oscar game. The game was open to all library patrons. Patrons were given a ballot to fill out so they could vote for their Oscar winners. Eight people played the game and there were two winners, a tie, just like at the Oscars. Both winners got eleven out of the twenty-four categories right.
 - c) The Circuit program on February 5th was a great success. We had 15 in attendance and had a nice variety of ages attending. We even had two male college students participate in the program. Patrons were eager to hear of other hands-on programs we would be offering in the future.
 - d) On February 12th the management staff met with Choton Basu and Bill Bowen from Strive to discuss implementing an online registration system for library programs. It will be especially useful for the Summer Reading Program.
 - e) Cathy and I met with our new practicum student, Lindsey Giller on February 11th. She will be working with us this semester.
 - f) A student from UW-Whitewater needed to interview a librarian for one of her classes so she came to the library and asked me questions about the library and how business is conducted at our library.
 - g) I attended the workshop "Programming for Teens, 20-somethings, & Beyond" on February 28th at the Wintergreen Resort in the Wisconsin Dells.

- h) On February 21st I participated in a webinar sponsored by the Department of Public Instruction to learn how individual Wisconsin libraries can benefit from an upcoming nationwide library marketing initiative. The EveryoneOn campaign, which launches on March 21, 2013, has the potential to heighten public awareness of the key role libraries can play in fostering digital literacy. Participants of the webinar learned about the development and goals of the national campaign.
 - i) I met with Terry Honeycutt, our book vendor from Unique Books on February 19th. He always has a nice variety of non-fiction books and DVD's.
 - j) I have lined up some programs for the month of April. Stacey and I will be hosting a book discussion in conjunction with The Big Read, and on April 20th, also in conjunction with The Big Read we will be hosting the program "Learning to Tell Our Story: Auto/Biography & Oral Histories", a two hour workshop lead by Brian "Fox" Ellis of Fox Tales International. On April 13th Gary Niebuhr will be here to conduct a book Making workshop.
10. YOUTH SERVICES REPORT (As submitted by Cathy Bloom)
- a) February was a busy month. Our monthly/weekly meetings were Story times (3 per week), Lego Club, and Home Schooling.
 - b) The Snow Dogs program was held in conjunction with Whitewater's Freeze Fest. This was our best attendance for this yearly program. Excellent publicity for the library! I don't know who enjoys this program more: the children or the dog owners.
 - c) I'm happy to report that the Friends of the Library have been receiving donations for the Book It race.
 - d) Sherry and I have finished confirming the dates for the performers for this year's Summer Reading Program, and most of the supplies have been received. The themes for this year are Dig into Reading (preschool and elementary) and Beneath the Surface (young adult).
 - e) Young Adults involved with the Battle of the Books need to read 10 books chosen for the tournament. It is the responsibility of the librarians who are on the BOB committee to read 3 or 4 of the books and to write 10 questions about each book. I just started my first book.
11. Board member reports: NONE
12. Board member requests for future agenda items: Explore annual staff recognition opportunities from the Board and treat for staff in April from Board.
13. Confirmation of next meeting on April 15, 2013, 6:30 p.m.
14. Motion was made to Adjourn into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." MSC (Leaver/Helmick) Roll call vote Julie Caldwell, Richard Helmick, Sharon Knight, Rose Mary Leaver, Donna Nosek, Vicki Santacroce, Jim Winship

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

Motion was made to reconvene to open session at 9:15 p.m. MSC (Knight/Helmick) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship
Noes: None

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

Minutes submitted by Vicki Santacroce, Board of Trustees Secretary

Vicki Santacroce

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

Birge Fountain Committee

September 19, 2012 Meeting Minutes (draft)

1. Call to order:
The meeting was called to order by president pro-tem, Dalee at 3:10 p.m.
2. Roll Call:
Members present: Dalee, Nass, Allen, Binnie, Nosek. Members absent: Loomer and Luckett.
3. Approval of Minutes:
It was moved by Binnie, seconded by Dalee, to approve the minutes of the April 11, 2012 meeting. The motion passed by unanimous consent.
4. Election of Officers:
It was moved by Dalee, seconded by Binnie to postpone the election of officers due to President Luckett's absence until the spring February 2013 meeting. The motion passed by unanimous consent.
5. Treasurer's Report:
Treasurer Nosek reported that one of the 3 Birge Ftn. certificates of deposit (c.d.) was due to mature in February, 2013. Discussion again turned to the possible advantages of investing Birge Ftn. funds with the Whitewater Community Foundation (WCF). The Committee once again directed president Lukett to meet with the WCF to explore possible membership. The Committee also directed treasurer Nosek to contact the First Citizen's State Bank to advise them to not renew the c.d. maturing in 2013 until a decision could be reached by the Committee at its Feb. 2013 regarding seeking membership in the WCF.
6. Maintenance:
Nosek reported to the Committee regarding the deterioration of the Fountain's appearance since its major refurbishment in 2011. He reported that despite semi-annual waxings, oxidation was once again forming on the bronze portions of the Fountain and that calcium buildup, despite soft water treatments, was still a major disfiguring problem. The committee granted him permission to seek the services of a soda blaster to try to restore the Fountain's appearance.
- 7: Vandalism:
No major vandalism has occurred since the last meeting. Apparently, better surveillance cameras now give better resolution. Lowering the spears and tridents in the cherub's hands has finally eliminated vandalism to them.
- 8: Future Agenda Items:
 - WCF membership
 - Fountain spring renewal and startup

Respectfully submitted,
Roy Nosek, treasurer

**City of Whitewater
Parks and Recreation Board
Minutes
Monday, March 4, 2013 - 5:00pm
Community Room-1st Floor, City Municipal Building
312 W. Whitewater St. Whitewater, WI 53190**

Call to Order and Roll Call

Teri Smith, Ken Kidd, Brandon Knedler, Bruce Parker, and Rachel DePorter. Absent: Nathan Jaeger, Jen Kaina, and Kim Gosh.

Staff: Matt Amundson, Deb Weberpal, Michelle Dujardin

Guests: Richard Helmick, Stacey Lunsford

Consent Agenda: Approval of Parks and Recreation Board minutes of February 4, 2012, and Receipt and acknowledgment of Urban Forestry Commission minutes of January 22, 2013.

No items to be removed from consent agenda. Kidd moved to accept the consent agenda. Seconded by Parker. Ayes: Parker, Kidd, DePorter, Smith, and Knedler. Noes: None. Abstain: None. Absent: Gosh, Kaina, and Jaeger. 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.

No Comments

Staff Reports:

Parks & Recreation Director

- Sports Coordinator: Abby Schyvinch has been hired as the Sports Coordinator for the Parks and Recreation Department. The position is 20 hours per week. Abby will be starting in early April. Abby has a degree in Sports Management from UW-LaCrosse. Her past work experience includes the Just A Game Field house in Wisconsin Dells, the Wisconsin Rapids Rafters Northwoods League Baseball team, and television broadcast experience on camera and behind the scenes.
- Website URL: We have a new home on the web! Our new Parks and Recreation URL is www.wwparks.org. This will be a direct link to Parks & Recreation. We think this is short and catchy and something everyone can remember. Most importantly, it is much easier to remember than www.whitewater-wi.gov then go to departments, then Parks & Recreation.

Recreation & Community Events Programmer

- Freeze Fest Recap: On Saturday, February 16th the 5th Annual Freeze Fest took place at Cravath Lakefront and around Whitewater. At the present time, it is calculated that we had 238 plungers and raised \$40, 426.27 with continued dollars to be taken in. Final counts are usually finalized by May. The 2014 date has been set for Saturday, February 15th.
- Wellfest: The 2nd Annual Wellfest is taking place on Sunday, March 10th from Noon-3pm at the Whitewater High School. The event is completely free and appropriate for all ages. Parks & Recreation and Seniors In The Park will have a table to promote programs and answer questions.
- Creative Writing: The department is adding additional programs in multiple areas. Creative Writing is being offered at the Hamilton House by Katy Wimer, who is a local photographer and writer. The first class has brought out six writing enthusiasts with only complements of the class.

Senior Coordinator

- Chili Cook-off Recap: The chili cook off registration hit max this year for Freeze Fest. The event brought out 12 competitors and raised \$400 for Special Olympics and \$400 for Seniors In The Park.
- Valentine's Day Event: The Seniors In The Park hosted Sweetheart Bingo with a visit from Elvis. The event brought out 53 people which created a full house.
- Meal Site: The community building is a current site for the meal program. Due to funding, there is a chance the meal site could be discontinued at our location.
- Intern projects update: Sara is doing fantastic as an Intern and has co-created the first Senior Resource Fair to take place May 2nd.

Considerations:

Discussion and direction related to library building expansion

Amundson stated that at the February 18th Library Board Meeting discussion of the concept of looking at a library expansion project was brought forward. The concept included space for senior programming and even the possibility of a community center.

Stacey Lunsford (Library Director) commented that senior programs dove tails nicely with what the Library has to offer. The hope is to become more of a one stop shop multipurpose center. Creating a center where people can come in the morning and stay all day due to so many activities.

Kidd: Where are you with the space consultant?

Lunsford: There will be no more second story. Space hasn't been defined yet for concept plan.

Kidd: In the past, moving the senior programming has been a sore subject.

Weberpal: We have lots of new people in our programs and only a handful of diehards of staying at Starin. The Parks and Recreation Board directed Amundson to move forward and bring back more information when available.

Discussion and possible action on extended hours of Parks & Recreation Department

Amundson stated the extended Thursday hours to 6:00pm and the 1st Saturday of the Month from 8-11am has generated zero contact with the public. Amundson asked the board if there was something better we could be doing. Amundson also stated that online registration has increased.

Kidd suggested publishing certain dates and times in the next brochure for extended registration hours.

Knedler suggested creating a two week period during the busy registration times to have extended registration hours.

The Parks and Recreation Board directed staff to design times and dates best suited for busy registration times.

Discussion and possible action on future Parks & Recreation Meeting dates

Amundson asked Board's thought on moving regularly scheduled meetings to the 2nd Tuesday of the month. This would put the Council on the 1st & 3rd Tuesday, Parks & Recreation on the 2nd Tuesday, and UFC on the 4th Tuesday.

Knedler moved to move the meetings to the second Tuesday of the month at 5:00pm starting April.

Seconded by Parker. Ayes: Parker, Kidd, DePorter, Smith, and Knedler. Noes: None. Abstain: None.

Absent: Gosh, Kaina, and Jaeger . Motion passed.

Discussion and review of Fall 2012 Recreation Program financials

Amundson presented program financials included in the packet and highlighted program details and new additions for 2012.

Discussion and possible action related to the site plan for Treyton's Field of Dreams

A recent tour by Amundson and Mike Kilar to concession stands in Milton and Fort Atkinson resulted in a few proposed changes to current conception concession stand. The revised site plan included in the packet illustrated the following changes; location of concession/restroom building moved outside of the Field of Dreams site to across the trail, expanded bleacher seating behind backstop, and shade structure/picnic areas.

Smith expressed concern with restrooms facing the parking lot and the safety of the users.

Parker suggested turning the building to allow the serving window to face the parking lot and having the restrooms face the field of dreams.

Amundson stated the final landscape and concession plan will be brought to Council in April.

Direction and possible action related to forestry issues and EAB public education

Amundson announced a free EAB Seminar will be held on April 3rd from 6:30pm-8:00pm located at the Cravath Lakefront Community building for community members. Amundson asked for the board's direction in his role in the UFC.

Kidd stated that the UFC comes through the Parks and Recreation Board and that Amundson should play a large role in that Commission. Smith stated that Amundson should continue his current involvement level. Knedler suggested Amundson help set agenda items, goals and objectives for the year with the UFC while creating a better working relationship together with the Parks & Recreation Board.

Introduction to Strategic Plan Process and discussion of Goals & Objectives

Amundson referred to the board's packet with the goals & objectives from the last Park and Open Space plan. A power point presentation was given to compliment the packet information.

Amundson asked the board to look at the goals & objectives and give feedback on the next step and commented that it needed to be a 5 year plan. He also stated that the department will be setting up focus groups and would like the first focus group to be a SWAT Analysis of the department. A separate special meeting will be set up to work on the strategic plan.

Request for future agenda items

Due to field construction, location of Fourth of July carnival workers

Update on Bird City

Butterfly friendly garden area

Adjourn

Motion to adjourn to closed session at 7:00pm by DePorter, seconded by Smith.

Next meeting: Tuesday April 9, at 5:00 pm

Respectfully submitted,

Michelle Dujardin

Michelle Dujardin



Proclamation for National Police Week 2013

To recognize National Police Week and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Whitewater Police Department;

WHEREAS, some 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, this includes Officer Jennifer L. Sabina of the Wauwatosa Police Department and Deputy Sergio Aleman of the Milwaukee County Sheriff’s Department. There were 120 officers killed nationwide in 2012, which was a thankful decline as compared to recent years;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, 321 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 120 officers killed in 2012 and 201 officers killed in previous years;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund’s 25th Annual Candlelight Vigil, on the evening of May 13, 2013;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 12-18;

WHEREAS, May 15 is designated as National Peace Officers Memorial Day, in honor of all fallen officers and their families;

THEREFORE, BE IT RESOLVED that the Whitewater City Council formally designates May 12-18, 2013, as Police Week in Whitewater, Wisconsin, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Cameron Clapper, City Manager

Patrick Singer, Council President

James Olsen, Aldermanic District 1

Stephanie Abbott, Aldermanic District 2

James Winship, Aldermanic District 3

Lynn Binnie, Aldermanic District 4

Sarah Bregant, Aldermanic District 5

Ken Kidd, Councilmember At Large

**CITY OF WHITEWATER
HISTORIC PRESERVATION MONTH
PROCLAMATION**

WHEREAS, historic preservation is an effective tool for managing growth, revitalizing neighborhoods, fostering local pride and maintaining community character while enhancing livability; and

WHEREAS, historic preservation is relevant for communities across the nation, both urban and rural, and for Americans of all ages, all walks of life and all ethnic backgrounds; and

WHEREAS, it is important to celebrate the role of history in our lives and the contributions made by dedicated individuals in helping to preserve the tangible aspects of the heritage that has shaped us as a people; and

WHEREAS, in 2013 the City of Whitewater will be restoring its landmark Old Train Depot as part of its historic preservation efforts; and

WHEREAS, the City of Whitewater desires to express their commitment to the preservation of our City’s irreplaceable and invaluable historical resources by celebrating Whitewater Historic Preservation Day on May 1, 2013.

NOW, THEREFORE, May 2013 is proclaimed in the City of Whitewater as National Preservation Month, and we call upon the people of the City of Whitewater to join their fellow citizens across the United States in recognizing and participating in this special observance.

Cameron Clapper , City Manager

Patrick Singer,
Common Council President

Sarah Bregant

Lynn Binnie

James Olsen

Kenneth Kidd

James Winship

Stephanie Abbott



WISCONSIN ARCHAEOLOGY MONTH 2013

WHEREAS, archaeological preservation gives the citizens of Wisconsin a deeper understanding and appreciation of their unique and diverse heritage; and

WHEREAS, Wisconsin's archaeological heritage contributes to the economic, social and cultural well-being of our cities, villages, and rural areas throughout the state, and enhances our nation's heritage, and

WHEREAS, Wisconsin declares its commitment to the preservation of the State's irreplaceable and invaluable historic and prehistoric resources and urges all citizens and communities to preserve and protect their special heritage, and

WHEREAS, Wisconsin's Archaeology Month 2013 provides an opportunity for all citizens of all ages to enjoy, celebrate and take pride in our State's and Nation's diverse heritage;

NOW, THEREFORE, the month of May, 2013 is proclaimed Wisconsin Archeology month in the City of Whitewater, Wisconsin.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

STAFF REPORT

WHITEWATER LANDMARKS COMMISSION ANNUAL PRESERVATION ACTIVITIES REPORT (January – December, 2012)

The City of Whitewater Landmarks Commission met 13 times between January, 2011 and December, 2011. There were 11 monthly meetings (July was cancelled due to a lack of a quorum).
One special meeting to plan for Historic and Archeological Month activities on April 18, 2012.
One special meeting to approve the restoration of the Whitewater Passenger Depot on June 28, 2012.
One annual training session for commissioners (immediately following the regular September meeting).

The 3 requests listed below were approved for the Whitewater Passenger Depot:

Addition: 0
Chimneys and Tuck pointing : 1
Demolitions: 0
Fences and retaining walls: 1
Garage repair/construction: 0
Gutters/fascia/soffit:
Handrails and Porches: 0
Local Landmark Designations: 0
Ramps/Sidewalks/Steps/Driveways: 1
Roof Repair: 0
Signs and miscellaneous items:
Siding: 0
Windows and Doors:

The Commission currently monitors 19 individually listed Landmarks as well as the Main Street Historic District. In 2008, the Commission reviewed and accepted the Architectural and Historic Survey of City of Whitewater properties.

In 2012 Landmarks Commissioners. . .

January

- Attended a meeting of the Wisconsin Inter-tribal Repatriation Committee to improve communication on the preservation of the Maples Mound Group.

February

- Received a petition for a rescission of a landmark. Subsequently it was withdrawn in August.

March

- Attended the Wisconsin Burial Sites Protection Board Meeting.

April

- Attended Wisconsin Association of Historical Preservation Commissions in Madison, WI.
- Began work on a new local landmarks brochure.

May

- Worked with the city of Whitewater to issue proclamations on May 8 honoring both Wisconsin Historical Preservation Month and Wisconsin Archeological Month.
- Presented a PowerPoint (Annual Activities report) to the Whitewater City Council on May 8.
- Began working with City Neighborhood Services Manager who will now attend Landmarks meetings to aid in coordination of Landmarks and city staff.

STAFF REPORT

FOR HISTORIC PRESERVATION AND ARCHEOLOGICAL MONTH:

- Hosted a talk by Kurt Sampson from the WI Archeological Society on the history of the Whitewater Effigy Mounds on May 12, 2012 which was followed by a tour of the mounds.
- Hosted a reception honoring all local landmarks on May 3, 2012 – issuing framed certificates to current owners.
- Developed a PowerPoint of the local landmarks which was shown at the reception and is now available for viewing on the city website.
- Put together an educational display featuring the Landmarks Commission at the Irvin L. Young Memorial Library.
- Educated the community by showing videos of past work of the commission on Saturdays in May on Whitewater Community Television.
- Hosted a second mounds tour on May 23rd by local professor of environmental geography at UW – Whitewater, Renae Prell-Mitchell, focusing on the oak savanna, native plants, invasive species, reasons people chose this site for a gathering place and how they interacted with the natural species in this area. (Due to rain, this was rescheduled for June 23rd)
- Worked with City Neighborhood Services manager and city staff to post an interactive tutorial and Google map of local landmarks on city website.

June

- Approved the plans for the restoration of the Whitewater Passenger Depot.

July

- Received notification from WisDOT that all 3 stipulations of the MOA for the Rockefeller House demolition had been completed.

August

- Wrote a letter to the Wisconsin Historical Society National Register Coordinator in support of listing the Whitewater Passenger Depot on the National Register of Historic Places.

September

- Held an annual training session in September to review the Secretary of Interior's Standards for Preserving, Rehabilitating, Restoring and Reconstructing properties. This included giving commissioners a handbook on the four treatment approaches. The local landmark ordinance regarding rescissions and voluntary restrictive covenants was also reviewed.

October

- Attended the WI Archeological Society fall meeting.
- Were interviewed for an article on the Whitewater Effigy Mounds in the Watertown Daily Times.

December

- Approved a plan review application and approval form to be used for construction or alteration of an existing landmark.

Looking ahead to 2013, the Whitewater Landmarks Commission is planning:

*In 2013, the commission is planning on completing and printing a new local landmarks brochure.

*Put up an educational display at the Irvin L. Young Memorial Library.

*Plan activities for Wisconsin Historical Preservation Month and Archeological Preservation Month.

*Develop an informational panel documenting the history of the White Memorial FREE Library.

*Look into designating a local landmark.

May 2, 2013

cclapper@whitewater-wi.gov

Dear Cameron:

I have attached herewith an amendment to the penalty section for the damage to property offense in the City of Whitewater. I drafted this at the request of Councilmember Winship, who advised me that he has been receiving complaints from citizens in the city of Whitewater concerning damage to property and he believes it is necessary to increase the penalty in order to discourage damage to property by defendants. The penalty is being increased on a 1st offense as follows: \$200 minimum increased to \$450; \$500 maximum increased to \$700; on the 2nd offense: \$250 minimum increased to \$650; \$500 maximum increased to \$900.

I would appreciate it if this could be put on for first reading before the Council. If you have any questions in regard to this, feel free to contact me at any time.

Wally

ORDINANCE NO. _____
AN ORDINANCE AMENDING PENALTY PROVISIONS FOR
SECTION 7.36.010
DAMAGE TO PROPERTY

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

SECTION 1: Whitewater Municipal Code Chapter 7.36.010, Section 7.36.030(b) is hereby amended to read as follows:

- (b) (1) Penalties for Violation. Any person who violates the provisions of this section shall upon conviction thereof be subjected to a fine of not less than \$450.00 nor more than \$700.00, together with the costs of prosecution, and in default of payment of such fine and costs of prosecution, shall be imprisoned in the county jail for a period not to exceed six months.

- (2) Any person who violates the provisions of this section for a second time within a one-year period shall be subject to a fine of not less than \$650.00 nor more than \$900.00, together with the costs of prosecution, and in default of payment of such fine and costs of prosecution, shall be imprisoned in the county jail for a period not to exceed six months.

Ordinance introduced by Councilmember _____, who moved its adoption. Seconded by Councilmember _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk

ORDINANCE NO. _____
AN ORDINANCE AMENDING SECTION 1.21.010
SCHEDULE OF DEPOSITS

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

SECTION 1: Whitewater Municipal Code Section 1.21.010 is hereby amended by adding the following:

<u>CHAPTER OR SECTION NUMBER</u>	<u>OFFENSE</u>	<u>DEPOSITS AND COSTS</u>
7.36.030	Damage to property	1 st offense - \$450.00 plus statutory penalty assessment, jail assessment, court costs and crime lab assessment
		2 nd and subsequent offense - \$650.00 plus statutory penalty assessment, jail assessment, court costs and crime lab assessment

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

Ordinance introduced by Councilmember _____, who moved its adoption. Seconded by Councilmember _____.

AYES:

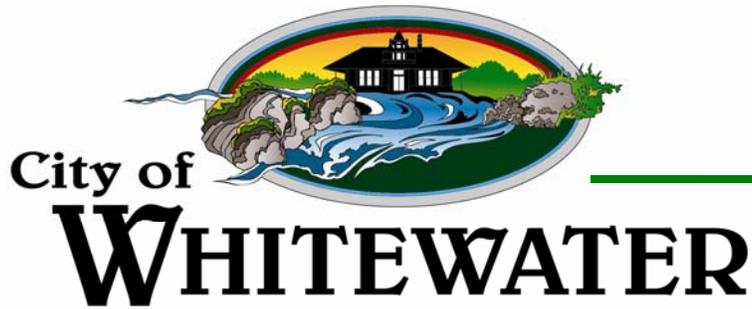
NOES:

Cameron Clapper, City Manager

ABSENT:

Michele R. Smith, City Clerk

ADOPTED:



Doug Saubert
Finance Director
P.O. Box 690
Whitewater, WI 53190

PHONE: (262) 473-1380
FAX: (262) 473-0589
Email: DSaubert@whitewater-wi.gov
WEBSITE: www.whitewater-wi.gov

TO: Council Members & City Manager

FROM: Doug Saubert, Finance Director

RE: Presentation of 2012 Audited Financial Statement and Reports

DATE: April 30, 2013

Enclosed in your packets are the following audited financial statements for 2012:

- Financial Statement Overview
- Required Audit Communications
- Financial Statements-Government Wide
- Financial Statements-Utilities

Kevin Krysinski of Johnson Block and Company will make a presentation at the May 7th council meeting. Kevin will review and discuss all of the above reports with primary emphasis on the "Financial Statement Overview", which highlights the 2012 Financial Statement results.

Please let me know if you have any questions prior to the meeting.



Johnson & Block
AND COMPANY, INC.

Certified Public Accountants

CITY OF WHITEWATER

**AUDITED FINANCIAL
STATEMENTS**

For the Year Ended December 31, 2012

Quality service through our commitment to clients and staff.

www.johnsonblock.com

City of Whitewater

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City of Whitewater

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Certified Public Accountants

406 Science Drive, Suite 100 ▲ Madison, Wisconsin 53711-1097 ▲ TEL 608-274-2002 ▲ FAX 608-274-4320

INDEPENDENT AUDITOR'S REPORT

April 18, 2013

To the City Council
City of Whitewater
Whitewater, Wisconsin

We have audited the accompanying financial statements of the governmental activities, business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Whitewater, Wisconsin, as of and for the year ended December 31, 2012, which collectively comprise the City's basic financial statements as listed in the table of contents, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information of the City of Whitewater,



Wisconsin, as of December 31, 2012, and the respective changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

New Accounting Policy

As discussed in Note 1 to the financial statements, in 2012, the City of Whitewater adopted new accounting guidance. Our opinion is not modified with respect to this matter.

Report on Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information as identified in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Report on Supplemental Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Whitewater, Wisconsin's financial statements as a whole. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements. The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Johnson Block & Company, Inc.

Johnson Block & Company, Inc.
Certified Public Accountants
Madison, Wisconsin

MANAGEMENT'S DISCUSSION

AND ANALYSIS

FOR 2012



**MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended December 31, 2012**

The management of the City of Whitewater offers all persons interested in the financial condition of the City to review this narrative overview and analysis of the City's financial performance during the fiscal year ending December 31, 2012. This section should be read in conjunction with the financial statements and the accompanying notes that follow. It should also be noted that the information contained here will focus primarily on the governmental operations of the city.

FINANCIAL HIGHLIGHTS

The City's total net position increased \$1,518,887, or 3.0% from the prior year. The increase is after a restatement of net position due to implementing new accounting standards which require expensing debt issuance costs. Previously these expenses were deferred and amortized. The net position for governmental activities increased \$1,237,845 while the net position of the business-type activities increased by \$281,042. The Community Development Authority-CDA-a component unit of the city, net position decreased by \$55,176.

The assets of the City of Whitewater exceeded its liabilities and deferred inflows of resources as of December 31, 2012 by \$52,274,987 (net position). Of this amount, \$4,811,992 (unrestricted net position) may be used to meet the government's ongoing obligations to citizens and creditors. The breakout of the unrestricted net position is \$2,152,785 and \$2,659,207 for governmental and business-type activities, respectively.

As of December 31, 2012, the City of Whitewater's governmental funds reported combined ending fund balances of \$6,692,547, an increase of \$1,854,371 in comparison with the prior year. Approximately 26.9% of this total, or \$1,803,567 (unassigned fund balance), is available for spending at the government's discretion.

The city's water utility had an operating income in 2012 of \$602,717. Unrestricted net position increased by \$648,521. The water utility's total net position increased by \$271,645 to \$10,795,193. The water utility filed a formal rate case application with the Public Service Commission (PSC) on April 29, 2011. The rate application was contested by our largest industrial water customer. The Final Decision on the rate application was approved on November 11, 2011. Water rates were increased as of November 23, 2011. In 2011, the water utility rates were increased by an average of 23%. The approved Rate of Return is 6%. For 2012, the Rate of Return equaled 7.43%. No rate adjustment was made in 2012.

The wastewater utility had an operating income of \$5,236 in 2012. The utility's total net position decreased by \$58,739. The wastewater utility increased rates by 3% effective March 1, 2004; by 7% on December 1, 2004; by 5% effective December 1, 2005; by 7% effective December 1, 2006; by 7% effective on September 1, 2007; by 7% on September 1, 2008 and by 5.0% on December 1, 2009; by 7% on December 31, 2010 and by 13.65% on July 1, 2011. No rate adjustment was made in 2012.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report consists of two parts: Management's Discussion and Analysis (this section) and the basic financial statements. The basic financial statements include two kinds of statements that present different views of the City:

- The first two statements are government-wide financial statements that provide both long-term and short-term information about the City's overall financial status.

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended December 31, 2012

OVERVIEW OF THE FINANCIAL STATEMENTS (cont.)

- The remaining statements are fund financial statements that focus on individual parts of the City government, reporting the City's operations in more detail than the government-wide statements. The governmental fund statements tell how general government services like public safety and public works were financed in the short-term as well as what remains for future spending.

These financial statements also include notes that explain some of the information in the financial statements and provide more detail data. The statements are followed by a section of required supplementary information that further explains and supports the information in the financial statements. The remainder of this overview section of management's discussion and analysis explains the structure and contents of each of the statements.

Government-Wide Statements

The government-wide statements report information about the City as a whole using accounting methods similar to those used by private-sector companies. The statement of net position includes all of the government's assets and liabilities and deferred inflows of resources. All of the current year's revenues and expenses are accounted for in the statement of activities regardless of when cash is received or paid.

The two government-wide statements report the City's net position and how they have changed. Net Position – the difference between the City's assets and liabilities and deferred inflows of resources – is one way to measure the City's financial health, or position. Over time, increases or decreases in the City's net position are an indicator of whether its financial health is improving or deteriorating. To assess the overall health of the City you need to consider additional non-financial factors such as changes in the City's property tax base and the condition of the City's infrastructure.

The government-wide financial statements include not only the City of Whitewater itself (known as the primary government), but also the City of Whitewater Community Development Authority (component unit). The authority does not issue separate financial statements.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the cash flows. Thus, revenue and expenses reported in this statement for some items will only result in cash flows in future fiscal periods.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds – Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Year Ended December 31, 2012

OVERVIEW OF THE FINANCIAL STATEMENTS (cont.)

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains 40 individual governmental funds. Several of the funds are included with the general fund. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Debt Service Fund, Capital Projects Fund, and the TIF District #4 Fund, all of which are considered to be major funds. Data from the other governmental funds are split between the non-major special revenue funds and the non-major capital project funds. Individual fund data for each of these non-major governmental funds is provided in the form of combining statements elsewhere in this report.

The City adopts an annual appropriated budget for all its funds. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Proprietary Funds – The City maintains 3 different types of proprietary funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. The Proprietary Enterprise Funds are the Water, Wastewater, and Stormwater Utilities. The Stormwater Utility was established in the 4th quarter of 2007.

Fiduciary Funds – Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The city is a trustee, or fiduciary, for the collection of all property taxes within the city for all taxing jurisdictions including the Whitewater Unified School District, Walworth and Jefferson counties, Gateway and Madison Area Technical College, and the State of Wisconsin. The accounting used for fiduciary funds is much like that used for proprietary funds.

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE

An analysis of the City's financial position begins with a review of the Statement of Net Position and the Statement of Revenues, Expenses, and Changes in Net Position. These two statements report the City's net position and changes therein. It should be noted that the financial position can also be affected by non-financial factors, including economic conditions, population growth and new regulations.

The largest portion of the City's (governmental and business-type activities) net position (approximately 78.3%) represents its investments in capital assets, less any debt used to acquire those assets that are still outstanding. The City uses these capital assets to provide service to citizens; consequently, these assets are not available for future spending. Although the City's net investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE (cont.)

CITY OF WHITEWATER'S NET POSITION

	Governmental Activities		Business-type Activities		Total	
	2012	2011	2012	2011	2012	2011
Current and Other Assets	\$ 13,444,537	\$ 11,751,696	\$ 5,989,748	\$ 4,017,244	\$ 19,434,285	\$ 15,768,940
Capital Assets	<u>38,324,698</u>	<u>35,554,292</u>	<u>33,523,350</u>	<u>32,770,757</u>	<u>71,848,048</u>	<u>68,325,049</u>
Total Assets	<u>\$ 51,769,235</u>	<u>\$ 47,305,988</u>	<u>\$ 39,513,098</u>	<u>\$ 36,788,001</u>	<u>\$ 91,282,333</u>	<u>\$ 84,093,989</u>
Non-Current Liabilities	\$ 20,450,112	\$ 17,993,109	\$ 8,373,542	\$ 6,074,147	\$ 28,823,654	\$ 24,067,256
Other Liabilities	<u>4,116,928</u>	<u>3,465,152</u>	<u>1,132,677</u>	<u>928,101</u>	<u>5,249,605</u>	<u>4,393,253</u>
Total Liabilities	<u>\$ 24,567,040</u>	<u>\$ 21,458,261</u>	<u>\$ 9,506,219</u>	<u>\$ 7,002,248</u>	<u>\$ 34,073,259</u>	<u>\$ 28,460,509</u>
Deferred Inflows of Resources	\$ 4,934,087	\$ 4,799,352	\$ -	\$ -	\$ 4,934,087	\$ 4,799,352
Net Position:						
Net Investment in Capital Assets	16,123,059	16,081,040	24,804,472	26,450,685	40,927,531	42,531,725
Restricted	3,992,264	2,397,392	2,543,200	2,221,872	6,535,464	4,619,264
Unrestricted	<u>2,152,785</u>	<u>2,569,943</u>	<u>2,659,207</u>	<u>1,113,196</u>	<u>4,811,992</u>	<u>3,683,139</u>
TOTAL NET POSITION	<u>\$ 22,268,108</u>	<u>\$ 21,048,375</u>	<u>\$ 30,006,879</u>	<u>\$ 29,785,753</u>	<u>\$ 52,274,987</u>	<u>\$ 50,834,128</u>
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, & NET POSITION	<u>\$ 51,769,235</u>	<u>\$ 47,305,988</u>	<u>\$ 39,513,098</u>	<u>\$ 36,788,001</u>	<u>\$ 91,282,333</u>	<u>\$ 84,093,989</u>

NET POSITION: The City of Whitewater's combined net position increased 2.83% between fiscal years 2011 and 2012 to \$52,274,987. 57.4% of the 2012 net position are business-type activities of the City Water, Wastewater, and Stormwater Utilities. The governmental activities had an increase in net position-\$1,237,845 for the year, while the business-type activities experienced a slight increase of 281,042.

ASSETS: Governmental Activities: The increase in Current and Other Assets can be attributed to a capital improvement bond issue in May 2012. Approximately, 1.9 million of the borrowing has not been spent. Taxes Receivable increased by \$153,083. Special Assessment Receivable, Accounts Receivables, and Other Receivables decreased by \$16,817. Due from Other Governmental Units declined by \$494,665. The decline is due primarily to the completion of the EDA-Innovation Center grant reimbursement. The remaining balance due on the EDA grant-\$370,498-was collected in January 2013.

LIABILITIES: Governmental Activities: Non-Current Liabilities increased by \$2,457,003. The increase can be attributed to the May 2012 Capital Improvements bond issue of \$5,475,000. Deferred Inflows of Resources increased by \$134,735. Due to Component Unit equals \$750,000 which represents the advance from the CDA-Fd 910 for the building of the Innovation Center. The Innovation Center is an asset of the CDA. The net book value of the Innovation Center as of 12/31/12 was \$5,844,474.

CITY OF WHITEWATER, WISCONSIN

MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE (cont.)

CITY OF WHITEWATER						
CONDENSED STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION						
	<u>Governmental Activities</u>		<u>Business-type Activities</u>		<u>Combined-Total</u>	
	<u>2012</u>	<u>2011</u>	<u>2012</u>	<u>2011</u>	<u>2012</u>	<u>2011</u>
Revenues:						
Program Revenues:						
Charges for Services	\$ 1,211,056	1,396,080	4,516,777	3,941,674	5,727,833	5,337,754
Operating grants and contributions	1,697,215	1,360,519	34,789	63,515	1,732,004	1,424,034
Capital grants and contributions	59,012	1,335,131	31,963	236,683	90,975	1,571,814
General Revenues:						
Property Taxes	4,477,495	4,545,291	-	-	4,477,495	4,545,291
Other Taxes	157,680	103,442	-	-	157,680	103,442
Intergovernmental	3,772,513	3,895,527	-	-	3,772,513	3,895,527
Investment Income	29,592	26,687	8,303	21,634	37,895	48,321
Miscellaneous	492,603	605,849	-	-	492,603	605,849
Total Revenues	\$ <u>11,897,166</u>	\$ <u>13,268,526</u>	\$ <u>4,591,832</u>	\$ <u>4,263,506</u>	\$ <u>16,488,998</u>	\$ <u>17,532,032</u>
Expenses:						
General government	\$ 1,692,300	\$ 1,822,026	\$ -	\$ -	\$ 1,692,300	\$ 1,822,026
Public Safety	4,316,349	4,263,329	-	-	4,316,349	4,263,329
Public Works	2,149,855	2,347,952	-	-	2,149,855	2,347,952
Leisure activities	1,750,098	1,732,743	-	-	1,750,098	1,732,743
Conservation and Development	169,583	126,948	-	-	169,583	126,948
Interest and fiscal charges	708,856	669,766	195,000	167,285	903,856	837,051
Water Utility	-	-	1,282,925	1,415,977	1,282,925	1,415,977
Sewer Utility	-	-	2,290,893	2,262,007	2,290,893	2,262,007
Stormwater Utility	-	-	302,449	306,973	302,449	306,973
Total Expenses	\$ <u>10,787,041</u>	\$ <u>10,962,764</u>	\$ <u>4,071,267</u>	\$ <u>4,152,242</u>	\$ <u>14,858,308</u>	\$ <u>15,115,006</u>
Increases in net position before transfers	\$ 1,110,125	\$ 2,305,762	\$ 520,565	\$ 111,264	\$ 1,630,690	\$ 2,417,026
Transfers	<u>127,720</u>	<u>(507,717)</u>	<u>(239,523)</u>	<u>(275,942)</u>	<u>(111,803)</u>	<u>(783,659)</u>
Increase in net position	\$ <u>1,237,845</u>	\$ <u>1,798,045</u>	\$ <u>281,042</u>	\$ <u>(164,678)</u>	\$ <u>1,518,887</u>	\$ <u>1,633,367</u>
NET Position-January 1-Restated	\$ <u>21,030,263</u>	\$ <u>19,250,330</u>	\$ <u>29,725,837</u>	\$ <u>29,950,431</u>	\$ <u>50,756,100</u>	\$ <u>49,200,761</u>
Change in Net Position due to Restatement	<u>-</u>	<u>(18,112)</u>	<u>-</u>	<u>(59,916)</u>	<u>-</u>	<u>(78,028)</u>
Net Position-December 31	\$ <u>22,268,108</u>	\$ <u>21,030,263</u>	\$ <u>30,006,879</u>	\$ <u>29,725,837</u>	\$ <u>52,274,987</u>	\$ <u>50,756,100</u>

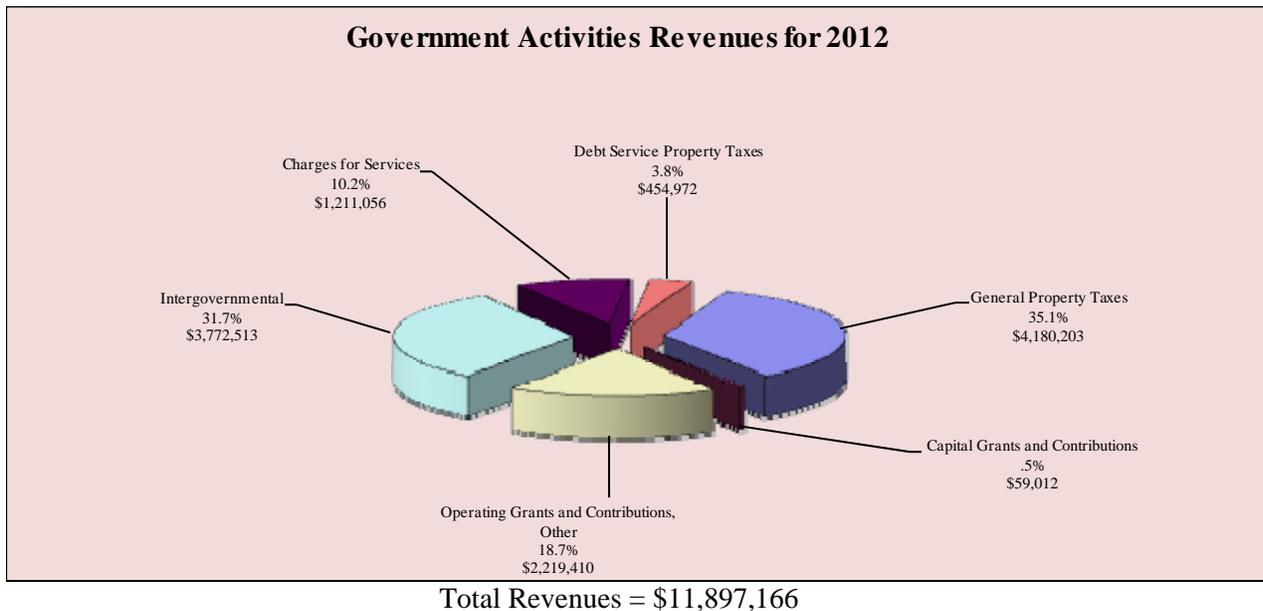
MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE (cont.)

Governmental Activities:

Change in Net Position: The City's 2012 revenues for both governmental and business-type activities total \$16,488,998 and expenses total \$14,858,308. These totals plus transfers resulted in an increase in net position of \$1,518,887. Net position increased by \$1,219,733 for governmental activities. The primary cause of the increase was due to operating grants & contributions of \$339,437. Program revenues decreased \$1,124,447 due to a decline in capital grants and contributions; general revenues decreased by \$246,913 while total expenses declined \$175,723. The net position restatement was the result of implementing new accounting standards. Debt issuance costs, which were previously amortized over the life of their debt issues, are now expensed. Accordingly, the remaining unamortized amounts were written off.

Revenues for the City of Whitewater's governmental activities total \$11,897,166 with intergovernmental revenues (largely state shared-revenues) being the largest revenue source for governmental activities, accounting for 31.7% (\$3,772,513) of total revenues. Taxes have been broken out into two categories, debt service property taxes and general property taxes. The tax collected for debt service property taxes, which is 3.8% (\$454,972) of total revenues, were collected to pay for the principal and interest due in 2012. General property taxes accounted for 35.1% (\$4,180,203) of governmental revenues in 2012. Charges for services contributed 10.2% (\$1,211,056); operating/capital grants, other taxes, interest income, contributed 18.7% (\$2,219,410) of the total revenues. Capital grants (\$59,012) were 0.5% of revenues.

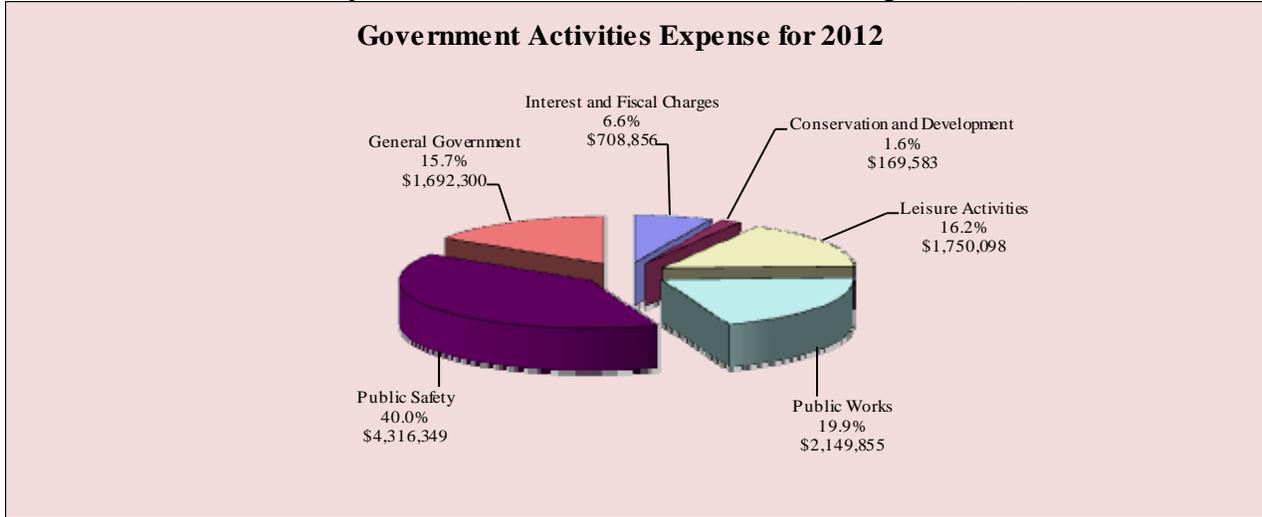


MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011

FINANCIAL ANALYSIS OF THE CITY AS A WHOLE (cont.)

Governmental Activities (cont.) :

Governmental activities expenditures total \$10,787,041. Public Safety activities amount for 40.0% (\$4,316,349), or the largest single portion of expenditures. Public Safety includes Police, Fire, Rescue, Crash and Building Inspections. Public Works, General Government and Leisure activities account for 19.9% (\$2,149,855), 15.7% (\$1,692,300), and 16.2% (\$1,750,098), respectively, of total expenditures for 2012. Conservation/Development--1.6% (\$169,583); Interest/Fiscal Charges--6.6% (\$708,856).



Total Expenses = \$10,787,041

CITY OF WHITEWATER, WISCONSIN

MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011**FINANCIAL ANALYSIS OF THE CITY AS A WHOLE (cont.)**

The following table presents the total cost of each of the City's activities as well as their net cost. The net costs are the total costs less fees generated by the activities plus operating and capital grants and contributions. The net cost shows the financial burden placed on City taxpayers or indirect revenue sources by each of these activities. The cost of all governmental activities during 2012 was \$10,787,041. However, the amount paid through the City's property tax was only \$4,651,135. The breakout of property taxes are \$2,415,261 (General Properties), \$449,732 (Debt Service); \$1,583,861 (TIF Districts); \$155,491 (Other Taxes). Some of the costs were paid by:

- Those directly benefiting from the programs-Charges for Service/Fees/Permits - (\$670,155)
- State of Wisconsin Shared Revenue-Aidable - (\$2,836,916)
- Utility Shared Revenues-State of Wisconsin - (\$529,521)
- State Aids-Roads/Highways - (\$527,176)
- Fines and Forfeitures - (\$371,574)

	<u>Cost of Services</u>	<u>Charges for Services, Operating & Capital Grants, Contributions</u>	<u>Net Cost of Services</u>
General Government	1,692,300	215,235	1,477,065
Public Safety	4,300,331	958,974	3,341,357
Public Works	2,149,855	756,029	1,393,826
Culture and Recreation	1,750,098	455,410	1,294,688
Conservation and Development	169,583	562,135	(392,552)
Interest and Fiscal Charges	708,856	-	708,856
Capital Outlays	16,018	19,500	(3,482)
Total	<u>10,787,041</u>	<u>2,967,283</u>	<u>7,819,758</u>

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

General Fund: The general fund is the primary operating fund of the City. The general fund fund balance decreased \$13,970 to \$2,564,122 which represents 27.90% of the expenditures for calendar/budget year 2013 expenses. Of that amount, \$1,803,567, or 70.33%, is unassigned.

Debt Service Fund: The debt service fund accounts for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

TIF District No. 4-Capital Projects: This fund's purpose is to generate a tax increment to be used to cover the project plan expenditures. The expenditure period for TID # 4 closed on September 12, 2012. Projected final closure of the TID is projected to be in 2022.

CITY OF WHITEWATER, WISCONSIN

MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011**FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS (cont.)****WATER, WASTEWATER, AND STORMWATER UTILITY**

The **Water Utility** earned a 7.43% return on its rate base in 2012 compared to 0.06% in 2011. The water utilities (GAAP Basis) operating revenues increased \$456,151 to \$1,885,641 and the operating expenses declined by \$133,053 to \$1,282,924. The primary reason for the increase in operating revenues was due to a rate increase approved by the PSC on November 22, 2011. The overall rate increase equaled 22%. A typical residential customer water billing increased by 15%. The Cogentrix power plant water usage increased by 109,220,000 gallons or 36.0% in 2012. Total usage for the Cogentrix power plant was 303,358,000 or 46.8% of the water sold. Charges for services attributed to the Cogentrix power plant increased by \$224,582 to \$441,759.

The **Wastewater Utility** operating income increased from a deficit of \$(86,615) in 2011 to \$5,236 in 2012. Charges for services increased \$120,737 to \$2,296,128. Wastewater rates were not adjusted in 2012.

The **Stormwater Utility** operating revenues declined by \$1,497 to \$333,574. The operating income was \$31,126 in 2012. The monthly charge is \$4.08 per ERU (Equivalent Runoff Unit). Most residential properties equal 1.0 ERU. The Stormwater utility was established to provide a funding mechanism in order to comply with State & Federal mandates regarding stormwater management.

	Operating Revenues		Operating Expenses		Operating Income (Loss)	
	2012	2011	2012	2011	2012	2011
Water Utility	\$ 1,885,641	1,429,490	1,282,924	1,415,977	602,717	13,513
Wastewater Utility	2,296,128	2,175,391	2,290,892	2,262,006	5,236	(86,615)
Stormwater Utility	333,574	335,071	302,448	306,973	31,126	28,098

CAPITAL ASSETS AND DEBT ADMINISTRATIONCapital Assets

Governmental Activities			
	2012	2011	Total Change
Land/Right of Way/Improvements	4,866,173	4,874,266	(8,093)
Construction in Progress	52,974	-	52,974
Traffic and street lights	709,008	638,218	70,790
Buildings and Improvements	7,505,351	7,375,637	129,714
Machinery & Equipment	2,415,204	2,332,642	82,562
Streets/Sidewalks/C & G/Storm	22,775,988	20,333,529	2,442,459
Capital Assets, Net of Depreciation	38,324,698	35,554,292	2,770,406

In the governmental-wide financial statement, fixed assets are accounted for as capital assets. Capital assets are defined as assets with an initial cost of more than \$5,000 for general assets and infrastructure assets. Prior to January 2003, infrastructure assets of the City of Whitewater's governmental activities were not capitalized. The City has retroactively reported significant infrastructure networks acquired by its governmental activities for streets (including curb and gutter) and sidewalks, lighting and easements. The dams were considered to be immaterial to the government-wide financial statements. Storm sewers have been retroactively reported in 2007.

CITY OF WHITEWATER, WISCONSIN

MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011**CAPITAL ASSETS AND DEBT ADMINISTRATION (cont.)**

The City (Primary Government) had capital assets of \$38,324,698 in the governmental activities and \$33,523,350 in the business-like activities for a total of \$71,848,048 at the end of 2012. The largest investment in capital assets was infrastructure, including streets, curb & gutter, sidewalks, storm sewers, sewer mains, sewer laterals, water mains and hydrants. Of the total City of Whitewater capital assets, the governmental activities account for 53.34% and the business-type activities total 46.66%. The business-type activities represent the water utility with 36.08%, the wastewater utility having 53.34%, and the stormwater utility 10.05% of the capital assets.

<u>BUSINESS-TYPE ACTIVITIES</u>			
	<u>2012</u>	<u>2011</u>	<u>Change</u>
Water			
Land and Land Rights	\$ 6,727	6,727	-
Source of Supply	633,562	633,562	-
Pumping	1,185,927	1,185,927	-
Water Treatment	1,458,742	1,458,742	-
Transmission and Distribution	13,659,049	13,137,655	521,394
General	424,213	417,653	6,560
Construction in Progress	-	-	-
Less: Accumulated Depreciation	<u>(5,273,099)</u>	<u>(4,897,879)</u>	<u>(375,220)</u>
Net Assets-Water Utility Plant	<u>12,095,121</u>	<u>11,942,387</u>	<u>152,734</u>
Wastewater			
Land and Land Rights	168,179	168,179	-
Collection System	12,685,414	12,009,626	675,788
Treatment and Disposal	25,305,539	19,895,458	5,410,081
General	997,284	957,428	39,856
Construction in Progress	560,542	5,362,796	(4,802,254)
Less: Accumulated Depreciation	<u>(21,657,067)</u>	<u>(20,673,020)</u>	<u>(984,047)</u>
Net Assets-Wastewater Utility Plant	<u>18,059,891</u>	<u>17,720,467</u>	<u>339,424</u>
Stormwater			
Capital Assets	3,569,449	3,274,910	294,539
Less: Accumulated Depreciation	<u>(201,111)</u>	<u>(167,007)</u>	<u>(34,104)</u>
Net Assets-Stormwater Utility Plant	<u>3,368,338</u>	<u>3,107,903</u>	<u>260,435</u>
Total Utility's Capital Assets	<u>33,523,350</u>	<u>32,770,757</u>	<u>752,593</u>

CITY OF WHITEWATER, WISCONSIN

MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011**CAPITAL ASSETS AND DEBT ADMINISTRATION (cont.)**Long-term Debt

All general obligation notes and bonds payable are backed by full faith and credit of the City. Notes and bonds payable by the governmental funds will be retired by future property tax levies or TID tax increments accumulated by the debt service fund or from the utility portion of the State Shared Revenues. Business-type activities debt is payable by revenues from user fees of those funds. In accordance with Wisconsin Statutes, total general obligation indebtedness of the City may not exceed five percent of the equalized value of taxable property within the city's jurisdiction. The debt limit as of December 31, 2012 was \$30,891,105. Total general obligation debt outstanding at year end was \$22,700,000, which represents 73.48% of the allowable debt limit.

	Comparison of Outstanding Debt by Activity					
	Governmental Activities		Business-type Activities		TOTAL	
	2012	2011	2012	2011	2012	2011
General Obligation						
Bonds and Notes	21,875,000	19,090,000	825,000	687,000	22,700,000	19,777,000
Revenue Bond/Notes	-	-	8,382,929	6,016,637	8,382,929	6,016,637
Total Outstanding	21,875,000	19,090,000	9,207,929	6,703,637	31,082,929	25,793,637

The total outstanding **general obligation debt** of \$22,700,000 is distributed:

City-CIP	6,040,000
LSP-CIP	1,070,000
TID'S (#4 & #6)	14,765,000
Utility (Water/Sewer/Storm)	825,000

The City has approved the issuance of an Industrial Revenue Bond (IRB) for the benefit of private business enterprises. IRB's are secured by mortgages or revenue agreements on the associated projects, and do not constitute indebtedness of the City. The bonds are not reported as liabilities in the financial statements. The total amount of the IRB's outstanding balance at the end of the year is zero. Three IRB mortgages were paid off in 2012.

	AMOUNTS DUE WITHIN ONE YEAR		
	Governmental Activities	Business-type Activities	Amounts Due Within One Year
General Obligation			
Bonds and Notes	1,805,000	90,000	1,895,000
Capital Leases	63,958	4,520	68,478
Revenue Bond	-	871,622	871,622
Totals	1,868,958	966,142	2,835,100

The City maintained the Moody's Investors Service rating of A1/Aa3, which was reconfirmed in 2011 & 2012.

CITY OF WHITEWATER, WISCONSIN

**MANAGEMENT'S DISCUSSION AND ANALYSIS (cont.)
For Year Ended December 31, 2012 and 2011**

GENERAL FUND BUDGETARY HIGHLIGHTS

Budgets are adopted at the function level of expenditures. General Fund revenues and transfers were lower than the final budget by \$41,644. The difference of \$41,644 can be attributed to higher Intergovernmental Revenues for University Parking-Lease---\$40,000; Charges for Services-Ambulance & Crash Calls--lower by \$97,635; Water Utility Taxes--higher by \$41,974. Expenses, including transfers, were \$15,213 higher than the final budget of \$9,147,425. General Government was under by \$137,160; Public Safety over by \$54,703; Public Works over by \$40,339. Fund Balance was budgeted to decline by \$100,000 in 2012. The actual change in Fund Balance was a decline of \$156,857.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND RATES

The City's strategic location between Milwaukee and Madison and the success of the business park, developed by the City of Whitewater under the direction of the Community Development Authority, has contributed to both growth in tax base and population. The City's tax base, currently \$618 million, has shown steady growth over the last fifteen years. For 2013, the equalized value did decline by \$13,929,200 or 2.2%.

The 2013 General Fund-Operating Budget was balanced at \$9,190,346, a 0.47 percent increase over the 2012 budget. Total general government property tax contribution increased \$90,019 to \$2,955,009. The \$90,019 increase is made up of a \$14,325 increase in general property taxes, and a \$75,694 increase of the debt service levy. The City in 2013 was limited to new construction (0.605%) or 0% levy limit whichever was higher.

All recreational fees, fines, licenses, and permits are reviewed on a yearly basis. Solid Waste/Recycling costs are paid by the General Fund and State of Wisconsin grants. For 2013, the monthly cost for one household is \$12.07. The distribution of this cost is \$9.58 for Solid Waste and \$2.49 for Recycling. This represents a 2.0% increase on the solid waste and recycling portion.

CONTACTING THE CITY'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, customers, investors and creditors with a general overview of the City's finances and to demonstrate the City's accountability for the money and resources it receives. If you have questions about this report or need additional information, please contact the City of Whitewater, Finance Director, P.O. Box 690, Whitewater, WI 53190 .

**City of Whitewater
Whitewater, WI**

**Statement of Net Position
December 31, 2012**

	Governmental Activities	Business-type Activities	Primary Government	Component Unit
ASSETS				
Cash and Equivalents	\$ 7,289,981	\$ 5,591,653	\$ 12,881,634	\$ 2,118,421
Receivables				
Taxes	4,637,893	-	4,637,893	-
Special Assessment	34,813	1,901	36,714	-
Accounts	214,416	395,773	610,189	-
Other	354,512	6,039	360,551	200
Due from Other Governmental Agencies	535,731	-	535,731	-
Loans	-	-	-	688,483
Internal Balances	17,974	(17,974)	-	-
Due From Agency Fund	224,544	-	224,544	-
Due From Component Unit	42,000	-	42,000	-
Due From City	-	-	-	750,000
Inventories	-	12,356	12,356	-
Other Assets	62,374	-	62,374	-
Property Held for Resale	30,299	-	30,299	-
Capital Assets				
Land, Improvements, and Construction in Progress	9,672,098	735,447	10,407,545	275,172
Other Capital Assets, net of depreciation	28,652,600	32,787,903	61,440,503	5,845,538
Net Capital Assets	<u>38,324,698</u>	<u>33,523,350</u>	<u>71,848,048</u>	<u>6,120,710</u>
Total Assets	<u>\$ 51,769,235</u>	<u>\$ 39,513,098</u>	<u>\$ 91,282,333</u>	<u>\$ 9,677,814</u>
LIABILITIES				
Accounts Payable and Accrued Expenses	\$ 853,606	\$ 70,873	\$ 924,479	10,667
Due to City	-	-	-	42,000
Due to Component Unit	750,000	-	750,000	-
Accrued Interest	194,364	32,158	226,522	-
Other Liabilities	149,732	-	149,732	-
Long-Term Liabilities				
Due within one year				
Bonds and Notes payable	1,868,958	966,142	2,835,100	-
Compensated absences	299,622	63,504	363,126	-
Due in more than one year				
Bonds and Notes payable	20,332,681	8,264,868	28,597,549	-
Compensated Absences	117,431	108,674	226,105	-
Total Liabilities	<u>24,567,040</u>	<u>9,506,219</u>	<u>34,073,259</u>	<u>52,667</u>
DEFERRED INFLOWS OF RESOURCES				
2012 Tax Apportionment	<u>4,934,087</u>	<u>-</u>	<u>4,934,087</u>	<u>-</u>
NET POSITION				
Net Investment in Capital Assets	16,123,059	24,804,472	40,927,531	6,120,710
Restricted for:				
CDA Programs	-	-	-	3,412,133
Debt Service	465,153	513,979	979,132	-
Capital	2,430,918	2,029,221	4,460,139	-
Special Revenue Activity	1,096,193	-	1,096,193	-
Unrestricted	<u>2,152,785</u>	<u>2,659,207</u>	<u>4,811,992</u>	<u>92,304</u>
Total Net Position	<u>22,268,108</u>	<u>30,006,879</u>	<u>52,274,987</u>	<u>9,625,147</u>
Total Liabilities, Deferred Inflows of Resources, and Net Position	<u>\$ 51,769,235</u>	<u>\$ 39,513,098</u>	<u>\$ 91,282,333</u>	<u>\$ 9,677,814</u>

See accompanying notes to the basic financial statements

City of Whitewater
Whitewater, WI

Statement of Activities
For the Year Ended December 31, 2012

Functions/Programs	Program Revenue				Net (Expense) Revenue and Changes in Net Assets			Component Unit
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Primary Government	
Primary government								
Governmental Activities								
General Government	\$ 1,692,300	\$ 172,640	\$ 42,595	\$ -	\$ (1,477,065)		\$ (1,477,065)	
Public Safety	4,300,331	860,086	98,888	-	(3,341,357)		(3,341,357)	
Public Works	2,149,855	2,458	727,724	25,847	(1,393,826)		(1,393,826)	
Culture and Recreation	1,750,098	175,872	273,947	5,591	(1,294,688)		(1,294,688)	
Conservation and Development	169,583	-	554,061	8,074	392,552		392,552	
Interest on Long-term debt	708,856	-	-	-	(708,856)		(708,856)	
Capital Outlay	16,018	-	-	19,500	3,482		3,482	
Total governmental activities	<u>10,787,041</u>	<u>1,211,056</u>	<u>1,697,215</u>	<u>59,012</u>	<u>(7,819,758)</u>		<u>(7,819,758)</u>	
Business-type activities								
Water	1,343,453	1,885,490	-	4,556	-	546,593	546,593	
Wastewater	2,424,235	2,297,562	34,250	27,407	-	(65,016)	(65,016)	
Storm Sewer	303,579	333,574	690	-	-	30,685	30,685	
Total business-type activities	<u>4,071,267</u>	<u>4,516,626</u>	<u>34,940</u>	<u>31,963</u>	<u>-</u>	<u>512,262</u>	<u>512,262</u>	
Total primary government	<u>14,858,308</u>	<u>5,727,682</u>	<u>1,732,155</u>	<u>90,975</u>	<u>(7,819,758)</u>	<u>512,262</u>	<u>(7,307,496)</u>	
Component Unit								
Community Development Authority	358,259	140,506	10,000	-				\$ (207,753)
Total component units	<u>\$ 358,259</u>	<u>\$ 140,506</u>	<u>\$ 10,000</u>	<u>\$ -</u>				<u>(207,753)</u>
General revenues:								
Taxes:								
Property taxes, levied for general purposes					4,022,523	-	4,022,523	-
Property taxes, levied for debt service					454,972	-	454,972	-
Other taxes					157,680	-	157,680	-
Grants and contributions not restricted to specific programs					3,772,513	-	3,772,513	-
Unrestricted investment earnings					29,592	8,303	37,895	27,594
Public gifts and grants					19,925	-	19,925	-
Miscellaneous					452,678	-	452,678	13,180
Special item - gain (loss) on retirement of asset(s)					20,000	-	20,000	-
Transfer to CDA					(111,803)	-	(111,803)	111,803
Transfers					239,523	(239,523)	-	-
Total general revenues, transfers, and special items					<u>9,057,603</u>	<u>(231,220)</u>	<u>8,826,383</u>	<u>152,577</u>
Change in net position					1,237,845	281,042	1,518,887	(55,176)
Net position - beginning (restated)					21,030,263	29,725,837	50,756,100	9,680,323
Net position - ending					<u>\$ 22,268,108</u>	<u>\$ 30,006,879</u>	<u>\$ 52,274,987</u>	<u>\$ 9,625,147</u>

See accompanying notes to the basic financial statements

**City of Whitewater
Whitewater, WI**

**Balance Sheet
Governmental Funds
December 31, 2012**

	<u>General Fund</u>	<u>Debt Service</u>	<u>TIF 4</u>	<u>Other Capital Projects Funds</u>	<u>Non-Major Governmental Funds</u>	<u>Total Governmental Funds</u>
ASSETS						
Cash and Cash Equivalents	\$ 2,470,500	\$ 465,154	\$ 611,886	\$ 2,608,718	\$ 1,133,726	\$ 7,289,984
Receivables:						
Taxes	2,955,009	-	1,643,105	-	30,796	4,628,910
Delinquent Personal Property Taxes	8,983	-	-	-	-	8,983
Special Assessments	34,813	-	-	-	-	34,813
Accounts	214,416	-	-	-	-	214,416
Other	78,989	-	251,873	-	23,650	354,512
Due from Other Governments	39,936	-	370,498	90,816	34,481	535,731
Due from Other Funds	359,947	-	-	-	-	359,947
Prepaid Expenses	62,374	-	-	-	-	62,374
Due from component unit	-	-	42,000	-	-	42,000
Advances Receivable	700	-	-	-	-	700
Total Assets	<u>\$ 6,225,667</u>	<u>\$ 465,154</u>	<u>\$ 2,919,362</u>	<u>\$ 2,699,534</u>	<u>\$ 1,222,653</u>	<u>\$ 13,532,370</u>
LIABILITIES						
Liabilities:						
Accounts Payable	\$ 203,597	\$ -	\$ 9,921	\$ 314,034	\$ 29,341	\$ 556,893
Accrued Liabilities	292,664	-	-	-	4,046	296,710
Due to Other Funds	42,054	-	75,000	-	375	117,429
Payable to Other Governments	-	-	-	-	646	646
Advance Payable to CDA	-	-	750,000	-	-	750,000
Advances Payable	-	-	-	-	700	700
Total Liabilities	<u>538,315</u>	<u>-</u>	<u>834,921</u>	<u>314,034</u>	<u>35,108</u>	<u>1,722,378</u>
DEFERRED INFLOWS OF RESOURCES	<u>3,123,230</u>	<u>-</u>	<u>1,948,281</u>	<u>-</u>	<u>45,934</u>	<u>5,117,445</u>
FUND BALANCE						
Nonspendable	72,057	-	-	-	-	72,057
Restricted	-	-	-	2,385,500	1,141,973	3,527,473
Assigned	688,498	465,154	136,160	-	-	1,289,812
Unassigned	1,803,567	-	-	-	(362)	1,803,205
Total Fund Balance	<u>2,564,122</u>	<u>465,154</u>	<u>136,160</u>	<u>2,385,500</u>	<u>1,141,611</u>	<u>6,692,547</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>\$ 6,225,667</u>	<u>\$ 465,154</u>	<u>\$ 2,919,362</u>	<u>\$ 2,699,534</u>	<u>\$ 1,222,653</u>	<u>\$ 13,532,370</u>

See accompanying notes to the basic financial statements

**City of Whitewater
Whitewater, WI**

**Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position
December 31, 2012**

Total fund balance, governmental funds		\$ 6,692,547
<p>Amounts reported for governmental activities in the Statement of Net Position are different because:</p>		
<p>Capital assets used in governmental activities are not current financial resources and therefore are not reported in this fund financial statement, but are reported in the governmental activities of the Statement of Net Position.</p>		
		38,324,698
<p>Property held for resale</p>		
		30,299
<p>Deferred inflows are reported in the fund financial statement, but are already recognized as earned in the Statement of Position.</p>		
		183,352
<p>Some liabilities, (such as General Obligation Debt, Long-Term Compensated Absences, and Leases Payable), are not due and payable in the current period and are not included in the fund financial statement, but are included in the governmental activities of the Statement of Net Position.</p>		
Long-term debt current portion	1,868,958	
Long-term debt non-current portion	20,332,681	
Unamortized premium on debt	149,732	
Compensated absences current portion	299,622	
Compensated absences long-term portion	117,431	
Accrued interest	194,364	(22,962,788)
Net Position of Governmental Activities in the Statement of Net Position		\$ 22,268,108

See accompanying notes to the basic financial statements

**City of Whitewater
Whitewater, WI**

**Statement of Revenues, Expenditures and Changes in Fund Balances
Governmental Funds
For the Year Ended December 31, 2012**

	<u>General Fund</u>	<u>Debt Service</u>	<u>TIF 4</u>	<u>Other Capital Projects Funds</u>	<u>Non-Major Governmental Funds</u>	<u>Total Governmental Funds</u>
REVENUES						
Property Taxes	\$ 2,542,111	\$ 454,972	\$ 1,583,861	\$ -	\$ 28,641	\$ 4,609,585
Other Taxes	-	-	293,052	-	-	293,052
Special Assessment Revenue	17,863	-	-	-	-	17,863
Intergovernmental	4,465,042	-	390,112	544,961	401,335	5,801,450
License and Permits	80,038	-	-	-	37,000	117,038
Fines, Forfeits and Penalties	371,574	-	-	-	14,060	385,634
Public Charges for Services	588,131	-	-	-	134,889	723,020
Intergovernmental Charges for Services	-	-	-	-	308	308
Interest Income	13,087	487	1,045	3,827	7,501	25,947
Miscellaneous Income	50,732	85,581	4,932	53,086	81,932	276,263
Total Revenues	<u>8,128,578</u>	<u>541,040</u>	<u>2,273,002</u>	<u>601,874</u>	<u>705,666</u>	<u>12,250,160</u>
EXPENDITURES						
Current:						
General Government	1,631,502	-	-	-	87,472	1,718,974
Public Safety	4,011,569	-	-	-	6,993	4,018,562
Public Works	1,359,522	-	-	-	137,282	1,496,804
Culture, Recreation and Education	1,213,169	-	-	-	401,333	1,614,502
Conservation and Development	118,474	-	45,819	-	1,776	166,069
Capital Outlay	81,050	-	117,358	3,630,229	14,081	3,842,718
Debt Service						
Principal Repayment	70,977	2,235,000	-	-	-	2,305,977
Interest Expense	-	670,927	-	-	-	670,927
Total Expenditures	<u>8,486,263</u>	<u>2,905,927</u>	<u>163,177</u>	<u>3,630,229</u>	<u>648,937</u>	<u>15,834,533</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(357,685)</u>	<u>(2,364,887)</u>	<u>2,109,825</u>	<u>(3,028,355)</u>	<u>56,729</u>	<u>(3,584,373)</u>
OTHER FINANCING SOURCES (USES)						
Proceeds from Long-Term Debt	-	845,075	-	4,174,925	-	5,020,000
Premium on Long-Term Debt	-	-	-	157,613	-	157,613
Transfers In	504,974	1,678,687	-	199,046	21,370	2,404,077
Transfers Out	(161,259)	-	(1,791,357)	(19,000)	(121,330)	(2,092,946)
Transfers Out to CDA	-	-	(45,000)	-	(5,000)	(50,000)
Total Other Financing Sources and Uses	<u>343,715</u>	<u>2,523,762</u>	<u>(1,836,357)</u>	<u>4,512,584</u>	<u>(104,960)</u>	<u>5,438,744</u>
Net Change in Fund Balances	(13,970)	158,875	273,468	1,484,229	(48,231)	1,854,371
Fund Balances - Beginning restated	2,578,092	306,279	(137,308)	901,271	1,189,842	4,838,176
Fund Balances (Deficits)- Ending	<u>\$ 2,564,122</u>	<u>\$ 465,154</u>	<u>\$ 136,160</u>	<u>\$ 2,385,500</u>	<u>\$ 1,141,611</u>	<u>\$ 6,692,547</u>

See accompanying notes to the basic financial statements

**City of Whitewater
Whitewater, WI**

**Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds
to the Statement of Activities
For the Year Ended December 31, 2012**

Net change in fund balances - total governmental funds: \$ 1,854,371

Amounts reported for Governmental Activities in the Statement of Activities are different because:

Governmental funds report outlays for capital assets as expenditures because such outlays use current financial resources. In contrast, the Statement of Activities reports only a portion of the outlay as expense. The outlay is allocated over the assets' estimated useful lives as depreciation expense for the period.

This is the amount by which capital outlays \$3,905,069 exceeded depreciation \$1,134,663 in the current period.

2,770,367

Governmental funds do not present revenues that are not available to pay current obligations. In contrast, such revenues are reported in the Statement of Activities when earned. This represents revenues which were recorded on the fund financial statements in the current year but previously accrued in the government-wide statements.

17,543

This represents revenues which were recorded on the government-wide statements in the current year but will be accrued in the fund financial statements in subsequent years.

(475,986)

Governmental funds report bond proceeds as current financial resources. In contrast, the Statement of Activities treats such issuance of debt as a liability. Governmental funds report repayment of bond principal as an expenditure. In contrast, the Statement of Activities treats such repayments as a reduction in long-term liabilities. The following is a summary of the debt activity for the year.

Proceeds of general obligation debt

(5,020,000)

Debt repayment - capital lease

56,613

Debt repayment - general obligation

2,235,000

(2,728,387)

Some expenses reported in the statement of activities do not require the use of current financial resources and these are not reported as expenditures in governmental funds:

Adjustment for accrued interest not reflected on Governmental funds

(45,810)

Adjustment for increase in compensated absences

(4,521)

Adjustment for amortization expense not reflected on Governmental Funds

7,881

Adjustment for premium deferred and amortized on the government-wide statements.

(157,613)

Change in net position of governmental activities

\$ 1,237,845

See accompanying notes to the basic financial statements

**City of Whitewater
Whitewater, WI**

**Statement of Net Position
Proprietary Funds
December 31, 2012**

	Enterprise Funds			
	Water	Wastewater	Stormwater	Total
ASSETS				
Current Assets:				
Cash and Cash Equivalents	\$ 952,426	\$ 1,311,831	\$ 232,986	\$ 2,497,243
Receivables				
Accounts	143,491	228,852	23,432	395,775
Interest	4,480	1,559	-	6,039
Due from Other Funds	28,295	-	-	28,295
Inventories	12,356	-	-	12,356
Total Current Assets	1,141,048	1,542,242	256,418	2,939,708
Restricted:				
Restricted Cash	435,789	2,658,621	-	3,094,410
Total Restricted Assets	435,789	2,658,621	-	3,094,410
Capital Assets:				
Utility Plant	17,368,220	39,716,958	3,569,449	60,654,627
Less Accumulated Depreciation	(5,273,099)	(21,657,067)	(201,111)	(27,131,277)
Net Capital Assets	12,095,121	18,059,891	3,368,338	33,523,350
Noncurrent Assets				
Special Assessments	1,901	-	-	1,901
Total Noncurrent Assets	1,901	-	-	1,901
Total Assets	\$ 13,673,859	\$ 22,260,754	\$ 3,624,756	\$ 39,559,369

See accompanying notes to the basic financial statements

**City of Whitewater
Whitewater, WI**

**Statement of Net Position
Proprietary Funds
December 31, 2012**

	Enterprise Funds			
	Water	Wastewater	Stormwater	Total
LIABILITIES				
Current Liabilities:				
Accounts Payable	\$ 33,536	\$ 9,552	\$ 5,462	\$ 48,550
Accrued Liabilities	5,426	16,497	400	22,323
Accrued Interest Payable	11,208	20,950	-	32,158
Due to Other Funds	16,128	29,130	1,012	46,270
Compensated Absences	22,523	32,953	8,028	63,504
Current Portion of Long-Term Debt	400,710	565,432	-	966,142
Total Current Liabilities	489,531	674,514	14,902	1,178,947
Non-Current Liabilities:				
Long-Term Debt				
Capital Lease Obligation	-	18,561	-	18,561
Notes Payable	188,876	91,124	455,000	735,000
Bonds and Loans Payable	2,150,000	5,361,308	-	7,511,308
Total Long-Term Debt	2,338,876	5,470,993	455,000	8,264,869
Other Liabilities				
Compensated Absences	50,259	42,834	15,581	108,674
Total Other Liabilities	50,259	42,834	15,581	108,674
Total Non-Current Liabilities	2,389,135	5,513,827	470,581	8,373,543
Total Liabilities	2,878,666	6,188,341	485,483	9,552,490
NET POSITION				
Net Investment in Capital Assets	9,621,587	12,269,547	2,913,338	24,804,472
Restricted	158,529	2,384,671	-	2,543,200
Unrestricted	1,015,077	1,418,195	225,935	2,659,207
Total Net Position	10,795,193	16,072,413	3,139,273	30,006,879
Total Liabilities and Net Position	\$ 13,673,859	\$ 22,260,754	\$ 3,624,756	\$ 39,559,369

See accompanying notes to the basic financial statements

**City of Whitewater
Whitewater, WI**

**Statement of Revenues, Expenses and Changes in Fund Net Position
Proprietary Funds
For the Year Ended December 31, 2012**

	Enterprise Funds			
	Water	Wastewater	Stormwater	Total
OPERATING REVENUES				
Charges for Services	\$ 1,885,641	\$ 2,296,128	\$ 333,574	\$ 4,515,343
Total Operating Revenues	<u>1,885,641</u>	<u>2,296,128</u>	<u>333,574</u>	<u>4,515,343</u>
OPERATING EXPENSES				
Operation and Maintenance	907,403	1,259,724	256,249	2,423,376
Depreciation	375,521	1,031,168	46,199	1,452,888
Total Operating Expenses	<u>1,282,924</u>	<u>2,290,892</u>	<u>302,448</u>	<u>3,876,264</u>
Operating Income (Loss)	<u>602,717</u>	<u>5,236</u>	<u>31,126</u>	<u>639,079</u>
NON-OPERATING REVENUES (EXPENSES)				
Interest and Investment Revenue	2,025	6,278	-	8,303
Grants and Contributions	730	36,204	-	36,934
Miscellaneous Revenues	-	-	690	690
Interest Expense	(60,528)	(133,343)	(1,131)	(195,002)
Total Non-Operating Revenue (Expenses)	<u>(57,773)</u>	<u>(90,861)</u>	<u>(441)</u>	<u>(149,075)</u>
Income (Loss) Before Contributions and Transfers	544,944	(85,625)	30,685	490,004
Capital Contributions	3,675	26,886	-	30,561
Capital Contributions transferred in from City	-	-	56,451	56,451
Transfers Out	(276,974)	-	(19,000)	(295,974)
Change in Net Position	<u>271,645</u>	<u>(58,739)</u>	<u>68,136</u>	<u>281,042</u>
Total Net Position - Beginning	10,523,548	16,131,152	3,071,137	29,725,837
Total Net Position - Ending	<u>\$ 10,795,193</u>	<u>\$ 16,072,413</u>	<u>\$ 3,139,273</u>	<u>\$ 30,006,879</u>

See accompanying notes to the basic financial statements

CITY OF WHITEWATER
Whitewater, WI

Statement of Cash Flows - Proprietary Funds
For the Year Ended December 31, 2012

	Water	Wastewater	Stormwater	Totals 2012
<u>Cash Flows From Operating Activities:</u>				
Receipts from customers	\$ 1,918,657	\$ 2,316,578	\$ 343,652	\$ 4,578,887
Payments to suppliers	(615,228)	(320,038)	(94,288)	(1,029,554)
Payments to employees	(427,471)	(758,242)	(178,825)	(1,364,538)
Taxes paid	(276,974)	-	-	(276,974)
Net cash provided (used) by operating activities	<u>598,984</u>	<u>1,238,298</u>	<u>70,539</u>	<u>1,907,821</u>
<u>Cash Flows From Capital and Related Financing Activities:</u>				
Proceeds of special assessments	475	-	-	475
Acquisition and construction of plant assets	(567,128)	(1,349,318)	(250,184)	(2,166,630)
Proceeds of debt	855,000	2,200,566	228,000	3,283,566
Principal payments on long-term debt	(350,710)	(432,566)	-	(783,276)
Interest paid	(61,999)	(131,828)	(1,131)	(194,958)
Capital contributions	-	26,888	-	26,888
Net cash provided (used) by capital and related financing activities	<u>(124,362)</u>	<u>313,742</u>	<u>(23,315)</u>	<u>166,065</u>
<u>Cash Flows From Investing Activities:</u>				
Interest on investments	<u>2,025</u>	<u>6,278</u>	-	<u>8,303</u>
Net cash provided (used) by investing activities	<u>2,025</u>	<u>6,278</u>	-	<u>8,303</u>
Net increase (decrease) in cash and equivalents	476,647	1,558,318	47,224	2,082,189
Cash and equivalents - beginning of year	<u>881,568</u>	<u>2,121,884</u>	<u>185,762</u>	<u>3,189,214</u>
Cash and equivalents - end of year	<u>\$ 1,358,215</u>	<u>\$ 3,680,202</u>	<u>\$ 232,986</u>	<u>\$ 5,271,403</u>

See accompanying notes to the financial statements

CITY OF WHITEWATER
Whitewater, WI

Statement of Cash Flows - Proprietary Funds
For the Year Ended December 31, 2012

	Water	Wastewater	Stormwater	Totals 2012
Reconciliation of operating income (loss) to net cash provided (used) by operating activities				
Operating income (loss)	\$ 602,717	\$ 5,236	\$ 31,126	\$ 639,079
Adjustments to Reconcile Operating Income (Loss):				
Prior period adjustment	(42,474)	(17,442)	-	(59,916)
Joint meter	21,274	(21,274)	-	-
Cash Provided (Used) by Operating Activities:				
Miscellaneous	-	-	690	
Amortization	42,474	17,442	-	59,916
Depreciation	396,795	1,031,168	46,199	1,474,162
Transfer out	(276,974)	-	(19,000)	(295,974)
Changes in Assets and Liabilities:				
Customer accounts receivable	33,016	20,450	10,078	63,544
Due from/to other funds	(193,937)	180,248	203	(13,486)
Material & supplies	(765)	-	-	(765)
Other assets	730	36,203	-	36,933
Accounts payable	26,579	1,015	4,257	31,851
Accrued liabilities	(10,451)	(14,748)	(3,014)	(28,213)
Net cash provided (used) by operating activities	<u>\$ 598,984</u>	<u>\$ 1,238,298</u>	<u>\$ 70,539</u>	<u>\$ 1,907,821</u>
Noncash Activity				
Contributions for plant	<u>\$ 3,675</u>	<u>\$ -</u>	<u>\$ 56,451</u>	<u>\$ 60,126</u>
Net noncash activity	<u>\$ 3,675</u>	<u>\$ -</u>	<u>\$ 56,451</u>	<u>\$ 60,126</u>
Reconciliation of cash and cash equivalents to statement of net assets accounts				
Cash and cash equivalents	\$ 952,426	\$ 1,311,831	\$ 232,986	\$ 2,497,243
Restricted Cash	435,789	2,658,621	-	3,094,410
Total cash and investments	<u>1,388,215</u>	<u>3,970,452</u>	<u>232,986</u>	<u>5,591,653</u>
Less: Noncash equivalents	<u>(30,000)</u>	<u>(290,250)</u>	<u>-</u>	<u>(320,250)</u>
Cash and Cash Equivalents	<u>\$ 1,358,215</u>	<u>\$ 3,680,202</u>	<u>\$ 232,986</u>	<u>\$ 5,271,403</u>

See accompanying notes to the financial statements

**City of Whitewater
Whitewater, WI**

**Statement of Fiduciary Net Position
Fiduciary Funds
December 31, 2012**

	Tax Agency
ASSETS	
Cash and Cash Equivalents	\$ 4,490,806
Receivables:	
Taxes Receivable	4,800,551
Other Receivables	224,467
Total Assets	\$ 9,515,824
 LIABILITIES	
Due to Other Funds	\$ 224,544
Due to Other Governments	9,291,280
Total Liabilities	\$ 9,515,824

See accompanying notes to the basic financial statements

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies

The accounting policies of the City of Whitewater, Wisconsin conform to generally accepted accounting principles as applicable to governmental units.

A. Reporting Entity

This report includes all of the funds of the City of Whitewater. The reporting entity for the City consists of the primary government, organizations for which the primary government is financially accountable and other organizations for which the nature and significance of their relationship with the primary government are such that their exclusion would cause the reporting entity's financial statements to be misleading or incomplete. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The primary government is financially accountable if it appoints a voting majority of the organization's governing body and it is able to impose its will on that organization or there is a potential for the organization to provide specific financial benefits to or burdens on the primary government. The primary government may be financially accountable if an organization is fiscally dependent on the primary government.

A legally separate, tax exempt organization should be reported as a component unit of a reporting entity if all of the following criteria are met; (1) the economic resources received or held by the separate organization are entirely or almost entirely for the direct benefit of the primary government, its component units, or its constituents; (2) the primary government is entitled to, or has the ability to otherwise access, a majority of the economic resources received or held by the separate organization; (3) the economic resources received or held by an individual organization that the specific primary government, or its component units, is entitled to, or has the ability to otherwise access, are significant to that primary government. Blended component units, although legally separate entities, are, in substance, part of the government's operations and are reported with similar funds of the primary government. Each discretely presented component unit is reported in a separate column in the government-wide financial statements (see note below for description) to emphasize that it is legally separate from the primary government.

Discretely Presented Component Unit

City of Whitewater Community Development Authority

The government-wide financial statements include the City of Whitewater Community Development Authority ("authority") as a component unit. The authority is a legally separate organization. The board of the authority is appointed by the city council. Wisconsin Statutes provide for circumstances whereby the City can impose their will on the authority, and also create a potential financial benefit to or burden on the City. See Note 12. As a component unit, the authority's financial statements have been presented as a discrete column in the financial statements. The information presented is for the fiscal year ended 2012. The authority does not issue separate financial statements.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)
B. Government-Wide and Fund Financial Statements

“Government-wide” financial statements are basic financial statements required for all governmental units. The statement of net position and the statement of activities are the two required statements. Both statements are prepared on the full accrual basis. The modified accrual basis of accounting continues to be the appropriate basis of accounting for governmental activity fund financial statements.

In addition, all funds in the government-wide financial statements are reported as business-type activities, governmental activities or fiduciary funds. The definitions for these types of activities are discussed in other portions of Note 1.

Finally, all non-fiduciary funds are further classified as major or non-major funds. In reporting financial condition and results of operations for governmental units, the new standard concentrates on major funds versus non-major funds.

The statement of net position and statement of activities display information about the reporting government as a whole. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The City does not allocate indirect expenses to functions in the statement of activities. Program revenues include: 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not included among program revenues are reported instead as general revenues. Internally dedicated resources are reported as general revenues rather than as program revenues.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

- 1. Summary of Significant Accounting Policies (Continued)**
B. Government-Wide and Fund Financial Statements (Continued)

Fund Financial Statements

Fund financial statements of the reporting entity are organized into individual funds, each of which is considered to be a separate accounting entity. Each fund is accounted for by providing a separate set of self-balancing accounts, which constitute its assets, liabilities, net assets/fund equity, revenues, and expenditure/expenses.

Separate financial statements are provided for governmental funds and proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Funds are identified as major funds or non-major funds within the governmental and proprietary statements. An emphasis is placed on major funds within the governmental and proprietary categories. A fund is considered major if it is the primary operating fund of the City or meets the following criteria:

1. Total assets, deferred outflows, liabilities, deferred inflows, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type and
2. Total assets, deferred outflows, liabilities, deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.
3. In addition, any other governmental or proprietary fund that the City believes is particularly important to financial statement users may be reported as a major fund.

The City reports the following major governmental funds:

Major Governmental Funds

General Fund – accounts for the City’s primary operating activities. It is used to account for all financial resources except those required to be accounted for in another fund.

Tax Incremental Financing District No. 4 (TID No. 4) - Transactions of the City’s tax incremental districts are accounted for in capital projects funds along with capital outlay projects for which the City borrowed money.

Debt Service Fund – accounts for resources accumulated and payments made for principal and interest on long-term debt other than TID or enterprise debt.

Other Capital Projects Funds – accounts for City capital outlay projects

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)
B. Government-Wide and Fund Financial Statements (Continued)

The City reports the following major and non-major enterprise funds:

Major and Non-Major Enterprise Funds

Enterprise funds are used to account for operations a) that are financed and operated in a manner similar to private business enterprise – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or b) where the governing body has decided that periodic determination of revenues earned, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The following enterprise funds are included in these statements:

Water Utility – accounts for the operations of the water system. (Major Fund)
 Sewer Utility – accounts for the operations of the sewer system. (Major Fund)
 Stormwater Utility – accounts for the operations of the stormwater system (Non-Major Fund)

The City reports the following non-major governmental funds:

Non-Major Governmental Funds

Special Revenue Funds – used to account for the proceeds of specific revenue sources (other than major capital projects) that is legally restricted to expenditures for specific purposes.

- Cable Television
- Library
- Taxicab Grant Program
- Parkland Acquisition Fund
- Parkland Development
- Forestry
- Rescue Squad Equipment/Education
- Parking Permit Fund
- Rescue Squad Trust
- Police Department Trust
- Rock River Stormwater Group

Capital projects funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds). Non-major capital projects funds included in these statements are the following:

- Tax Incremental Districts No. 5, 6, 7, 8 and 9 (TID 5, TID 6, TID 7, TID 8 and TID 9)

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)
B. Government-Wide and Fund Financial Statements (Continued)

In addition, the City reports the following fund types:

Agency funds are used to account for assets held by the City in a trustee capacity or as an agent for individuals, private organizations, and/or other governmental units.

C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

Measurement focus refers to what is being measured, basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

Effective January 1, 2012, the City implemented GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. GASB Statement No. 63 provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources, introduced and defined in GASB Concepts Statement No. 4. This Statement amends the net assets reporting requirements in Statement No. 34, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments*, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets.

Effective January 1, 2012, the City also implemented GASB Statement No. 65, *Reporting Items Previously Recognized as Assets and Liabilities*. GASB Statement No. 65 defines deferred outflows and deferred inflows of resources, which are to be separated from assets and liabilities under GASB Statement No. 63. The financial statement effect of implementing these standards resulted in a restatement of net position. See Note 15.

Government-Wide Financial Statements

The government-wide statement of net position and statement of activities are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Deferred outflows of resources represents a consumption of resources that applies to a future period and will not be recognized as an outflow of resources (expense/expenditure) until then. Deferred inflows of resources represents an acquisition of resources that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time. Property taxes are recognized as revenues in the year for which they are levied. Taxes receivable for the following year are recorded as receivables and deferred inflows of resources. Grants and similar items are recognized as revenue when earned.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City’s water and wastewater utilities and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)
C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Fund Financial Statements

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recorded when they are both measurable and available. “Measurable” means the amount of the transaction can be determined. “Available” means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within sixty days of the end of the current fiscal period. Expenditures are recorded when the related fund liability is incurred, except for unmatured interest on long-term debt, claims, judgments, compensated absences, and pension expenditures, which are recorded as a fund liability when expected to be paid with expendable available financial resources.

Property taxes are recorded in the year levied as receivables and deferred inflows. They are recognized as revenues in the succeeding year when services financed by the levy are being provided.

Intergovernmental aids and grants are recognized as revenues in the period the City is entitled to the resources and the amounts are available. Amounts owed to the City, which are not available, are recorded as receivables and deferred inflows. Amounts received prior to the entitlement period are also recorded as deferred inflows.

Special assessments are recognized as revenues when they become measurable and available as current assets. Annual installments due in future years are reflected as receivables and deferred inflows. Delinquent special assessments being held for collection by the county are reported as receivables and nonspendable fund balance in the general fund.

Revenues susceptible to accrual include property taxes, miscellaneous taxes, and public charges for services, special assessments, and interest. Other general revenues such as fines and forfeitures, inspection fees, recreation fees, and miscellaneous revenues are recognized when received in cash or when measurable and available under the criteria described above.

The City reports deferred inflows on its governmental funds balance sheet. Deferred inflows of resources arise from taxes levied in the current year, which are for subsequent year’s operations. For governmental fund financial statements, deferred inflows arise when potential revenue does not meet both the “measurable” and “available” criteria for recognition in the current period. Deferred inflows also arise when resources are received before the City has a legal claim to them, as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the City has a legal claim to the resources, the liability for deferred inflows is removed from the balance sheet and revenue is recognized.

Proprietary and fiduciary fund financial statements (other than agency funds) are reported using the economic resources measurement focus and accrual basis of accounting, as described previously in this note. Agency funds follow the accrual basis of accounting and do not have a measurement focus.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

- 1. Summary of Significant Accounting Policies (Continued)**
C. Measurement Focus, Basis of Accounting, and Financial Statement Presentation (Continued)

Fund Financial Statements (Continued)

The proprietary funds follow all pronouncements of the Governmental Accounting Standards Board. The proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the water and sewer utilities are charges to customers for sales and services. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)
D. Assets, Liabilities, and Net Assets or Equity

1) Cash and Cash Equivalents/Investments

Investment of City funds is restricted by State statutes. Available investments are limited to:

- (1) Deposits in any credit union, bank, savings bank, trust company or savings and loan association which is authorized to transact business in this State if the time deposits mature in not more than three years;
- (2) Bonds or securities issued or guaranteed as to principal and interest by the federal government, or by a commission, board or other instrumentality of the federal government;
- (3) Bonds or securities of any county, drainage district, VTAE district, village, city, town, district or school district of this State;
- (4) Any security which matures or which may be tendered for purchase at the option of the holder within not more than seven years of the date on which it is acquired, if that security has a rating which is the highest or second highest rating category assigned by Standard & Poor's Corporation, Moody's investor service or other similar nationally recognized rating agency or if that security is senior to, or on a parity with, a security of the same issuer which has such a rating;
- (5) Bonds or securities issued under the authority of the municipality;
- (6) The local government pooled-investment fund as established under Section 25.50 of the Wisconsin Statutes;
- (7) Agreements in which a public depository agrees to repay funds advanced to it by the City plus interest, if the agreement is secured by bonds or securities issued or guaranteed as to principal and interest by the federal government.
- (8) Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.
- (9) Repurchase agreements with public depositories, with certain conditions.
- (10) Bonds issued by the University of Wisconsin Hospital and Clinics Authority.

The City has adopted an investment policy. That policy follows the state statute for allowable investments but does not specifically address the risk described in Note 2.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. Fair values are based on quoted market prices. No investments are reported at amortized cost. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income. Investment income on commingled investments of municipal accounting funds is allocated based on average balances. The difference between the bank balance and carrying value is due to outstanding checks and/or deposits in-transit.

See Footnote 2 for additional information.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)
D. Assets, Liabilities, and Net Assets or Equity (Continued)

2) Proprietary Cash and Equivalents

For purposes of the proprietary fund statement of cash flows, the City considers all highly liquid investments, with a maturity of less than three months, when purchased, to be cash equivalents. This consists of current cash and investments.

3) Taxes Receivable

Property taxes are levied prior to the end of the calendar year and are due and collectible in the following year. Property taxes attach as an enforceable lien as of January 1. The City's portion of taxes is recorded as a receivable in the general fund. The County acts as the collecting agency for all City taxes. Since City property taxes are not considered available until January 1 of the year following the levy, they are recorded as deferred inflows in the funds budgeted therefore. Taxes are levied in December on the assessed value as of the prior January 1.

Property tax calendar – 2012 tax roll

Lien date and levy date	December, 2012
Tax Bills mailed	December, 2012
Payment in full, or	January 31, 2013
First installment due	January 31, 2013
Second installment due	July 31, 2013
Personal property taxes in full	January 31, 2013
Tax sale – 2012 delinquent real estate taxes	October, 2015

4) Allowance for Uncollectible Accounts

General fund accounts receivable have been adjusted for all known uncollectible accounts. No allowance is necessary at year-end. Delinquent real estate taxes as of July 31 are paid in full by the county, which assumes the collection thereof. No provision for uncollectible accounts receivable has been made for delinquent water and sewer billings because the utilities have the right by law to place delinquent bills on tax roll and other delinquent bills are not significant.

5) Interfund Transactions

During the course of operations, transactions occur between individual funds that may result in amounts owed between funds. Short-term interfund loans are reported as “due to and from other funds”. Long-term interfund loans (noncurrent portion) are reported as “advances from and to other funds”. Interfund receivables and payables between funds within governmental activities are eliminated in the statement of net position. Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as “internal balances”.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)
D. Assets, Liabilities, and Net Assets or Equity (Continued)

5) Interfund Transactions (Continued)

In the governmental fund financial statements, advances to other funds are offset equally by a fund balance account which indicates that they do not constitute expendable available financial resources and, therefore, are not available for appropriation.

6) Special Assessments

Assessments against property owners for public improvements are generally not subject to full settlement in the year levied. Deferred inflows for special assessments are placed on tax rolls on an installment basis. Revenue from special assessments recorded in governmental funds is recognized as collections are made or as current installments are placed on tax rolls. Special assessments of enterprise funds are recorded as non-operating revenue at the time of assessment, if subject to collection. Deferred inflows for special assessments, those not subject to collection, are recorded as other liability until such time they are subject to collection.

Uncollected installments placed on prior year tax rolls are held for collection by the County and are remitted to the City upon collection by the County. These delinquent installments are financed by the general fund.

7) Inventories and Prepaid Items

Governmental fund inventory items are charged to expenditure accounts when purchased. Year-end inventory was not significant. Proprietary fund inventories are generally used for construction, operation and maintenance work. They are not for resale. They are valued at cost based on weighted average, and charged to construction or operation and maintenance expense when used.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

8) Restricted Assets

Mandatory segregations of assets are presented as restricted assets. Such segregations are required by bond agreements and other external parties. Current liabilities payable from these restricted assets are so classified. The excess of restricted assets over current liabilities payable from restricted assets will be used first for retirement of related long-term debt. The remainder, if generated from earnings, is shown as restricted net position.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

- 1. Summary of Significant Accounting Policies (Continued)**
D. Assets, Liabilities, and Net Assets or Equity (Continued)

9) Capital Assets

Government-Wide Statements

In the government-wide financial statements, fixed assets are accounted for as capital assets. Capital assets are defined by the government as assets with an initial cost of more than \$5,000 for general capital assets including infrastructure assets, and an estimated useful life in excess of 1 year. All capital assets are valued at historical cost or estimated historical cost if actual amounts are unavailable. Donated fixed assets are recorded at their estimated fair value at the date of donation.

Prior to January 2003, infrastructure assets of governmental funds were not capitalized. The City has retroactively reported all infrastructure acquired by its governmental fund types.

General Fixed Assets - Fixed assets acquired or constructed for general governmental services are recorded as expenditures in the fund from which the disbursements are made. Generally accepted accounting principles require that these fixed assets be capitalized at cost in the government-wide financial statements. Contributed fixed assets are to be recorded in the government-wide financial statements at fair market value at the time received. Interest incurred during construction is not capitalized.

Depreciation on governmental fixed assets is calculated straight-line based on the estimated useful life of assets. The estimated useful life of assets is determined by industry standards as recommended by GASB.

Proprietary Fund Fixed Assets - Assets in the enterprise fund are capitalized at cost or fair value at date of contribution or acquisition. Normal repairs and maintenance that do not add to the value of the asset or materially extend asset lives are not capitalized. Improvements are capitalized and depreciated over the remaining lives of the related assets. Net interest costs incurred for long-term debt issued for construction purposes is capitalized during the period of construction. Net interest cost consists of interest expense on long-term debt proceeds. No interest was capitalized in 2012.

Depreciation is charged over the estimated service life of the assets using the straight-line method. Annual depreciation charges are determined using the average utility plant in service and rates ranging from 1.0% to 6.0% for the water utility and 1.32% for the wastewater utility, depending on the various classes of property, in the respective utilities. The stormwater utility assets are depreciated straight-line over useful lives ranging from 40-85 years.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

- 1. Summary of Significant Accounting Policies (Continued)**
D. Assets, Liabilities, and Net Assets or Equity (Continued)

9) Capital Assets (Continued)

Fund Financial Statements

In the fund financial statements, capital assets used in governmental fund operations are accounted for as capital outlay expenditures of the governmental fund upon acquisition. Capital assets used in proprietary fund operations are accounted for the same way as in the government-wide statements.

10) Debt Issuance Costs

Debt issuance costs are recognized in the current period for the government-wide, proprietary, and governmental fund statements.

Deferred charges are recorded in the enterprise fund for extraordinary repairs. Costs are amortized over the estimated life of repair.

11) Compensated Absences

Governmental Funds

Under terms of employment, employees are granted sick leave and vacations in varying amounts. The entire accumulation is recorded in the statement of net assets. See Note 7.

All Funds

Payments for vacation and sick leave will be made at rates in effect when the benefits are used. Accumulated vacation and sick leave liabilities at December 31, 2012 are determined on the basis of current salary rates and include salary related payments.

12) Long-Term Obligations/Conduit Debt

All long-term obligations to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements. The long-term obligations consist primarily of notes and bond payable, and accrued compensated absences.

All short term and long-term obligations expected to be financed from proprietary fund type operations are accounted for as those fund liabilities.

Proceeds of long-term debt issues not recorded as fund liabilities are reflected as "Other Financing Sources" in the operating statement of the recipient fund. Retirement of these issues is reported as an expenditure of the debt service fund in the year in which the debt matures or is repaid, whichever is earlier.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)
D. Assets, Liabilities, and Net Assets or Equity (Continued)

12) Long-Term Obligations/Conduit Debt (Continued)

For the government-wide statements and the proprietary fund statements, bond premiums and discounts amortized over the life of the issue using the straight-line method. Gains or losses on prior refunding are amortized over the remaining life of the old debt, or the life of the new debt, whichever is shorter. The balance at year end for both premiums/discounts and gains/losses, as applicable, is shown in the deferred outflows or inflows of resources sections of the balance sheet.

The City has approved the issuance of industrial revenue bonds (IRB) for the benefit of private business enterprises. IRB's are secured by mortgages or revenue agreements on the associated projects, and do not constitute indebtedness of the City. Accordingly, the bonds are not reported as liabilities in the accompanying financial statements. The total amount of IRB's outstanding at the end of the year is zero.

13) Claims and Judgments

Claims and judgments are recorded as liabilities if all the conditions of Governmental Accounting Standards Board pronouncements are met. Claims and judgments that would normally be liquidated with expendable available financial resources are recorded during the year as expenditures in the governmental funds. If they are not to be liquidated with expendable available financial resources, no liability is recognized in the governmental fund statements. The related expenditure is recognized when the liability is liquidated. Claims and judgments are recorded in the government-wide statements and proprietary funds as expenses when the related liabilities are incurred. There were no significant claims or judgments at year-end requiring accrual.

14) Equity Classifications

Government-Wide Statements

Equity is classified as net position and displayed in three components:

- a. Net investment in capital assets – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- b. Restricted – Consists of net assets with constraints placed on their use either by 1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments or, 2) law through constitutional provisions or enabling legislation.
- c. Unrestricted – All other net position that does not meet the definition of “restricted” or “net investment in capital assets”.

When both restricted and unrestricted resources are available for use, it is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

- 1. Summary of Significant Accounting Policies (Continued)**
D. Assets, Liabilities, and Net Assets or Equity (Continued)

14) Equity Classifications (Continued)

Fund Statements

Government fund equity is classified as fund balance.

The City has implemented the following GASB statement:

GASB Statement No. 54, “*Fund Balance Reporting and Governmental Fund Type Definitions.*” The objective of this Statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund type definitions. The categories of fund balance presented in the City’s financial statements have changed as a result of implementing this Statement.

In the fund financial statements, governmental fund balance is presented in five possible categories:

Nonspendable – resources which cannot be spent because they are either a) not in spendable form or b) legally or contractually required to be maintained intact.

Restricted – resources with constraints placed on the use of resources are either a) externally imposed by the creditors (such as through debt covenants), grantors, contributors, or law and regulations of other governments or b) imposed by law through constitutional provisions or enabling legislation.

Committed – resources which are subject to limitations the government imposes upon itself through formal action of the City Council, and that remain binding unless removed in the same manner.

Assigned – resources neither restricted nor committed for which a government has stated intended use for a specific purpose. This intent can be expressed through the City Council or through the City Council delegating this responsibility to the City Finance Director through the budgetary process.

Unassigned – resources which cannot be properly classified in one of the other four categories. Unassigned balances also include negative balances in the governmental funds reporting resources restricted for specific programs.

E. Utility Rates

Current water and sewer rates are being reviewed by the City. Current wastewater rates were approved by the city council on July 1, 2011. Stormwater rates were in effect October 1, 2007. Water rates were in place on November 23, 2011.

F. Income Taxes

The City of Whitewater water, wastewater, and stormwater utilities are municipal utilities. Municipal utilities are exempt from income taxes and therefore no income tax liability is recorded.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)

G. Budgetary Information

Budgets

A budget has been adopted for all funds of the City. The City's budget is adopted in accordance with Chapter 65 of the Wisconsin Statutes. Changes to appropriations authorized in the adopted budget generally require a vote of two-thirds of the entire membership of the governing body. Budgetary expenditure control is exercised at the individual account level. The budgetary comparison schedule is presented for the general fund only.

Budget amounts include appropriations authorized in the original budget, any council approved amendments, appropriations of restricted resources received for funding specific expenditures and designated portions of the beginning balance of the general fund's equity expected to finance expenditures of the current fiscal year. Unused appropriations lapse at year-end unless specifically carried over for financing subsequent year expenditures.

H. Excess Expenditures over Appropriations

The City controls expenditures at the department level. Some individual line items experienced expenditures which exceeded appropriations. The detail of those items can be found in the City's year-end budget to actual report.

I. Deficit Balances

Generally accepted accounting principles require disclosure of individual funds that have deficit balances at year end.

As of December 31, 2012, the following individual funds held a deficit balance:

Fund	Amount	Reason
TID 7	\$(362)	Project costs in excess of revenues

The TID 7 deficit is anticipated to be replenished with future increments.

J. Tax Incremental Financing District

The City has 6 Tax Incremental Districts (TID's). The transactions of TID 4 are shown as a major fund. TIDs 5, 6, 7, 8 and 9 are shown as non-major funds. TID's are authorized by Section 66.1105 of the Wisconsin Statutes. It is a method by which the City can recover its project costs in the designated district of the City. Those costs are recovered through tax increments, which are placed on the tax rolls.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

1. Summary of Significant Accounting Policies (Continued)

K. Capital Contributions

Capital contributions represent the value of infrastructure contributed or paid by developers for plant. They are recorded as additions to net assets in the government-wide statements and proprietary fund statements. These amounts are not subject to repayment.

L. Advances to Other Funds

Non-current portions of long-term inter-fund loan receivables are reported as advances and are offset equally by a fund balance reserve account which indicates that they do not constitute expendable available financial resources and therefore are not available for appropriation.

2. Cash and Investments

As previously discussed, cash for all City funds is pooled for investment purposes. At December 31, 2012, the cash and investments consist of the following:

	<u>Carrying Value</u>	<u>Bank Balance</u>	<u>Associated Risk</u>
Deposits in financial institutions - City	\$ 17,372,439	\$ 18,357,416	Custodial credit risk, interest rate risk
Deposits in financial institutions - CDA	<u>2,118,421</u>	<u>2,121,798</u>	Custodial credit risk, interest rate risk
Total Cash and Investments	<u>\$ 19,490,861</u>	<u>\$ 20,479,214</u>	
Reconciliation to financial statements			
Per statement of net position			
Primary government	\$ 12,881,634		
Component unit	2,118,421		
Per statement of net position -			
Fiduciary Funds			
Agency	<u>4,490,806</u>		
Total Cash and Investments	<u>\$ 19,490,861</u>		

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

2. Cash and Investments (Continued)

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for interest bearing accounts and \$250,000 for non-interest bearing accounts. In addition, the banks used by the City participated in the Dodd-Frank Act. Under this program, the FDIC provided unlimited protection to all noninterest-bearing accounts through December 31, 2012. The City has no deposits that are covered by this program. Deposits in credit unions are insured by the National Credit Union Administration in the amount of \$250,000 for all share draft accounts, and \$250,000 for all share certificate and regular share accounts.

Bank accounts, credit union accounts, and the local government investment pool are also insured by the State Deposit Guarantee Fund in the amount of \$400,000. However, due to the relatively small size of the Guarantee Fund in relationship to the total deposits covered and other legal implications, recovery of material principal losses may be significant to individual municipalities. This has been considered when determining custodial credit risk.

The City's deposits in financial institutions are collateralized by various instruments. The City has collateral agreements with three separate financial institutions in varying amounts. The total collateral for the three institutions is \$14,870,657.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates.

The City also had certificates of deposits with varying maturities as follows:

Total of CDs City	\$ 737,983
Total of CDs CDA	1,219,010
	<u>\$ 1,956,993</u>
maturing by 6/30/12	\$ 1,195,044
maturing by 12/31/12	761,949
	<u>\$ 1,956,993</u>

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. The City has no investment policy that would further limit its investments choices.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

2. Cash and Investments (Continued)

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, the City would not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial risk for investments is the risk that, in the event of failure of the counterparty (e.g. broker-dealer) to a transaction, the City would not be able to recover the value of its investment of collateral securities that are in the possession of another party. The City does not have an investment policy for custodial credit risk.

As of December 31, 2012, the City's deposits with financial institutions in excess of federal depository insurance limits that were exposed to custodial credit risk are listed below:

Uninsured and collateral held by the pledging financial institution's trust department or agent not in the City's name	<u>\$ 14,870,657</u>
Uninsured and uncollateralized	<u>\$ 1,770,142</u>

Concentration of Credit Risk

Concentration of credit risk is the risk of loss attributed to the magnitude of a government's investment in a single issuer. The City does not have a policy for concentration of credit risk.

3. Receivables

The following accounts receivable amounts are not expected to be collected within one year:

	<u>General</u>
Delinquent personal property taxes	\$ 8,983
Special assessments	<u>34,663</u>
Total	<u>\$ 43,646</u>

Receivables of the city are reported net of uncollectible amounts. The following is the allowance for uncollectible receivables that is reported as of December 31, 2012:

Delinquent personal property taxes	\$ 7,000
Uncollectible related to ambulance receivable	<u>137,200</u>
Total	<u>\$ 144,200</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

3. Receivables (Continued)

Governmental funds report deferred inflows in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. Property taxes levied for the subsequent year are not earned and cannot be used to liquidate liabilities of the current period. Governmental funds also defer revenue recognition in connection with resources that have been received, but not yet earned. At the end of the current fiscal year, the various components of deferred inflows and unearned revenue reported in the governmental funds were as follows:

	<u>Unavailable</u>	<u>Unearned</u>	<u>Total</u>
Property taxes receivable for subsequent year	\$ -	\$4,598,114	\$4,598,114
Special assessments not yet due	34,663	-	34,663
Developer agreement PILOT payments	305,176	-	305,176
Taxi-cab grant	15,138	-	15,138
Other items	26,558	-	26,558
EDA grant	30,796	-	30,796
Ambulance receivable	<u>107,000</u>	<u>-</u>	<u>107,000</u>
Total Deferred Inflows of Resources			
For Governmental Funds	<u>\$ 519,331</u>	<u>\$4,598,114</u>	<u>\$5,117,445</u>

4. Restricted Assets

The following represent the balances of the restricted assets:

Long-Term Debt Accounts

Redemption Used to segregate resources accumulated for debt service payments over the next twelve months.

Depreciation Used to report resources set aside to fund plant renewals and replacement or make up potential future deficiencies in the redemption account.

Reserve Used to report resources set aside to make up potential future deficiencies in the redemption account.

Equipment Replacement Account

The wastewater utility established an equipment replacement account to be used for significant mechanical equipment replacement as required by the Wisconsin Department of Natural Resources.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

4. Restricted Assets

Following is a list of restricted assets at December 31, 2012:

	Water Utility	Wastewater Utility	Totals
Restricted Assets			
Redemption account	\$ 169,737	\$ 344,242	\$ 513,979
Depreciation account	-	25,000	25,000
Reserve account	266,052	223,000	489,052
Connection account	-	276,568	276,568
DNR Replacement account	-	1,759,811	1,759,811
	\$ 435,789	\$ 2,628,621	\$ 3,064,410
Total Restricted Assets			

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

5. Capital Assets

Capital asset activity in the governmental activities for the year ended December 31, 2012 was as follows:

	1/1/2012 Beginning Balance	Additions	Deletions	12/31/2012 Ending Balance
Governmental Activities				
Capital Assets Not Being Depreciated				
Construction in Progress	\$ -	\$ 52,974	\$ -	\$ 52,974
Infrastructure in Progress	794,926	-	794,926	-
Land	2,947,791	-	-	2,947,791
Right of way	1,830,165	-	-	1,830,165
Land improvements	4,841,168	-	-	4,841,168
Total Capital Assets Not Being Depreciated	10,414,050	52,974	794,926	9,672,098
Capital Assets Being Depreciated				
Land Improvements	399,134	-	-	399,134
Buildings	10,757,264	359,343	-	11,116,607
Traffic and Street Lights	809,071	94,278	-	903,349
Machinery and Equipment	7,364,505	472,203	-	7,836,708
Streets	19,435,928	3,715,901	-	23,151,829
Sidewalks	976,392	5,296	-	981,688
Curb and Gutter	695,594	-	-	695,594
Total Capital Assets Being Depreciated	40,437,888	4,647,021	-	45,084,909
Accumulated Depreciation				
Land improvements	302,824	8,093	-	310,917
Buildings	3,381,627	229,629	-	3,611,256
Traffic and street lights	170,853	23,488	-	194,341
Machinery and equipment	5,031,863	389,641	-	5,421,504
Streets	6,234,055	444,954	-	6,679,009
Sidewalks	109,548	21,468	-	131,016
Curb and gutter	66,876	17,390	-	84,266
Total Accumulated Depreciation	15,297,646	1,134,663	-	16,432,309
Capital Assets, Net of Depreciation	\$ 35,554,292	\$ 3,565,332	\$ 794,926	\$ 38,324,698

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

5. Capital Assets (Continued)

Depreciation expense for the governmental activities is as follows:

Government Activities	
General Government	\$ 122,764
Public Safety	258,749
Public Works, which includes the depreciation of streets (including curb and gutter) and sidewalks	637,985
Culture, Recreation and Education	<u>115,165</u>
Total Governmental Activities Depreciation Expense	<u><u>\$ 1,134,663</u></u>

Capital asset activity in the business type activities for the year ended December 31, 2012 was as follows:

<u>Water</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital Assets Not Being Depreciated				
Construction in progress	\$ -	\$ -	\$ -	\$ -
Land and land rights	<u>6,727</u>	<u>-</u>	<u>-</u>	<u>6,727</u>
Total Capital Assets Not Being Depreciated	<u>6,727</u>	<u>-</u>	<u>-</u>	<u>6,727</u>
Capital Assets Being Depreciated				
Source of supply	633,563	-	-	633,563
Pumping	1,185,927	-	-	1,185,927
Water treatment	1,458,742	-	-	1,458,742
Transmission and distribution	13,137,654	542,969	21,575	13,659,048
Administrative and general assets	<u>417,653</u>	<u>6,560</u>	<u>-</u>	<u>424,213</u>
Total Capital Assets Being Depreciated	<u>16,833,539</u>	<u>549,529</u>	<u>21,575</u>	<u>17,361,493</u>
Total Capital Assets	<u>16,840,266</u>	<u>549,529</u>	<u>21,575</u>	<u>17,368,220</u>
Less: Accumulated depreciation	<u>4,897,879</u>	<u>396,795</u>	<u>21,575</u>	<u>5,273,099</u>
Net Capital Assets	<u><u>\$ 11,942,387</u></u>	<u><u>\$ 152,734</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 12,095,121</u></u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

5. Capital Assets (Continued)

	Beginning Balance	Additions	Deletions	Ending Balance
<u>Wastewater</u>				
Capital Assets Not Being Depreciated				
Construction in progress	\$ 5,362,796	\$ 574,945	\$ 5,377,199	\$ 560,542
Land and land rights	168,179	-	-	168,179
Total Capital Assets Not Being Depreciated	5,530,975	574,945	5,377,199	728,721
Capital Assets Being Depreciated				
Collection system	12,009,626	701,635	25,847	12,685,414
Treatment and disposal	19,895,458	5,410,080	-	25,305,538
General	957,428	39,857	-	997,285
Total Capital Assets Being Depreciated	32,862,512	6,151,572	25,847	38,988,237
Total Capital Assets	38,393,487	6,726,517	5,403,046	39,716,958
Less: Accumulated depreciation	20,673,020	1,009,894	25,847	21,657,067
Net Capital Assets	<u>\$ 17,720,467</u>	<u>\$ 5,716,623</u>	<u>\$ 5,377,199</u>	<u>\$ 18,059,891</u>
	Beginning Balance	Additions	Deletions	Ending Balance
<u>Stormwater</u>				
Capital Assets Being Depreciated				
Infrastructure	\$ 3,274,910	\$ 306,635	\$ 12,096	\$ 3,569,449
Less: Accumulated depreciation	167,008	46,199	12,096	201,111
Net Capital Assets	<u>\$ 3,107,902</u>	<u>\$ 260,436</u>	<u>\$ -</u>	<u>\$ 3,368,338</u>

Listed below is the depreciation expense for the utilities.

Business Type Activities

Water Utility	\$ 375,521
Sewer Utility	1,031,168
Stormwater Utility	46,199
Total Business-Type Activities Depreciation Expense	<u>\$ 1,452,888</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

6. Interfund Receivables/Payables, Advances and Transfers

Interfund Receivables/Payables

The following is a schedule of interfund receivables and payables including any overdrafts on pooled cash and investment accounts in the governmental funds:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	TID #4	\$ 75,000
General Fund	Wastewater Utility	1,500
General Fund	Water Utility	16,128
General Fund	Stormwater	1,012
General Fund	Tax Collection Fund	224,543
General Fund	Rescue Squad Fund	375
General Fund	Solid Waster Recycling	41,389
Subtotal - General Fund		<u>359,947</u>
Water Utility	General Fund	665
Water Utility	Wastewater Fund	27,630
Subtotal - Proprietary Funds		<u>28,295</u>
Subtotal - Fund Financial Statements		388,242
Less: Fund Eliminations		<u>(370,268)</u>
Total - Government - Wide Statements		<u>\$ 17,974</u>
<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
Governmental Activity	Business-type Activity	\$ (17,974)
Business-type Activity	Governmental Activity	17,974
Total		<u><u>\$ -</u></u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

6. Interfund Receivables/Payables, Advances and Transfers (Continued)

The principal purpose of these interfunds is due to commingled cash. All remaining balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made. All amounts are due within one year.

For the statement of net position, interfund balances which are owed within the governmental activities, business-type activities, and component unit are netted and eliminated.

Advances

In 2010, the CDA fund advanced \$750,000 to TID #4 to be used for construction costs for an innovation center. The advance to the TID #4 fund from the CDA fund is not set up for repayment. The City and CDA have not yet finalized any payment details.

The following is a schedule of interfund advances:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>	<u>Amount Due Within One Year</u>
CDA Fund	TID #4	\$ 750,000	\$ -
General Fund	TID #4	700	-
Total - Government-Wide Statement of Net Assets (Internal Balance)		<u>\$ 750,700</u>	<u>\$ -</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

6. Interfund Receivables/Payables, Advances and Transfers (Continued)

Transfers

The following is a schedule of interfund transfers:

<u>Fund Transferred To</u>	<u>Fund Transferred From</u>	<u>Amount</u>	<u>Principal Purpose</u>
General Fund	TID No. 4	\$ 140,000	Administrative
General Fund	Cable TV Fund	22,000	Administrative
General Fund	Parking Maintenance	22,000	Administrative
General Fund	Forestry Fund	10,000	Operations
General Fund	Water Utility	276,974	Tax equivalent
General Fund	TID No. 6	15,000	Administrative
DPW Equipment	Stormwater Utility	<u>19,000</u>	Capital equipment
Subtotal - General Fund		504,974	
Debt Service Fund	TID No. 4	1,678,687	Debt service payment
Other Capital Projects	General Fund	155,046	Appropriation
Other Capital Projects	Parkland Development	25,000	Park capital expenses
Other Capital Projects	Other Capital Projects	19,000	Fund future construction
Police Department Trust Fund	General Fund	15,157	Cost allocations
Taxi Cab Grant Program	General Fund	<u>6,213</u>	City portion
Subtotal - Other Funds		1,899,103	
Stormwater Utility	General Fund	<u>56,451</u>	Capital Contributions
Subtotal - Proprietary Funds		56,451	
Sub-Total – Fund Financial Statements		2,460,528	
Less: Fund Eliminations		<u>(2,700,051)</u>	
Total – Government-Wide Statement of Activities		<u>\$ (239,523)</u>	

Generally, transfers are used to (1) move revenues from the fund that collects them to the fund that the budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

7. Long-Term Obligations

The following is a summary of long-term debt transactions of the City for the year ended December 31, 2012.

	Beginning Balance	Increases	Decreases	Ending Balance	Amounts Due Within One Year
GOVERNMENTAL ACTIVITIES					
Bonds and Notes Payable					
General Obligation Debt	\$ 19,090,000	\$ 5,020,000	\$ 2,235,000	\$ 21,875,000	\$ 1,805,000
Sub-Total	<u>19,090,000</u>	<u>5,020,000</u>	<u>2,235,000</u>	<u>21,875,000</u>	<u>1,805,000</u>
Other Liabilities					
Vested Compensated Absences	412,532	4,521	-	417,053	299,622
Capital Leases	383,252	-	56,613	326,639	63,958
Total Other Liabilities	<u>795,784</u>	<u>4,521</u>	<u>56,613</u>	<u>743,692</u>	<u>363,580</u>
Total Governmental Activities					
Long-Term Liabilities	<u>\$ 19,885,784</u>	<u>\$ 5,024,521</u>	<u>\$ 2,291,613</u>	<u>\$ 22,618,692</u>	<u>\$ 2,168,580</u>
BUSINESS-TYPE ACTIVITIES					
Bonds and Notes Payable					
Revenue Bonds	\$ 6,016,637	\$ 3,055,567	\$ 689,275	\$ 8,382,929	\$ 871,622
General obligation debt	687,000	455,000	317,000	825,000	90,000
Capital Lease	27,082	-	4,001	23,081	4,520
Total Long-Term Debt	<u>6,730,719</u>	<u>3,510,567</u>	<u>1,010,276</u>	<u>9,231,010</u>	<u>966,142</u>
Other Liabilities					
Vested Compensated Absences	196,613	-	24,435	172,178	63,504
Total Other Liabilities	<u>196,613</u>	<u>-</u>	<u>24,435</u>	<u>172,178</u>	<u>63,504</u>
Total Business-type Activities					
Long-Term Liabilities	<u>\$ 6,927,332</u>	<u>\$ 3,510,567</u>	<u>\$ 1,034,711</u>	<u>\$ 9,403,188</u>	<u>\$ 1,029,646</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

7. Long-Term Obligations (Continued)

A. General Obligation Debt

All general obligation notes and bonds payable are backed by the full faith and credit of the municipality. Notes and bonds will be retired by future property tax levies. Proprietary fund debt is payable by revenues from user fees of those funds, or if the revenues are not sufficient, by future tax levies.

The City's general obligation debt limit is equal to 5% of the City's total equalized value. The City's debt limit as of December 31, 2012 is \$30,891,105. Debt subject to the limit is \$22,700,000. The following table outlines the governmental debt.

	<u>Date Of Issue</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	<u>Balance 12/31/12</u>	<u>Current Portion</u>
Governmental Activities						
2005 GO						
Promissory Note	10/15/2005	9/1/2015	3.1-3.6	\$ 3,300,000	\$ 1,430,000	\$ 460,000
2008 GO						
Refunding Bond	1/7/2008	9/1/2017	3.956	\$ 5,000,000	4,065,000	665,000
2009 GO Refunding	9/3/2009	12/1/2016	2.3-3.0	\$ 1,005,000	580,000	150,000
2010 GO Refunding						
Bonds	2/9/2010	12/1/2017	1.2-2.7	\$ 1,500,000	815,000	230,000
2010 Taxable GO						
Bonds	2/9/2010	12/1/2029	2.8-6.05	\$ 3,290,000	3,290,000	50,000
2010 GO Refunding						
Bonds	9/1/2010	9/1/2020	2.3-3.0	\$ 5,000,000	4,635,000	180,000
2010 Taxable GO						
Bonds	10/12/2010	9/1/2027	.75-5.0	\$ 2,110,000	2,040,000	70,000
2012 GO Refunding						
Bonds	5/17/2012	9/1/2031	.85-3.25	\$ 5,020,000	5,020,000	85,000
Total Governmental Activities -- General Obligation Debt					<u>\$21,875,000</u>	<u>\$ 1,805,000</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

7. Long-Term Obligations (Continued)
A. General Obligation Debt (Continued)

Debt service requirements to maturity are as follows:

<u>Years</u>	<u>Governmental Activities</u> <u>General Obligation Debt</u>	
	<u>Principal</u>	<u>Interest</u>
2013	\$ 1,890,000	\$ 744,716
2014	2,060,000	655,183
2015	2,115,000	591,966
2016	2,465,000	524,529
2017	2,450,000	454,711
2018-2022	5,425,000	1,541,918
2023-2027	3,630,000	776,642
2028-2031	1,840,000	154,193
Totals	<u>\$ 21,875,000</u>	<u>\$ 5,443,858</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

7. Long-Term Obligations (Continued)

B. Business-Type Debt

The following is business-type debt outstanding:

Business-type Activities Debt (Excluding Capital Lease)

	Date of Issuance	Final Maturity	Interest Rates	Original Indebtedness	Balance 12/31/12	Current Portion
<u>Water Utility</u>						
2010 Mortgage Revenue Bonds	9/7/2010	10/1/2015	2.00%	\$ 1,215,000	\$ 745,000	\$ 240,000
2011 Mortgage Revenue Bonds	6/7/2011	10/1/2026	1.6-4.0%	\$ 940,000	890,000	50,000
2012 Mortgage Revenue Bonds	5/17/2012	10/1/2027	.85-2.85%	\$ 855,000	855,000	50,000
	Total water utility revenue bonds				2,490,000	340,000
2010 GO Promissory Notes	2/9/2010	12/1/2016	1.2-2.7%	\$ 428,343	249,586	60,710
	Total Water Utility long-term debt				<u>\$ 2,739,586</u>	<u>\$ 400,710</u>
<u>Wastewater Utility</u>						
1996 Clean Water fund loan	7/24/1996	5/1/2016	3.08%	\$ 1,563,900	\$ 409,197	\$ 97,692
2009 Clean Water Fund Loan	12/9/2009	5/1/2029	2.91%	\$ 50,000	2,596,622	120,232
2010 Mortgage Revenue Bonds	2/9/2010	5/1/2016	2.0-3.25%	\$ 1,230,000	840,000	200,000
2011 Clean Water Fund Loan	7/27/2011	5/1/2031	2.40%	\$ 115,954	562,110	23,698
2012 Mortgage Revenue Bonds	5/17/2012	11/1/2027	.85-2.85%	\$ 1,485,000	1,485,000	90,000
	Total sewer utility revenue bonds				5,892,929	531,622
2010 GO Promissory Notes	2/9/2010	12/1/2016	1.2-2.7%	\$ 206,657	120,414	29,290
	Total Wastewater Utility long-term debt				<u>\$ 6,013,343</u>	<u>\$ 560,912</u>
<u>Stormwater Utility</u>						
2012 GO Refunding Bonds	5/17/2012	9/1/2031	.85-3.25%	\$ 455,000	455,000	-
	Total Stormwater Utility long-term debt				<u>455,000</u>	<u>-</u>
Total Business-type Activities Debt (excluding capital lease)					<u>\$ 9,207,929</u>	<u>\$ 961,622</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

7. Long-Term Obligations (Continued)
B. Business-Type Debt (Continued)

Debt service requirements on business-type debt to maturity are as follows:

<u>Years</u>	<u>Business-type Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2013	\$ 961,622	\$ 221,701
2014	988,699	198,817
2015	1,030,983	177,243
2016	793,482	152,816
2017	380,906	136,392
2018-2022	2,095,412	536,614
2023-2027	2,321,451	246,041
2028-2031	635,374	21,903
Total	<u>\$ 9,207,929</u>	<u>\$1,691,527</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

7. Long-Term Obligations (Continued)

C. Other Debt

Estimated payments of compensated absences are not included in the debt service requirement schedules. The compensated absences liability attributed to governmental activities will be liquidated primarily by the sick leave payout fund.

A statutory mortgage lien upon the utility's system and any additions, improvements and extensions thereto is created by Section 66.066 of the Wisconsin Statutes as provided for in the ordinances creating the revenue bond issue. The city's system and the earnings of the system remain subject to the lien until payment in full of the principal and interest on the bonds.

There are a number of limitations and restrictions contained in the various bond indentures and loan agreements. The City believes it is in compliance with all significant limitations and restrictions, including federal arbitrage regulations.

D. Lease Disclosures

In 2005, the City acquired capital assets through a lease/purchase agreement. The gross amount of these assets under capital leases is \$675,191, which are included in capital assets in the governmental activities. The repayment schedule for the capital lease is as follows:

Year	General		Wastewater		Total
	Principal	Interest	Principal	Interest	
2013	\$ 63,958	\$ 12,090	\$ 4,520	\$ 854	\$ 81,422
2014	71,969	9,525	5,085	673	87,252
2015	80,697	6,641	5,703	469	93,510
2016	90,203	3,411	6,374	241	100,229
2017	19,812	385	1,399	27	21,623
Total	<u>\$ 326,639</u>	<u>\$ 32,052</u>	<u>\$ 23,081</u>	<u>\$ 2,264</u>	<u>\$ 384,036</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

8. Net Position/Fund Balances

Governmental Activities

Net position reported on the government-wide statement of net position at December 31, 2012 includes the following:

Capital Assets net of depreciation	\$ 38,324,698
Less: long-term debt outstanding	(22,201,639)
Total Net Investment in Capital Assets	<u>16,123,059</u>
Restricted	
Subdividers park fees	33,483
Rescue Squad Equipment	279,261
Rock River Stormwater Group	45,820
Taxicab	40,474
Library	480,398
Cable TV	114,440
Forestry	6,640
Parking Permits	26,994
Rescue Squad Trust	53,558
Police Department Trust	15,125
TIF 4 projects	2,430,918
Debt service	465,153
Total Restricted	<u>3,992,264</u>
Unrestricted	2,152,785
Total Governmental Activities Net Position	<u><u>\$ 22,268,108</u></u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

8. Net Position/Fund Balances (Continued)
 Governmental Activities (Continued)

Fund balances as of December 31, 2012 include the items in the following table.

Major Funds

<u>General Fund</u>	Nonspendable	Restricted	Assigned	Unassigned
Delinquent personal property tax	\$ 8,983	\$ -	\$ -	\$ -
Prepaid expenses	62,374	-	-	-
Advances	700	-	-	-
27th Payroll	-	-	-	141,824
Fire Department Equipment	-	-	112,448	-
Dept. of Public Works Equipment Revolving Fund	-	-	153,242	-
Police Vehicle Revolving Fund	-	-	24	-
Skate Park	-	-	3,211	-
Solid Waste/Recycling (deficit)	-	-	-	(11,113)
Sick Leave Severance	-	-	242,424	-
Lakes Improvements	-	-	475	-
Street Repair Revolving Fund	-	-	176,674	-
Unassigned	-	-	-	1,672,856
Total General Fund	<u>\$ 72,057</u>	<u>\$ -</u>	<u>\$ 688,498</u>	<u>\$ 1,803,567</u>

Debt Service Fund

Assigned for debt payments \$ 465,154

TID 4 Capital Projects Fund

Assigned for TIF expenditures \$ 136,160

Other Capital Projects Funds

Restricted for capital outlay projects \$ 2,385,500

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

8. Net Position/Fund Balances (Continued)
 Governmental Activities (Continued)

<u>Non-Major Funds</u>	<u>Nonspendable</u>	<u>Restricted</u>	<u>Assigned</u>	<u>Unassigned</u>
Special Revenue Funds				
Cable Television	\$ -	\$ 114,440	\$ -	\$ -
Library Special Revenue	-	480,398	-	-
Taxi Cab Grant	-	40,474	-	-
Parkland Acquisition	-	7,996	-	-
Parkland Development	-	25,487	-	-
Forestry Fund	-	6,640	-	-
Rescue Squad Equipment	-	279,261	-	-
Parking Permit	-	26,994	-	-
Rescue Squad Trust	-	53,558	-	-
Police Dept. Trust	-	15,125	-	-
Rock River Stormwater Group	-	45,820	-	-
TID #5	-	8,861	-	-
TID #6	-	16,814	-	-
TID #7 (deficit)	-	-	-	(362)
TID #8	-	17,643	-	-
TID #9	-	2,462	-	-
Total Non-Major Funds	<u>\$ -</u>	<u>\$ 1,141,973</u>	<u>\$ -</u>	<u>\$ (362)</u>

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

8. Net Position/Fund Balances (Continued)

Business Activities

The following calculation supports the water, wastewater, and stormwater utilities' balance of net investment in capital assets:

	2012
Water Utility	
Capital Assets net of depreciation	\$ 12,095,121
Less: related long-term debt outstanding	(2,739,586)
Total Invested in Capital Assets	9,355,535
Reserve from borrowing	266,052
Total Net Position - Net Investment in Capital Assets	\$ 9,621,587
	2012
Wastewater Utility	
Capital Assets net of depreciation	\$ 18,059,891
Less: related long-term debt outstanding	(6,013,344)
Total Invested in Capital Assets	12,046,547
Reserve from borrowing	223,000
Total Net Position - Net Investment in Capital Assets	\$ 12,269,547
	2012
Stormwater Utility	
Capital Assets net of depreciation	\$ 3,368,338
Less: related long-term debt outstanding	(455,000)
Total Invested in Capital Assets	2,913,338
Total Net Position - Net Investment in Capital Assets	\$ 2,913,338

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

9. Defined Benefit Pension Plan

All eligible City employees participate in the Wisconsin Retirement System (WRS), a cost-sharing, multiple-employer, defined benefit, public employee retirement system. All employees, initially employed by a participating WRS employer prior to July 1, 2011, expected to work over 600 hours a year are eligible to participate in the WRS. All employees, initially employed by a participating WRS employer on or after July 1, 2011 expected to work at least 1,200 hours a year and expected to be employed for at least one year from employee's date of hire are eligible to participate in the WRS.

Covered employees are required by statute to contribute one-half of the actuarially determined contribution rate for General category employees. Required contributions for protective contributions are the same rate as general employees. Employers are required to contribute the remainder of the actuarially determined contribution rate. The employer may not pay the employee required contribution unless provided for by an existing collective bargaining agreement. Contribution rates for 2012 are:

	<u>Employee</u>	<u>Employer</u>
General (including Teachers)	5.90%	5.90%
Executive and Elected Officials	7.05%	7.05%
Protective with Social Security	5.90%	9.00%

The payroll for the City's employees covered by the WRS for the year ended December 31, 2012 was \$4,830,664; the employer's total payroll was \$5,295,589. The total required contribution for the year ended December 31, 2012 was \$620,556, which consisted of \$335,320, or 6.9% of payroll from the employer and \$285,236, or 5.9% of payroll from employees. Total contributions for the years ending December 31, 2011 and 2010 were \$606,026 and \$570,656, respectively, equal to the required contributions for each year.

Employees who retire at or after age 65 (54 for protective occupation employees with less than 25 years of service, 53 for protective occupation employees with more than 25 years of service) are entitled to receive a retirement benefit. Employees may retire at age 55 (50 for protective occupation employees) and receive actuarially reduced benefits. The factors influencing the benefit are: (1) final average earnings, (2) years of creditable service, and (3) a formula factor. Final average earnings is the average of the employee's three highest years earnings. Employees terminating covered employment before becoming eligible for a retirement benefit may withdraw their contributions and, by doing so, forfeit all rights to any subsequent benefit. Participants employed prior to July 1, 2011 are immediately vested. Participants hired after June 30, 2011 are fully vested after five years.

The WRS also provides death and disability benefits for employees. Eligibility and the amount of all benefits are determined under Chapter 40 of the Wisconsin Statutes. The WRS issues an annual financial report that may be obtained by writing to the Department of Employee Trust Funds, P.O. Box 7931, Madison, WI 53707-7931.

10. Risk Management

The City is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; workers compensation; and health care of its employees. All risks are covered through the purchase of commercial insurance, with minimal deductibles. Settled claims have not exceeded the commercial coverage in any of the past three years.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

11. Expenditures in Excess of Budget

The City's general fund had expenditures in excess of budget as follows:

	Final Budget	Actual Expenditures	Variance
Public Safety	\$ 3,893,884	\$ 3,948,587	\$ (54,703)
Public Works	956,576	996,915	(40,339)
Culture, Recreation and Education	1,167,169	1,213,169	(46,000)
Conservation and Development	101,540	118,474	(16,934)

12. Component Unit

This report contains the City of Whitewater Community Development Authority (authority), which is included as a component unit. Financial information is presented as a discrete column in the statement of net assets and the statement of activities.

In addition to the basic financial statements and the preceding notes to financial statements which apply, the following additional disclosures are considered necessary for a fair presentation.

a. Basis of Accounting/Measurement Focus

The community development authority follows the full accrual basis of accounting and the flow of economic resources measurement focus.

b. Deposits and Investments

The CDA's cash and investments at year end were comprised of the following:

	Carrying Value	Bank Balance	Associated Risk
Demand deposits	\$ 2,118,421	\$ 2,121,798	Custodial Credit Risk, Interest Rate risk

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for interest bearing accounts and \$250,000 for noninterest bearing accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund in the amount of \$400,000. However, due to the relatively small size of the Guarantee Fund in relationship to the total deposits covered and other legal implications, recovery of material principal losses may not be significant to individual municipalities.

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

12. Component Unit (Continued)

Custodial Credit Risk

Deposits – Custodial credit risk is the risk that in the event of a financial institution failure, the CDA’s deposits may not be returned to the CDA.

As of December 31, 2012, \$683,391 of the CDA’s total bank balance of \$2,121,798 was exposed to custodial credit risk as follows:

Uninsured and uncollateralized \$683,391

The CDA has CDs of \$1,219,010 as of 12/31/12. All are set to mature within 1 year.

c. Capital Assets

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>	<u>Useful Lives (Years)</u>
Land	\$ 275,172	\$ -	\$ -	\$ 275,172	N/A
Equipment	12,629	-	-	12,629	5-10
Buildings	6,087,994	-	-	6,087,994	35-40
Accumulated Depreciation					
Equipment	(11,345)	(113)	-	(11,458)	
Buildings	(121,760)	(121,868)	-	(243,628)	
Totals	<u>\$ 6,242,690</u>	<u>\$ (121,981)</u>	<u>\$ -</u>	<u>\$ 6,120,709</u>	

d. Employee Retirement System

All eligible authority employees participate in the Wisconsin Retirement System (“system”), a cost-sharing defined benefit multiple-employer public employee retirement system (PERS). Activity related to the CDA’s involvement in the system is included with the city in Note 9.

e. Economic Development and Housing Rehabilitation Loans Receivable

The CDA has received federal and state grant funds for economic development and housing rehabilitation loan programs to various businesses and individuals. The CDA records a loan receivable when the loan has been made and funds have been disbursed. It is the CDA’s policy to record revenue when the initial loan is made from the federal and state grant funds. Interest received from loan repayments is recognized as revenue when received in cash. The following receivable amounts are not expected to be collected within one year:

Loan receivable \$688,483

CITY OF WHITEWATER
Notes to Financial Statements
December 31, 2012

12. Component Unit (Continued)

f. Transfers in

The CDA recorded a transfer of \$111,803 from the City.

g. Due from City

The CDA has a long-term advance receivable from the City as disclosed in Note 6. No repayment schedule has been established yet.

13. Economic Dependency

One of the City's Water Utility customers provides approximately 23% of the water revenue.

14. Commitments and ContingenciesFederal Grant Programs

The City participates in several federal and state grant programs, which are governed by various rules and regulations of the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies. Therefore, to the extent that the City has not complied with the rules and regulations governing the grants, refunds of any money received may be required, and the collectability of any related receivable at December 31, 2012 may be impaired. In the opinion of management, no material adjustments will result from any such audits.

15. Prior Period Adjustment

The implementation of new accounting standards resulted in a prior period adjustment restating deferred assets related to bond issuance costs. Previously these expenses were deferred and amortized. In 2012, they were expensed. Costs previously deferred were written off against net position. See Note 1.

	Governmental Activities	Business-Type Activities	Water Utility	Wastewater Utility
Total net position as previously reported	\$ 21,048,375	\$ 29,785,753	\$ 10,566,022	\$ 16,148,594
Unamortized debt issue costs adjustment	(18,112)	(59,916)	(42,474)	(17,442)
Total net position, restated	<u>\$ 21,030,263</u>	<u>\$ 29,725,837</u>	<u>\$ 10,523,548</u>	<u>\$ 16,131,152</u>

The beginning fund balance in the general fund was reduced by \$107,000 from \$2,685,092 to \$2,578,092 to reflect deferred revenues on ambulance receivables not recognized. This did not affect the government-wide statements.

REQUIRED SUPPLEMENTARY INFORMATION

**City of Whitewater
Whitewater, WI**

**Budget and Actual (with Budget to GAAP Differences)
General Fund
For the year ended December 31, 2012**

(Original and Final Pulled from Imported Balances)	<u>Budgeted Amounts</u>		<u>Actual Amounts, Budgetary Basis</u>	<u>Budget to GAAP Differences</u>	<u>Actual Amounts, GAAP Basis</u>
	<u>Original</u>	<u>Final</u>			
REVENUES					
Property Taxes	\$ 2,497,140	\$ 2,510,140	\$ 2,542,111	-	\$ 2,542,111
Special Assessment Revenue	28,983	28,983	17,863	-	17,863
Intergovernmental	4,371,417	4,371,417	4,406,617	58,425	4,465,042
License and Permits	67,825	67,825	80,038	-	80,038
Fines, Forfeits and Penalties	453,800	453,800	371,574	-	371,574
Public Charges for Services	706,478	706,478	590,117	(1,986)	588,131
Interest Income	4,000	4,000	11,761	1,326	13,087
Miscellaneous Income	52,050	52,050	49,994	738	50,732
Total Revenues	<u>8,181,693</u>	<u>8,194,693</u>	<u>8,070,075</u>	<u>58,503</u>	<u>8,128,578</u>
EXPENDITURES					
Current:					
General Government	1,610,631	1,610,631	1,544,448	87,054	1,631,502
Public Safety	3,880,884	3,893,884	3,948,587	62,982	4,011,569
Public Works	956,576	956,576	996,915	362,607	1,359,522
Culture, Recreation and Education	1,167,169	1,167,169	1,213,169	-	1,213,169
Conservation and Development	101,540	101,540	118,474	-	118,474
Capital Outlay	-	-	-	81,050	81,050
Debt Service					
Capital lease	70,977	70,977	70,977	-	70,977
Total Expenditures	<u>7,787,777</u>	<u>7,800,777</u>	<u>7,892,570</u>	<u>593,693</u>	<u>8,486,263</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>393,916</u>	<u>393,916</u>	<u>177,505</u>	<u>(535,190)</u>	<u>(357,685)</u>
OTHER FINANCING SOURCES (USES)					
Transfers In	403,000	403,000	485,974	19,000	504,974
Transfers Out	(896,916)	(896,916)	(820,336)	659,077	(161,259)
Total Other Financing Sources and Uses	<u>(493,916)</u>	<u>(493,916)</u>	<u>(334,362)</u>	<u>678,077</u>	<u>343,715</u>
Net Change in Fund Balances	(100,000)	(100,000)	(156,857)	142,887	(13,970)
Fund Balances - Beginning restated	2,043,592	2,043,592	2,043,592	534,500	2,578,092
Fund Balances - Ending	<u>\$ 1,943,592</u>	<u>\$ 1,943,592</u>	<u>\$ 1,886,735</u>	<u>\$ 677,387</u>	<u>\$ 2,564,122</u>

SUPPLEMENTARY INFORMATION

City of Whitewater
Whitewater, WI

Balance Sheet
Combining General Fund
December 31, 2012

	General Fund	Fire Dept. Equipment Fund	DPW Equipment Revolving Fund	Police Vehicle Revolving Fund	Skate Park Fund	Solid Waste Recycling Fund	Sick Leave Severance Fund	Lakes Improvement Fund	Street Repair Rev. Fund	Total General Fund
ASSETS										
Cash and Cash Equivalents	\$ 1,750,726	\$ 112,448	\$ 153,242	\$ 24	\$ 3,211	\$ 31,276	\$ 242,424	\$ 475	\$ 176,674	\$ 2,470,500
Receivables:										
Taxes	2,955,009	-	-	-	-	-	-	-	-	2,955,009
Delinquent Personal Property Taxes	8,983	-	-	-	-	-	-	-	-	8,983
Special Assessments	34,813	-	-	-	-	-	-	-	-	34,813
Accounts	214,416	-	-	-	-	-	-	-	-	214,416
Other	78,989	-	-	-	-	-	-	-	-	78,989
Due from Other Governments	39,936	-	-	-	-	-	-	-	-	39,936
Due from Other Funds	359,947	-	-	-	-	-	-	-	-	359,947
Prepaid Expenses	62,374	-	-	-	-	-	-	-	-	62,374
Advances receivable	700	-	-	-	-	-	-	-	-	700
Total Assets	<u>\$ 5,505,893</u>	<u>\$ 112,448</u>	<u>\$ 153,242</u>	<u>\$ 24</u>	<u>\$ 3,211</u>	<u>\$ 31,276</u>	<u>\$ 242,424</u>	<u>\$ 475</u>	<u>\$ 176,674</u>	<u>\$ 6,225,667</u>
LIABILITIES										
Accounts Payable	\$ 202,597	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 203,597
Accrued Liabilities	292,664	-	-	-	-	-	-	-	-	292,664
Due to Other Funds	665	-	-	-	-	41,389	-	-	-	42,054
Total Liabilities	<u>495,926</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>42,389</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>538,315</u>
DEFERRED INFLOWS OF RESOURCES	<u>3,123,230</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,123,230</u>
FUND BALANCE										
Nonspendable	72,057	-	-	-	-	-	-	-	-	72,057
Assigned	-	112,448	153,242	24	3,211	-	242,424	475	176,674	688,498
Unassigned	1,814,680	-	-	-	-	(11,113)	-	-	-	1,803,567
Total Fund Balance (Deficit)	<u>1,886,737</u>	<u>112,448</u>	<u>153,242</u>	<u>24</u>	<u>3,211</u>	<u>(11,113)</u>	<u>242,424</u>	<u>475</u>	<u>176,674</u>	<u># 2,564,122</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>\$ 5,505,893</u>	<u>\$ 112,448</u>	<u>\$ 153,242</u>	<u>\$ 24</u>	<u>\$ 3,211</u>	<u>\$ 31,276</u>	<u>\$ 242,424</u>	<u>\$ 475</u>	<u>\$ 176,674</u>	<u># \$ 6,225,667</u>

City of Whitewater
Whitewater, WI

Statement of Revenues, Expenditures and Changes in Fund Balance
Combining General Fund
For the Year Ended December 31, 2012

	General Fund	Fire Dept. Equipment Fund	DPW Equipment Revolving Fund	Police Vehicle Revolving Fund	Skate Park Fund	Solid Waste Recycling Fund	Sick Leave Severance Fund	Lakes Improvement Fund	Street Repair Rev. Fund	Total General Fund
REVENUES										
Property Taxes	\$ 2,542,111	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,542,111
Special Assessment Revenue	17,863	-	-	-	-	-	-	-	-	17,863
Intergovernmental	4,406,617	-	26,628	-	-	31,797	-	-	-	4,465,042
License and Permits	80,038	-	-	-	-	-	-	-	-	80,038
Fines, Forfeits and Penalties	371,574	-	-	-	-	-	-	-	-	371,574
Public Charges for Services	590,117	-	-	-	-	(1,986)	-	-	-	588,131
Interest Income	11,761	25	198	-	-	1	981	-	121	13,087
Miscellaneous Income	49,994	738	-	-	-	-	-	-	-	50,732
Total Revenues	<u>8,070,075</u>	<u>763</u>	<u>26,826</u>	<u>-</u>	<u>-</u>	<u>29,812</u>	<u>981</u>	<u>-</u>	<u>121</u>	<u>8,128,578</u>
EXPENDITURES										
Current:										
General Government	1,544,448	-	-	-	-	-	16,501	-	70,553	1,631,502
Public Safety	3,948,587	-	-	62,982	-	-	-	-	-	4,011,569
Public Works	996,915	-	-	-	-	362,607	-	-	-	1,359,522
Culture, Recreation and Education	1,213,169	-	-	-	-	-	-	-	-	1,213,169
Conservation and Development	118,474	-	-	-	-	-	-	-	-	118,474
Capital Outlay	-	-	81,050	-	-	-	-	-	-	81,050
Debt Service										
Principal Repayment	70,977	-	-	-	-	-	-	-	-	70,977
Total Expenditures	<u>7,892,570</u>	<u>-</u>	<u>81,050</u>	<u>62,982</u>	<u>-</u>	<u>362,607</u>	<u>16,501</u>	<u>-</u>	<u>70,553</u>	<u>8,486,263</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>177,505</u>	<u>763</u>	<u>(54,224)</u>	<u>(62,982)</u>	<u>-</u>	<u>(332,795)</u>	<u>(15,520)</u>	<u>-</u>	<u>(70,432)</u>	<u>(357,685)</u>
OTHER FINANCING SOURCES (USES)										
Transfers In	485,974	-	19,000	-	-	-	-	-	-	504,974
Transfers Out	(820,336)	50,000	40,000	50,000	-	334,077	-	-	185,000	(161,259)
Total Other Financing Sources and Uses	<u>(334,362)</u>	<u>50,000</u>	<u>59,000</u>	<u>50,000</u>	<u>-</u>	<u>334,077</u>	<u>-</u>	<u>-</u>	<u>185,000</u>	<u>343,715</u>
Net Change in Fund Balances	(156,857)	50,763	4,776	(12,982)	-	1,282	(15,520)	-	114,568	(13,970)
Fund Balances (Deficit) - Beginning	2,043,594	61,685	148,466	13,006	3,211	(12,395)	257,944	475	62,106	2,578,092
Fund Balances (Deficit) - Ending	<u>\$ 1,886,737</u>	<u>\$ 112,448</u>	<u>\$ 153,242</u>	<u>\$ 24</u>	<u>\$ 3,211</u>	<u>\$ (11,113)</u>	<u>\$ 242,424</u>	<u>\$ 475</u>	<u>\$ 176,674</u>	<u>\$ 2,564,122</u>

**City of Whitewater
Whitewater, WI**

**Balance Sheet
Non-Major Governmental Funds
December 31, 2012**

	Non-Major Special Revenue Funds	Non-Major Capital Projects Funds	Non-Major Governmental Funds
ASSETS			
Cash and Cash Equivalents	\$ 1,087,608	\$ 46,118	\$ 1,133,726
Receivables:			
Taxes	-	30,796	30,796
Other	23,650	-	23,650
Due from Other Governments	34,481	-	34,481
Total Assets	<u>\$ 1,145,739</u>	<u>\$ 76,914</u>	<u>\$ 1,222,653</u>
LIABILITIES			
Liabilities:			
Accounts Payable	\$ 29,341	-	\$ 29,341
Accrued Liabilities	4,046	-	4,046
Due to Other Funds	375	-	375
Payable to Other Governments	646	-	646
Advances Payable	-	700	700
Total Liabilities	<u>34,408</u>	<u>700</u>	<u>35,108</u>
DEFERRED INFLOWS OF RESOURCES			
2012 Tax Apportionment	<u>15,138</u>	<u>30,796</u>	<u>45,934</u>
FUND BALANCE			
Restricted	1,096,193	45,780	1,141,973
Unassigned	-	(362)	(362)
Total Fund Balance	<u>1,096,193</u>	<u>45,418</u>	<u>1,141,611</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>\$ 1,145,739</u>	<u>\$ 76,914</u>	<u>\$ 1,222,653</u>

**City of Whitewater
Whitewater, WI**

**Statement of Revenues, Expenditures and Changes in Fund Balances
Non-Major Governmental Funds
For the Year Ended December 31, 2012**

	Non-Major Special Revenue Funds	Non-Major Capital Project Funds	Non-Major Governmental Funds
REVENUES			
Property Taxes	\$ -	\$ 28,641	\$ 28,641
Intergovernmental	401,165	170	401,335
Fines, Forfeits and Penalties	14,060	-	14,060
Public Charges for Services	134,889	-	134,889
Intergovernmental Charges for Services	308	-	308
Interest Income	7,393	108	7,501
Miscellaneous Income	81,932	-	81,932
Total Revenues	<u>676,747</u>	<u>28,919</u>	<u>705,666</u>
EXPENDITURES			
Current:			
General Government	87,472	-	87,472
Public Safety	6,993	-	6,993
Public Works	137,282	-	137,282
Culture, Recreation and Education	401,333	-	401,333
Conservation and Development	-	1,776	1,776
Capital Outlay	14,081	-	14,081
Total Expenditures	<u>647,161</u>	<u>1,776</u>	<u>648,937</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>29,586</u>	<u>27,143</u>	<u>56,729</u>
OTHER FINANCING SOURCES (USES)			
Transfers In	21,370	-	21,370
Transfers Out	(79,000)	(42,330)	(121,330)
Transfers Out to CDA	-	(5,000)	(5,000)
Total Other Financing Sources and Uses	<u>(57,630)</u>	<u>(47,330)</u>	<u>(104,960)</u>
Net Change in Fund Balances	(28,044)	(20,187)	(48,231)
Fund Balances - Beginning	1,124,237	65,605	1,189,842
Fund Balances - Ending	<u>\$ 1,096,193</u>	<u>\$ 45,418</u>	<u>\$ 1,141,611</u>

City of Whitewater
Whitewater, WI

Non-Major Special Revenue Funds
Combining Balance Sheet
December 31, 2012

	<u>Cable TV Fund</u>	<u>Library Special Revenue Fund</u>	<u>Taxicab Grant Program Fund</u>	<u>Parkland Acquisition Fund</u>	<u>Parkland Development Fund</u>	<u>Forestry Fund</u>	<u>Rescue Squad Equipment/ Educ. Fund</u>
ASSETS							
Cash and Cash Equivalents	\$ 93,379	\$ 492,178	\$ 31,952	\$ 7,996	\$ 25,487	\$ 6,640	\$ 279,636
Receivables:							
Other	23,650	-	-	-	-	-	-
Due from Other Governments	-	-	34,481	-	-	-	-
Total Assets	<u>\$ 117,029</u>	<u>\$ 492,178</u>	<u>\$ 66,433</u>	<u>\$ 7,996</u>	<u>\$ 25,487</u>	<u>\$ 6,640</u>	<u>\$ 279,636</u>
LIABILITIES							
Accounts Payable	\$ 543	\$ 9,780	\$ 10,175	\$ -	\$ -	\$ -	\$ -
Accrued Liabilities	2,046	2,000	-	-	-	-	-
Due to Other Funds	-	-	-	-	-	-	375
Payable to Other Governments	-	-	646	-	-	-	-
Total Liabilities	<u>2,589</u>	<u>11,780</u>	<u>10,821</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>375</u>
DEFERRED INFLOWS OF RESOURCES							
Deferred Inflows	-	-	15,138	-	-	-	-
FUND BALANCE							
Restricted	114,440	480,398	40,474	7,996	25,487	6,640	279,261
Total Fund Balance	<u>114,440</u>	<u>480,398</u>	<u>40,474</u>	<u>7,996</u>	<u>25,487</u>	<u>6,640</u>	<u>279,261</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>\$ 117,029</u>	<u>\$ 492,178</u>	<u>\$ 66,433</u>	<u>\$ 7,996</u>	<u>\$ 25,487</u>	<u>\$ 6,640</u>	<u>\$ 279,636</u>

**City of Whitewater
Whitewater, WI**

**Non-Major Special Revenue Funds
Combining Balance Sheet
December 31, 2012**

	<u>Parking Permit Fund</u>	<u>Rescue Squad Trust Fund</u>	<u>Police Dept. Trust Fund</u>	<u>Rock River Storm Water Group</u>	<u>Non-Major Special Revenue Funds</u>
ASSETS					
Cash and Cash Equivalents	\$ 27,159	\$ 53,558	\$ 23,803	\$ 45,820	\$ 1,087,608
Receivables:					
Other	-	-	-	-	23,650
Due from Other Governments	-	-	-	-	34,481
Total Assets	<u>\$ 27,159</u>	<u>\$ 53,558</u>	<u>\$ 23,803</u>	<u>\$ 45,820</u>	<u>\$ 1,145,739</u>
LIABILITIES					
Accounts Payable	\$ 165	\$ -	\$ 8,678	\$ -	\$ 29,341
Accrued Liabilities	-	-	-	-	4,046
Due to Other Funds	-	-	-	-	375
Payable to Other Governments	-	-	-	-	646
Total Liabilities	<u>165</u>	<u>-</u>	<u>8,678</u>	<u>-</u>	<u>34,408</u>
DEFERRED INFLOWS OF RESOURCES					
Deferred Inflows	-	-	-	-	15,138
FUND BALANCE					
Restricted	26,994	53,558	15,125	45,820	1,096,193
Total Fund Balance	<u>26,994</u>	<u>53,558</u>	<u>15,125</u>	<u>45,820</u>	<u>1,096,193</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>\$ 27,159</u>	<u>\$ 53,558</u>	<u>\$ 23,803</u>	<u>\$ 45,820</u>	<u>\$ 1,145,739</u>

City of Whitewater
Whitewater, WI

**Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Non-Major Special Revenue Funds
For the Year Ended December 31, 2012**

	Cable TV Fund	Library Special Revenue Fund	Taxicab Grant Program Fund	Parkland Acquisition Fund	Parkland Development Fund	Forestry Fund	Rescue Squad Equipment/ Educ. Fund
REVENUES							
Intergovernmental	\$ -	\$ 271,197	\$ 129,968	\$ -	\$ -	\$ -	\$ -
Fines, Forfeits and Penalties	-	14,060	-	-	-	-	-
Public Charges for Services	94,601	3,782	-	-	5,591	-	-
Intergovernmental Charges for Services	-	-	-	-	-	-	308
Interest Income	351	4,585	15	-	-	38	1,952
Miscellaneous Income	794	42,717	249	2,373	7,400	-	-
Total Revenues	<u>95,746</u>	<u>336,341</u>	<u>130,232</u>	<u>2,373</u>	<u>12,991</u>	<u>38</u>	<u>2,260</u>
EXPENDITURES							
Current:							
General Government	-	-	16,170	-	-	-	-
Public Safety	-	-	-	-	-	-	3,207
Public Works	-	-	137,282	-	-	-	-
Culture, Recreation and Education	87,247	309,018	-	-	2,587	-	2,481
Capital Outlay	-	12,149	-	-	1,932	-	-
Total Expenditures	<u>87,247</u>	<u>321,167</u>	<u>153,452</u>	<u>-</u>	<u>4,519</u>	<u>-</u>	<u>5,688</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>8,499</u>	<u>15,174</u>	<u>(23,220)</u>	<u>2,373</u>	<u>8,472</u>	<u>38</u>	<u>(3,428)</u>
OTHER FINANCING SOURCES (USES)							
Transfers In	-	-	6,213	-	-	-	-
Transfers Out	(22,000)	-	-	-	(25,000)	(10,000)	-
Total Other Financing Sources and Uses	<u>(22,000)</u>	<u>-</u>	<u>6,213</u>	<u>-</u>	<u>(25,000)</u>	<u>(10,000)</u>	<u>-</u>
Net Change in Fund Balances	(13,501)	15,174	(17,007)	2,373	(16,528)	(9,962)	(3,428)
Fund Balances - Beginning	127,941	465,224	57,481	5,623	42,015	16,602	282,689
Fund Balances - Ending	<u>\$ 114,440</u>	<u>\$ 480,398</u>	<u>\$ 40,474</u>	<u>\$ 7,996</u>	<u>\$ 25,487</u>	<u>\$ 6,640</u>	<u>\$ 279,261</u>

**City of Whitewater
Whitewater, WI**

**Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Non-Major Special Revenue Funds
For the Year Ended December 31, 2012**

	<u>Parking Permit Fund</u>	<u>Rescue Squad Trust Fund</u>	<u>Police Dept. Trust Fund</u>	<u>Rock River Storm Water Group</u>	<u>Non-Major Special Revenue Funds</u>
REVENUES					
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ 401,165
License and Permits	-	-	-	37,000	37,000
Fines, Forfeits and Penalties	-	-	-	-	14,060
Public Charges for Services	30,915	-	-	-	134,889
Intergovernmental Charges for Services	-	-	-	-	308
Interest Income	34	320	28	70	7,393
Miscellaneous Income	-	-	28,399	-	81,932
Total Revenues	<u>30,949</u>	<u>320</u>	<u>28,427</u>	<u>37,070</u>	<u>676,747</u>
EXPENDITURES					
Current:					
General Government	-	-	40,498	30,804	87,472
Public Safety	3,786	-	-	-	6,993
Public Works	-	-	-	-	137,282
Culture, Recreation and Education	-	-	-	-	401,333
Capital Outlay	-	-	-	-	14,081
Total Expenditures	<u>3,786</u>	<u>-</u>	<u>40,498</u>	<u>30,804</u>	<u>647,161</u>
Excess (Deficiency) of Revenues Over Expenditures	27,163	320	(12,071)	6,266	29,586
OTHER FINANCING SOURCES (USES)					
Transfers In	-	-	15,157	-	21,370
Transfers Out	<u>(22,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(79,000)</u>
Total Other Financing Sources and Uses	<u>(22,000)</u>	<u>-</u>	<u>15,157</u>	<u>-</u>	<u>(57,630)</u>
Net Change in Fund Balances	5,163	320	3,086	6,266	(28,044)
Fund Balances - Beginning	21,831	53,238	12,039	39,554	1,124,237
Fund Balances - Ending	<u>\$ 26,994</u>	<u>\$ 53,558</u>	<u>\$ 15,125</u>	<u>\$ 45,820</u>	<u>\$ 1,096,193</u>

**City of Whitewater
Whitewater, WI**

**Non-Major Capital Project Funds
Combining Balance Sheet
December 31, 2012**

	<u>TID #5</u>	<u>TID #6</u>	<u>TID #7</u>	<u>TID #8</u>	<u>TID #9</u>	<u>Non-Major Capital Project Funds</u>
ASSETS						
Cash and Cash Equivalents	\$ 8,861	\$ 16,814	\$ 338	\$ 17,643	\$ 2,462	\$ 46,118
Receivables:						
Taxes	-	30,273	-	467	56	30,796
Total Assets	<u>\$ 8,861</u>	<u>\$ 47,087</u>	<u>\$ 338</u>	<u>\$ 18,110</u>	<u>\$ 2,518</u>	<u>\$ 76,914</u>
LIABILITIES						
Liabilities:						
Advances Payable	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ 700
Total Liabilities	<u>-</u>	<u>-</u>	<u>700</u>	<u>-</u>	<u>-</u>	<u>700</u>
DEFERRED INFLOWS OF RESOURCES						
2012 Tax Apportionment	<u>-</u>	<u>30,273</u>	<u>-</u>	<u>467</u>	<u>56</u>	<u>30,796</u>
FUND BALANCE						
Restricted	8,861	16,814	-	17,643	2,462	45,780
Unassigned (deficit)	-	-	(362)	-	-	(362)
Total Fund Balance (deficit)	<u>8,861</u>	<u>16,814</u>	<u>(362)</u>	<u>17,643</u>	<u>2,462</u>	<u>45,418</u>
Total Liabilities, Deferred Inflows and Fund Balance	<u>\$ 8,861</u>	<u>\$ 47,087</u>	<u>\$ 338</u>	<u>\$ 18,110</u>	<u>\$ 2,518</u>	<u>\$ 76,914</u>

**City of Whitewater
Whitewater, WI**

**Combining Statement of Revenues, Expenditures and Changes in Fund Balances
Non-Major Capital Project Funds
For the Year Ended December 31, 2012**

	<u>TID #5</u>	<u>TID #6</u>	<u>TID #7</u>	<u>TID #8</u>	<u>TID #9</u>	<u>Non-Major Capital Projects Funds</u>
REVENUES						
Property Taxes	\$ -	\$ 28,207	\$ -	\$ 194	\$ 240	\$ 28,641
Intergovernmental	-	170	-	-	-	170
Interest Income	-	79	-	29	-	108
Total Revenues	<u>-</u>	<u>28,456</u>	<u>-</u>	<u>223</u>	<u>240</u>	<u>28,919</u>
EXPENDITURES						
Current:						
Conservation and Development	150	1,175	150	151	150	1,776
Total Expenditures	<u>150</u>	<u>1,175</u>	<u>150</u>	<u>151</u>	<u>150</u>	<u>1,776</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(150)</u>	<u>27,281</u>	<u>(150)</u>	<u>72</u>	<u>90</u>	<u>27,143</u>
OTHER FINANCING SOURCES (USES)						
Transfers Out	-	(42,330)	-	-	-	(42,330)
Transfers Out to CDA	-	(5,000)	-	-	-	(5,000)
Total Other Financing Sources and Uses	<u>-</u>	<u>(47,330)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(47,330)</u>
Net Change in Fund Balances	(150)	(20,049)	(150)	72	90	(20,187)
Fund Balances (Deficit) - Beginning	9,011	36,863	(212)	17,571	2,372	65,605
Fund Balances (Deficit) - Ending	<u>\$ 8,861</u>	<u>\$ 16,814</u>	<u>\$ (362)</u>	<u>\$ 17,643</u>	<u>\$ 2,462</u>	<u>\$ 45,418</u>

**City of Whitewater
Whitewater, WI
Combining Statement of Net Position - Component Unit
December 31, 2012**

	Community Development Authority (Operating)	Community Development Authority (Program)	Innovation Center	Total
ASSETS				
Cash and Investments	\$ 97,126	\$ 1,959,385	\$ 61,910	\$ 2,118,421
Loans receivable	-	688,483	200	688,683
Due from other CDA funds	-	15,711	-	15,711
Advance receivable from City	-	750,000	-	750,000
Capital Assets				
Land, Improvements, and Construction in Progress	-	275,172	-	275,172
Other Capital Assets, net of depreciation	1,172	5,844,366	-	5,845,538
Total Capital Assets	1,172	6,119,538	-	6,120,710
Total Assets	<u>\$ 98,298</u>	<u>\$ 9,533,117</u>	<u>\$ 62,110</u>	<u>\$ 9,693,525</u>
LIABILITIES				
Accounts Payable and Accrued Expenses	\$ 6,231	\$ 1,446	\$ 2,990	\$ 10,667
Due to other CDA funds	15,711	-	-	15,711
Due to City	-	-	42,000	42,000
Total Liabilities	<u>21,942</u>	<u>1,446</u>	<u>44,990</u>	<u>68,378</u>
NET POSITION				
Net Investment in Capital Assets	1,172	6,119,538	-	6,120,710
Restricted	-	3,412,133	-	3,412,133
Unrestricted	75,184	-	17,120	92,304
Total Net Position	76,356	9,531,671	17,120	9,625,147
Total Liabilities and Net Position	<u>\$ 98,298</u>	<u>\$ 9,533,117</u>	<u>\$ 62,110</u>	<u>\$ 9,693,525</u>

**City of Whitewater
Whitewater, WI**

**Combining Statement of Revenues, Expenses and Changes in
Net Position - Component Unit
For the Year Ended December 31, 2012**

	Community Development Authority (Operating)	Community Development Authority (Program)	Innovation Center	Total
Operating Revenues	\$ -	\$ 14,490	\$ 126,016	\$ 140,506
Operating Expenses				
Operating Expenses	88,260	7,499	140,519	236,278
Depreciation	113	121,868	-	121,981
Total Operating Expenses	<u>88,373</u>	<u>129,367</u>	<u>140,519</u>	<u>358,259</u>
Operating Income (Loss)	(88,373)	(114,877)	(14,503)	(217,753)
Non-Operating Revenues (Expenses)				
Investment Income	43	27,551	-	27,594
Miscellaneous	-	5,268	7,912	13,180
Intergovernmental and Other	10,000	-	-	10,000
Total Non Operating Revenues	<u>10,043</u>	<u>32,819</u>	<u>7,912</u>	<u>50,774</u>
Transfer in from City	<u>111,803</u>	<u>-</u>	<u>-</u>	<u>111,803</u>
Change in Net Position	33,473	(82,058)	(6,591)	(55,176)
Total Net Position - Beginning	<u>42,883</u>	<u>9,613,729</u>	<u>23,711</u>	<u>9,680,323</u>
Total Net Position - Ending	<u>\$ 76,356</u>	<u>\$ 9,531,671</u>	<u>\$ 17,120</u>	<u>\$ 9,625,147</u>

**City of Whitewater
Whitewater, WI**

**Combining Statement of Cash Flows - Component Unit
For the Year Ended December 31, 2012**

	Community Development Authority (Operating)	Community Development Authority (Program)	Innovation Center	Total
Cash Flows From Operating Activities				
Received from customers	\$ -	\$ 14,490	\$ 126,016	\$ 140,506
Loans repaid	-	(111,939)	-	(111,939)
Intergovernmental charges	10,000	-	-	10,000
Paid to suppliers for goods and services	(59,830)	(3,176)	(89,589)	(152,595)
Payments to employees for services	(22,522)	-	-	(22,522)
Net cash flows from operating activities	<u>(72,352)</u>	<u>(100,625)</u>	<u>36,427</u>	<u>(136,550)</u>
Cash Flows From Investing Activities				
Investment income	43	27,551	-	27,594
Net cash flows from investing activities	<u>43</u>	<u>27,551</u>	<u>-</u>	<u>27,594</u>
Cash Flows From Non-Capital Financing Activities				
Transfers in from City	111,803	-	-	111,803
Net cash flow from noncapital financing activities	<u>111,803</u>	<u>-</u>	<u>-</u>	<u>111,803</u>
Net increase (decrease) in cash and cash equivalents	39,494	(73,074)	36,427	2,847
Cash And Cash Equivalents - Beginning Of Year	<u>57,632</u>	<u>813,449</u>	<u>25,483</u>	<u>896,564</u>
Cash And Cash Equivalents - End Of Year	<u>\$ 97,126</u>	<u>\$ 740,375</u>	<u>\$ 61,910</u>	<u>\$ 899,411</u>

**City of Whitewater
Whitewater, WI**

**Combining Statement of Cash Flows - Component Unit
For the Year Ended December 31, 2012**

	Community Development Authority (Operating)	Community Development Authority (Program)	Innovation Center	Total
Reconciliation Of Operating Income (Loss) To Net				
Cash Flows From Operating Activities				
Operating income (loss)	\$ (88,373)	\$ (114,877)	\$ (14,503)	\$ (217,753)
Adjustments to reconcile operating income (loss) to net cash flows from operating activities				
Miscellaneous	10,000	5,268	7,912	23,180
Noncash items included in income (loss)				
Depreciation	113	121,868	-	121,981
Change in Assets and Liabilities				
Loans receivable	-	(111,939)	(200)	(112,139)
Due from other funds	129	-	1,566	1,695
Accounts payable	6,229	546	(348)	6,427
Due to other funds	(450)	(1,491)	42,000	40,059
Net Cash Flows From Operating Activities	<u>\$ (72,352)</u>	<u>\$ (100,625)</u>	<u>\$ 36,427</u>	<u>\$ (136,550)</u>
Reconciliation Of Cash And Cash Equivalents To The Statement Of Net Position				
Cash and investments - statement of net position - component unit	\$ 97,126	\$ 1,959,385	\$ 61,910	\$ 2,118,421
less: Non-cash equivalents	<u>-</u>	<u>(1,219,010)</u>	<u>-</u>	<u>(1,219,010)</u>
Cash And Cash Equivalents - End Of Year	<u>\$ 97,126</u>	<u>\$ 740,375</u>	<u>\$ 61,910</u>	<u>\$ 899,411</u>

City of Whitewater

**Schedule of Long-Term Debt Principal Payments - Governmental Activities
December 31, 2012**

Year	Totals	2005	2008	2009	2010	2010 Taxable	2010	2010 Taxable	2012
		TIF #4 General Obligation Refunding Notes	TIF #4 General Obligation Refunding	General Obligation Refunding Bonds	General Obligation Refunding Bonds	General Obligation Refunding Bonds	General Obligation Community Development Bonds	General Obligation Refunding Bonds	General Obligation Community Development Bonds
2013	\$ 1,890,000	\$ 460,000	\$ 665,000	\$ 150,000	\$ 230,000	\$ 50,000	\$ 180,000	\$ 70,000	\$ 85,000
2014	2,060,000	475,000	780,000	145,000	230,000	115,000	175,000	55,000	85,000
2015	2,115,000	495,000	835,000	145,000	190,000	165,000	135,000	60,000	90,000
2016	2,465,000	-	875,000	140,000	125,000	170,000	895,000	35,000	225,000
2017	2,450,000	-	910,000	-	40,000	175,000	915,000	75,000	335,000
2018	1,545,000	-	-	-	-	180,000	935,000	90,000	340,000
2019	1,230,000	-	-	-	-	185,000	690,000	95,000	260,000
2020	1,260,000	-	-	-	-	190,000	710,000	95,000	265,000
2021	685,000	-	-	-	-	195,000	-	220,000	270,000
2022	705,000	-	-	-	-	205,000	-	225,000	275,000
2023	725,000	-	-	-	-	210,000	-	235,000	280,000
2024	750,000	-	-	-	-	220,000	-	240,000	290,000
2025	775,000	-	-	-	-	230,000	-	250,000	295,000
2026	680,000	-	-	-	-	235,000	-	145,000	300,000
2027	700,000	-	-	-	-	245,000	-	150,000	305,000
2028	570,000	-	-	-	-	255,000	-	-	315,000
2029	590,000	-	-	-	-	265,000	-	-	325,000
2030	335,000								335,000
2031	345,000								345,000
Totals	<u>\$ 21,875,000</u>	<u>\$ 1,430,000</u>	<u>\$ 4,065,000</u>	<u>\$ 580,000</u>	<u>\$ 815,000</u>	<u>\$ 3,290,000</u>	<u>\$ 4,635,000</u>	<u>\$ 2,040,000</u>	<u>\$ 5,020,000</u>

City of Whitewater

**Schedule of Long-Term Debt Interest Payments - Governmental Activities
December 31, 2012**

Year	Totals	2005 TIF #4 General Obligation Refunding Notes	2008 TIF #4 General Obligation Refunding	2009 General Obligation Refunding Bonds	2010 General Obligation Refunding Bonds	2010 Taxable General Obligation Community Development Bonds	2010 General Obligation Refunding Bonds	2010 Taxable General Obligation Community Development Bonds	2012 General Obligation Refunding Bonds
2013	\$ 744,716	\$ 51,480	\$ 152,437	\$ 15,550	\$ 17,985	\$ 163,300	\$ 110,762	\$ 80,778	\$ 152,424
2014	655,183	34,920	127,500	12,175	13,845	161,900	107,612	79,693	117,538
2015	591,966	17,820	98,250	8,188	9,015	158,680	104,550	78,648	116,815
2016	524,529	-	66,938	4,200	4,455	153,400	102,188	77,298	116,050
2017	454,711	-	34,125	-	1,080	147,280	84,288	76,388	111,550
2018	385,293	-	-	-	-	140,280	65,988	74,175	104,850
2019	342,205	-	-	-	-	132,630	40,275	71,250	98,050
2020	305,961	-	-	-	-	124,028	21,300	67,783	92,850
2021	266,487	-	-	-	-	114,812	-	64,125	87,550
2022	241,972	-	-	-	-	105,062	-	55,435	81,475
2023	216,331	-	-	-	-	94,608	-	46,435	75,288
2024	189,135	-	-	-	-	83,582	-	36,565	68,988
2025	140,290	-	-	-	-	71,702	-	26,125	42,463
2026	129,366	-	-	-	-	58,938	-	14,750	55,678
2027	101,520	-	-	-	-	45,542	-	7,500	48,478
2028	72,185	-	-	-	-	31,332	-	-	40,853
2029	48,695	-	-	-	-	16,032	-	-	32,663
2030	22,100	-	-	-	-	-	-	-	22,100
2031	11,213	-	-	-	-	-	-	-	11,213
Totals	\$ 5,443,858	\$ 104,220	\$ 479,250	\$ 40,113	\$ 46,380	\$ 1,803,108	\$ 636,963	\$ 856,948	\$ 1,476,876

CITY OF WHITEWATER
FINANCIAL STATEMENT OVERVIEW
For the Year Ended December 31, 2012

Presented By:
Johnson Block & Co., Inc.
Certified Public Accountants
406 Science Drive, Suite 100
Madison, Wisconsin
(608) 274-2002
Fax: (608) 274-4320

CITY OF WHITEWATER
2012 Financial Statement Highlights

General Fund	2012	2011
Assets		
Cash	\$ 2,470,500	\$ 2,365,914
Taxes Receivable	2,955,009	2,864,990
Other Assets	800,158	938,057
Total Assets	\$ 6,225,667	\$ 6,168,961
Liabilities		
Current Liabilities	\$ 538,315	\$ 551,263
Total Liabilities	538,315	551,263
Deferred Inflows of Resources		
Total Deferred Inflows of Resources	3,123,230	2,932,609
Fund Balance		
Total Fund Balance	2,564,122	2,685,089
Total Liabilities, Deferred Inflows of Resources, and Fund Balance	\$ 6,225,667	\$ 6,168,961
Detail of General Fund Balance		
Nonspendable	\$ 72,057	\$ 71,926
Assigned	688,498	816,254
Unassigned	1,803,567	1,796,909
	\$ 2,564,122	\$ 2,685,089
Unassigned general fund balance	\$ 1,803,567	\$ 1,796,909
Subsequent year general fund budget (original)	9,190,346	9,134,425
	19.62%	19.67%

Note: As a result of GASB 54, the General Fund includes other funds.

Summarized Income Statement (Fund 100)	2012 Budget	2012 Actual
Revenues	\$ 8,194,693	\$ 8,070,075
Expenditures	7,800,777	7,892,570
Other financing sources (uses)	(493,916)	(334,362)
Net change in fund balance	\$ (100,000)	\$ (156,857)

CITY OF WHITEWATER
2012 Financial Statement Highlights (Continued)

Major Funds

Fund Balance (Deficit)

<u>General Fund</u>	<u>Nonspendable</u>	<u>Restricted</u>	<u>Assigned</u>	<u>Unassigned</u>
Delinquent personal property tax	\$ 8,983	\$ -	\$ -	\$ -
Prepaid expenses	62,374	-	-	-
Advances	700	-	-	-
Safety award	-	-	-	-
Crime prevention	-	-	-	-
2012 fund balance applied	-	-	-	-
27th Payroll	-	-	-	141,824
Fire Department Equipment	-	-	112,448	-
Dept. of Public Works Equipment Revolving Fund	-	-	153,242	-
Police Vehicle Revolving Fund	-	-	24	-
Government Equipment	-	-	-	-
Skate Park	-	-	3,211	-
Solid Waste/Recycling (deficit)	-	-	-	(11,113)
Sick Leave Severance	-	-	242,424	-
Lakes Improvements	-	-	475	-
Street Repair Revolving Fund	-	-	176,674	-
Unassigned	-	-	-	1,672,856
Total General Fund	<u>\$ 72,057</u>	<u>\$ -</u>	<u>\$ 688,498</u>	<u>\$ 1,803,567</u>

Debt Service Fund

Assigned for debt payments

\$ 465,154

TID 4 Capital Projects Fund

Assigned for TIF expenditures

\$ 136,160

Other Capital Projects Funds

Restricted for capital outlay projects

\$ 2,385,500

Non-Major Funds

Fund Balance (Deficit)

<u>Special Revenue Funds</u>	<u>Nonspendable</u>	<u>Restricted</u>	<u>Assigned</u>	<u>Unassigned</u>
Cable Television	\$ -	\$ 114,440	\$ -	\$ -
Library Special Revenue	-	480,398	-	-
Taxi Cab Grant	-	40,474	-	-
Parkland Acquisition	-	7,996	-	-
Parkland Development	-	25,487	-	-
Forestry Fund	-	6,640	-	-
Rescue Squad Equipment	-	279,261	-	-
Parking Permit	-	26,994	-	-
Rescue Squad Trust	-	53,558	-	-
Police Dept. Trust	-	15,125	-	-
Rock River Stormwater Group	-	45,820	-	-
TID #5	-	8,861	-	-
TID #6	-	16,814	-	-
TID #7 (deficit)	-	-	-	(362)
TID #8	-	17,643	-	-
TID #9	-	2,462	-	-
Total Non-Major Funds	<u>\$ -</u>	<u>\$ 1,141,973</u>	<u>\$ -</u>	<u>\$ (362)</u>

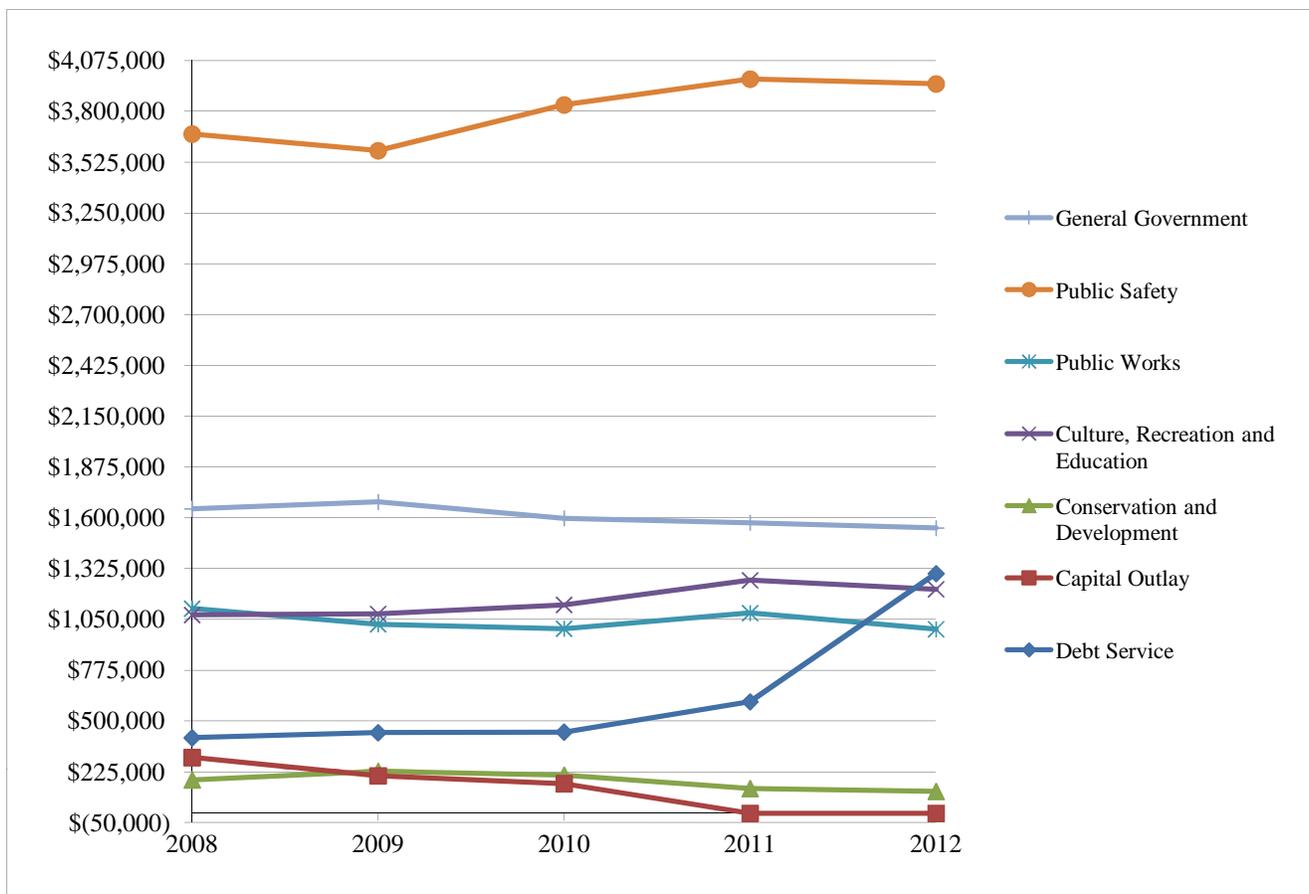
CITY OF WHITEWATER
2012 Financial Statement Highlights (Continued)

	<u>2012</u>	<u>2011</u>
Community Development Authority		
Fund Equity	<u>\$ 9,625,147</u>	<u>\$ 9,680,324</u>

CITY OF WHITEWATER
2012 Financial Statement Highlights (Continued)

	<u>2012</u>	<u>2011</u>
Water Utility		
Water Rate of Return		
Authorized rate of return	6.50%	6.50%
Actual rate of return	7.43%	0.06%
	<u>2012</u>	<u>2011</u>
Water and Sewer Utility Operations		
Water		
Operating Revenues	1,885,641	\$ 1,429,490
Operating Expenses	<u>1,282,924</u>	<u>1,415,977</u>
Water Operating Income	<u>\$ 602,717</u>	<u>\$ 13,513</u>
Sewer		
Operating Revenues	2,296,128	\$ 2,175,391
Operating Expenses	<u>2,290,892</u>	<u>2,262,006</u>
Sewer Operating Income (Loss)	<u>\$ 5,236</u>	<u>\$ (86,615)</u>
	<u>2012</u>	<u>2011</u>
Utility Cash Flow		
Water		
Net cash flows from operating activities	598,984	\$ 80,652
Net cash flows from financing activities	(124,362)	266,759
Net cash flows from investing activities	<u>2,025</u>	<u>77,075</u>
Net increase (decrease) in cash and cash equivalents	<u>\$ 476,647</u>	<u>\$ 424,486</u>
Sewer		
Net cash flows from operating activities	1,238,298	\$ 439,099
Net cash flows from financing activities	313,742	255,648
Net cash flows from investing activities	<u>6,278</u>	<u>325,166</u>
Net increase (decrease) in cash and cash equivalents	<u>\$ 1,558,318</u>	<u>\$ 1,019,913</u>

**CITY OF WHITEWATER
General Fund (Fund 100) and Debt Service Expenditures
(Excluding TIF and Refinanced Debts)
Actual 2008-2012**

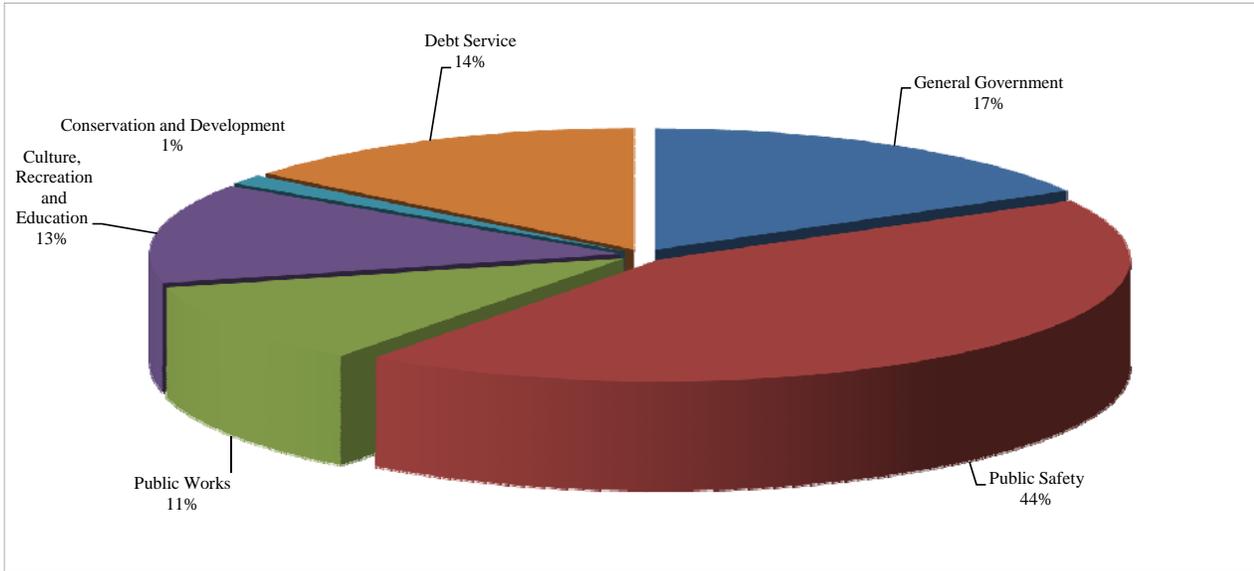


	2008	2009	2010	2011	2012
General Government	\$ 1,648,165	\$ 1,685,780	\$ 1,597,138	\$ 1,573,247	\$ 1,544,448
Public Safety	3,677,379	3,587,158	3,834,954	3,974,665	3,948,587
Public Works	1,108,765	1,023,722	999,651	1,084,225	996,915
Culture, Recreation and Education	1,074,082	1,079,797	1,128,761	1,261,693	1,213,169
Conservation and Development	181,272	227,878	206,502	133,897	118,474
Capital Outlay	302,318	203,291	160,919	-	-
Debt Service	409,304	437,236	439,446	604,313	1,298,217
Totals	\$ 8,401,285	\$ 8,244,862	\$ 8,367,371	\$ 8,632,040	\$ 9,119,810

CITY OF WHITEWATER

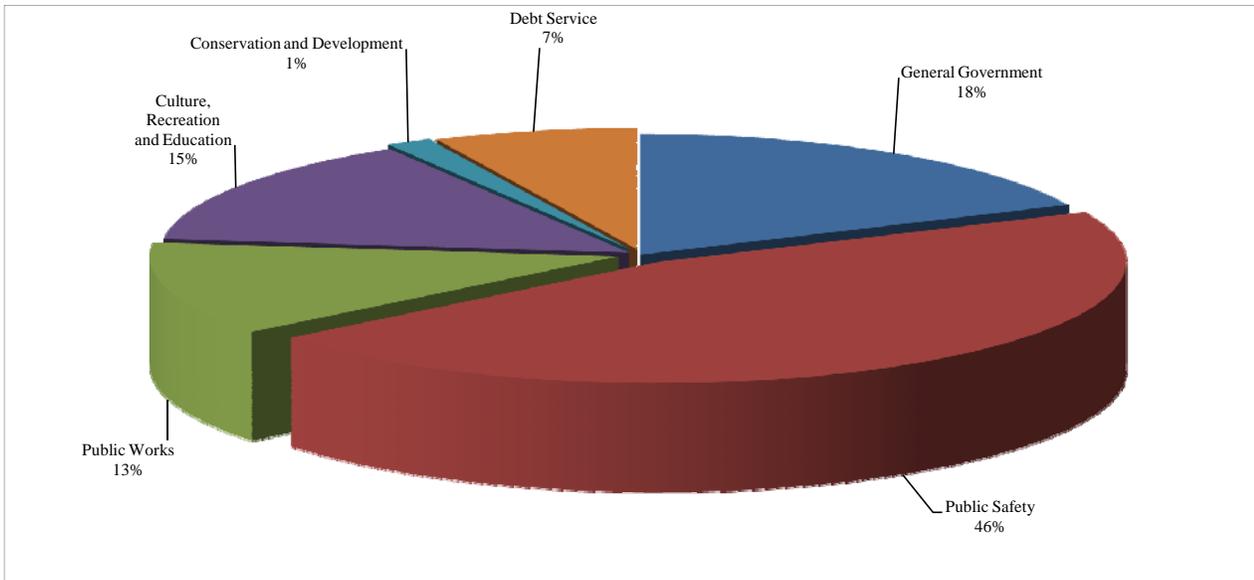
2012 General Fund (Fund 100) and Debt Service Expenditures
(Excluding TIF and Refinanced Debt)

Total Expenditures: \$9,119,810



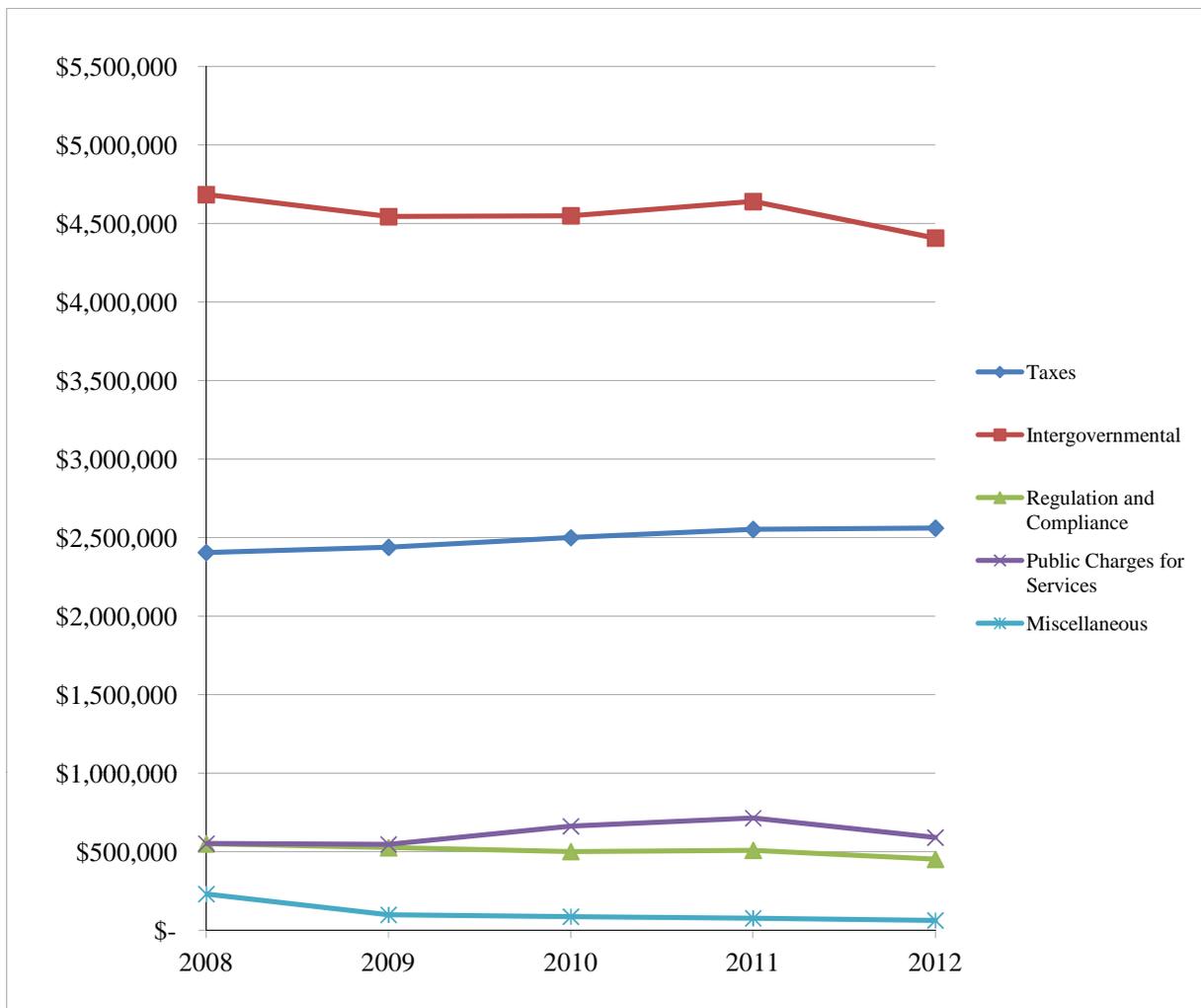
2011 General Fund (Fund 100) and Debt Service Expenditures
(Excluding TIF and Refinanced Debt)

Total Expenditures: \$8,632,040



**CITY OF WHITEWATER
General Fund (Fund 100) Revenues**

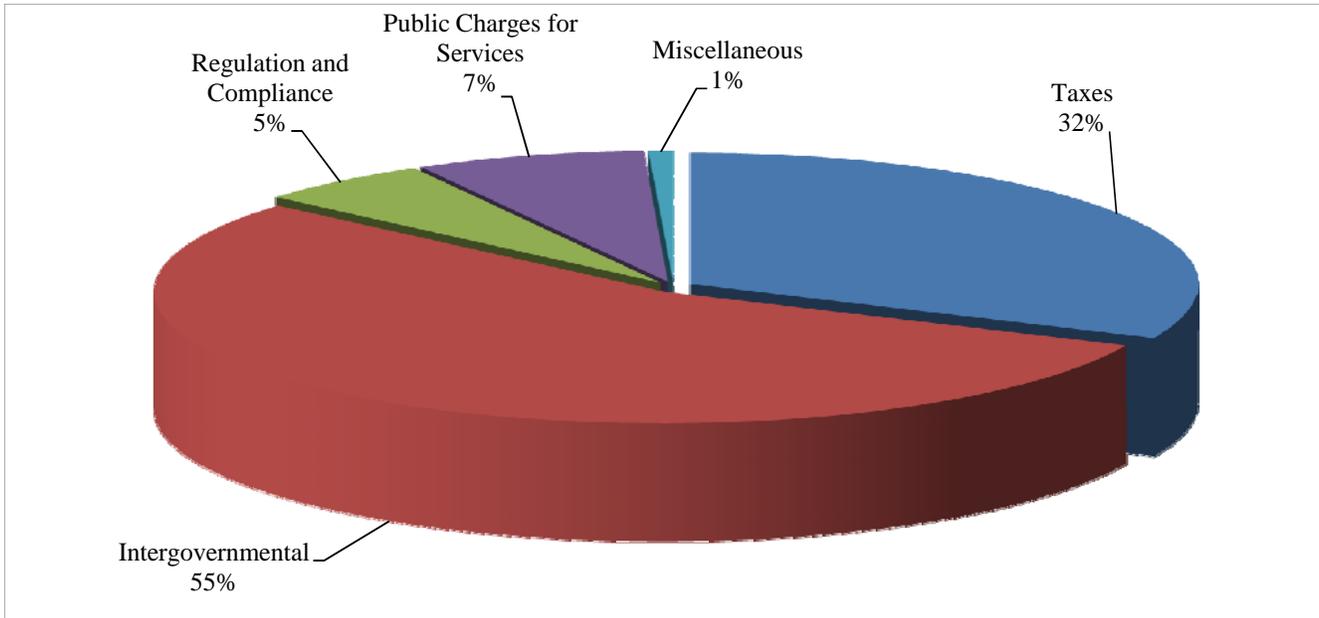
Actual 2008-2012



	2008	2009	2010	2011	2012
Taxes	\$ 2,404,659	\$ 2,437,705	\$ 2,499,152	\$ 2,551,652	\$ 2,559,974
Intergovernmental	4,683,503	4,543,438	4,548,895	4,639,718	4,406,617
Regulation and Compliance	549,983	525,250	500,358	508,694	451,612
Public Charges for Services	551,126	545,512	661,060	713,075	590,117
Miscellaneous	229,541	97,628	86,315	76,322	61,755
Totals	\$ 8,418,812	\$ 8,149,533	\$ 8,295,780	\$ 8,489,461	\$ 8,070,075

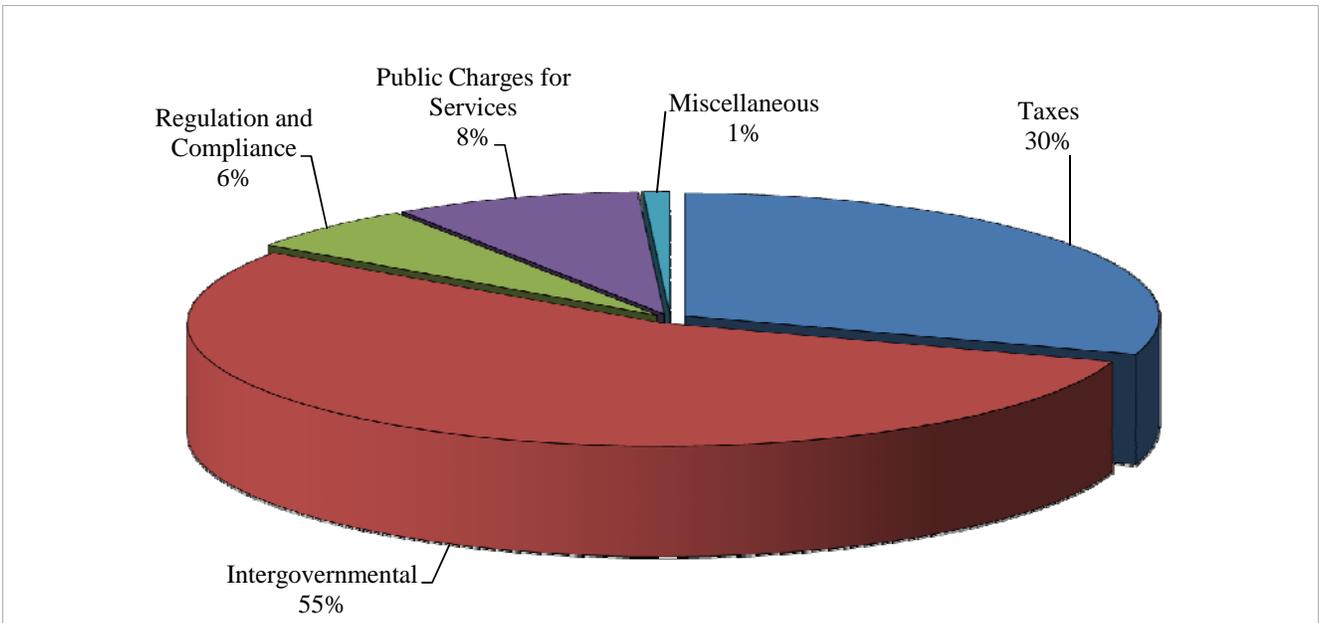
CITY OF WHITEWATER
2012 General Fund (Fund 100) Revenues

Total Revenues: \$8,070,075



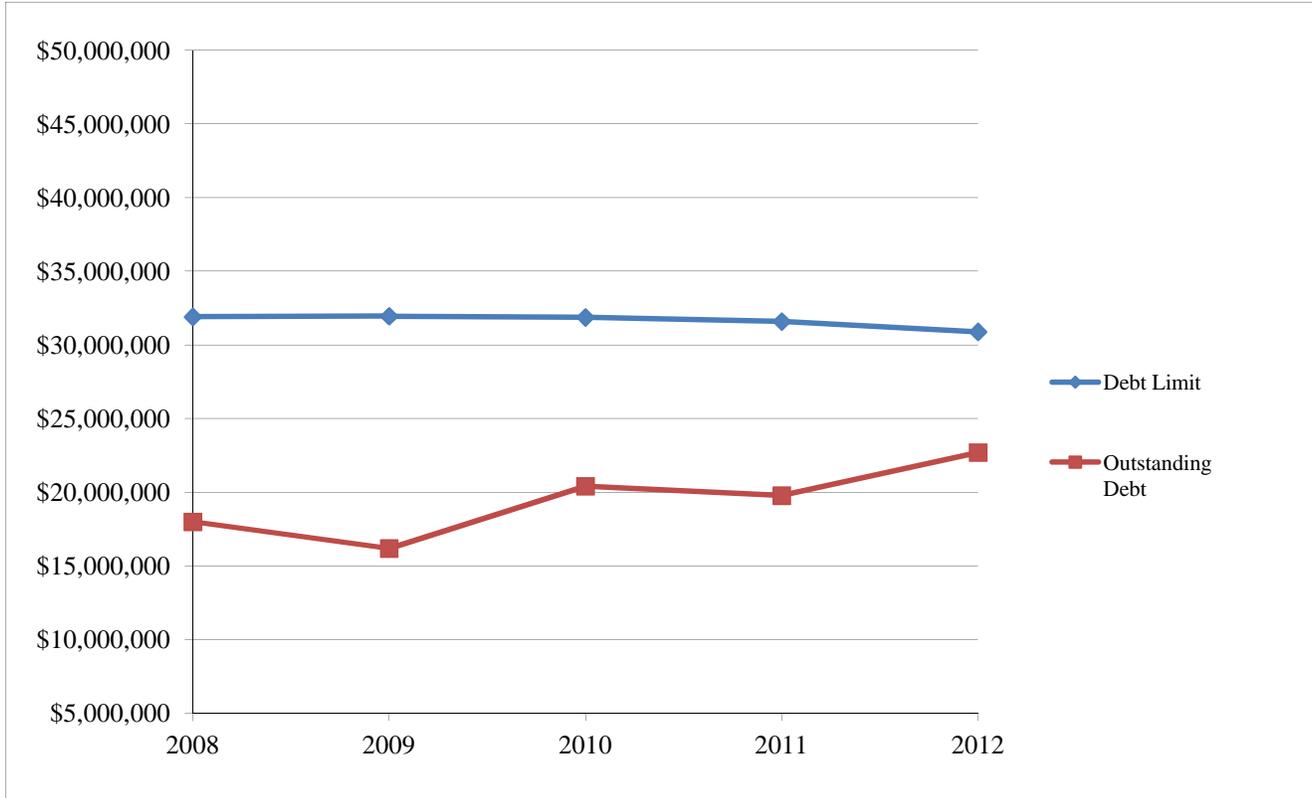
2011 General Fund (Fund 100) Revenues

Total Revenues: \$8,489,461



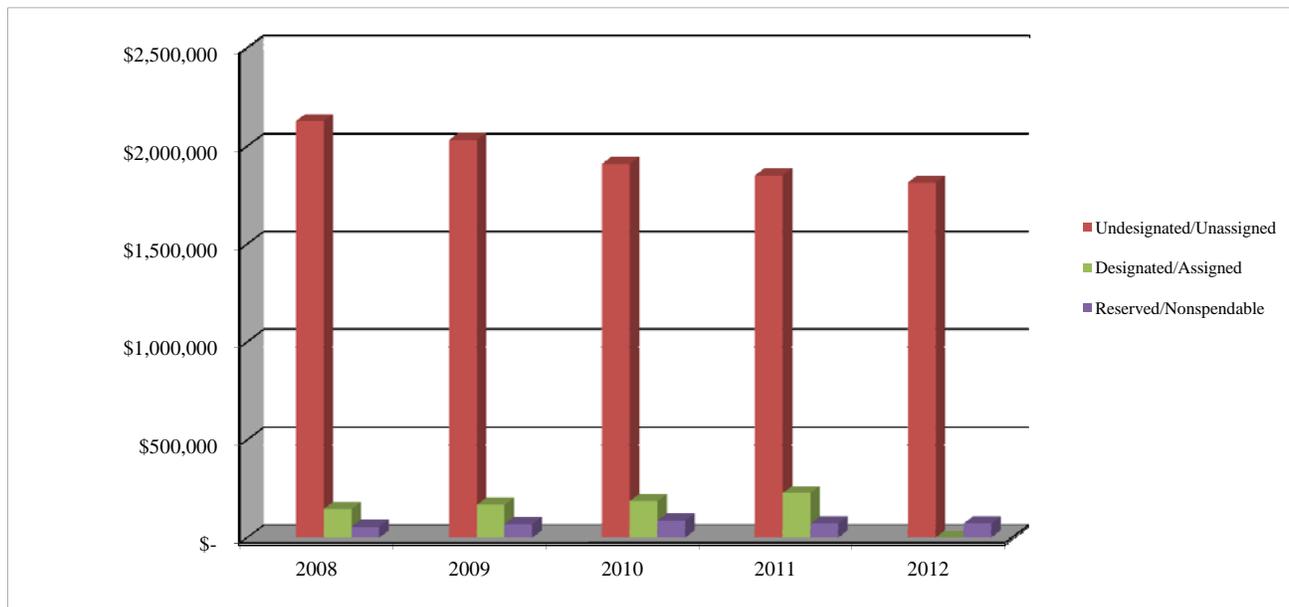
CITY OF WHITEWATER

**G. O. Debt vs. Capacity
Actual 2008-2012**



	2008	2009	2010	2011	2012
Debt Limit	\$ 31,906,560	\$ 31,950,395	\$ 31,868,210	\$ 31,587,565	\$ 30,891,105
Outstanding Debt	17,990,898	16,179,954	20,410,000	19,777,000	22,700,000
Difference	\$ 13,915,662	\$ 15,770,441	\$ 11,458,210	\$ 11,810,565	\$ 8,191,105
% Available	43.61%	49.36%	35.95%	37.39%	26.52%
Equalized Value	\$ 638,131,200	\$ 639,047,900	\$ 637,364,200	\$ 631,751,300	\$ 617,822,100
Growth	\$ 18,848,400	\$ 916,700	\$ (1,683,700)	\$ (5,612,900)	\$ (13,929,200)
% Growth	3.51%	0.14%	-0.26%	-0.88%	-2.20%

CITY OF WHITEWATER
General Fund Balance (Fund 100)
Actual 2008-2012

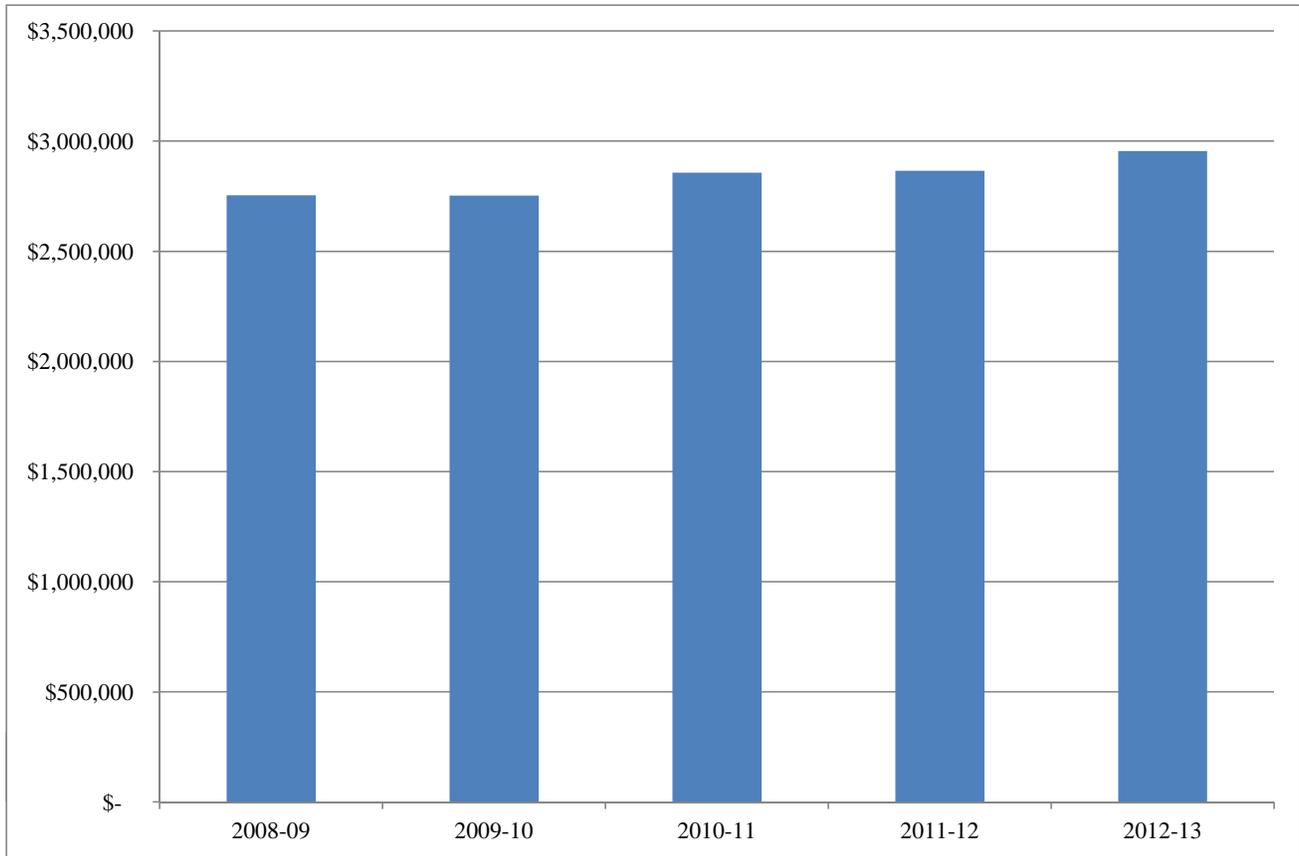


General Fund Balance

	2008	2009	2010	2011	2012
Undesignated/Unassigned	\$ 2,127,665	\$ 2,031,393	1,910,164	\$ 1,850,582	\$ 1,814,680
Designated/Assigned	146,411	167,093	186,240	228,084	-
Reserved/Nonspendable	56,262	69,150	86,689	71,926	72,057
Total	\$ 2,330,338	\$ 2,267,636	\$ 2,183,093	\$ 2,150,592	\$ 1,886,737

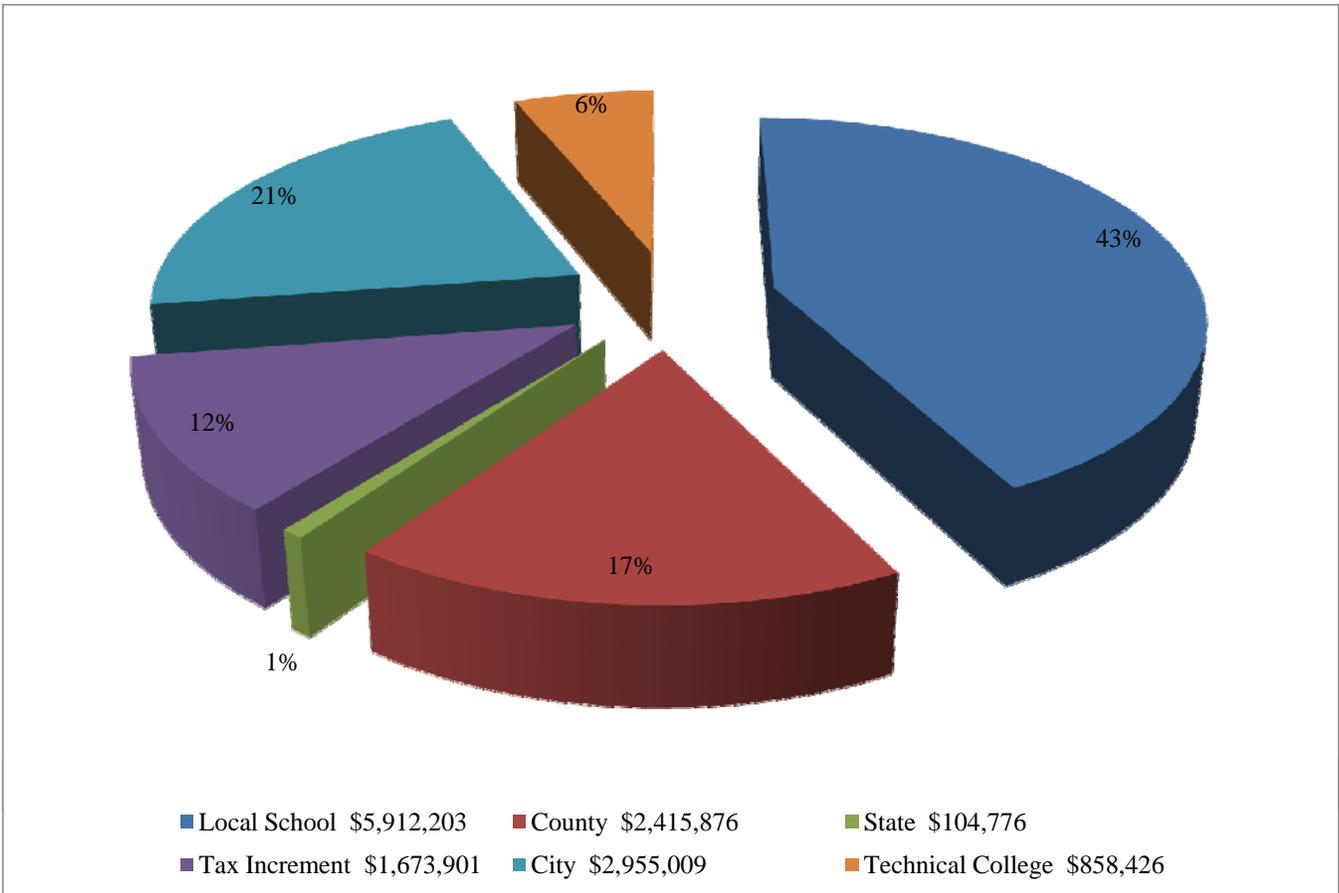
CITY OF WHITEWATER

**Property Taxes
Actual 2008-2012**



City Levy Taxes (Excluding TIF)				
2008-09	2009-10	2010-11	2011-12	2012-13
\$ 2,754,615	\$ 2,752,772	\$ 2,856,656	\$ 2,864,990	\$ 2,955,009

CITY OF WHITEWATER
Property Tax Roll
2012 Tax Levy Collected in 2013



2012 AUDIT OVERVIEW

Content of Audit Report

- Independent Auditor's Report – our report is unqualified
- Management Discussion and Analysis (MD&A) – summary of significant transactions throughout the year
- Fund Financial Statements
 - Contains financial statements on individual funds
 - Difference in fund types
 - Governmental Funds – measure resources available for current use. Funds include General Fund, Debt Service Fund, Other Capital Projects, TIF #4, and other non-major funds
 - Business-Type Funds- accounted for similar to businesses. Includes Water, Wastewater, and Stormwater funds.
 - Major differences in accounting
 - Debt (Proceed and Expenditure in governmental funds)
 - Capital Assets (Long-term Asset vs. Expenditure) Depreciation on utilities.
- Government-Wide Financial Statements
 - Report Governmental and Business-Type Activities
 - Full-accrual basis of accounting.
 - Governmental Fund Financial Statements identified above are converted
- Notes to the Financial statements
 - Contains Summary of Significant Accounting Policies
 - Footnotes related to Significant Financial Statement Accounts (Cash, Plant, Debt)

Management Letter Comments

- Financial Reporting
- Budget Comparisons
- TIF #4 Audit
- EMS Payroll Verification
- TIF 4 Advance
- Fund Balance Policy
- Internal Accounting Controls



Johnson & Block
AND COMPANY, INC.

Certified Public Accountants

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND
STORMWATER UTILITIES**

Enterprise Funds of the
City of Whitewater, Wisconsin

FINANCIAL STATEMENTS

December 31, 2012 and 2011

Quality service through our commitment to clients and staff.

www.johnsonblock.com

Whitewater Municipal Water, Stormwater and Wastewater Utilities
Enterprise Funds of the City of Whitewater, Wisconsin

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December 31, 2012 and 2011

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Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

April 18, 2013

To the City Council
Whitewater Municipal Water, Wastewater, and Stormwater Utilities
Whitewater, Wisconsin

We have audited the accompanying financial statements of the Whitewater Municipal Water, Wastewater, and Stormwater Utilities, enterprise funds of the City of Whitewater, Wisconsin, as of the years ended December 31, 2012 and 2011, which collectively comprise the utilities' basic financial statements as listed in the table of contents, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Whitewater Municipal Water, Wastewater, and Stormwater Utilities, enterprise funds of the City of Whitewater, Wisconsin, as of the years ended December 31, 2012 and 2011, and the respective



changes in financial position and cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Whitewater Municipal Water, Wastewater, and Stormwater Utilities enterprise funds and are not intended to present fairly the financial position of the City of Whitewater, Wisconsin, and the changes in its financial position and its cash flows in conformity with accounting principles generally accepted in the United States of America.

New Accounting Policy

As discussed in Note 1 to the financial statements, in 2012, the Whitewater Municipal Water, Wastewater, and Stormwater Utilities adopted new accounting guidance. Our opinion is not modified with respect to this matter.

Report on Required Supplementary Information

Whitewater Municipal Water, Wastewater, and Stormwater Utilities has not presented the Management's Discussion and Analysis that governmental accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We note the significant financial events of the Whitewater Municipal Water, Wastewater, and Stormwater Utilities are included in the Management's Discussion and Analysis of the City of Whitewater financial statements.

Report on Supplemental Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Whitewater Municipal Water, Wastewater, and Stormwater Utilities of the City of Whitewater, Wisconsin's financial statements as a whole. The supplementary information as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Johnson Block & Company, Inc.

Johnson Block & Company, Inc.
 Certified Public Accountants
 Madison, Wisconsin

WATER UTILITY

WHITEWATER MUNICIPAL WATER UTILITY
Whitewater, WI

Statements of Net Position
December 31, 2012 and 2011

	2012	2011
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 952,426	\$ 37,920
Receivables		
Accounts	143,491	176,507
Interest	4,480	4,480
Due from Other Funds	28,295	88,049
Inventories	12,356	11,591
Total Current Assets	1,141,048	318,547
Restricted:		
Restricted Cash	435,789	873,648
Total Restricted Assets	435,789	873,648
Capital Assets:		
Land and Improvements	17,368,220	16,840,266
Less Accumulated Depreciation	(5,273,099)	(4,897,879)
Net Capital Assets	12,095,121	11,942,387
Noncurrent Assets:		
Unamortized Debt Discount	-	42,474
Special Assessments	1,901	2,376
Total Noncurrent Assets	1,901	44,850
Total Assets	\$ 13,673,859	\$ 13,179,432

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL WATER UTILITY
Whitewater, WI

Statements of Net Position
December 31, 2012 and 2011

	2012	2011
LIABILITIES		
Current Liabilities:		
Accounts Payable	\$ 33,536	\$ 6,957
Accrued Liabilities	5,426	8,230
Accrued Interest Payable	11,208	12,679
Due to Other Funds	16,128	269,819
Compensated Absences	22,523	24,219
Current Portion of Long-Term Debt:	400,710	350,710
Total Current Liabilities	489,531	672,614
Non-Current Liabilities:		
Long-Term Debt		
Notes and Bonds Payable	2,338,876	1,884,586
Total Long-Term Debt	2,338,876	1,884,586
Other Liabilities		
Compensated Absences	50,259	56,210
Total Other Liabilities	50,259	56,210
Total Non-Current Liabilities	2,389,135	1,940,796
Total Liabilities	2,878,666	2,613,410
NET POSITION		
Net Investment in Capital Assets	9,621,587	9,954,217
Restricted	158,529	245,249
Unrestricted	1,015,077	366,556
Total Net Position	10,795,193	10,566,022
Total Liabilities and Position	\$ 13,673,859	\$ 13,179,432

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL WATER UTILITY
Whitewater, WI

Statements of Revenues, Expenses and Changes in Fund Net Position
For the Years Ended December 31, 2012 and 2011

	2012	2011
OPERATING REVENUES		
Charges for Services	\$ 1,885,641	\$ 1,429,490
Total Operating Revenues	1,885,641	1,429,490
OPERATING EXPENSES		
Operation and Maintenance	907,403	1,052,300
Depreciation	375,521	363,677
Total Operating Expenses	1,282,924	1,415,977
Operating Income (Loss)	602,717	13,513
NON-OPERATING REVENUES (EXPENSES)		
Interest and Investment Revenue	2,025	7,075
Miscellaneous Non-Operating Revenue	730	53,920
Interest Expense	(60,528)	(47,463)
Amortization Expense	-	(5,987)
Total Non-Operating Revenue (Expenses)	(57,773)	7,545
Income (Loss) Before Contributions and Transfers	544,944	21,058
Capital Contributions	3,675	126,567
Transfers Out (Tax Equivalent)	(276,974)	(260,437)
Change in Net Position	271,645	(112,812)
Total Net Position - Beginning (Restated)	10,523,548	10,678,834
Total Net Position - Ending	\$ 10,795,193	\$ 10,566,022

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL WATER UTILITY
Whitewater, WI

Statements of Cash Flows
For the Years Ended December 31, 2012 and 2011

	2012	2011
<u>Cash Flows From Operating Activities:</u>		
Receipts from customers	\$ 1,918,657	\$ 1,560,752
Payments to suppliers	(615,228)	(769,877)
Payments to employees	(427,471)	(449,786)
Taxes paid	(276,974)	(260,437)
Net cash provided (used) by operating activities	598,984	80,652
<u>Cash Flows From Capital and Related Financing Activities:</u>		
Proceeds of special assessments	475	476
Acquisition and construction of plant assets	(567,128)	(340,737)
Proceeds of debt	855,000	940,000
Principal payments on long-term debt	(350,710)	(290,710)
Interest paid	(61,999)	(42,270)
Net cash provided (used) by capital and related financing activities	(124,362)	266,759
<u>Cash Flows From Investing Activities:</u>		
Interest on investments	2,025	7,075
Purchase of non-cash equivalents	-	(30,000)
Sale of non-cash equivalents	-	100,000
Net cash provided from investing activities	2,025	77,075
Net increase (decrease) in cash and equivalents	476,647	424,486
Cash and equivalents - beginning of year	881,568	457,082
Cash and equivalents - end of year	\$ 1,358,215	\$ 881,568
<u>Noncash Capital and Related Financing Activities:</u>		
Plant additions financed through accounts payable	\$ -	\$ -
Developer financed additions to utility plant	\$ 3,675	\$ 126,567

See accompanying notes to the basic financial statements.

WHITEWATER MUNICIPAL WATER UTILITY
Whitewater, WI

Statements of Cash Flows
For the Years Ended December 31, 2012 and 2011

Reconciliation of operating income (loss) to net cash	2012	2011
provided (used) by operating activities	<u> </u>	<u> </u>
Operating income	\$ 602,717	\$ 13,513
Prior period adjustment	(42,474)	-
Joint meter	21,274	15,624
Cash Provided by Operating Activities:		
Amortization	42,474	(22,925)
Depreciation	396,795	363,677
Transfer out (tax equivalent)	(276,974)	(260,437)
Changes in Assets and Liabilities:		
Customer accounts receivable	33,016	131,262
Due from/to other funds	(193,937)	271,693
Material & supplies	(765)	(1,184)
Other	730	53,920
Accounts payable	26,579	(487,148)
Accrued liabilities	(10,451)	2,657
Net cash provided (used) by operating activities	<u>\$ 598,984</u>	<u>\$ 80,652</u>
Reconciliation of cash and cash equivalents to statements		
of net assets accounts		
Cash and cash equivalents	\$ 952,426	\$ 37,920
Restricted Cash	435,789	873,648
Total cash and investments	<u>1,388,215</u>	<u>911,568</u>
Less: Noncash equivalents	<u>(30,000)</u>	<u>(30,000)</u>
Cash and Cash Equivalents	<u>\$ 1,358,215</u>	<u>\$ 881,568</u>

See accompanying notes to the basic financial statements.

WASTEWATER UTILITY

WHITEWATER MUNICIPAL WASTEWATER UTILITY
Whitewater, WI

Statements of Net Position
December 31, 2012 and 2011

	2012	2011
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 1,311,831	\$ 312,511
Receivables		
Accounts	228,852	249,302
Interest	1,559	1,559
Due from Other Funds	-	241,224
Total Current Assets	1,542,242	804,596
Restricted:		
Restricted Cash and Cash Equivalents	2,658,621	2,099,623
Total Restricted Assets	2,658,621	2,099,623
Capital Assets:		
Land and Improvements	39,716,958	38,393,487
Less Accumulated Depreciation	(21,657,067)	(20,673,020)
Net Capital Assets	18,059,891	17,720,467
Noncurrent Assets		
Unamortized Debt Discount	-	17,442
Total Noncurrent Assets	-	17,442
Total Assets	\$ 22,260,754	\$ 20,642,128

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL WASTEWATER UTILITY
Whitewater, WI

Statements of Net Position
December 31, 2012 and 2011

	2012	2011
LIABILITIES		
Current Liabilities:		
Accounts Payable	\$ 9,552	\$ 8,537
Accrued Liabilities	16,497	17,872
Accrued Interest Payable	20,950	19,435
Due to Other Funds	29,130	90,106
Compensated Absences	32,953	37,121
Current Portion of Long-Term Debt	565,432	432,566
Total Current Liabilities	674,514	605,637
Non-Current Liabilities:		
Long-Term Debt		
Capital Lease Obligation	18,561	23,081
Compensated Absences	42,834	52,039
Notes Payable	91,124	120,414
Bonds and Loans Payable	5,361,307	3,692,363
Total Long-Term Debt	5,513,826	3,887,897
Total Liabilities	6,188,340	4,493,534
NET POSITION		
Net Investment in Capital Assets	12,269,547	13,615,566
Restricted	2,384,671	1,957,188
Unrestricted	1,418,196	575,840
Total Net Position	16,072,414	16,148,594
Total Liabilities and Net Position	\$ 22,260,754	\$ 20,642,128

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL WASTEWATER UTILITY
Whitewater, WI

Statements of Revenues, Expenses and Changes in Fund Net Position
For the Years Ended December 31, 2012 and 2011

	<u>2012</u>	<u>2011</u>
OPERATING REVENUES		
Charges for Services	\$ 2,296,128	\$ 2,175,391
Total Operating Revenues	<u>2,296,128</u>	<u>2,175,391</u>
OPERATING EXPENSES		
Operation and Maintenance	1,259,724	1,363,527
Depreciation	1,031,168	898,479
Total Operating Expenses	<u>2,290,892</u>	<u>2,262,006</u>
Operating Income (Loss)	<u>5,236</u>	<u>(86,615)</u>
NON-OPERATING REVENUES (EXPENSES)		
Interest and Investment Revenue	6,278	14,463
Miscellaneous Non-Operating Revenue	36,205	9,595
Interest Expense	(133,343)	(104,346)
Amortization Expense	-	(9,489)
Total Non-Operating Revenue (Expenses)	<u>(90,860)</u>	<u>(89,777)</u>
Income (Loss) Before Contributions and Transfers	<u>(85,624)</u>	<u>(176,392)</u>
Capital Contributions	26,886	41,496
Capital Grants	-	70,342
Change in Net Position	<u>(58,738)</u>	<u>(64,554)</u>
Total Net Position - Beginning (Restated)	16,131,152	16,213,148
Total Net Position - Ending	<u>\$ 16,072,414</u>	<u>\$ 16,148,594</u>

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL WASTEWATER UTILITY
Whitewater, WI

Statements of Cash Flows
For the Years Ended December 31, 2012 and 2011

	2012	2011
<u>Cash Flows From Operating Activities:</u>		
Receipts from customers	\$ 2,316,578	\$ 2,444,589
Payments to suppliers	(320,038)	(1,187,364)
Payments to employees	(758,242)	(818,126)
Net cash provided (used) by operating activities	1,238,298	439,099
<u>Cash Flows From Capital and Related Financing Activities:</u>		
Acquisition and construction of plant assets	(1,349,318)	(1,208,251)
Proceeds of debt	2,200,566	1,833,909
Principal payments on long-term debt	(432,566)	(385,107)
Interest paid	(131,828)	(96,743)
Capital grants	26,888	111,840
Net cash provided (used) by capital and related financing activities	313,742	255,648
<u>Cash Flows From Investing Activities:</u>		
Interest on investments	6,278	14,463
Purchase of non-cash equivalents	-	(290,250)
Sale of non-cash equivalents	-	600,953
Net cash provided (used) by investing activities	6,278	325,166
Net increase (decrease) in cash and equivalents	1,558,318	1,019,913
Cash and equivalents - beginning of year	2,121,884	1,101,971
Cash and equivalents - end of year	\$ 3,680,202	\$ 2,121,884

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL WASTEWATER UTILITY
Whitewater, WI

Statements of Cash Flows
For the Years Ended December 31, 2012 and 2011

Reconciliation of operating income (loss) to net cash provided (used) by operating activities	2012	2011
Operating income (loss)	\$ 5,236	\$ (86,615)
Prior period adjustment	(17,442)	-
Joint meter	(21,274)	(15,624)
Cash Provided by Operating Activities:		
Amortization	17,442	(6,000)
Depreciation	1,031,168	898,479
Changes in Assets and Liabilities:		
Customer accounts receivable	20,450	269,198
Due from/to other funds	180,248	(210,928)
Other assets	36,203	9,595
Accounts payable	1,015	(423,729)
Accrued liabilities	(14,748)	4,723
Net cash provided (used) by operating activities	\$ 1,238,298	\$ 439,099
 Reconciliation of cash and cash equivalents to statements of net assets accounts		
Cash and cash equivalents	\$ 1,311,831	\$ 312,511
Restricted Cash	2,658,621	2,099,623
Total cash and investments	3,970,452	2,412,134
Less: Noncash equivalents	(290,250)	(290,250)
Cash and Cash Equivalents	\$ 3,680,202	\$ 2,121,884

See accompanying notes to the financial statements.

STORMWATER UTILITY

WHITEWATER MUNICIPAL STORMWATER UTILITY
Whitewater, WI

Statements of Net Position
December 31, 2012 and 2011

	2012	2011
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 232,986	\$ 185,762
Receivables		
Accounts	23,432	33,510
Total Current Assets	256,418	219,272
Capital Assets:		
Utility Plant	3,569,449	3,274,910
Less Accumulated Depreciation	(201,111)	(167,008)
Net Capital Assets	3,368,338	3,107,902
Total Assets	\$ 3,624,756	\$ 3,327,174

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL STORMWATER UTILITY
Whitewater, WI

Statements of Net Position
December 31, 2012 and 2011

	2012	2011
LIABILITIES		
Current Liabilities:		
Accounts Payable	\$ 5,462	\$ 1,205
Accrued Liabilities	400	-
Due to Other Funds	1,012	809
Compensated Absences	8,028	8,569
Total Current Liabilities	14,902	10,583
Non-Current Liabilities:		
Compensated Absences	15,581	18,454
Notes Payable	455,000	227,000
Total Other Liabilities	470,581	245,454
Total Liabilities	485,483	256,037
NET POSITION		
Net Investment in Capital Assets	2,913,338	3,107,902
Unrestricted	225,935	(36,765)
Total Net Position	3,139,273	3,071,137
Total Liabilities and Net Position	\$ 3,624,756	\$ 3,327,174

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL STORMWATER UTILITY
Whitewater, WI

Statement of Revenues, Expenses and Changes in Fund Net Position
For the Years Ended December 31, 2012 and 2011

	2012	2011
OPERATING REVENUES		
Charges for Services	\$ 333,574	\$ 335,071
Total Operating Revenues	333,574	335,071
OPERATING EXPENSES		
Operation and Maintenance	256,249	263,652
Depreciation	46,199	43,321
Total Operating Expenses	302,448	306,973
Operating Income (Loss)	31,126	28,098
NON-OPERATING REVENUES (EXPENSES)		
Interest and Investment Revenue	-	96
Miscellaneous Revenues	690	-
Interest Expense	(1,131)	-
Total Non-Operating Revenue (Expenses)	(441)	96
Income (Loss) Before Contributions and Transfers	30,685	28,194
Capital Contributions transferred in from City	56,451	3,495
Transfers Out	(19,000)	(19,000)
Change in Net Position	68,136	12,689
Total Net Position - Beginning	3,071,137	3,058,448
Total Net Position - Ending	\$ 3,139,273	\$ 3,071,137

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL STORMWATER UTILITY
Whitewater, WI

Statements of Cash Flows
For the Years Ended December 31, 2012 and 2011

	2012	2011
<u>Cash Flows From Operating Activities:</u>		
Receipts from customers	\$ 343,652	\$ 371,901
Payments to suppliers	(94,288)	(125,894)
Payments to employees	(178,825)	(180,551)
Net cash provided (used) by operating activities	70,539	65,456
<u>Cash Flows From Capital and Related Financing Activities:</u>		
Acquisition and construction of plant assets	(250,184)	(129,771)
Proceeds of debt	228,000	227,000
Interest paid	(1,131)	-
Net cash provided for (used by) for capital and related financing activities	(23,315)	97,229
<u>Cash Flows From Investing Activities:</u>		
Interest on investments	-	97
Net cash provided from investing activities	-	97
Net increase (decrease) in cash and equivalents	47,224	162,782
Cash and equivalents - beginning of year	185,762	22,980
Cash and equivalents - end of year	\$ 232,986	\$ 185,762
<u>Noncash capital and related Financing Activities:</u>		
City financed additions to utility plant	\$ 56,451	\$ 3,495

See accompanying notes to the financial statements.

WHITEWATER MUNICIPAL STORMWATER UTILITY
Whitewater, WI

Statements of Cash Flows
For the Years Ended December 31, 2012 and 2011

Reconciliation of operating income (loss) to net cash	2012	2011
provided (used) by operating activities		
Operating income (loss)	\$ 31,126	\$ 28,098
Adjustments to Reconcile Operating Income (Loss) to Net Assets		
Cash Provided by Operating Activities:		
Miscellaneous	690	-
Depreciation	46,199	43,321
Transfer out	(19,000)	(19,000)
Changes in Assets and Liabilities:		
Customer accounts receivable	10,078	36,826
Due from/to other funds	203	(18,135)
Accounts payable	4,257	(3,867)
Accrued liabilities	(3,014)	(1,787)
Net cash provided for (used by) by operating activities	\$ 70,539	\$ 65,456
 Reconciliation of cash and cash equivalents to statements		
of net assets accounts		
Cash and cash equivalents	\$ 232,986	\$ 185,762
Total cash and investments	232,986	185,762
 Cash and Cash Equivalents	\$ 232,986	\$ 185,762

See accompanying notes to the financial statements.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES****Notes to Financial Statements
December 31, 2012 and 2011**

1. Summary of Significant Accounting Policies

The financial statements of Whitewater Municipal Water, Stormwater, and Wastewater Utilities (utilities) have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to enterprise funds of governmental units. The financial statements present only the Whitewater Municipal Water, Wastewater, and Stormwater Utilities enterprise funds and are not intended to present fairly the financial position of the City of Whitewater, Wisconsin. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

The significant accounting principles and policies utilized by the utilities are described below.

A. Reporting Entity

The utilities are separate enterprise funds of the City of Whitewater (municipality). The utilities are managed by a city council. The utilities provide water, wastewater treatment and stormwater service to properties within the municipality.

The water utility operates under service rules and rates established by the Public Service Commission of Wisconsin (PSCW). The wastewater and stormwater utility operates under rules and rates established by the city council.

B. Measurement Focus, Basis of Accounting and Financial Statement Presentation

The utilities are presented as enterprise funds of the municipality. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business or where the governing body has decided that the determination of revenues earned, costs incurred and net income is necessary for management accountability.

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

The utilities follow all pronouncements of the Governmental Accounting Standards Board, and have elected not to follow Financial Accounting Standards Board pronouncements issued after November 30, 1989.

Preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

1. Summary of Significant Accounting Policies (Continued)

B. Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

New Accounting Pronouncements

Effective January 1, 2012, the utilities implemented GASB Statement No. 63, *Financial Reporting of Deferred Outflows of Resources, Deferred Inflows of Resources, and Net Position*. GASB Statement No. 63 provides financial reporting guidance for deferred outflows of resources and deferred inflows of resources, introduced and defined in GASB Concepts Statement No. 4. This Statement amends the net assets reporting requirements in Statement No. 34, *Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments*, and other pronouncements by incorporating deferred outflows of resources and deferred inflows of resources into the definitions of the required components of the residual measure and by renaming that measure as net position, rather than net assets.

Effective January 1, 2012, the utilities also implemented GASB Statement No. 65, *Reporting Items Previously Recognized as Assets and Liabilities*. GASB Statement No. 65 defines deferred outflows and deferred inflows of resources, which are to be separated from assets and liabilities under GASB 63. The financial statement effect of implementing these standards resulted in a restatement of net position. See Note 11.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

C. Assets, Liabilities and Net Assets

1) Deposits and Investments

For purposes of the statement of cash flows, cash and cash equivalents have original maturities of three months or less from the date of acquisition.

Investments of the utilities' funds are restricted by state statutes. Investments are limited to:

- (1) Deposits in any credit union, bank, savings bank, trust company or savings and loan association which is authorized to transact business in this State if the time deposits mature in not more than three years;
- (2) Bonds or securities issued or guaranteed as to principal and interest by the federal government, or by a commission, board or other instrumentality of the federal government;
- (3) Bonds or securities of any county, drainage district, VTAE district, village, city, town, district or school district of this State;
- (4) Any security which matures or which may be tendered for purchase at the option of the holder within not more than seven years of the date on which it is acquired, if that security has a rating which is the highest or second highest rating category assigned by Standard & Poor's Corporation, Moody's investor service or other similar nationally recognized rating agency or if that security is senior to, or on a parity with, a security of the same issuer which has such a rating;
- (5) Bonds or securities issued under the authority of the municipality;
- (6) The local government pooled-investment fund as established under Section 25.50 of the Wisconsin Statutes;
- (7) Agreements in which a public depository agrees to repay funds advanced to it by the Board, plus interest, if the agreement is secured by bonds or securities issued or guaranteed as to principal and interest by the federal government.
- (8) Securities of an open-end management investment company or investment trust, subject to various conditions and investment options.
- (9) Repurchase agreements with public depositories, with certain conditions.
- (10) Bonds issued by the University of Wisconsin Hospital and Clinics Authority.

The utilities have adopted an investment policy. The policy follows the state statutes for allowable investments.

Investments are stated at fair value, which is the amount at which an investment could be exchanged in a current transaction between willing parties. Fair values are based on quoted market prices. Adjustments necessary to record investments at fair value are recorded in the operating statement as increases or decreases in investment income.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

C. Assets, Liabilities and Net Assets (Continued)

2) Receivables/Payables

Transactions between the utilities and other funds of the municipality that are representative of lending/borrowing arrangements outstanding at year end are referred to as advances to/from other funds. All other outstanding balances between the utilities and other funds of the municipality are reported as due to/from other funds.

The utilities have the right under Wisconsin statutes to place delinquent utility bills on the tax roll for collection. As such, no allowance for uncollectible customer accounts is considered necessary.

3) Materials and Supplies

Materials and supplies are generally used for construction, operation and maintenance work, not for resale. They are valued at the lower of cost or market utilizing the average cost method and charged to construction or expense when used.

4) Restricted Assets

Mandatory segregations of assets are presented as restricted assets. Such segregations are required by bond agreements and other external parties. Current liabilities payable from these restricted assets are so classified.

5) Special Assessments Receivable

The account represents the balances of special assessments levied against property owners for infrastructure improvements. The balances are receivable over various time periods with interest accrued annually.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

C. Assets, Liabilities and Net Assets (Continued)

6) Capital Assets

Capital assets are generally defined by the utilities as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year.

Capital assets of the utilities are recorded at cost or the fair market value at the time of contribution to the utilities. Major outlays for utility plant are capitalized as projects are constructed. Interest incurred during the construction phase is reflected in the capitalized value of the capital assets constructed, net of interest earned on the invested proceeds over the same period. Capital assets in service are depreciated using the straight-line method over the following useful lives:

	Years
Water Plant	
Source of supply	31-56
Pumping	23-31
Water treatment	30-31
Transmission and distribution	18-77
General	4-34
Wastewater Plant	
Collecting system	50-100
Treatment and disposal	15-40
General	4-40

Stormwater Plant

Stormwater infrastructure is depreciated at varying rates. Average useful life is approximately 74 years.

7) Compensated Absences

Under terms of employment, employees are granted sick leave and vacations in varying amounts. Only benefits considered to be vested are disclosed in these statements. Vested vacation and sick leave pay is accrued when earned in the financial statements. The liability is liquidated from general operating revenues of the utilities.

8) Long-Term Obligations

Long-term debt and other obligations are reported as utility liabilities. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Gains or losses on prior refundings are amortized over the remaining life of the old debt or the life of the new debt, whichever is shorter.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES****Notes to Financial Statements
December 31, 2012 and 2011**

C. Assets, Liabilities and Net Assets (Continued)**9) Revenues and Expenses**

The utilities distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the utility's principal ongoing operations. The principal operating revenues of the utilities are charges to customers for sales and services. Operating expenses for enterprise funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

10) Charges for Services

Billings are rendered and recorded quarterly based on metered usage. The utilities do not accrue revenues beyond billing dates.

Current water rates were approved by the PSCW on November 23, 2011.

Current wastewater rates and stormwater rates were approved by the city council.

11) Capital Contributions

Cash and capital assets are contributed in the utilities from customers, the municipality or external parties. The values of property contributed to the utilities are reported as revenue on the statements of revenues, expenses and changes in net assets.

12) Connection Fees

The wastewater utility charges new customers a connection fee to connect to the system. Fees collected are recorded as capital contributions on the statements of revenues, expenses and changes in net assets.

13) Transfers

Transfers include the payment in lieu of taxes to the municipality.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES****Notes to Financial Statements
December 31, 2012 and 2011**

2. Deposits and Investments

Deposits in each local and area bank are insured by the FDIC in the amount of \$250,000 for interest bearing accounts and \$250,000 for non interest bearing accounts.

Bank accounts are also insured by the State Deposit Guarantee Fund (SDGF) in the amount of \$400,000. However, due to the relatively small size of the Guarantee Fund in relationship to the total deposits covered and other legal implications, recover of material principal losses may not be significant to individual municipalities.

The utilities may also maintain separate cash and investment accounts at the same financial institutions utilized by the municipality. Federal depository insurance and the State of Wisconsin Guarantee Fund Insurance apply to all municipal accounts, and accordingly, the amount of insured funds is not determinable for the utilities alone. Investment income on commingled investments of the entire municipality is allocated based on average investment balances.

Investment insurance coverage of the FDIC, local government investment pool, and SDGF applies to the municipality's total investments. Therefore, coverage for the utilities may be reduced.

The Wisconsin LGIP is part of the State Investment Fund (SIF) and is managed by the State of Wisconsin Investment Board. The SIF is not registered with the Securities and Exchange Commission, but operates under the statutory authority of Wisconsin Chapter 25. The SIF reports the fair value of its underlying assets annually. Participants in the LGIP have the right to withdraw their funds in total on one day's notice. At December 31, 2012 and 2011, the fair value of the LGIP's assets were substantially equal to the utilities' share. The City utilities did not participate in the LGIP in 2012.

The CLASS investment (Cooperative Liquid Assets Securities System) is an investment pool established by the intergovernmental agreement dated March 1, 1996. CLASS is available for investment by Wisconsin governmental entities except school districts. Standard and Poor's assigns an investment pool rating of AAAM for CLASS. CLASS operates consistent with the provision of an external pool, and invests only in investments legally permissible under Wisconsin law, with a weighted average maturity not exceeding 120 days. The value of pool shares is the same as the fair value position in the pool. The City utilities did not participate in the CLASS investment in 2012.

Custodial Credit Risk**Deposits:**

Custodial credit risk is the risk that in the event of a financial institution failure, the utilities' deposits may not be returned to the utilities. The utilities maintain certain deposits at the same institutions as the municipality. The custodial credit risk pertaining specifically to the utilities' resources at those institutions cannot be determined individually for those accounts.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

2. Deposits and Investments (Continued)

The following is a summary of the utilities' total deposit balances at these institutions:

	2012	2011
	Carrying Value	Carrying Value
Deposits in local financial institutions	\$ 5,591,653	\$ 3,182,648
Deposits exposed to custodial credit risk	\$ 5,591,653	\$ 3,182,648

The bank balance of the deposits varies with carrying value. The bank balance was not listed since many of the cash accounts are co-mingled with other City funds. The custodial credit risk applies to the City as a whole and not specifically with utilities. Accordingly, the City's financial statements should be read in conjunction with the utilities.

Investments:

For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the utilities will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party.

The utilities do not have any investments exposed to custodial credit risk.

The utilities' investment policy does not address this risk.

Credit Risk

Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligation. The utilities held investments in the LGIP which was not rated. The CLASS investments were rated AAAM by Standard and Poors.

Interest Rate Risk

Interest rate risk is the risk that changes in interest rates will adversely affect the fair market value of an investment. The LGIP investments had an average maturity of no more than 97 days in 2011. The CLASS-Wisconsin investment has 6.4% of its investments in US government agencies, 5.0% in U.S. Treasury securities, 35.5% in repurchase agreements, and 53.1% in commercial paper in 2011. The utilities' investment policy does not address this risk.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

2. Deposits and Investments (Continued)

Reconciliation to the Financial Statements

A reconciliation of the cash and investments to the financial statements:

	2012	2011
Carrying value of deposits	\$ 5,591,653	\$ 3,182,648
Carrying value of investments	-	326,816
	<u>\$ 5,591,653</u>	<u>\$ 3,509,464</u>
Cash and cash equivalents water	\$ 952,426	\$ 37,920
Cash and cash equivalents wastewater	1,311,831	312,511
Restricted cash water	435,789	873,648
Restricted cash wastewater	2,658,621	2,099,623
Cash and cash equivalents stormwater	232,986	185,762
	<u>\$ 5,591,653</u>	<u>\$ 3,509,464</u>

3. Interfund Receivables/Payables and Transfers

The following is a schedule of interfund balances for the years ending December 31, 2012 and 2011:

Due To	Due From	2012		2011	
		Amount	Principal Purpose	Amount	Principal Purpose
Water	Wastewater	\$ 27,630	General operations	\$ 37,396	General operations
Water	Wastewater	\$ -	Joint metering	\$ 49,999	Joint metering
Municipality	Water	\$ 16,128	General operations	\$ 28,594	General operations
Wastewater	Water	\$ -	General operations	\$ 241,224	General operations
Municipality	Wastewater	\$ 1,500	General operations	\$ 2,711	General operations
Municipality	Stormwater	\$ 1,012	Operations equipment	\$ 809	General operations

The following is a schedule of transfer balances for the years ending December 31, 2012 and 2011:

Transfer to	Transfer from	2012		2011	
		Amount	Principal Purpose	Amount	Principal Purpose
Municipality	Water	\$ 276,974	Tax equivalent	\$ 260,437	Tax equivalent
Municipality	Stormwater	\$ 19,000	Operations equipment	\$ 19,000	General operations
Stormwater	Municipality	\$ 56,451	Capital contributions	\$ 3,495	Capital contributions

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

4. Restricted Assets

Revenue Bond Accounts

Certain proceeds of the utilities' revenue bonds, as well as certain resources set aside for their repayment, are classified as restricted assets on the statement of net assets because their use is limited by applicable bond covenants. The following revenue bond accounts are reported as restricted assets:

- Redemption - Used to segregate resources accumulated for debt service payments over the next twelve months.
- Reserve - Used to report resources set aside to make up potential future deficiencies in the redemption account.
- Depreciation - Used to report resources set aside to fund plant renewals and replacement or make up potential future deficiencies in the redemption account.

Replacement Account

As a condition of receiving state and federal funds for wastewater plant construction, the utilities have established an account for replacement of certain mechanical equipment.

Restricted Net Position

The following calculation supports the amount of water restricted net position:

	<u>2012</u>	<u>2011</u>
Restricted Assets		
Redemption account	\$ 169,737	\$ 257,928
Reserve account	266,052	204,652
Construction account	-	411,068
Total Restricted Assets	<u>435,789</u>	<u>873,648</u>
 Less: Restricted Assets Not Funded by Revenues		
Reserve from borrowing	(266,052)	(204,652)
Construction reserve from borrowing	-	(411,068)
	<u>(266,052)</u>	<u>(615,720)</u>
 Current Liabilities Payable From Restricted Assets	<u>(11,208)</u>	<u>(12,679)</u>
 Total Restricted Net Position as Calculated	<u>\$ 158,529</u>	<u>\$ 245,249</u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

4. Restricted Assets (Continued)

The following calculation supports the amount of wastewater restricted net position:

	<u>2012</u>	<u>2011</u>
Restricted Assets		
Redemption account	\$ 344,242	\$ 34,096
Reserve account	223,000	123,000
Depreciation account	25,000	25,000
Connection account	276,568	284,077
Replacement account	<u>1,759,811</u>	<u>1,633,450</u>
Total Restricted Assets	<u>2,628,621</u>	<u>2,099,623</u>
Less: Restricted Assets Not Funded by Revenues		
Reserve from borrowing	<u>(223,000)</u>	<u>(123,000)</u>
Current Liabilities Payable From Restricted Assets	<u>(20,950)</u>	<u>(19,435)</u>
Total Restricted Net Position as Calculated	<u><u>\$ 2,384,671</u></u>	<u><u>\$ 1,957,188</u></u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

5. Changes in Capital Assets

Water Utility

A summary of changes in water capital assets for 2012 follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
<u>Water</u>				
Capital assets not being depreciated				
Land and land rights	\$ 6,727	\$ -	\$ -	\$ 6,727
Total Capital Assets Not Being Depreciated	<u>6,727</u>	<u>-</u>	<u>-</u>	<u>6,727</u>
Capital assets being depreciated				
Source of supply	633,563	-	-	633,563
Pumping	1,185,927	-	-	1,185,927
Water treatment	1,458,742	-	-	1,458,742
Transmission and distribution	13,137,654	542,969	21,575	13,659,048
Administrative and general assets	<u>417,653</u>	<u>6,560</u>	<u>-</u>	<u>424,213</u>
Total Capital Assets Being Depreciated	<u>16,833,539</u>	<u>549,529</u>	<u>21,575</u>	<u>17,361,493</u>
Total Capital Assets	<u>16,840,266</u>	<u>549,529</u>	<u>21,575</u>	<u>17,368,220</u>
Less: Accumulated depreciation	<u>4,897,879</u>	<u>396,795</u>	<u>21,575</u>	<u>5,273,099</u>
Net Capital Assets	<u>\$ 11,942,387</u>	<u>\$ 152,734</u>	<u>\$ -</u>	<u>\$ 12,095,121</u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
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**Notes to Financial Statements
December 31, 2012 and 2011**

5. Changes in Capital Assets (Continued)

A summary of changes in water capital assets for 2011 follows:

<u>Water</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital assets not being depreciated				
Land and land rights	\$ 6,727	\$ -	\$ -	\$ 6,727
Construction in Progress	482,449	-	482,449	-
Total Capital Assets Not Being Depreciated	<u>489,176</u>	<u>-</u>	<u>482,449</u>	<u>6,727</u>
Capital assets being depreciated				
Source of supply	633,563	-	-	633,563
Pumping	1,185,927	-	-	1,185,927
Water treatment	1,458,742	-	-	1,458,742
Transmission and distribution	12,467,646	949,753	279,745	13,137,654
Administrative and general assets	417,653	-	-	417,653
Total Capital Assets Being Depreciated	<u>16,163,531</u>	<u>949,753</u>	<u>279,745</u>	<u>16,833,539</u>
Total Capital Assets	<u>16,652,707</u>	<u>949,753</u>	<u>762,194</u>	<u>16,840,266</u>
Less: Accumulated depreciation	<u>4,798,323</u>	<u>379,301</u>	<u>279,745</u>	<u>4,897,879</u>
Net Capital Assets	<u>\$ 11,854,384</u>	<u>\$ 570,452</u>	<u>\$ 482,449</u>	<u>\$ 11,942,387</u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

5. Changes in Capital Assets (Continued)

Wastewater Utility

A summary of changes in wastewater capital assets for 2012 follows:

<u>Wastewater</u>	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
Capital Assets Not Being Depreciated				
Construction in progress	\$ 5,362,796	\$ 574,945	\$ 5,377,199	\$ 560,542
Land and land rights	168,179	-	-	168,179
Total Capital Assets Not Being Depreciated	<u>5,530,975</u>	<u>574,945</u>	<u>5,377,199</u>	<u>728,721</u>
Capital Assets Being Depreciated				
Collection system	12,009,626	701,635	25,847	12,685,414
Treatment and disposal	19,895,458	5,410,080	-	25,305,538
General	957,428	39,857	-	997,285
Total Capital Assets Being Depreciated	<u>32,862,512</u>	<u>6,151,572</u>	<u>25,847</u>	<u>38,988,237</u>
Total Capital Assets	38,393,487	6,726,517	5,403,046	39,716,958
Less: Accumulated Depreciation	<u>20,673,020</u>	<u>1,009,894</u>	<u>25,847</u>	<u>21,657,067</u>
Net Capital Assets	<u>\$ 17,720,467</u>	<u>\$ 5,716,623</u>	<u>\$ 5,377,199</u>	<u>\$ 18,059,891</u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

5. Changes in Capital Asset (Continued)

A summary of changes in wastewater capital assets for 2011 follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
<u>Wastewater</u>				
Capital Assets Not Being Depreciated				
Construction in progress	\$ 4,410,179	\$ 952,617	-	\$ 5,362,796
Land and land rights	168,179	-	-	168,179
Total Capital Assets Not Being Depreciated	<u>4,578,358</u>	<u>952,617</u>	<u>-</u>	<u>5,530,975</u>
Capital Assets Being Depreciated				
Collection system	11,934,561	80,913	5,848	12,009,626
Treatment and disposal	19,888,146	7,312	-	19,895,458
General	790,018	167,410	-	957,428
Total Capital Assets Being Depreciated	<u>32,612,725</u>	<u>255,635</u>	<u>5,848</u>	<u>32,862,512</u>
Total Capital Assets	37,191,083	1,208,252	5,848	38,393,487
Less: Accumulated Depreciation	<u>19,796,012</u>	<u>882,856</u>	<u>5,848</u>	<u>20,673,020</u>
Net Capital Assets	<u><u>\$ 17,395,071</u></u>	<u><u>\$ 325,396</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 17,720,467</u></u>

Stormwater Utility

A summary of changes in stormwater capital assets for 2012 follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
<u>Stormwater</u>				
Capital Assets Being Depreciated				
Infrastructure	\$ 3,274,910	\$ 306,635	\$ 12,096	\$ 3,569,449
Less: Accumulated depreciation	<u>167,008</u>	<u>46,199</u>	<u>12,096</u>	<u>201,111</u>
Net Capital Assets	<u><u>\$ 3,107,902</u></u>	<u><u>\$ 260,436</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 3,368,338</u></u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

5. Changes in Capital Asset (Continued)

A summary of changes in stormwater capital assets for 2011 follows:

	<u>Beginning Balance</u>	<u>Additions</u>	<u>Deletions</u>	<u>Ending Balance</u>
<u>Stormwater</u>				
Capital Assets Being Depreciated				
Infrastructure	\$ 3,143,069	\$ 133,267	\$ 1,426	\$ 3,274,910
Less: Accumulated depreciation	<u>125,112</u>	<u>43,322</u>	<u>1,426</u>	<u>167,008</u>
Net Capital Assets	<u><u>\$ 3,017,957</u></u>	<u><u>\$ 89,945</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 3,107,902</u></u>

6. Long-Term Obligations

Long-term Debt – Water

The following are water debt issues outstanding:

	<u>Date of Issuance</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	<u>Balance 12/31/12</u>
<u>Water Utility</u>					
2010 Mortgage Revenue Bonds	9/7/2010	10/1/2015	2.0%	\$ 1,215,000	\$ 745,000
2011 Mortgage Revenue Bonds	6/7/2011	10/1/2026	1.6-4.0%	940,000	890,000
2012 Mortgage Revenue Bonds	5/17/2012	10/1/2027	0.85-2.85%	855,000	855,000
2010 GO Promissory Note	2/9/2010	12/1/2016	1.2-2.7%	428,343	249,586
			Total Water Utility		<u><u>\$ 2,739,586</u></u>

Water debt service requirements to maturity are as follows:

<u>Year</u>	Water Totals		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2013	\$ 400,710	\$ 67,292	\$ 468,002
2014	410,710	60,174	470,884
2015	424,083	52,674	476,757
2016	169,083	44,292	213,375
2017	110,000	40,116	150,116
2018-2022	605,000	154,565	759,565
2023-2027	620,000	56,677	676,677
	<u><u>\$ 2,739,586</u></u>	<u><u>\$ 475,790</u></u>	<u><u>\$ 3,215,376</u></u>

Substantially all utility plant is subject to a mortgage lien until the bonds are defeased.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

6. Long-Term Obligations (Continued)

Long-term Debt – Wastewater

The following wastewater debt issues are outstanding:

	<u>Date of Issuance</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	<u>Balance 12/31/12</u>
<u>Wastewater Utility</u>					
1996 Clean Water Fund Loan	7/24/1996	5/1/2016	3.08%	\$ 1,563,900	\$ 409,197
2009 Clean Water Fund Loan	12/9/2009	5/1/2029	2.91%	784,109	2,596,622
2011 Clean Water Fund Loan	7/27/2011	5/1/2031	2.40%	115,954	562,110
2010 Revenue Bonds	2/9/2010	5/1/2016	2.0-3.25%	1,230,000	840,000
2012 Revenue Bonds	5/17/2012	11/1/2027	0.85-2.85%	1,485,000	1,485,000
2010 GO Promissory Note	2/9/2010	12/1/2016	1.2-2.7%	206,657	120,414
Capital Lease	12/1/2005	1/1/2017	3.90%	39,721	23,081
			Total Wastewater Utility		<u>\$ 6,036,424</u>

Wastewater debt service requirements (excluding the capital lease) to maturity are as follows:

<u>Year</u>	<u>Wastewater Totals</u>		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2013	\$ 560,912	\$ 140,444	\$ 701,356
2014	577,989	127,808	705,797
2015	586,900	113,734	700,634
2016	604,399	97,859	702,258
2017	250,906	86,011	336,917
2018-2022	1,365,412	337,199	1,702,611
2023-2027	1,551,451	160,114	1,711,565
2028-2031	515,374	12,348	527,722
	<u>\$ 6,013,343</u>	<u>\$ 1,075,517</u>	<u>\$ 7,088,860</u>

The capital lease is payable semi-annually with interest at 3.9%. The schedule to retire the capital lease is listed below.

<u>Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2013	4,520	854	5,374
2014	5,085	673	5,758
2015	5,703	469	6,172
2016	6,374	241	6,615
2017	1,399	27	1,426
Total	<u>\$ 23,081</u>	<u>\$ 2,264</u>	<u>\$ 25,345</u>

Substantially all utility plant is subject to a mortgage lien until the bonds are defeased. All utility revenues are pledged as security of the revenue bonds until the bonds are defeased.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
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December 31, 2012 and 2011**

6. Long-Term Obligations (Continued)

Long-term Debt – Stormwater

The following stormwater debt issue is outstanding:

	<u>Date of Issuance</u>	<u>Final Maturity</u>	<u>Interest Rates</u>	<u>Original Indebtedness</u>	<u>Balance 12/31/12</u>
<u>Stormwater Utility</u>					
2012 GO Refunding Bonds	5/17/2012	9/1/2031	0.85-3.25%	\$ 455,000	\$ 455,000
			Total Stormwater Utility		<u>\$ 455,000</u>

Stormwater debt service requirements to maturity are as follows:

<u>Year</u>	Wastewater Totals		
	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2013	\$ -	\$ 13,965	\$ 13,965
2014	-	10,835	10,835
2015	20,000	10,835	30,835
2016	20,000	10,665	30,665
2017	20,000	10,265	30,265
2018-2022	125,000	44,850	169,850
2023-2027	150,000	29,250	179,250
2028-2031	120,000	9,555	129,555
	<u>\$ 455,000</u>	<u>\$ 140,220</u>	<u>\$ 595,220</u>

Substantially all utility plant is subject to a mortgage lien until the bonds are defeased.

Long-Term Obligations Summary – Water

Long term debt activity for the year ended December 31, 2012 for the water utility is as follows:

	<u>Balance 1/01/2012</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance 12/31/2012</u>	<u>Due Within One Year</u>
Revenue Bonds and GO Notes	\$ 2,235,296	\$ 855,000	\$ 350,710	\$ 2,739,586	\$ 400,710
Vested Compensated Absences	56,210	-	5,951	50,259	-
Total Other Liabilities	<u>\$ 2,291,506</u>	<u>\$ 855,000</u>	<u>\$ 356,661</u>	<u>\$ 2,789,845</u>	<u>\$ 400,710</u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

6. Long-Term Obligations (Continued)

Long-Term Obligations Summary – Water (Continued)

Long-term debt activity for the year ended December 31, 2011 for the water utility is as follows:

	Balance 1/01/2011	Additions	Reductions	Balance 12/31/2011	Due Within One Year
Revenue Bonds and GO Notes	\$ 1,586,006	\$ 940,000	\$ 290,710	\$ 2,235,296	\$ 350,710
Vested Compensated Absences	53,116	3,094	-	56,210	-
Total Other Liabilities	<u>\$ 1,639,122</u>	<u>\$ 943,094</u>	<u>\$ 290,710</u>	<u>\$ 2,291,506</u>	<u>\$ 350,710</u>

Long-Term Obligations Summary – Wastewater

Long-term debt activity for the year ended December 31, 2012 for the wastewater utility is as follows:

	Balance 1/01/2012	Additions	Reductions	Balance 12/31/2012	Due Within One Year
Revenue Bonds and GO Notes	\$ 4,241,342	\$ 2,200,566	\$ 428,565	\$ 6,013,343	\$ 560,912
Capital Lease	27,082	-	4,001	23,081	4,520
Vested Compensated Absences	52,039	-	9,205	42,834	-
Total Other Liabilities	<u>\$ 4,320,463</u>	<u>\$ 2,200,566</u>	<u>\$ 441,771</u>	<u>\$ 6,079,258</u>	<u>\$ 565,432</u>

Long-term debt activity for the year ended December 31, 2011 for the wastewater utility is as follows:

	Balance 1/01/2011	Additions	Reductions	Balance 12/31/2011	Due Within One Year
Revenue Bonds and GO Notes	\$ 2,789,015	\$ 1,833,909	\$ 381,582	\$ 4,241,342	\$ 428,565
Capital Lease	30,606	-	3,524	27,082	4,001
Vested Compensated Absences	52,793	-	754	52,039	-
Total Other Liabilities	<u>\$ 2,872,414</u>	<u>\$ 1,833,909</u>	<u>\$ 385,860</u>	<u>\$ 4,320,463</u>	<u>\$ 432,566</u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
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**Notes to Financial Statements
December 31, 2012 and 2011**

6. Long-Term Obligations (Continued)

Long-Term Obligations Summary – Stormwater

Long-term debt activity for the year ended December 31, 2012 for the stormwater utility is as follows:

	Balance 1/01/2012	Additions	Reductions	Balance 12/31/2012	Due Within One Year
GO Refunding Bonds	\$ 227,000	\$ 455,000	\$ 227,000	\$ 455,000	\$ -
Total Other Liabilities	\$ 227,000	\$ 455,000	\$ 227,000	\$ 455,000	\$ -

Long-term debt activity for the year ended December 31, 2011 for the stormwater utility is as follows:

	Balance 1/01/2012	Additions	Reductions	Balance 12/31/2012	Due Within One Year
GO Note	\$ -	\$ 227,000	\$ -	\$ 227,000	\$ -
Total Other Liabilities	\$ -	\$ 227,000	\$ -	\$ 227,000	\$ -

Bond Covenant Disclosures

The following information is provided in compliance with the resolution creating the 2000 revenue bonds:

Insurance

The utilities are exposed to various risks of loss related to torts, theft of, damage to, or destruction of assets, errors and omissions, workers compensation, and health care of its employees. These risks are covered through the purchase of commercial insurance, with minimal deductibles. Settled claims have not exceeded coverage in any of the last three years. There were no significant reductions in coverage compared to the prior year.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

6. Long-Term Obligations (Continued)

Bond Covenant Disclosures (Continued)

Insurance (Continued)

The utilities are covered under the following insurance policies as of December 31, 2012:

Type	Coverage	
Cities and Villages Mutual Insurance		
General Liability	\$ 10,000,000	BI & PD
Automobile	10,000,000	BI & PD
Workers Compensation	Statutory	
Law Enforcement	10,000,000	
Public Officials	10,000,000	
Employment Liability	1,000,000	
Motor Vehicle Comprehensive –		
Replacement Cost	6,316,748	
Motor Vehicle Collision	6,316,748	
Uninsured Motorist	25,000	
Prior Acts	10,000,000	
Prior Errors & Omission	10,000,000	
Local Government Insurance Fund		
Building/Personal Property/Inland Marine	69,753,428	
Contractors Equipment	2,289,663	
Monies and Securities	10,000	
Employee Tools	42,321	

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
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**Notes to Financial Statements
December 31, 2012 and 2011**

6. Long-Term Obligations (Continued)

Debt Coverage – Water

Under terms of the resolutions providing for the issue of revenue bonds, revenues less operating expenses excluding depreciation (defined net earnings) must exceed 1.2 times the highest annual debt service of the bonds. The coverage requirement was met as follows:

	2012	2011
Operating revenues	\$ 1,885,641	\$ 1,429,490
Investment income	2,025	7,075
Less: Operation and maintenance expenses	<u>(907,403)</u>	<u>(1,052,300)</u>
 Net Defined Earnings	 <u>\$ 980,263</u>	 <u>\$ 384,265</u>
 Minimum Required Earnings per Resolution:		
Highest annual debt services	\$ 409,406	\$ 341,550
Coverage factor	<u>1.20</u>	<u>1.20</u>
 Minimum Required Earnings	 <u>\$ 491,287</u>	 <u>\$ 409,860</u>

The water utility increased rates late in 2011.

Debt Coverage – Wastewater

Under terms of the resolutions providing for the issue of revenue bonds, revenues less operating expenses excluding depreciation (defined net earnings) must exceed 1.2 times the highest annual debt service of the bonds. The coverage requirement was met as follows:

	2012	2011
Operating revenues	\$ 2,296,128	\$ 2,175,391
Investment income	6,277	14,463
Connection fees	25,536	41,496
Less: Operation and maintenance expenses	<u>(1,259,724)</u>	<u>(1,363,527)</u>
 Net Defined Earnings	 <u>\$ 1,068,217</u>	 <u>\$ 867,823</u>
 Minimum Required Earnings per Resolution:		
Highest annual debt services	705,797	516,339
Coverage factor	<u>1.20</u>	<u>1.20</u>
 Minimum Required Earnings	 <u>\$ 846,956</u>	 <u>\$ 619,607</u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
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**Notes to Financial Statements
December 31, 2012 and 2011**

6. Long-Term Obligations (Continued)

Number of Customers – Water

The utility has the following number of customers and billed volumes for 2012 and 2011:

	Customers		Sales (000 gals)	
	2012	2011	2012	2011
Residential	2,960	2,988	135,987	142,329
Commercial	399	383	88,808	79,303
Industrial	39	36	316,061	207,039
Public Authority	76	77	107,210	86,538
Totals	<u>3,474</u>	<u>3,484</u>	<u>648,066</u>	<u>515,209</u>

Number of Customers – Wastewater

The utility has the following number of customers and billed volumes for 2012 and 2011:

	Customers		Sales (000 gals)	
	2012	2011	2012	2011
Residential	2,901	2,988	121,426	134,129
Commercial	367	383	82,334	77,103
Industrial	30	36	13,217	12,901
Public Authority	64	77	88,576	80,438
Totals	<u>3,362</u>	<u>3,484</u>	<u>305,553</u>	<u>304,571</u>

7. Net Position

Governmental accounting standards require the classification of net position into three components – net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

Net Investment in Capital Assets – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year-end, the portion of the debt attributable to the unspent proceeds are not included in the calculation of invested in capital assets, net of related debt. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
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**Notes to Financial Statements
December 31, 2012 and 2011**

7. Net Position (Continued)

Restricted – This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, laws, or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position – This component of net position consists of net position that do not meet the definition of “restricted” or “net investment in capital assets.”

When both restricted and unrestricted resources are available for use, it is the utilities’ policy to use restricted resources first, then unrestricted resources as they are needed.

The following calculation supports the water utility net assets invested in capital assets, net of related debt:

	<u>2012</u>	<u>2011</u>
Water Utility		
Capital Assets net of depreciation	\$ 12,095,121	\$ 11,942,387
Less: related long-term debt outstanding	<u>(2,739,586)</u>	<u>(2,235,296)</u>
Total Invested in Capital Assets	<u>9,355,535</u>	<u>9,707,091</u>
Reserve from borrowing	<u>266,052</u>	<u>204,652</u>
Total Net Position - Net Investment in Capital Assets	<u><u>\$ 9,621,587</u></u>	<u><u>\$ 9,954,217</u></u>

The following calculation supports the wastewater utility net assets invested in capital assets, net of related debt:

	<u>2012</u>	<u>2011</u>
Wastewater Utility		
Capital Assets net of depreciation	\$ 18,059,891	\$ 17,720,467
Less: related long-term debt outstanding	<u>(6,013,344)</u>	<u>(4,245,343)</u>
Total Invested in Capital Assets	<u>12,046,547</u>	<u>13,475,124</u>
Reserve from borrowing	<u>223,000</u>	<u>123,000</u>
Total Net Position - Net Investment in Capital Assets	<u><u>\$ 12,269,547</u></u>	<u><u>\$ 13,615,566</u></u>

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

7. Net Position (Continued)

The following calculation supports the stormwater net assets invested in capital assets, net of related debt:

	2012	2011
	<u> </u>	<u> </u>
Stormwater Utility		
Capital Assets net of depreciation	\$ 3,368,338	\$ 3,107,902
Less: related long-term debt outstanding	(455,000)	(227,000)
Total Invested in Capital Assets	<u>2,913,338</u>	<u>2,880,902</u>
 Total Net Position - Net Investment in Capital Assets	 <u>\$ 2,913,338</u>	 <u>\$ 2,880,902</u>

8. Employees Retirement System

All eligible employees of the utilities participate in the Wisconsin Retirement System (WRS), a cost-sharing multiple-employer defined benefit public employee retirement system (PERS). All permanent employees expected to work over 600 hours a year and hired prior to July 1, 2011 are eligible to participate in the WRS. Employees hired after July 1, 2011 are eligible to participate if expected to work at least 1,200 hours per year and are expected to be employed for at least one year from the hire date. Covered employees in the General category are required by statute to contribute 5.9% and 5.8% of their salary to the plan in 2012 and 2011, respectively. For pay periods prior to June 29, 2011, employers generally made these contributions to the plan on behalf of employees. For pay periods after June 29, 2011, employers were no longer allowed to pay the employee required contributions for most employees. Employers are required to contribute an actuarially determined amount necessary to fund the remaining projected cost of future benefits. Covered payroll listed below is substantially the same as total payroll.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

8. Employees Retirement System (Continued)

Water Utility

	Year Ended December 31		
	2012	2011	2010
Total Covered Employee Payroll	\$ 338,033	\$ 328,304	\$ 322,339
Total Required Contributions	\$ 19,191	\$ 32,708	\$ 38,381
Total Required Contribution %	5.7%	10.0%	11.9%

Wastewater Utility

	Year Ended December 31		
	2012	2011	2010
Total Covered Employee Payroll	\$ 569,489	\$ 570,646	\$ 513,481
Total Required Contributions	\$ 30,385	\$ 56,241	\$ 53,275
Total Required Contribution %	5.3%	9.9%	10.4%

Stormwater Utility

	Year Ended December 31		
	2012	2011	2010
Total Covered Employee Payroll	\$ 136,154	\$ 134,389	\$ 142,330
Total Required Contributions	\$ 7,036	\$ 12,188	\$ 14,785
Total Required Contribution %	5.2%	9.1%	10.4%

Details of the plan are disclosed in the basic financial statement of the City of Whitewater.

9. Significant Customers

Water Utility

The utility has one significant customer who was responsible for approximately 23% of operating revenues.

10. Commitments and Contingencies

Claims and Legal Items

From time to time, the City is party to various pending claims and legal proceedings. Although the outcome of such matters cannot be forecasted with certainty, it is the opinion of the management that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the City's financial position or results of operations.

**WHITEWATER MUNICIPAL WATER, WASTEWATER AND STORMWATER
UTILITIES**

**Notes to Financial Statements
December 31, 2012 and 2011**

11. Prior Period Adjustment

The implementation of new accounting standards resulted in a prior period adjustment restating deferred assets related to bond issue costs. See Note 1C.

	Water Utility	Wastewater Utility
Total net position as previously reported	\$ 10,566,022	\$ 16,148,594
Unamortized debt issue costs adjustment	(42,474)	(17,442)
Total net position, restated	<u>\$ 10,523,548</u>	<u>\$ 16,131,152</u>

SUPPLEMENTAL INFORMATION

Whitewater Municipal Water Utility

Water Utility Plant
December 31, 2012

	Balance 1/01/2012	Additions	Retirements	Balance 12/31/2012
Source of Supply				
Land and land rights	\$ 3,603	\$ -	\$ -	\$ 3,603
Structures and improvements	30,984	-	-	30,984
Wells and springs	585,549	-	-	585,549
Supply mains	17,029	-	-	17,029
Total Source of Supply	<u>637,165</u>	<u>-</u>	<u>-</u>	<u>637,165</u>
Pumping				
Structures and improvements	463,697	-	-	463,697
Electric pumping equipment	659,052	-	-	659,052
Diesel pumping equipment	51,851	-	-	51,851
Other pumping equipment	11,327	-	-	11,327
Total Pumping	<u>1,185,927</u>	<u>-</u>	<u>-</u>	<u>1,185,927</u>
Water Treatment				
Structures and improvements	370,874	-	-	370,874
Water treatment equipment	1,087,868	-	-	1,087,868
Total Water Treatment	<u>1,458,742</u>	<u>-</u>	<u>-</u>	<u>1,458,742</u>
Transmission and Distribution				
Land and land rights	898	-	-	898
Distribution reservoirs and standpipes	504,482	-	-	504,482
Transmission and distribution mains	9,541,376	421,618	19,351	9,943,643
Services	1,281,268	71,911	1,974	1,351,205
Meters	773,585	-	-	773,585
Hydrants	1,036,944	49,440	250	1,086,134
Total Transmission and Distribution	<u>13,138,553</u>	<u>542,969</u>	<u>21,575</u>	<u>13,659,947</u>
General				
Land and land rights	2,226	-	-	2,226
Structures and improvements	92,182	-	-	92,182
Office furniture and equipment	19,334	-	-	19,334
Computer equipment	54,246	-	-	54,246
Transportation equipment	79,449	-	-	79,449
Stores equipment	392	-	-	392
Tools, shop and garage equipment	33,245	-	-	33,245
Laboratory equipment	1,371	-	-	1,371
Power-operated equipment	37,187	6,560	-	43,747
Communication equipment	15,082	-	-	15,082
SCADA equipment	79,700	-	-	79,700
Miscellaneous equipment	5,465	-	-	5,465
Total General	<u>419,879</u>	<u>6,560</u>	<u>-</u>	<u>426,439</u>
Construction Work In Progress				
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Water Utility Plant	<u>\$ 16,840,266</u>	<u>\$ 549,529</u>	<u>\$ 21,575</u>	<u>\$ 17,368,220</u>

**Whitewater Municipal Water Utility
Rate of Return - Regulatory Basis**

December 31, 2012 and 2011

	Water	
	2012	2011
Utility Plant in Service (excluding contributed plant)		
Beginning of year	\$ 9,557,952	\$ 7,896,303
End of year	10,085,905	9,557,952
Average	<u>9,821,929</u>	<u>8,727,128</u>
Accumulated Depreciation		
Beginning of year	(2,585,341)	(2,651,493)
End of year	(2,801,993)	(2,585,341)
Average	<u>(2,693,667)</u>	<u>(2,618,417)</u>
Materials and Supplies		
Beginning of year	11,591	10,407
End of year	12,356	11,591
Average	<u>11,974</u>	<u>10,999</u>
Regulatory Liability		
Beginning of year	(611,897)	(662,888)
End of year	(560,906)	(611,897)
Average	<u>(586,402)</u>	<u>(637,393)</u>
 Average Net Rate Base	 <u>\$ 6,553,834</u>	 <u>\$ 5,482,317</u>
 Operating Income - Regulatory Basis	 <u>\$ 487,170</u>	 <u>\$ 3,336</u>
 Rate of Return (Percent)	 <u>7.43%</u>	 <u>0.06%</u>

This schedule is computed based on Public Service Commission of Wisconsin regulatory accounting which differs from accounting principles generally accepted in the United States of America due to GASB No. 34 as described in the Notes to the Financial Statements as well as PSC order 05-US-105, which was effective January 1, 2003 as amended September 8, 2004.

Whitewater Municipal Wastewater Utility

Wastewater Utility Plant
December 31, 2012

	Balance 1/01/2012	Additions	Retirements	Balance 12/31/2012
Collecting System				
Lift stations	\$ 1,045,957	\$ -	\$ -	\$ 1,045,957
Collecting mains	8,073,965	701,635	25,847	8,749,753
Interceptor mains	2,773,904	-	-	2,773,904
Force mains	115,800	-	-	115,800
Total Collecting System	<u>12,009,626</u>	<u>701,635</u>	<u>25,847</u>	<u>12,685,414</u>
Treatment and Disposal				
Land and improvements	168,179	-	-	168,179
Structures and improvements	7,294,130	662,798	-	7,956,928
Preliminary treatment equipment	1,366,734	376,404	-	1,743,138
Primary treatment equipment	317,440	337,979	-	655,419
Secondary treatment equipment	4,810,578	322,632	-	5,133,210
Advanced treatment equipment	958,010	645,264	-	1,603,274
Chlorination equipment	87,875	699,036	-	786,911
Sludge treatment and disposal equipment	2,983,263	2,043,336	-	5,026,599
Plant site piping	1,738,740	215,088	-	1,953,828
Flow metering and monitoring equipment	51,659	107,544	-	159,203
Flow metering and monitoring equipment	232,936	-	-	232,936
Flow metering and monitoring equipment	54,093	-	-	54,093
Total Treatment and Disposal	<u>20,063,637</u>	<u>5,410,081</u>	<u>-</u>	<u>25,473,718</u>
General				
Structures and improvements	61,637	-	-	61,637
Office furniture and equipment	62,556	-	-	62,556
Computer equipment	57,898	-	-	57,898
Transportation equipment	346,286	-	-	346,286
Communication equipment	186,132	-	-	186,132
Other general equipment	242,919	39,856	-	282,775
Total General	<u>957,428</u>	<u>39,856</u>	<u>-</u>	<u>997,284</u>
Construction Work In Progress				
	<u>5,362,796</u>	<u>574,945</u>	<u>5,377,199</u>	<u>560,542</u>
Total Wastewater Utility Plant	<u>\$ 38,393,487</u>	<u>\$ 6,726,517</u>	<u>\$ 5,403,046</u>	<u>\$ 39,716,958</u>

**CITY OF WHITEWATER
WHITEWATER, WISCONSIN
REQUIRED AUDIT COMMUNICATIONS
TO THE CITY COUNCIL**

Year Ended December 31, 2012

**Johnson Block & Company, Inc.
Certified Public Accountants
406 Science Drive, Suite 100
Madison, Wisconsin 53711
(608) 274-2002**

**CITY OF WHITEWATER
WHITEWATER, WISCONSIN**

Year Ended December 31, 2012

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**AUDIT MATTERS REQUIRING COMMUNICATION
TO THE GOVERNING BODY**

April 18, 2013

To the City Council
City of Whitewater
Whitewater, Wisconsin

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Whitewater for the year ended December 31, 2012 and issued our report thereon dated April 15, 2013. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated November 5, 2012 (revised April 8, 2013). Professional standards require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Whitewater are described in Note 1 to the financial statements. The City implemented provisions of GASB Statements No. 63 and 65 as discussed in the notes to the financial statements. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City of Whitewater's financial statements were:

Management's estimates of the depreciable lives of property and equipment are based on the expected use of the respective assets and management's experience with similar assets used by the City. We evaluated the key factors and assumptions used to develop the estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. The material misstatements detected as a result of audit procedures were corrected by management: The entries are attached.



Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 15, 2013.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on these statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the management of the City Council and management of the City of Whitewater and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

Johnson Block & Company, Inc.

Johnson Block & Company, Inc.
Certified Public Accountants
Madison, Wisconsin

Certified Public Accountants

406 Science Drive, Suite 100 ▲ Madison, Wisconsin 53711-1097 ▲ TEL 608-274-2002 ▲ FAX 608-274-4320

April 18, 2013

To the City Council
City of Whitewater
Whitewater, Wisconsin

In planning and performing our audit of the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the City of Whitewater as of and for the year ended December 31, 2012, in accordance with auditing standards generally accepted in the United States of America, we considered the City of Whitewater's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Whitewater's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Whitewater's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. We did not identify any deficiencies in internal control that we consider to be material weaknesses.

A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance. We consider the following deficiency in the City of Whitewater's internal control to be a significant deficiency:

2012-1 Financial Reporting

An additional consequence of the size, combined with the specific expertise of your accounting and financial reporting department, is that management has elected to rely on the knowledge of its auditors to prepare its annual financial statements and related disclosures. Your City, like many others, has made the determination that because of the ever changing and numerous reporting requirements associated with preparing financial statements that are in conformity with accounting principles generally accepted in the United States of America, it is more cost advantageous to rely on the expertise of its outside auditors to assist in the preparation of its financial statements.

However, since the financial statements are the responsibility of the City's management, the control over the financial statements being prepared in conformity with accounting principles generally accepted in the United States of America, lies with management. Currently, the City has elected not to dedicate its resources to providing for sufficient internal control over the preparation of its financial statements in conformity with accounting principles generally accepted in the United States of America, resulting in a more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the City's internal control.



In addition, we noted other matters involving the internal control and its operation that we have reported to management of the City of Whitewater in a separate letter dated April 15, 2013.

This communication is intended solely for the information and use of management, the City Council, and others within the administration, and is not intended to be and should not be used by anyone other than these specified parties.

Johnson Block & Company, Inc.

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Certified Public Accountants
Madison, Wisconsin



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April 18, 2013

To the City Council
City of Whitewater
Whitewater, Wisconsin

In planning and performing our audit of the financial statements of the City of Whitewater for the year ended December 31, 2012, we considered the City's internal control in order to determine our auditing procedures for the purpose of expressing an opinion on the financial statements and not to provide assurance on internal control.

However, during our audit we became aware of other matters that are opportunities for strengthening internal controls and operating efficiency. The following pages that accompany this letter summarize our comments and suggestions regarding those matters. This letter does not affect our report dated April 15, 2013, on the financial statements of the City of Whitewater.

We would like to take this opportunity to acknowledge the many courtesies extended to us by the City's personnel during the course of our work.

We shall be pleased to discuss any of the matters referred to in this letter. Should you desire assistance in implementing any of the following suggestions, we would welcome the opportunity of assisting you in these matters.

Johnson Block & Company, Inc.

Johnson Block & Company, Inc.
Certified Public Accountants
Madison, Wisconsin

**CITY OF WHITEWATER
WHITEWATER, WISCONSIN
Year Ended December 31, 2012**

ADJUSTING JOURNAL ENTRIES

We are frequently requested by our clients to discuss the overall condition of their accounting records and what our role is as your audit firm. We believe that these matters should be discussed at each audit. The following section describes your accounting process in general terms and the ways in which we work with your staff.

The City processes accounting transactions based on the type of transaction involved. Money coming in is processed using a cash receipt system. The payment of bills is done through an accounts payable system. Employees' salaries are paid using a payroll system. These three systems are responsible for recording and summarizing the vast majority of your financial transactions.

Beyond the three systems described in the preceding paragraph, another system is used to make corrections and to record non-cash transactions. This system involves preparing general journal entries. Journal entries provide the ability to make changes to the financial data entered in the other systems. As your auditor, our role is to substantiate year end financial balances and information presented by your accounting personnel, and compare it to supporting information and outside confirmations. When information in your records does not agree with audit evidence, an adjusting entry is necessary to correct your records. Sometimes these entries are identified by your staff as they get ready for the audit. Other adjustments are prepared by us as we discover that your general ledger balances need to be changed to reflect the correct balances. Please see the attached journal entries in the appendix.

The proposed entries were accepted by the City's management. All of these changes are reflected properly in your audited financial statements. A copy of the adjusting entries has been provided to your staff and they have been posted to your 2012 general ledger.

Because we are providing assistance to your staff by proposing changes to correct your financial information, you should be aware of these processes. Many of our clients rely on us to make year end adjustments as we have described. In many cases, we have the experience or expertise to compute, and identify, corrections to your records. We work with many clients on similar issues, so it may be more efficient for you to have us do some of the one-time adjustments, rather than your staff spending hours researching the proper adjustment.

Due to the technical nature of financial reporting and complying with financial reporting standards, most clients have their CPA firm prepare the year end financial statements and note disclosures. We have provided these services to your City.

We are communicating this information to you to give you a better understanding of what we do and how the year end process works. Our job as auditors is to bring in an outside perspective and provide a level of comfort that your financial reporting system is materially correct and accurately reflects the financial activity for the year. However, in many cases, our services go beyond auditing. Our experience and training can provide a very cost-effective means of providing the year end accounting assistance that you need.

We hope that by providing this information on what we do, you will have a better understanding of our role, and the various ways that we work with your staff.

PASSED JOURNAL ENTRIES

Passed journal entries may occur due to transaction timing, industry practices or lack of overall significance. There were no potential (passed) journal entries identified in our audit that were not posted to the general ledger.

ADDITIONAL COMMENTS

CURRENT YEAR COMMENTS

Budget Comparisons

The City budget had several categories where expenditures exceeded the budget. In addition, several revenues were short of budget. The net result was that the general fund balance (fund 100 only) decreased by \$156,857 as opposed to a budgeted deficit of \$100,000.

We recommend that the city review the assumptions in its budget to determine if the City is on track with its fund balance projections.

TIF 4 audit

The city's TIF 4 is at the end of its statutory expenditure period. Accordingly, an audit of the district will be required.

PRIOR YEAR COMMENTS

EMS Payroll Verification

We previously recommend that the City review the approval process to ensure there is a system of checks and balances. Specifically, an independent reconciliation and verification of the calls should be made to ensure that those getting paid for responses are showing up. Our understanding is that Fire and EMS management has implemented a policy in 2012. In addition, the city plans an operational study of the EMS department in 2013.

TIF 4 Advance from the CDA

The City's TIF 4 received an advance of \$750,000 from the CDA. The proceeds of the advance were used to finance the innovation center. The assets of the innovation center were transferred over to the CDA. We previously recommended that the City and CDA formalize the terms of the advance including interest. Given the level of debt service with the City's TIF District, any payments on the advance would most likely need to be deferred. Our understanding is that the city and CDA are in the process of working on an agreement.

Fund Balance Policy (GASB 54)

We previously commented on a new accounting standard. The Governmental Accounting Standards Board recently issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions. With regard to this, we recommend the city implement a fund balance policy that will include the following items:

- In order to report fund balance as committed, the government's highest level of decision making authority must act to establish committed fund balances, including stabilization arrangements.
- Decide which person(s) have direct or delegated authority to assign fund balance.
- Review any formal minimum fund balance policy and possible changes required as it relates to this new standard.
- Establish a policy on the order in which unrestricted resources are to be used when any of these amounts are available for expenditure. If no policy exists, the default assumes committed funds are used first, followed by assigned and then unassigned amounts.

We have provided the city with a sample policy.

Utility Rates**Sewer**

We previously recommended that the City review and monitor its sewer rates to a level sufficient to meet coverage ratios. Rates were updated on an annual basis. The debt coverage requirement was met in 2012. The Sewer Utility's cash flow appeared adequate in 2012. We continue to recommend annual rate review.

Internal Accounting Controls
Departmental Controls

The size of your organization sometimes precludes complete separation of duties. The City has implemented a number of compensating controls such as requiring approval of invoices from department heads, the Finance Director and Council and the Finance Director reviewing bank reconciliations and journal entries. However, we continue to note the following items:

- We did note at times the same personnel performed billing and receipting functions. To the extent possible, these should be segregated.
- We recommend that authorized check signers not be involved in the financial accounting. We recommend that either the city manager, clerk and/or Council president be authorized signers.

CONCLUDING REMARKS

We would like to thank you for allowing us to serve you. We are committed to assisting you in the long-term financial success of the City of Whitewater and our comments are intended to draw to your attention issues which need to be addressed by the City to meet its goals and responsibilities.

The comments and suggestions in this communication are not intended to reflect in any way on the integrity or ability of the personnel of the City. They are made solely in the interest of establishing sound internal control practices required by changing professional standards. The City's staff is deeply committed to maintaining the financial reporting system so that informed decisions can be made. They were receptive to our comments and suggestions.

We will review the status of these comments during each audit engagement.

If you have any questions or comments regarding this communication or the financial statements, do not hesitate to contact us.



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **05/07/2013**

ITEM: **Award of Fire/EMS Operations Study Agreement**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED:

Included with this summary sheet is a proposal from Emergency Services Consulting International (ESCI) to perform an operational study of the Whitewater Fire Department, including the Rescue Squad. In late March, the City solicited proposals for professional services to obtain proposals for completion of an operations study of the Whitewater Fire Department. A total of seven proposals were submitted. The Fire/EMS Task Force met to review proposals and the qualifications of all applicants. The Task Force selected three proposals for further review. Members of the Task Force used a variety of resources to conduct a thorough investigation of each of the three firms. After two weeks, the Task Force met again on April 29 and narrowed the focus to the proposal submitted by ESCI. The proposed project manager was interviewed by phone to clarify some remaining questions. After all of this, the Fire/EMS Task Force unanimously voted to recommend ESCI to the Common Council for approval.

In determining which proposal to recommend, the Task Force reviewed a variety of inputs including:

- **Quoted fees and expenses**
- **Training and experience of the project leader and team members**
- **Feedback from listed references**
- **Feedback from former clients not listed as references**
- **Feedback from other city/village administrators and managers**
- **Feedback from other fire/EMS chiefs**
- **Site visit and data requirements**

BUDGET IMPACT, IF ANY: This project will be paid for with funds marked for use in the construction or expansion of the fire station.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: Fire/EMS Task Force recommends approval.

STAFF RECOMMENDATION: City Manager recommends approval.

RECOMMENDED MOTION:

ATTACHMENT(S) INCLUDED (If none, please state that)

**Cost Summary
ESCI Proposal**

FOR MORE INFORMATION CONTACT:

Cameron Clapper, City Manager, 262.473.0100, cclapper@whitewater-wi.gov.

**Fire/EMS Operational Study Proposals
Cost Summary***(Total cost is Not-To-Exceed)*

Firm	Study Fee	Expenses	Total Cost
Emergency Services Consulting International			27,877
RW Management Group	16,000	2,400	18,400
McGrath Consulting Group, INC.			24,928
Public Administration Associates	15,000	1,500	16,500
The Ludwig Group			24,900
Springsted	24,000	3,000	27,000
Five Bugles	16,300	500	16,800

City of Whitewater
Wisconsin



Whitewater Fire Department
Fire and EMS Services Evaluation

April 2013



25200 SW Parkway Ave. Suite 3 | Wilsonville | Oregon | 97070 | www.esci.us | 800-757-3724 | info@esci.us



Emergency Services Consulting International

www.esci.us • info@esci.us • 800.757.3724

Letter of Submittal

April 12, 2013

Cameron Clapper, City Manager
City of Whitewater
312 W. Whitewater Street
Whitewater, WI 53190

Dear Mr. Clapper,

Thank you for the opportunity to provide you with a proposal regarding the Fire and EMS Services Evaluation and Analysis for the City of Whitewater. We have included a scope of work that was generated from the scope provided in the Request for Proposal.

ESCI understands that the City of Whitewater needs to have a study performed by an experienced, unbiased, third party to analyze its Fire and EMS Department. This type of study evaluates current conditions and reviews the department's existing risk and performance; from there, based on historical information, ESCI is able to develop future needs projections. These enable us to answer three important questions: where are we now, where do we want to be, and how do we get there.

Our method of approach will answer those three important questions along with addressing the scope of work provided to give the City of Whitewater the unbiased department evaluation and analysis required.

Kent Greene, ESCI's Senior Vice President, will be the Project Manager and leading the evaluation and analysis of the City of Whitewater's Fire and EMS Department. Kent has abundant experience regarding both fire and EMS department evaluations. Along with him, our associate, Stephen White, will be assigned to the project with his primary focus on technical rescue. We have included Kent and Stephen's bios along with the rest of the project team so you know the qualifications of your team.

We appreciate your consideration of our proposal and look forward to assisting the City of Whitewater in this important project. If you have any questions or would like further detail regarding the approach provided within this proposal, please do not hesitate to contact Kent Greene at 704-660-8027 or me at 800-757-3724.

Sincerely,

EMERGENCY SERVICES CONSULTING INTERNATIONAL

Cynthia K. March
Chief Operations Officer

Corporate Office
25200 SW Parkway Avenue
Suite 3
Wilsonville, OR 97070
Phone: 503.570.7778
Fax: 503.570.0522

Eastern Region
111 Kilson Drive
Suite 208
 Mooresville, NC 28117
Phone: 704.660.8027

National Capital Region
4025 Fair Ridge Drive
Fairfax, VA 22033
Phone: 703.273.0911
Fax: 703.273.9363



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About ESCI

ESCI Capabilities

Emergency Services Consulting International (ESCI) is an international firm providing specialized, high quality, professional fire, police, communications, and EMS consulting services to organizations throughout the United States and Canada. ESCI has been meeting the needs of emergency services agencies since 1976 and is considered by many to be the nation’s leader in emergency services consulting. Utilizing a staff of six personnel and over 40 field consultants nationwide, ESCI provides consulting services to municipalities, districts, nonprofit organizations, and the industrial and commercial community.

ESCI is recognized as an expert in the field by the emergency service community. This is confirmed by our ongoing relationship with the International Association of Fire Chiefs (IAFC), the United States Department of Defense, the Western Fire Chiefs Association, the National Fallen Firefighters Foundation, the National Volunteer Fire Council, and the hundreds of clients we serve from coast to coast.

Since the beginning, ESCI has operated on the principles of honesty, integrity, and service. ESCI’s philosophy is to maintain an active involvement within the emergency service disciplines and related fields, staying ahead of the rapid changes and issues facing our clients.

The mission of ESCI is to **improve public safety by facilitating the best, most advanced policy decisions.**

...facilitating the best, most advanced policy decisions

We will accomplish this by providing the highest value of consulting services and educational programs. ESCI utilizes a team of professionals committed to offering highly beneficial programs covering current and anticipated fire, police, communications, emergency management, and emergency medical services issues and needs.

ESCI at a Glance

- Mission: Improve public safety by facilitating the best, most advanced policy decisions
- Established in 1976
- Headquartered in Wilsonville, Oregon; with branch offices in Mooresville, North Carolina; and Fairfax, Virginia
- Extensive fire and EMS consulting throughout the US and Canada
- Six employees, over 40 expert field consultants

We provide a wide array of services including organization audits and evaluations; cooperative effort and consolidation; health and safety evaluations; master, strategic, and growth management plans; deployment planning; hazard mitigation planning; executive searches; assessment centers; and customized consulting. ESCI has helped improve emergency services in hundreds of communities throughout the country. Our innovative training programs are improving the way organizations and people work.

ESCI encourages creative solutions to complex system dilemmas. The firm recognizes the cultural, economic, operational, legal, and political realities of the local environment. ESCI avoids pre-conceived biases in order to develop and implement imaginative and long-lasting solutions. In addition, ESCI equips its clients with the background, understanding, and confidence to tackle future problems as they arise.



All of ESCI’s field associates are active practitioners in their respective fields, with many involved in highly visible and responsible national leadership positions in law enforcement and fire/rescue services. We understand your issues, challenges, responsibilities, and offer proven methods to improve your effectiveness.

To better serve our clients, ESCI maintains three regional offices. Provided below is the contact information for each office and a complete organization chart.

ESCI Offices

Corporate Headquarters

Jack W. Snook, President
 Cindy March, Chief Operations Officer
 25200 SW Parkway Avenue, Suite 3
 Wilsonville, OR 97070
 Phone: 800.757.3724
 Fax: 503.570.0522
 Email: cindy.march@ESCI.us

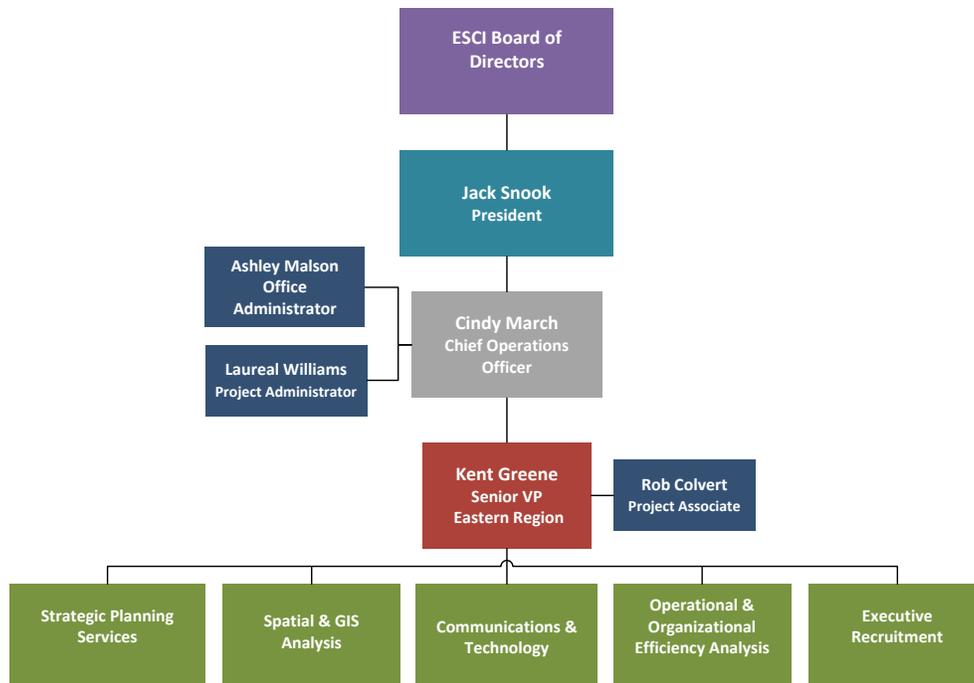
Eastern Region Office

Kent Greene, Senior Vice President
 111 Kilson Drive, Suite 208
 Mooresville, NC 28117
 Phone: 704.660.8027
 Email: kent.greene@ESCI.us

National Capital Region Office

Tommy Hicks
 4025 Fair Ridge Drive
 Fairfax, VA 22033
 Phone: 703.273.0911
 Fax: 703.273.9363
 Email: tommy.hicks@ESCI.us

ESCI Organizational Chart





Project Understanding and Methodology

Project Understanding

Emergency Services Consulting International (ESCI) understands that the City of Whitewater desires to have an experienced, unbiased, third-party review of its Fire and Rescue (EMS) Department. This type of study where current conditions are evaluated combined with a review of existing risk and performance and then, based on this historical information, projections of future needs are developed, is commonly referred to as an Emergency Services Master Plan. Our firm has vast experience with these types of studies and approaches each individually while following the general path of answering three questions: Where are we now?; Where do we want to be?; and How do we get there?

This approach allows us to evaluate current conditions (answering where are we now), evaluating current and future risk within the community (answering where do we want to be), and developing future delivery system models (answering how do we get there...out as far as 30 years). Throughout the process, ESCI uses available regional and national benchmark data to compare against the local agency and relies heavily on electronic data, including National Fire Incident Reporting System, Computer Aided Dispatch, and Geographical Information System data to produce a highly analytical report that minimizes subjectivity of the project team.

While the bulk of the project would focus on the three high-dollar items of facilities, staffing and apparatus, the project team will identify areas of improvement and provide recommendations to enhance service delivery and improve performance and efficiency with available resources. Interviews and meetings will be held with key stakeholders including elected and/or appointed officials, fire/rescue managers, support function managers (technical rescue, prevention, emergency management, etc.), human resources, finance function managers, and department staff including both career administrative and paid-on-call personnel.

Methodology

ESCI's methodology reflects our understanding of your expectations and our experience in working with fire protection agencies in communities of similar size and character throughout North America. Key elements of ESCI's methodology include:

- A clear understanding of the project background, goals and objectives, and the complex issues that must be addressed.
- A comprehensive, well designed, and practical work plan that provides opportunities for stakeholder input.
- The utilization of the latest web-based communications technology, computer modeling, and geographic information systems (GIS).
- The commitment of sufficient professional resources and an ability to complete the project successfully meeting or exceeding the outlined scope and deliverables within the desired period at a reasonable cost.
- The production of a written report that provides systematic observation, analysis, and recommendations for all components and organizational systems.



ESCI has established a model for analyzing the performance of fire companies both by means of conventional data analysis (temporal and workload analysis), as well as through the use of GIS (geographic analysis by fire management zone). Our analysis techniques primarily involve the use of geocoded CAD (computer-aided dispatch) data or NFIRS (National Fire Incident Reporting System) records, along with travel time modeling.

Effective Project Coordination and Management

During engagement, all work progress is measured against a work plan, timetable, budget, and deliverables. During the project, team members confer frequently to discuss progress as well as new or unanticipated issues. Our project management methodology ensures that services and activities are efficiently conducted and are focused, coordinated, and logical. All project team members are available for the duration of the project.

The selection and experience of the project manager is important to the success of this project. ESCI is offering in Kent Greene a project manager who will:

- Assist in the development and coordination of a project work plan.
- Have the ability to work closely with the City of Whitewater and the Whitewater Fire Department and Rescue Squad representatives.
- Facilitate project team meetings to share project findings and ideas.
- Provide direction based on experience in similar situations and knowledge of the department's capabilities and requirements.

Method of Approach/Scope of Work

The following phases and tasks will be completed to produce the final report and recommendations. This method of approach has been developed specifically for this project based on our understanding of your expectations. ESCI will utilize approaches, tools, and techniques proven through experience to provide the kind and quality of information needed to make objective and informed decisions.

The evaluation and analysis of data and other information will be based on local standards, National Fire Protection Association (NFPA) standards, Insurance Services Office (ISO) schedules, Commission on Fire Accreditation International (CFAI)¹ self-assessment criteria, health and safety requirements, federal and state mandates relative to emergency services, and general accepted best practices within emergency services.

The proposed methods, procedures, and anticipated deliverable items of this project have been organized into phases. Each project phase is described in detail below and on the following pages.

Assumptions

This scope of work is developed on the premise that the necessary information to adequately assess the City of Whitewater's current and potential future state is readily available and in a form, which facilitates external analysis. This contemporary information includes but is not limited to financial records, service demand data, GIS shape files, and other records and data necessary to conduct a thorough external analysis. ESCI assumes the City of Whitewater and the Whitewater Fire Department and Rescue Squad will fully cooperate in this study and will provide the requested data without cost and in a timely manner. If any of these assumptions are found not to be the case causing significant delay or excessive effort on ESCI's part to gather or recreate data, ESCI will immediately notify the City of Whitewater and discuss appropriate remedies. Such delays or excessive effort beyond ESCI's control may result in additional effort performed on a time and materials basis over and above the mutually agreed contracted amount.

Phase I: Project Initiation

Task 1-A: Project Initiation & Development of Work Plan

ESCI will develop a project work plan based on this scope of work and converse with the community's project team to gain a comprehensive understanding of the organization's background, goals, and expectations for the project. This work plan will be developed identifying:

- Primary tasks to be performed
- Person(s) responsible for each task
- Time table for each task to be completed
- Resources to be utilized
- Possible obstacles or problem areas associated with the accomplishment of each task

This discussion will also help to establish working relationships, make logistical arrangements, determine an appropriate line of communications, and finalize contractual arrangements.

¹ The CFAI organization is now a subsection of the Center for Public Safety Excellence (CPSE) but maintains its prime function of accrediting fire agencies.



Task 1-B: Acquisition & Review of Background Information

ESCI will request pertinent information and data from the organization's assigned project manager. This data will be used extensively in the analysis and development of the project reports. The documents and information relevant to this project will include, but not be limited to, the following:

- Past or current fire department studies or research
- Community Comprehensive Plan documents, including current and future land use information
- Zoning maps and zoning code
- Financial data, including debt information, long-range financial plans and projections
- Department administrative policies and procedures
- Standard Operating Guidelines (SOGs) and service delivery practices
- Current service delivery objectives and targets
- Facilities and apparatus inventories
- Local collective bargaining agreement(s), if applicable
- Automatic and mutual aid agreements
- Records management data, including National Fire Incident Reporting System (NFIRS) incident data
- Computer-Aided Dispatch (CAD) incident records
- Local Geographic Information Systems (GIS) data, where available

Task 1-C: Stakeholder Input

The ESCI project team will conduct interviews with and gather information from key personnel including:

- Elected or appointed officials
- Fire department managers and other key staff
- Finance function manager
- Community planning staff
- Human resource function coordinator
- Medical facilities, medical director for regional or community EMS, if necessary
- Employee and volunteer groups
- Others as they may contribute to this project

From these interviews, ESCI will obtain additional perspective on operational, economic, and policy issues facing the agency. In addition, the project team will learn more about availability of data necessary to meet projected goals.

Phase II: Evaluation of Current Conditions

The initial phases of the study focus on a baseline assessment of the current conditions and current service performance. ESCI will conduct an organizational analysis of the department based on the elements included in the following tasks. The purpose of this evaluation is to assess the agency's operations in comparison to industry standards and best practices, as well as to create a benchmark against which the options for future service delivery can be measured.

Task 2-A: Organization Overview

An overview of the organization and community will be developed discussing:

- Service area population and demographics
- History, formation, and general description of the fire agency
- Description of the current service delivery infrastructure
- Governance and lines of authority
- Foundational policy documents
- Identification of specific departmental strengths, weaknesses, opportunities, and challenges
- Operating budget, funding, fees, taxation, and financial resources

Task 2-B: Capital Assets and Capital Improvement Programs

ESCI will review status of current major capital assets (facilities and apparatus) and analyze needs relative to the existing condition of capital assets and their viability for continued use in future service delivery, including:

Facilities – Tour and make observations in areas related to station efficiency and functionality. Items to be contained in the report include:

- | | |
|------------------------|--------------------|
| • Design | • Code compliance |
| • Construction | • Staff facilities |
| • Safety | • Efficiency |
| • Environmental issues | • Future viability |

Apparatus/Vehicles – Review and make recommendations regarding inventory of apparatus and equipment. Items to be reviewed include:

- | | |
|--------------------------------------|--------------------------|
| • Age, condition, and serviceability | • Regulations compliance |
| • Distribution and deployment | • Future need |
| • Maintenance | |

Task 2-C: Staffing

ESCI will review the department’s staffing levels. Tasks to be completed include:

- Review and evaluate administration and support staffing levels
- Review and evaluate operational staffing levels
- Review staff allocation to various functions and divisions
- Review and make recommendation regarding required personnel qualifications
- Analyze current deployment methods and staffing performance for incidents

Task 2-D: Service Delivery and Performance

ESCI will review and make observations in areas specifically involved in, or affecting, service levels and performance. Areas to be reviewed shall include, but not necessarily be limited to:

- Demand Study
 - Analysis and geographic display of current service demand by incident type and temporal variation
- Distribution Study
 - Overview of the current facility and apparatus deployment strategy, analyzed through Geographical Information Systems software, with identification of service gaps and redundancies



- Concentration Study
 - Analysis of response time to achieve full effective response force
 - Analysis of company and staff distribution as related to effective response force assembly
- Reliability Study
 - Analysis of current workload, including unit hour utilization of individual companies (to the extent data is complete)
 - Review of actual or estimated failure rates of individual companies (to the extent data is complete)
 - Analysis of call concurrency and impact on effective response force assembly
- Performance Summary
 - Analysis of actual system reflex time performance, analyzed by individual companies (to the extent data is available)
- Mutual and automatic aid systems

Task 2-E: Support Programs

ESCI will review and make overall observations involving support programs for the critical areas of life safety services and communications. Items to be reviewed include:

Life Safety Services (Fire Prevention)

- Code enforcement activities
- New construction inspection and involvement
- General inspection program
- Fire and Life-Safety public education programs
- Fire investigation programs
- Pre-incident planning
- Statistical collection and analysis

Communications

- Alarm systems and communications infrastructure
- PSAP and Dispatch Center capabilities and methods
- Dispatch Center staffing

Task 2-F: Emergency Medical Services Support and System Oversight

Evaluate the current Emergency Medical Services support and oversight mechanisms to include, but not limited to, the following:

- Review of logistical support services
- Review of current medical control and oversight
- Review of quality assurance/quality improvement mechanisms in place
- Review of system integrity in regards to required credentialing



Task 2-G: Technical Rescue Services Support and Response Capability

Evaluate the agencies' capabilities in regards to technical rescue incident responses to include, but not limited to, the following:

- Review of physical and personnel resources
- Review of training and educational compliance
- Review of historical staffing performance in regards to technical rescue responses

Phase III: Future System Demand Projections

The project moves forward with an assessment of the future community conditions, service demand, and fire protection risks that the organization can be expected to serve. ESCI will conduct an analysis of community growth projections and interpret their impact on emergency service planning and delivery.

Task 3-A: Population Growth Projections

An interpretation of available census and community development data will be provided indicating:

- Population history
- Census-based population growth projections
- Community planning-based population growth projections

Task 3-B: Community Risk Analysis

Land use and zoning classifications will be used, along with specific target hazard information, to analyze and classify community fire protection risk by geography. This process will be completed with GIS software and will consider:

- Population and population density
- Demographics
- Community land use regulations
- Occupancy types by land use designation
- Hazardous substances and processes

Task 3-C: Service Demand Projections

Population growth projections, along with historical and forecast incident rates, will be utilized to develop projections for future service demand.

Phase IV: Future Delivery System Models

The project concludes with strategies intended to place the organization in a position to successfully serve its future demand and risk. ESCI will develop and analyze various operational models for providing emergency services with the specific intent of identifying those options that can deliver the desired levels of service identified in the previous task at the most efficient cost. Recommendations will be provided identifying the best long-range strategy for service delivery and the impact of initiating such a strategy. In addition, short and mid-term strategies will be recommended for service delivery improvement or increased efficiency.



Task 4-A: Development or Enhancement of Response Standards and Targets

An appropriate set of response performance goals will be developed for the fire department matching the nature and type of risks identified in the previous report sections. The performance goals shall be developed with consideration to:

- Incident-specific staffing levels to meet the critical tasking analysis for the identified risks
- Apparatus assignments to accommodate the anticipated fire flows and other critical functions of the identified risks
- Time standards that will provide for effective initiation of critical tasks and functions

Task 4-B: Recommended Long-Term Strategy

ESCI will develop a recommended long-term option for resource deployment that will improve the department's level of service towards the identified performance objectives and targets. This may include, but is not necessarily limited to, specific recommendations regarding:

- Any relocation of existing facilities
- General locations of future necessary fire stations
- Selection and deployment of apparatus by type
- Deployment of operations personnel
- Future administrative and support personnel
- Deployment special units or resources
- Additional infrastructure or facilities for administration and support programs

Task 4-C: Short and Mid-Term Strategies

Recommendations for improving service delivery and system efficiency prior to any full implementation of the long-term strategy will be provided in areas such as:

- Agency management and organization
- Staffing and personnel deployment
- Service delivery methods
- Training programs
- Prevention programs
- Enhanced cooperative service agreements with other communities or agencies
- System funding and cost recovery
- Others as appropriate and necessary

Task 4-D: Cost Projections

ESCI will provide general projections of the cost of recommended long-term strategies, specifically related to:

- Facility changes or additions
- Staff changes or additions
- Primary apparatus changes or additions



Cost projections will be provided for both capital expenditures and on-going operational costs. Operational costs will be provided as one-year projections of additional or reduced expenditures resulting from full implementation of the strategy. Additional findings and recommendations will be made, where appropriate, regarding:

- Options for long-term funding strategies
- Options for cost avoidance
- Options for cost recovery

Phase V: Development, Review, and Delivery of Project Reports

Task 5-A: Development and Review of Draft Project Report

ESCI will develop and produce two copies of a draft version of the written report for review by the client and client representatives. Client feedback is a critical part of this project and adequate opportunity will be provided for review and discussion of the draft report prior to finalization. The report will include:

- Detailed narrative analysis of each report component structured in easy-to-read sections and accompanied by explanatory support to encourage understanding by both staff and civilian readers
- Clearly designated recommendations highlighted for easy reference and cataloged as necessary in a report appendix
- Supportive charts, graphs, and diagrams, where appropriate
- Supportive maps, utilizing GIS analysis as necessary

Task 5-B: Delivery and Presentation of Final Project Report

ESCI will complete any necessary revisions of the draft and produce eight publication-quality bound, final versions of the written report along with an electronic copy in PDF file format. A formal presentation of the project report will be made by ESCI project team member(s) to staff, elected officials, and/or the general public as necessary and will include the following:

- A summary of the nature of the report, the methods of analysis, the primary findings, and critical recommendations
- Supportive audio-visual presentation
- Review and explanation of primary supportive charts, graphs, diagrams, and maps, where appropriate
- Opportunity for questions and answers, as needed
- All presentation materials, files, graphics, and written material will be provided to the client at the conclusion of the presentation(s)



Project Timeframe

ESCI offers the following project timeline, which is subject to change based upon mutual agreement of the City of Whitewater and ESCI during the project work plan development. ESCI anticipates the analysis will take approximately 120 days to complete.

Task	Q2 - 2013			Q3 - 2013		
	April	May	June	July	August	September
Project Initiation		■				
Stakeholder Input		■				
Evaluation of Current Conditions		■				
Future System Demand Projections				■		
Future Delivery System Models				■		
Development and Review of Draft Report		■				
Delivery and Presentation of Final Report					■	

Slippage of the timeline may occur if requested information is not available to ESCI within the allocated period. Additionally, slippage may occur if the review of the Report Draft requires more than 14 days for examination and input, or significant revisions of the draft report are made. Availability of written status reports and oral reports to the City of Whitewater creates an effective flow of communications and information sharing process. This process assures the report, findings, and recommendations are anticipated, not a surprise; and supports the issues, concerns, and progress, discussed and presented by ESCI during the life of the project.



Background and Experience

ESCI's advantage begins with our technical expertise and capability, extends to our experienced and highly qualified staff, and concludes with a product that will enable the Fire Department to meet the challenges of providing fire protection and emergency medical services into the future.

ESCI's team has first-hand experience in the process of analyzing emergency service providers and recommending an array of opportunities that are economically, culturally, and operationally feasible. Each team member is a specialist in fire, rescue, EMS, or related fields. The team will work collaboratively to create the best possible strategies and options for the Fire Department's decision makers. The *ESCI Advantage* includes:

- A clear understanding and appreciation of the complexity of the local and regional environment in Wisconsin.
- Over 35 years of public safety consulting experience; the successful completion of hundreds of consulting engagements. Some recent projects involving services evaluation and analysis include the following:
 - Wausau, WI – currently in progress
 - Alachua County, FL – March 2013
 - Minneapolis, MN – August 2012
 - Danville, VA – April 2012
 - South Metro, MN – May 2012
 - Madison, OH – April 2010
 - Clayton, MO – March 2010
 - Joshua, TX – January 2009
 - Portage County and Stevens Point, WI – August 2006

*For additional projects, see the select clientele list
- The ability to deliver a high quality product on time and with organizational support and endorsement.
- Knowledge of contemporary issues associated with delivery of emergency services.
- Experience with a variety of jurisdictions including municipalities, counties, state government, and the U.S. Department of Defense.
- A highly skilled and knowledgeable team of professionals with skill-sets necessary to meet your expectations.



References

Alachua County, Florida	
Project: Fire/EMS Services Master Plan	Contact: Will May, Fire Chief P.O. Box 548 Gainesville, FL 32602 Phone: 352-384-3101
<p>Project Description: The purpose of this study was to evaluate fire protection services provided by ten fire/rescue departments serving an area of approximately 965 square miles with a population of approximately 210,000 including the campus of the University of Florida in Gainesville, Florida. The report produced from the study reviews basic administrative and operational system of each agency and identifies the current levels of performance and recommends the specific changes or additions in the development of facilities, apparatus, and staff necessary to achieve the target levels of performance. The report also provides strategies for overall organizational design, structure and governance of the emergency services system and provides a brief analysis, including financial comparisons, of each strategy. The report also identified strategies specifically aimed at reducing overlapping or redundant efforts among the agencies. Within just a few months of publication of the final report, the County Commission formally adopted the ESCI Master Plan as an official appendix of the County Comprehensive Plan and initiated discussion with the City of Gainesville to improve coordination between the City and County fire and EMS departments. The reports is currently being used to guide location planning for future fire stations and as a measurement benchmark, using the urban, suburban, and rural performance objectives identified in the master plan.</p>	

City of Minneapolis, Minnesota	
Project: Fire Department Master Plan	Contact: Don Samuels, Councilor Ward 5 350 S. 5 th Street, RM 307 Minneapolis, MN 55415 Phone: 612-673-2205
<p>Project Description: The City of Minneapolis Fire Department contracted with ESCI to provide a 3-phase evaluation and master plan of the organization. Phase I included an extensive round of interviews with key stakeholders including each city council member, key fire department leadership and management personnel, and city administration. Phase II served as the baseline evaluation of the fire department and included an analysis of all functions and operations including service delivery. These two phases provided the department with short and mid-term recommendations for improved efficiency and cost reductions. Phase III (currently underway) will provide the department with a community risk analysis, projection of future service demand and alternative future service delivery models.</p>	



City of Danville, Virginia

Project: EMS Agency Evaluation	Contact: David Eagle, Fire Chief 297 Bridge Street Danville, VA 24541 Phone: 434-799-5226
Project Description: The City of Danville engaged Emergency Services Consulting International to perform an evaluation of the emergency medical services (EMS) system that provided services within the corporate limits of the city. The ESCI team prepared an overview of the EMS system that included a summary of the transport system, the participating agencies' organizational structure, medical services staffing, capital assets and capital improvement programs, and current service delivery and performance. The report encompassed all participants in the system, including the communications center, first responders, transport providers, and the definitive care facilities. ESCI provided recommendations to improve efficiency and overall delivery of services as well as the cohesiveness and work flow of the system participants.	

South Metro Fire Department, Minnesota

Project: Best Practices Fire and Emergency Services Evaluation Project Manager: Phil Kouwe Population: 39,700 Completed: May 2012	Contact: John Ehret, Fire Chief South Metro Fire Department 1616 Humboldt Avenue West St. Paul, MN 55118 Phone: 651-552-4171
Project Description: The Board of Directors of South Metro Fire Department engaged ESCI to conduct a top-to-bottom evaluation of the service provided by this Joint Powers Authority department that combined the South St. Paul and West St. Paul fire departments. ESCI evaluated the operations of SMFD including management, staffing, personnel, training, prevention, EMS, and overall service delivery. The end product provided the Board of Directors with short and mid-term recommendations to improve overall performance and increase efficiencies while saving both cities future costs.	



Madison Fire District, Ohio	
Project: Evaluation and Master Plan	Contact: Eugene Lutz, Fire Chief Madison Fire District 33 N. Lake Street Madison, OH 44057 Phone: 440-428-1522
Project Description: Madison Fire District engaged ESCI to conduct a comprehensive fire and emergency medical services master plan to evaluate the fire district's current operational stability and any potential improvement in efficiencies that may be available, as well as the development of options in regards to future delivery of services for the foreseeable future. ESCI provided MFD with two strategies regarding establishing of response performance objectives: single objective or tiered objectives. In addition, ESCI provided future recommendations for additional staffing that would increase the department's ability to meet effective response force needs. Future facilities strategies included the renovation of the two existing stations, replacement of a third, and the addition of two additional stations to improve overall distribution of resources throughout the response area to cover future service demand.	

Portage County/Stevens Point, Wisconsin	
Project: Emergency Medical Services Master Plan	Contact: Jay Gordon, Deputy Chief Stevens Point Fire Department 1462 Strongs Avenue Stevens Point, WI 54481 Phone: 715-346-1333
Project Description: An assessment process that was based on comprehensive information of the current EMS system. The systems efficiencies, deficiencies and economical feasibility of current partnership were identified; County/City funding ratio based on objective criteria was reviewed; developed deployment strategies based on traffic patterns, run volume, and hourly run distribution; analyzed and compared optimum staffing and deployment patterns based on multiple skill levels; reviewed management and system oversight; efficiencies of varied work schedules; determined appropriate staffing levels and transport units and equipment; Analyzed administrative procedures patient billing, management offices, facilities including training facilities; analyzed treatment and transport policies and procedures; and determined and developed alternative delivery systems strategies.	

Project Team

ESCI will assign the following staff and associate consultants to the Fire and EMS Services Evaluation and Analysis. All team members will be available for the duration of the project.

Team Member	Responsibilities
<i>Jack Snook, Project Oversight</i>	Project oversight; time as required for support to Project Manager and the client's Project Manager.
<i>Kent Greene, Project Manager</i>	Project Manager/Client Liaison; responsible for the content and quality of the project and will ensure that the project is accomplished on schedule and within budget along with project overview, EMS, and prevention evaluation, and facilitation
<i>Elise Fisher, GIS Analyst</i>	GIS Analysis
<i>Stephen White, Associate</i>	Technical rescue evaluation and facilitation



Jack W. Snook, President – Project Oversight

Mr. Snook has been with the company since 1976. He brings with him over 44 years of private and public sector experience at multiple levels. His formal education includes a Master's degree in Public Administration, a Bachelor of Science degree in Fire Administration, and an Associates of Arts degree in Fire Science. His career ranges from being the chief executive officer of a city and corporation to being the chief and administrator of one of the nation's 80 largest fire departments. He has been looked upon as a national leader in the fire service for many years.

Mr. Snook has extensive experience in providing consulting services to clients throughout the world. Areas of expertise include management and organization reviews, cooperative service and consolidation, strategic planning, program evaluations, and risk assessment. In 1991, he signed an exclusive contract with the International Association of Fire Chiefs (IAFC) to present all of their cooperative effort workshops nationwide. He is the co-author of the book entitled *Making the Pieces Fit, Through Cooperative Effort*. The publication is the recommended reference book by the IAFC and the International City/County Managers Association (ICMA). He has served as the project manager for over 200 projects throughout North America. Mr. Snook specializes in large regional fire service providers and Metro fire departments.

Recent assignments and/or appointments would include facilitator of the National Fallen Firefighters Foundation national summit to reduce line of duty deaths in America; moderator of the nation's first symposium to bring healthcare officials and the fire service together to develop a model program to reduce healthcare facility deaths and injuries; facilitator of a national roundtable to discuss emerging codes; and facilitator of the International Association of Fire Chiefs strategic plan (two years). Mr. Snook has key-noted over seventy-five conferences and conventions and has spoken at over 200 events.



Educational Background

- Masters Degree in Public Administration
- BS Degree in Fire Administration
- A/A Degree in Fire Science
- Fire Services Administration Institute graduate
- California Fire Officers' Academy graduate

Professional Experience

- President, Emergency Services Consulting International – 1996 to present
- President, Management Development Institute – 1976 - 1995
- Nine years Fire Chief of Tualatin Valley Fire and Rescue (OR)
- Four years Fire Chief of Lake Oswego (OR)
- 13 years Jackson County (OR) Fire District No. 3 (Firefighter to Deputy Chief)

Relative Experience

- City Councilman and Mayor - Central Point (OR) 1972-1978
- Fire Science Coordinator - Rogue Community College
- Adjunct Faculty Member - U.S. National Fire Academy
- International Association of Fire Chiefs – member, committee chair
- Western Fire Chiefs' Association - member
- Oregon Fire Chiefs' Association - member
- Metro Fire Chiefs' Association – member
- St. Mary's Home For Boys - Board of Directors (1994-2000)
- Oregon Donor Program – Board of Directors (2000-2005)

Associated Professional Accomplishments

- President Ronald Reagan - Letter of Commendation (Volunteerism)
- Lifetime Achievement Award – Oregon Fire Chiefs Association 2005
- IAFC – 1994 World Convention – Keynote speaker
- Oregon/ICS Taskforce - Past Chairman
- Contributing Author in *Managing the Fire Service Today*, ICMA
- Guest speaker and lecturer in 39 states and several foreign countries
- NFPA - Professional Standards Committee
- International Association of Fire Chiefs, Prof. Dev. Committee - past chairman
- International Association of Fire Chiefs - editorial committee
- Oregon Fire Standards and Accreditation - author, consultant
- Oregon Intergovernmental Services Bureau - advisory board
- Life Safety 2000 Committee Chairman – State of Oregon
- IAFC International Conference - Program Chairman (1986, 1987, 1988, 1989)
- Golden Trumpet Award – (one of seven recipients in OR's history) 1994
- Silver Trumpet Award – (one of three in OR's history, civilian contribution) 2001
- Listed in *Who's Who in the West*
- Author of several books and training video tape series



Summary of Projects

Agency Evaluations

Littleton Fire Department, CO	Highlands Ranch Metropolitan District, CO
Foster City, CA	Hull, MA
San Mateo, CA	Norwell, MA
South Metro Fire Department, CO	Cohasset, MA
Riverside Fire Department, IL	Reedy Creek Fire Department (Disney World), FL
Lyons Fire Department, IL	St. Helens Fire Protection District, OR
Greenwood Fire Department, IN	Scappoose Fire Departments, OR
Fallon Fire Department, NV	Benton County Fire Department No. 4, WA
Evans Valley Fire Department, OR	King County Fire Department No. 16, WA
Hermiston, OR	Thurston County Fire Department No. 3, WA
Cowlitz County Fire District #2, WA	Scituate, MA
Enumclaw, WA	Hingham, MA

Strategic Plans

Orange County Fire Authority, CA	Enumclaw, WA
International Association of Fire Chiefs	Reedy Creek Fire Department (Disney World), FL
New England Association of Fire Chiefs, MA	Clark County Fire District 6, WA
Kansas City Fire Department, MO	Newberg Fire Department, OR
Tualatin Valley Fire & Rescue, OR	St. Helens Fire Protection District, OR
Oregon Fire Chief's Association	Scappoose Fire Departments, OR
Oregon Fire District Directors Association	King County Fire Department No. 16, WA
Washington Firefighters Association	Thurston County Fire Department No. 3, WA
Oregon Volunteer Firefighters Association	Cowlitz County Fire District #2, WA

Deployment Plans

Orange County Fire Authority, CA	Kansas City Fire Department, MO
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Cooperative Effort Feasibility Studies

Foster City and San Mateo, CA	Jackson County Fire Dist. No. 3,
Honolulu (City and County), HI	Jackson County F.D. No. 4, Lake Creek,
Kootenai County and Post Falls, ID	and the City of Central Point, OR
Riverside and Lyons Fire Depts., IL	Lincoln County, OR
Cities of Scituate, Hingham, Hull Norwell and	Clark County Fire Dist. No 5,
Cohasset, MA	City of Vancouver Fire Dept., WA

Dispatch Services

Department of Defense, HI

Executive Search

Reedy Creek Fire Department (Disney World), FL	Boring Fire District, OR
Clackamas County Fire District No. 1, OR	St. Helens Fire Department, OR
Eugene Fire Department, OR	Frankford Fire Department, IL
Houston, TX	



Kent Greene, Senior Vice President – Project Manager

Mr. Greene has been involved in emergency services for over 19 years. He served as the Emergency Services Director for Rockingham County and as Training Officer for Catawba County EMS, both in North Carolina. His areas of oversight have included 9-1-1 Communications, emergency management administration, and EMS operations and training.

He is a graduate magna cum laude from Lenoir-Rhyne College with a Bachelor of Science degree, and Jacksonville State University with a Master of Public Administration degree with a concentration in Emergency Management. His experience began as a volunteer firefighter and has evolved into service as an emergency medical services paramedic and Field Training Officer in metropolitan Charlotte, North Carolina.

Mr. Greene is also a Level II Emergency Management Coordinator in North Carolina and has served as the Central Region Representative for the North Carolina Association of Emergency Medical Services Administrators. Earlier in his career, Kent served in the United States Air Force and has field experience as a paramedic and firefighter.

Educational Background

- Master of Public Administration – Emergency Management concentration, Jacksonville State University
- Bachelor of Science – Pre-Medical Science/Chemistry, Lenoir-Rhyne College

Professional Experience

- Senior Vice President, Emergency Services Consulting International
- Senior Consultant, Emergency Services Consulting International
- Director, Rockingham County Emergency Services
- Field Training Officer, Mecklenburg EMS Agency
- Training Officer, Catawba County EMS
- EMT-Paramedic, Catawba County EMS
- Site Developer/Engineering Assistant, US Air Force Reserve
- Firefighter/Aerial Operator, Hickory Fire Department
- Rescue Technician, Hickory Rescue Squad
- Munitions Crew Chief, US Air Force
- Volunteer Firefighter, Patterson Fire Department

Relative Experience

- North Carolina Emergency Management Coordinator – Level II
- Emergency Medical Technician – Paramedic and Instructor
- Critical Care Emergency Medical Transport – Paramedic
- Emergency Medical Dispatcher
- National EMS Management Association
- National Emergency Management Association



Professional Accomplishments

- Central Regional Representative/Board of Directors, NC Association of EMS Administrators 2003/2004
- Regional Faculty for NC ACLS and PALS
- National Faculty for NC Emergency Cardiovascular Care in ACLS (1997)
- Academic Projects:
 - Mass Fatalities in the Gujarat, India Earthquake of January 2001
 - Political Adaptation in Emergency Services
 - Disaster Recovery Planning
 - The Local Effects of Administrative Law
 - The Health Insurance Portability and Accountability Act of 1996 and Its Effects on the Response to a Bioterrorism Event

Additional Coursework

- Emergency Program Manager Course
- Emergency Preparedness USA Course
- Managing Emergency Operations Course
- The EOC Role in Community Preparedness, Response and Recovery
- Introduction to Mitigation Course
- Basic Public Information Officer Course
- Hazardous Weather/Flood Preparedness Course
- Emergency Management Planning Course
- Inland Hurricane Planning Course
- Terrorism, Preparedness & Public Health Course

Summary of Projects

Fire and EMS Evaluations

Albion, NY

St. Albert, AB, CAN

Washington Terrace, UT

Bangor, ME

Danville, VA

Southbury, CT

Harpwell, ME

Mckinney Fire Department, TX

Brookhaven, NY

Weirton, WV

Fire and EMS Evaluations and Master Plans

Malta, NY

Joshua, TX

Fort Lupton, CO

Tinley Park, IL

Delta Township, MI

Hialeah, FL

Guilford County, NC

Alachua County, FL

Minneapolis, MN

Strathcona, AB

Hillsborough County, FL

Red Wing, MN

Liberty County, GA

Deptford Fire District, NJ

Temple, TX

Central Cumberland County, PA

Owensboro, KY

Madison, OH

Franklin Township Fire District 1, NJ

St. Albert, AB

South Metro, MN



EMS Master Plans

Collier County, FL
 Citrus County, FL
 Portage County/Stevens Point, WI
 Avon Lake, OH

Pasco County, FL
 Douglas County Fire District No. 2, OR
 Boise, ID
 Lewiston, ID

Staffing/Resource Deployment and Station Location

Bainbridge Township, OH
 Danville, OH
 Hialeah, FL
 Brook Park, OH
 Fort Lauderdale, FL

Whatcom County Fire District No. 14, WA
 Douglas County Fire District #2, OR
 Matlacha/Pine Island Fire Protect. Dist., FL
 West St. Louis County, MO
 Barnstable, MA – In progress

Cooperative Services Feasibility

Greater St. Louis County, MO
 Liberty County, GA
 Summit Township of Millburn, NJ
 Bemidji, MN
 Benson, MN
 Carlton, MN
 Mound/Minnitrista/St. Bonifacius, MN
 Stillwater/Lake Elmo/Mahtomedi, MN
 Westshore Council of Governments, OH
 Shaker Heights/University Heights, OH

Hernando County, FL
 Central Cumberland County, PA
 Town and Village of Cohocton, Town and Village
 of Wayland, Atlanta-North Cohocton Fire
 District, NY
 Ferndale/Hazel Park, MI
 New Hanover County, NC
 University City, MO
 North Hennepin County, MN – In progress

Communications Study

Fulton County, GA

Emergency Operations Plan

Sitka, AK
 Sisters-Camp Sherman, OR

Strategic Plan

Clayton, MO
 Red Wing, MN
 Kansas City, MO

Brookline, MA
 Cloquet, MN
 Washington Township, OH

Standards of Cover

Boise, ID
 Maplewood, MO

St. Albert, AB

Survey of Fire Staffing

Groton, CT

Executive Recruitment

Boone County, MO
 Winslow Township Fire District, NJ

Sherrills Ford Terrell Fire Rescue, NC



Elise Fisher, Associate Consultant – GIS Specialist

Joining ESCI in April 2010, Elise Fisher has 15 years of GIS and cartography experience. She served four and a half years as a GIS Analyst/Research Assistant for the Department of Fire & EMS Operations/GIS at the International Association of Fire Fighters. At the IAFF Mrs. Fisher was responsible for providing customized technical assistance to local affiliates in the form of geographic information system (GIS) analysis. Additionally, she consulted with local affiliates on various components of fire department operations, including: staffing and deployment; compliance with national regulations and international standards; and disaster incident mitigation.

Before working at the IAFF Mrs. Fisher was a GIS Analyst for the Arlington County Virginia GIS Mapping Center. While employed at Arlington County Mrs. Fisher was responsible for the support and maintenance of the Arlington County Geographic Information System; the creation, distribution and quality assurance of the GIS data; and the design, development, implementation and training for the Arlington County interactive Internet mapping applications. For the Arlington County Fire Department she developed an extensive routing project to support emergency call response allocation; participated in a comprehensive analysis of response capabilities and actual call responses; and a fire station site relocation analysis.

Educational Background

- Master's of Science, Geographic and Cartographic Sciences, George Mason University (VA)
- Bachelor's of Science, Geography and Planning (Concentration in GIS), Appalachian State University, (NC)

Professional Experience

- Owner, EF Geographic (HI)
- GIS Analyst/Research Assistant, International Association of Fire Fighters (DC)
- GIS Analyst, County of Arlington (VA)
- GIS Analyst/Web Developer, Indus Corporation, Inc. (VA)
- System Specialist, Routesmart Technologies, Inc. (MD)

Relevant Affiliations

- Certified Geographic Information System Professional, GIS Certification Institute
- Member, American Association of Geographers
- Member, Credentialing and Standards Task Force, National Alliance for Public Safety GIS

Summary of Projects

Agency Evaluation

Bangor, ME
 South Metro, MN
 Weirton, WV
 Danville, VA

Consolidation Feasibility Study

Westshore Council of Governments, OH
 Rifle, CO
 Hazel Park/Ferndale, MI

Survey of Fire Staffing and Deployment

Groton, CT
 St. Charles, IL

Emergency Services Options Analysis

Littleton Fire District, CO

Fire Department Merger

Honolulu, HI



Stephen John White – Associate Consultant – Technical Rescue SME

Mr. White is an 18-year veteran with the Town of Fishers (Indiana) Fire Department, a 120-member full-service Internationally Accredited fire department bordering the City of Indianapolis. In addition to his shift commander responsibilities, he is responsible for all facets of the department’s technical rescue program. Under the direction of the Hamilton County Fire Chief’s he serves at the Team Leader for the Hamilton County Technical Rescue Team.

He currently serves as a member of the Indiana Department of Homeland Security’s rescue certification task force, developing the state’s initial technical rescue certification program. For the last two years he has been selected as the lead instructor for Heavy Truck Extrication during the Fire Department Instructors Conference, the largest learning symposium and trade show in his industry. As an active member of the Indiana Fire Instructors Association, he has taught various fire and rescue classes throughout the state of Indiana for the last fourteen years as an IFSAC accredited instructor.

Mr. White has participated in a number of resource deployment projects. His areas of expertise include personnel management, staffing, training, and capital facilities and apparatus condition reviews.

During his career, Mr. White has been the recipient of several distinguished awards including Department Member of the Year, Department Officer of the Year, and, most recently, the Chief’s Medal of Excellence.



Professional Experience

- Fishers Fire Department , IN
 - 1996 – Present - Battalion Chief
 - 1994 - 1996 - Lieutenant
 - 1991 - 1994 - Career Firefighter
 - 1989 - 1991 - Volunteer Firefighter
- Employee Safety & Rescue Specialists, LLC
- Rescue and Safety Training consultant (1997 - present)

Relative Experience

- Fishers Rescue Task Force Team Leader (1999-present)
- IDHS Task Force for State's Rescue Certification Program
- Technical Rescue Coordinator for Hamilton County
- Adjunct instructor INTF-1 for Heavy Vehicle Extrication
- Lead Instructor-Hamilton County Heavy Extrication Class
- Adjunct Instructor -Riverview Hospital-Rescue Awareness
- Fishers Extrication Team Member (2005)
- Fishers Training and Education Advisory Board Member
- Fishers Strategic Planning Board
- Indianapolis Fire School Rescue Program Coordinator
- Adjunct Instructor -Fishers Recruit Academy
- Member Indiana Fire Instructor's Association

Educational Background

- NFPA Firefighter II
- NFPA Fire Officer II
- NFPA Instructor II
- NFPA Hazardous Materials-Operations
- NFPA Driver Operator - Pumper
- NFPA Tactics and Fireground Operations
- NFPA Rope Rescue Tech
- NFPA Trench Rescue Tech
- NFPA Vehicle/Machinery Rescue Technician
- NFPA Confined Space Rescue Tech
- NFPA Structural Collapse Operations
- NIMS 100-200-700
- NFA Managing Company Tactical Operations
- NFA Blood Bourne Pathogen Management
- Command School 2001
- Indiana Master Fire/Arson Investigation
- Indiana Master Tactics
- Indiana EMT-B
- Padi Advanced Open Water Dive



Summary of Projects

Fire and EMS Evaluations and Master Plans

Malta, NY

Franklin Township Fire District No.1, NJ

Deptford Fire District, NJ

Staffing/Resource Deployment and Station Location

Brookhaven, NY

Cooperative Services Feasibility

Summit Millburn, NJ

Executive Search

Winslow Township, NJ

City Resources

ESCI would work with client representatives prior to stakeholder input meetings to gain access to National Fire Incident Reporting System (NFIRS) data, Computer Aided Dispatch (CAD) data and Geographical Information Systems (GIS) data. Beyond this access, scheduling with key stakeholders and interested parties would be completed with the assistance of departmental personnel.



Cost Proposal

Emergency Services Consulting International is pleased to present the following formal cost proposal for the project outlined in the scope of work.

ESCI Not to Exceed: \$27,877, inclusive of expenses

Phase	Consulting Fees	Expenses	Total
Phase I: Project Initiation and Stakeholder Input	\$6,270	\$2,977	\$9,247
Phase II: Evaluation of Current Conditions	\$10,100	-	\$10,100
Phase III: Future System Demand Projections	\$2,075	-	\$2,075
Phase IV: Future Delivery System Models	\$2,400	-	\$2,400
Phase V: Development, Review, and Delivery of Reports	\$3,445	\$610	\$4,055
Total Cost for Project, Not to Exceed			\$27,877

Proposed Payment Schedule

- 10% payment due upon contract signing.
- Monthly invoicing thereafter as work progresses.

Information relative to cost quotation

- **Bid quotation is valid for 90 days.**
- ESCI Federal Employer Identification Number - 23-2826074.
- ESCI will receive full cooperation from person(s) representing the City of Whitewater.
- While engaged in the project, ESCI will report to a single point of contact.
- When requested, and in a timely manner, the client representative will provide to the ESCI project manager, data, information, and materials required for the completion of the objectives outlined in the detailed work plans submitted in this proposal.
- ESCI shall perform any additional work on a time and materials basis as requested in writing by the client at a negotiated hourly rate.
- To achieve the scope of services requested by the client, ESCI offers the use of web-based technology to review documents, maps, and project drafts. Microsoft SharePoint® is utilized extensively to create a collaborative virtual workplace in which the client and project team can exchange information. Another benefit of this technology is reduced travel expenses.



Appendix

Disclosures and Practices

Conflict of Interest Statement

ESCI has neither directly nor indirectly entered into any agreement, participated in any collusion or collusion activity, or otherwise taken any action which in any way restricts or restrains the competitive nature of this solicitation including but not limited to the prior discussion of terms, conditions, pricing or other offer parameters required by this solicitation.

ESCI is not presently suspended or otherwise prohibited by any government from participation in this solicitation or any other contracting to follow thereafter.

Neither ESCI nor anyone associated with ESCI has any potential conflict of interest because of or due to any other clients, contracts, or property interests in this solicitation or the resulting project.

In the event that a conflict of interest is identified in the provision of services, ESCI will immediately notify the client in writing.

Insurance

ESCI is insured in excess of \$2,000,000. Insurance certificates will be provided upon award of contract.

Litigation

ESCI has no past and/or pending litigation or unresolved lawsuits.

Employment Practices

ESCI is an equal opportunity employer. The company is guided by recognized industry standards, policies, and procedures. ESCI offers a wide range of employee benefits and ongoing training opportunities that has enabled ESCI to attract and retain quality consultants who are recognized as experts in emergency service organization, management, and service delivery. ESCI will not refuse to hire, discharge, promote, demote, or otherwise discriminate in matters of compensation against any person otherwise qualified, because of age, race, creed, color, sex, national origin, ancestry, or handicap.



Select Clientele, 2008 – 2012 (most recent five years)

Client	Project
Alachua County, FL	Master Plan
Alameda County, CA	Strategic Plan
Albemarle County, VA	Officer Development Program
Albion, NY	Fire Services and EMS Review
Albuquerque, NM	Communication Center Opportunities for Excellence, Master Plan
Anacortes, WA	Fire/EMS Deployment Analysis and Cooperative Services Feasibility (Three departments)
Anne Arundel County, MD	Fire Protection Strategic Plan
APCO Canada, Ottawa, ON	Effective Practices for Public Safety Communications Centres
Arvada Fire District, CO	Fire Department Master Plan, Feasibility Study, SOC
Astoria, OR	Internal Review
Avon Lake, IL	Emergency Services Master Plan
Avon Lake, OH	Cooperative Agreement/Consolidation
Bainbridge Township, OH	Facilities/Deployment Study Deployment/Staffing Update
Bangor, ME	Fire Services Performance Management Review
Barnstable FD, MA	Facility Location Study
Bay Village, OH	Fire/EMS Evaluation
Belgrade, MT	Fire Services Study
Bellevue, ID	Fire Protection Evaluation/ Cooperative Study with Wood River Fire District/City of Hailey
Belton, TX	Station Location
Bemidji, MN	Feasibility Study
Berger ABAM Engineering, OR	Fire Service Delivery Analysis
Blue Springs, MO	EMS Evaluation
Boise, ID	EMS Master Plan, Standards of Cover
Boone County, MO	Executive Search
Bozeman, MT	Fire Protection Master Plan
Brook Park, OH	Emergency Services Facility Study
Brookhaven, NY	Fire District Dissolution Study, Financial Analysis
Brookline, MA	Technology Integration Consulting
Burbank, CA	Fire Department Comprehensive Review



Client	Project
Caldwell, ID	Feasibility Study
Canon City, CO	Strategic Plan
Carlisle, PA	Deployment Analysis
Cascade Locks, OR	Revenue Cost Analysis
Central Jackson County/Lotawana, MO	Evaluation and Cooperative Feasibility Study
Central Kitsap Fire/Rescue, WA	Cooperative Effort Feasibility Study (Three departments), Executive Search, Operations Plan, Management Audit
Central Lane Communications, Eugene, OR	Operational Assessment
Central Valley Ambulance Authority, WA	Executive Recruitment
Central Valley Fire District, MT	Station Location Analysis
Chaffee County, CO	Cooperative Efforts Feasibility Study
Charleston, SC	Executive Recruitment
Chino Valley Independent Fire District, CA	Standards of Cover
Chula Vista, CA	Fire Department Master Plan, Master Plan Addendum, and Advanced Life Support System Evaluation, Deployment Analysis, Feasibility Study, Review of EMS planning
Clackamas Fire District #1, OR	Strategic Plan
Clark County Fire Dist. 5/City of Vancouver, WA	Annexation Feasibility Study
Clayton, MO	Fire Services Evaluation, Consolidation Study
Cloquet Area Fire District, MN	Strategic Plan
Cohocton, NY	EMS Consolidation Feasibility Study
Columbia 911 Communication District, OR	Executive Search
Corcoran, MN	RFP Support Services
Corvallis Police Department	Regional Communications Consolidation
Costa Mesa, CA	Fire Station and Deployment Study, Response Time Modeling
Cowlitz County Fire District #2, WA	Strategic Plan and Management Audit, Feasibility Study
Curry County Health District, OR	Community Attitude Survey
Danville, VA	EMS Agency Evaluation, Station Location Analysis
Dauphin County, PA	Comprehensive Emergency Services Study
Davidson, NC	Station Location
Delta Township, MI	Fire and EMS Services Master Plan
Deptford Fire District, NJ	Fire Services Evaluation and Master Plan
East Pierce Fire and Rescue, WA	Capital Facilities Consulting, Executive Search



Client	Project
Estacada Fire District, OR	Volunteer Recruitment/Retention Strategic Plan
Eugene/Springfield, OR	Cooperative Effort Feasibility Study, Evaluation of Police Dispatch
Evans, CO	Fire and Emergency Services Study
Fairview Park, OH	Fire/EMS Evaluation
Ferndale – Michigan Muni, MI	Cooperative Efforts Feasibility
Florence County, SC	Agency Evaluation and EMS Master Plan
Fontana, CA	Fire Service Financing Study
Fort Lupton Fire Protection District, CO	Fire Protection Evaluation and Master Plan
Franklin Township Fire District No. 1, NJ	Fire/EMS Evaluation & Master Plan
Fulton County Emergency Communications Center, GA	Evaluation; Work Plan Guide; Strategic Plan; Impact Report, Interim Management Work Plan
Gladstone, OR	Focused Management Evaluation
Goodyear, AZ	Fire/Police Master Plan
Grand Junction, CO	Station Location Study
Great Sisters Area, OR	Regional Emergency Operations Plan
Greater St. Louis County, MO	Cooperative Effort Feasibility Study (Five Fire Departments)
Gresham, OR	Community Attitude Survey
Groton, CT	Survey of Fire Staffing Services
Guilford County, NC	Comprehensive Emergency Services Study
Hailey, ID	Fire Protection Evaluation/ Cooperative Services Study with Wood River Fire District/City of Bellevue
Hamel-Lorretto, MN	Cooperative Efforts Feasibility
Hermiston Fire & EMS, OR	Executive Recruitment - Fire Chief; Cooperative Services Feasibility Study
Hernando County, FL	Regional Emergency Services Master Plan and Cooperative Services Feasibility Study
Hialeah, FL	Master Plan, Standards of Cover
Highlands Ranch Metropolitan District, CO	Emergency Services Options Analysis
Hillsboro, OR	Executive Recruitment - Fire Chief
Hillsborough County, FL	Performance Audit
Honolulu Fire Department, HI	Merger Feasibility Study – EMS and Fire
Houston, TX	Executive Recruitment
Imperial County, CA	Master Plan
Jackson County Fire District #3, OR	Executive Recruitment, Agency Evaluation
Joshua, TX	Fire Department Master Plan



Client	Project
Kannapolis, NC	Standards of Cover Analysis
Kansas City, MO	Integration Analysis: EMS Computer Aided Dispatch and Record Management System, Strategic Integration
King County FD 20, WA	Executive Recruitment
Kirkland, WA	Agency Evaluation and Strategic Plan
Kootenai County, ID	EMS Master Plan
La Pine Rural Fire District, OR	Executive Search
Lafayette, OR	Cooperative Services Feasibility
Lakewood, OH	Fire/EMS Evaluation
Lane County Fire Department #1, OR	Executive Recruitment - Fire Chief, Comprehensive Background Investigation
Larkspur Fire Protection District, CO	Fire and Emergency Services Master Plan, Fiscal Analysis
Lewis and Clark County and City of Helena, MT	Fire Department Evaluation and Master Plan
Lewiston, ID	EMS Master Plan
Liberty County, GA	Fire and Emergency Services Master Plan
Lincoln County, OR	Cooperative Services Feasibility Study
Madison Fire District, OH	Evaluation and Master Plan
Malta, NY	Fire Department Evaluation and Master Plan
Maplewood, MO	Fire Services Evaluation, Administrative and Support Functions, Consolidation Study, Standards of Cover
McKinney, TX	Fire Department Operational Review
McNulty People's Utility District, OR	Community Attitude Survey
Medford, OR	Master Plan
Meridian, ID	Fire Department Strategic Plan
Mid-Columbia Fire and Rescue	Executive Recruitment
Minneapolis, MN	Agency Evaluation and Master Plan
Minnetrsta, MN	Shared Services Feasibility Study, Police Feasibility Study
Monterey Park, CA	Fire Service Analysis
Mound, MN	Shared Law Enforcement Services Feasibility Study
Mountain Vista, AZ	GIS Travel Time Mapping
Multnomah County, OR	Emergency Management Program Evaluation
New Hanover County, NC	Regional Emergency Services Master Plan & Cooperative Services Feasibility Study
North Hennepin County, MN	Shared Services Study
North Kitsap Fire and Rescue, WA	Cooperative Efforts Feasibility Study
North Olmsted, OH	Fire/EMS Evaluation



Client	Project
North Ridgeville, OH	Fire/EMS Evaluation
North Suburban 9-1-1 Center Des Plaines, IL	Quality Dispatch Solutions Communications Study
Northern Lakes Fire Protection District, ID	Validation of Perceived Needs, Service Contract Development
Northshore, WA	Agency Evaluation, Cooperative Efforts
Novato Fire Protection District, CA	Standards of Cover
Olivette, MO	Fire Services Evaluation, Consolidation Study
Orange, CA	Fire Station Location Study
Orange County Fire Authority, CA	Strategic Plan, Standards of Cover
Orland Fire Protection District, IL	Fire/EMS Evaluation and Master Plan
Overland Park, KS	Evaluation
Owensboro, KY	Operational Audit, Evaluation
Pacifica, CA	Fire Protection Services Evaluation
Palatine Rural FPD, IL	Strategic Plan Facilitation
Parkersburg, WV	Master Plan
Phoenix, AZ	Feasibility Study
Port Ludlow, WA	Strategic Plan, Master Plan, Member Survey
Port of Portland, OR	Communications Center Staffing Study
Poulsbo, WA	Cooperative Efforts Feasibility Study
RED Center, Northbrook, IL	Master Plan
Regional Emergency Dispatch Center, Northbrook, IL	Operational Review/Comprehensive Plan
Reno Fire, NV	Evaluation/Strategic Plan, Standards of Cover
Rifle, Burning Mtns, Glenwood Springs, CO	Cooperative Services, Management Consulting
Richmond Heights, MO	Fire Services Evaluation, Consolidation Study
Rio Blanco County, CO	Master Plan and EMS Director Recruitment
Rocky River, OH	Fire/EMS Evaluation
Roseburg, OR	Station Location
Salem, OR	Strategic Plan, Annual Standards of Cover
San Diego County, North Zone, CA	Fire Department Evaluation and Regionalization Study (10 Departments)
San Jose, CA	Assessment
Sandy, OR	Strategic Plan and Administrative Support Plus
Scio Rural Fire Protection District, OR	Administrative Support Consultation
Shaker Heights, OH	Cooperative Efforts Feasibility Study



Client	Project
Sherrill's Ford – Terrell Fire and Rescue	Executive Recruitment
Siskiyou LAFCO, CA	Municipal Service Review
Sisters/Camp Sherman, OR	Emergency Operations Plan, Training Exercises
Sitka, AK	Review and Update of Emergency Operations Plan
Siuslaw Valley Fire and Rescue, OR	Community Attitude Survey, Incident Review Report
Skagit County EMS Commission, WA	EMS Levy Recommendations and Comprehensive Management Plan
Snohomish County District #3, WA	Station Location Study
Snohomish County District #15, WA	Agency Evaluation, Member Survey
Solano LAFCO, CA	Municipal Service Review
Sonoma County, CA	Rural Fire Service Review
South Adams County, CO	Master Plan
South East Thurston Fire Authority	Strategic Plan, Fiscal Analysis, Executive Coaching
South Lane Fire and Rescue District, OR	Executive Search for Fire Chief
South Metro/Parker Fire, CO	Cooperative Services Feasibility Study, Strategic Plan, Evaluation
Southbury, CT	Needs Assessment Study
Spokane, WA	Annual Standards of Cover and Deployment Plan and Executive Search
Spokane County Fire District No. 13, WA	Organizational Review, Executive Search
Spokane Fire District #10, WA	Executive Search Deputy Chief
St. Albert, AB	Fire Protection Evaluation and Master Plan, Standards of Cover, Fire Services Review
St. Charles, IL	Fire Station Location and Deployment Study, Concurrent Call Report
St. Cloud, MN	Fire/EMS Evaluation and Strategic Plan
Stanislaus LAFCO, CA	Municipal Service Review
Stillwater, MN	Fire Protection Evaluation
Strathcona, Alberta, Canada	Emergency Services Master Plan
Summit, NJ	Shared Services Feasibility Study
Teton County and Jackson, WY	Fire/EMS Master Plan
Tinley Park, IL	Fire and EMS Services Master Plan
Tri-Cities Ambulance, IL	EMS Services and Funding Study
Truckee Meadows Fire Protection District, NV	Regional Standard of Cover
University City, MO	Consolidation Study
Valley Center Fire Protection District, CA	GAP Analysis
Vancouver, WA	SOC and Deployment Plan



Client	Project
Victoria, BC	Training Program Review
Wakiakum Community Foundation, WA	Fire and Emergency Needs Assessment
Walla Walla, WA	Staffing and Deployment Analysis
Washington Terrance, UT	Capital Improvement Plan
Washington Township, OH	Strategic Plan Facilitation
Washoe County, NV	Evaluation/Strategic Plan, Master Plan Recommendation Facilitation, Deployment Study
Weirton, WV	Agency Evaluation
West County EMS & FPD, MO	Deployment Analysis & ISO Review, Strategic Plan
West Metro Fire and Rescue, CO	Strategic Plan Implementation
Westlake, OH	Fire/EMS Evaluation
Westport, WA	Master Plan
Whatcom County Fire District No. 14, WA	Fire and EMS Capital Facilities Analysis, Critique of Environment Impact Statement
Wheat Ridge Fire Protection District, CO	Executive Search
Wood River Fire District, ID	Fire Protection Evaluation/ Cooperative Services Study with the Cities of Belleview and Hailey
Worland Fire Protection District #1, WY	Executive Recruitment - Fire Chief
Yakima, WA	RFA Fiscal Analysis
Yokota Air Base, Japan	Operational Assessment and Facility Design Review, 9-1-1 Center Design



Corporate Offices
25200 SW Parkway Avenue, Suite 3
Wilsonville, Oregon 97070
800.757.3724

Eastern Region Office
111 Kilson Drive, Suite 208
 Mooresville, North Carolina 28117
704.660.8027

National Capital Region Office
4025 Fair Ridge Drive
Fairfax, Virginia 22033
703.273.0911

STATE OF WISCONSIN

CITY OF WHITEWATER

**In re the Matter of the Application
for a Beverage Operator's License:**

of

SARA NICOLE POPE

**FINDINGS OF FACT, CONCLUSIONS OF LAW AND RECOMMENDATION
TO DENY**

The City of Whitewater Alcohol Licensing Review Committee having met on April 16, 2013, for the purpose of considering Sara Nicole Pope's application for a beverage operator's license; and the Committee having heard testimony and received information, and having been fully advised in the premises, hereby makes the following:

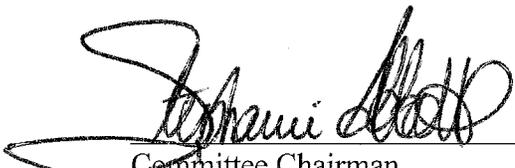
FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. On August 25, 2011, the applicant, Sara Nicole Pope, was convicted of possession of marijuana, possession of instruments for use with controlled substances, and resisting an officer by the Watertown Police Department, which offenses occurred on July 24, 2011.
2. A citation issued to the applicant, Sara Nicole Pope, by the Waukesha County Sheriff's Department on December 1, 2007, for underage alcohol consumption was dismissed because she had completed the Alcohol Assessment Referral Program.
3. The applicant failed to disclose convictions as required by his license application.
4. The applicant's conduct shows an inability to abide by City of Whitewater ordinances and State statutes.
5. The applicant does not have the appropriate ability to handle the responsibility that the license requires.
6. These offenses substantially relate to the circumstances of the license applied for by the applicant.

RECOMMENDATION

Based upon the above and foregoing Findings of Fact and Conclusions of Law, it is hereby recommended that Sara Nicole Pope be denied a beverage operator's license in the City of Whitewater.

Dated this 16th day of April, 2013.



Committee Chairman
Alcohol Licensing Committee
City of Whitewater, Wisconsin

Sara Pope
145 W. Main St. Apt. A
Whitewater, WI 53190

April 24th, 2013

City Clerk's Office
P.O. Box 178
Whitewater, WI 53190

Attn: Alcohol Licensing Committee

This letter is written in response to the recent denial, originally recommended by Chief of Police Otterbacher, of my application for a Beverage Operator's License, which was carried out on Tuesday, April 16th, and is scheduled to be finalized on Tuesday, May 7th.

I feel that the extent to which I was unaware of what would be involved in the council meeting held on the 16th of April may serve as some grounds for the council to review the attached document and reconsider the denial of my application for a Beverage Operator's License. Given what was detailed in the letter I received notifying me of the council meeting, it was not explicit that I would have the opportunity to both ask questions as well as present a full argument/statement on my own behalf. It was my impression that everything was outlined in the list of rights stated in the letter. Had I understood what was implicit in my appeal, I would have taken steps to prepare a more useful set of questions as well as a concise, effectively articulated, and relevant argument/statement.

I hope the council may review the attached written statement which explains different factors contributing to the events that took place on July 27th, 2011. This statement also includes my own testimony concerning my current status as an employee, particularly of Acorn Beverage, and a public citizen overall.

My hope is that this information will have the chance to be read and reflected upon before the final decision regarding my application is made on May 7th. Thank you for all of your time and consideration.

Sincerely,

Sara Pope

Sara Pope - Testimony

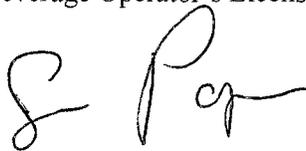
On the night of July 27th, I was outside of a bar in downtown Watertown, at approximately 2:30am, with a friend, waiting to find others in our party. At that time, while my friend and I were intoxicated, we were approached by a man (who neither of us knew) who asked if we wanted to smoke (marijuana) and he presented us an empty pipe to smoke with. By sheer coincidence, I had a small amount put away in my purse, as it belonged to my friend at the time who had accidentally brought it with on our night out. While we should have chosen not to take it with us at all that night, we didn't have the option to take it back home. Being under the influence of alcohol, and aside from feeling sociable, my friend and I, and the stranger, proceeded to converge in a small gathering on the sidewalk to smoke, despite that it meant using an illegal substance in public with many people around.

When I was approached by the officer, I did not regard the situation as serious or highly consequential as I was under the influence; I was thinking irrationally given the context of the situation. I admit that I skirted the officer's questions and instead of surrendering and recognizing that I was acting wrongly and that my best option was to admit this and accept the consequences, I began to debate the laws concerning marijuana use. Regardless of how I feel about the illegality of marijuana, I do realize that my blatant disregard for the law and my subsequent action to resist were wrong. Ideally, I felt I was standing up for my beliefs (which I can get quite passionate about) by not surrendering or willfully and quietly accepting my arrest. In reality, my resistance was over-zealous, disrespectful, and entirely inappropriate.

Overall, had my friend and I not been approached by the stranger, and had I not had the marijuana with me to begin with (which I wouldn't have under normal circumstances), the idea to engage in illegal activity that night would have never arose. Furthermore, maintaining the other two givens, had I not been intoxicated, I would also have never agreed to let the activity take place.

As an employee of Acorn Beverage, I consider myself valued significantly, and likewise, I value Acorn Beverage for my job and for its business in general to serve Whitewater. I would never consider abusing my license, not only out of my respect for the alcohol laws being what they are, but also for my belief that the consumption alcohol, primarily for underage persons, is a serious and dangerous problem, especially in a college town. In addition, aside from everything, I respect my employers and would never want to risk losing my job.

Last of all, as a citizen of the general public, I consider myself to be non-confrontational and non-aggressive. Throughout my life I have generally showed nothing but recognition and respect for the law and law enforcement officials. With that said, I also consider myself to be passionate about what I believe in, and on the night of July 27th, 2011, I made a careless, alcohol-influenced decision to smoke marijuana in public, as well as to resist an officer in favor of my own personal beliefs, and since then I have been determined to never make mistakes such as those again. I believe my record since that night is evidence of this. Also, as I have recently graduated Cum Laude from UW-Whitewater with a Bachelor of Science in Philosophy of Science, and have successfully maintained a second job with the Floral Villa in Whitewater, I feel the mistakes I have made in the past do not reflect who I am today, nor do they reflect my ability to responsibly handle a Beverage Operator's License.



Antone Bartolotta

Manager- Acorn Beverage

561 E. Milwaukee St.

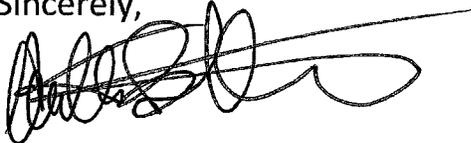
Whitewater, WI 53190

To whom it may concern,

I'm writing this letter in regards to the application for a liquor license for Sara N. Pope. I'm aware of her legal troubles and I understand the initial ruling. I would just like to say, for my part, that I think Sara has grown up since the incident in question and that we wouldn't encounter any problems if she were to receive her license. She has worked for me now for a couple of months and has been a valuable employee, she's punctual, respectful, and works hard. I don't want to fire her because of this, but I fear she won't be of too much use to me here without her license.

I hope you all reconsider issuing her the license as I feel she is worthy of a second chance. Good help is truly hard to find these days and I feel that Sara is a good employee, I would really like to keep her here at Acorn. Please understand that I'm not trying to make any excuses for her actions, but I think she has learned from her mistakes. Thanks for your time and consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Antone Bartolotta', with a long horizontal flourish extending to the right.

Antone Bartolotta

City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: May 7th, 2013 ITEM: Downtown East Gateway Reconstruction

PRESENTER: Latisha Birkeland

PREVIOUS ACTION, IF ANY: Several preliminary concepts for the Downtown East Gateway were prepared and discussed at a series of public meetings between 2006 and 2008. In December 2008, the attached concept plan was presented to the City Council. No action was taken.

SUMMARY OF ITEM BEING PRESENTED:

The Downtown East Gateway Reconstruction project is scheduled for 2014. This project is just east of downtown Whitewater and consists of approximately 1,400 linear feet of street and utility reconstruction on the following streets:

Main Street from Whitewater Street to Cherry Street
Wisconsin Street from Main Street to approximately 100 feet south of Milwaukee Street
Milwaukee Street from Wisconsin Street to approximately 100 feet east of Wisconsin Street.

Attached to this memo are the 2013 engineering services proposal and 2008 concept plan. Since the 2008 concept plan was developed, several changes have been made in the project area, such as the reconstruction of Milwaukee Street. Strand Associates and Staff are working on an updated concept plan that will be presented for public input and then brought to the Council. The Council is not approving a concept plan at this time. This consideration is only for engineering services to take the project to the next step and stay on schedule.

BUDGET IMPACT, IF ANY:

If the Council approves the proposed engineering services, the Capital Improvement Fund 450 will provide cash flow for the project. When the City borrows money to complete this project in 2014, fund 450 will be reimbursed through bond proceeds.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: None

STAFF RECOMMENDATION: Staff recommends that the Common Council approve the Downtown East Gateway Reconstruction proposal for engineering services with Strand Associates, Inc.

ATTACHMENT(S) INCLUDED:

FOR MORE INFORMATION CONTACT: Latisha Birkeland at 262-473-0143 or lbirkeland@whitewater-wi.gov

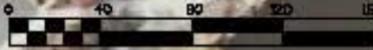


**DOWNTOWN EAST GATEWAY
STREET RECONSTRUCTION CONCEPT**

CITY OF WHITEWATER
OCTOBER 2008



FIGURE NO.
A





May 2, 2013

Ms. Latisha Birkeland
Neighborhood Services Manager
City of Whitewater
312 West Whitewater Street
Whitewater, WI 53190

Re: Downtown East Gateway Reconstruction - Proposal for Engineering Services

Dear Latisha,

Thank you for the opportunity to submit this proposal for engineering services related to the Downtown East Gateway project. We look forward to working with the City of Whitewater on this important and highly visible project.

The Downtown East Gateway project is located just east of downtown Whitewater. The project consists of approximately 1,400 linear feet of street and utility reconstruction on the following streets:

- Main Street from Whitewater Street to Cherry Street
- Wisconsin Street from Main Street to approximately 100 feet south of Milwaukee Street
- Milwaukee Street from Wisconsin Street to approximately 100 feet east of Wisconsin Street

Several preliminary concepts for the Downtown East Gateway were prepared and discussed at a series of public meetings between 2006 and 2008. In December 2008, the attached concept was presented to the City Council.

Since the 2008 concept was developed, several changes have been made in the project area: (1) the Whitewater Creek Bike Path has been extended along the east side of Whitewater Creek from North Street to Main Street, (2) a new railroad crossing surface has been installed, and (3) Milwaukee Street has been reconstructed. As a result of these changes, City staff has been working on updates to the 2008 concept for further consideration.

The Downtown East Gateway project consists of the following elements.

■ **Realignment**

The intersections of Main Street and Wisconsin Street and Milwaukee Street and Wisconsin Street will be realigned. As part of the realignment, vehicles stopped at the intersection will be squared up to through traffic to improve visibility. A median will be constructed north of the railroad crossing to prohibit eastbound vehicles on Main Street from crossing through the Wisconsin Street intersection.

Latisha Birkeland
City of Whitewater
Page 2
May 2, 2013

■ **Streetscape**

Streetscape concepts used in other areas of downtown Whitewater will be incorporated into the project area. This will include the use of stamped colored concrete terraces and crosswalks and decorative street lighting. Several small areas for special public art and/or streetscape features will also be created.

As part of the streetscape improvements, the city may want to consider burial of overhead utilities in the corridor. Removal of overhead utilities can have a dramatic effect on the appearance of a corridor such as this. Utility companies are currently developing preliminary cost estimates for facility burial for future consideration by the City Council.

■ **Improved Pedestrian and Bicycle Accommodations**

With the recent extension of the Whitewater Creek Bike Path to Main Street, it is important that this project accommodate both pedestrians and bicyclists. This corridor has been reviewed in detail as part of the ongoing Bicycle/Pedestrian Master Plan being prepared by the City. Improvements will likely include wider sidewalks on one or both sides of the corridor. Pedestrian refuge islands and colored crosswalks will be provided. In addition, on-street bike lanes will be provided east of Jefferson Street and on-street bike accommodations will be provided west of Jefferson Street.

■ **Railroad Crossing Improvements**

Several preliminary discussions have been held with representatives of the Wisconsin Department of Transportation (WisDOT) and Wisconsin and Southern Railroad (WSOR) regarding improvements to the existing railroad crossing. A new precast concrete crossing was installed as part of the 2012 Milwaukee Street project as a result of these discussions. It is anticipated that new signals and gates will be required at the crossing as part of the project. The cost of these improvements are subject to a contract that will be negotiated between the City and WSOR.

■ **Sanitary Sewer**

Sanitary sewer within the project area has been reviewed by City staff. Much of the interceptor sewer in the area is in good condition, but several parallel/redundant sewers will be eliminated to minimize future maintenance costs. Sanitary sewers on Main Street between Whitewater Street and Jefferson Street and between Wisconsin Street and Cherry Street are planned for replacement.

■ **Water Main**

Based on age and repair history, water main and related appurtenances throughout the corridor are planned for replacement. Protection of the water main from contaminated soils anticipated in the project area will be required.

■ **Storm Sewer**

Storm sewer within the project corridor will be replaced to accommodate the new street alignment and improve drainage. Changes to the Whitewater Creek culvert/bridge and millrace culvert and related structures are not anticipated.

Latisha Birkeland
City of Whitewater
Page 3
May 2, 2013

Scope of Services

The following items are included in our Scope of Services for this project:

- A topographic survey to locate existing features, utilities, and property lines in the project corridor. This survey will be used as the basis for design of the new infrastructure.
- Update the previously prepared concept to reflect current conditions. We will attend one meeting to present this concept and solicit input.
- Complete preliminary engineering for the approved concept.
- Assist the City with coordination/negotiation with utility companies regarding relocation and/or modification of existing utility infrastructure in the project corridor.
- Assist the City with negotiations with WSOR related to railroad crossing improvements. We will discuss design of the street improvements with WSOR. We have assumed WSOR will install new crossing equipment through a contract with the city.
- Assist the City with evaluating the potential for encountering contaminated soils and groundwater in the corridor. In consultation with the Wisconsin Department of Natural Resources (WDNR), we will prepare specifications for disposal of contaminated material. This effort will be based on existing reports obtained from the WDNR, the Wisconsin Department of Commerce, the City, and property owners. Any additional field sampling or analytical testing services are excluded.
- Assist the City with easement and right-of-way acquisition for the project. We will complete field survey and prepare legal descriptions and exhibits for the various parcels needed. We have assumed the City will provide recent title reports for affected properties.
- Prepare final engineering drawings for street and utility infrastructure within the project corridor, including street and intersection geometrics, utilities, street lighting, streetscaping, concrete pavement jointing plan, and traffic signal modifications.
- Prepare construction staging and detour plans for the project.
- Obtain regulatory approvals for sanitary sewer and water main construction and erosion control permit/Chapter 30 permit from the WDNR.
- Conduct up to two additional public information meetings to discuss the project.
- Prepare bidding documents for the project including final drawings and project manual/specifications.
- Assist the City with bidding the project including preparation of bid advertisement, distribution of bidding documents to prospective bidders, attendance at the bid opening, and assistance with contract award.

Latisha Birkeland
 City of Whitewater
 Page 4
 May 2, 2013

The following services are excluded from our Scope of Services:

- Geotechnical investigations and soil borings/soil testing. We will assist the City in obtaining proposals from geotechnical engineering consultants once specific project needs are identified.
- Modifications to the existing bridge/culvert, mill race culvert, and associated retaining walls.
- Services related to a hearing of the Office of the Commissioner of Railroads (OCR) regarding the railroad crossing improvements. An OCR hearing is not anticipated.
- Construction phase engineering services including contract administration, construction staking, and construction observation services. These services will be addressed by a subsequent proposal once the construction schedule and desired level of service have been established.

Schedule

The City is planning for construction of this project in 2014. Early coordination with WSOR, utilities, and property owners regarding easements and acquisitions are important to the overall project schedule. The anticipated schedule for the project is shown in the following table:

Downtown East Gateway Reconstruction Whitewater, Wisconsin Proposed Schedule																			
Task	2013												2014						
	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.		
Notice to Proceed with Engineering Services	★																		
Topographic Survey		■																	
Preliminary Design		■	■	■	■	■	■	■											
Utility Coordination		■		■		■					■	■	■						
Railroad Coordination (No OCR Hearing)			■	■	■	■	■	■											
Right-of-Way Acquisition			■	■	■	■	■	■											
Complete Soil Borings & Geotechnical Report		■	■																
Contaminated Soil Action Plan		■		■			■												
Review Meetings with City Staff		★		★		★													
Final Design				■	■	■	■	■	■										
Public Informational Meeting			★		★							★							
City Council Meeting								★											
Prepare Bidding Documents								■	■	■									
WDNR Approvals and Permits								■	■	■									
Erosion Control Permit & NOI				■				■	■	■									
Advertise for Bids										★									
Project Bidding/Pre-Bid Meeting										■	■								
Award of Construction Contracts											★								
Pre-Construction Conference											■	■							
Utility Construction (2 phases)												■	■	■	■	■	■		
Street Construction and Restoration													■	■	■	■	■		
Project Substantial Completion																	★		
Project Closeout & Final Completion																	★		

★ Key Milestones

Latisha Birkeland
City of Whitewater
Page 5
May 2, 2013

Compensation

The not-to-exceed fee for the engineering services identified in the above Scope of Services is \$210,000, including expenses. All services will be provided on an hourly rate basis.

We look forward to working with the City on this project. Please contact us if you have any questions regarding this proposal.

Sincerely,

STRAND ASSOCIATES, INC.®

A handwritten signature in black ink, appearing to read "Mark A. Fisher". The signature is fluid and cursive, with a large initial "M" and "F".

Mark A. Fisher, P.E.

9901-972/MAF/tk

City of Whitewater Council Agenda Item Information Sheet

Meeting Date: Tuesday May 7, 2013

ITEM: Street Repair Fund Project for 2013

PRESENTER: Charles Nass

PREVIOUS ACTION AND SUMMARY: I would like to have East Main Street section from Cherry St. to Fonda St. milled and over laid as the Cities 2013 Street repair fund project. This would fit into the reconstruction plan for East Main St. from Fonda to Newcomb St. All City utilities have been looked at and there are not any problems with any of the underground utilities in this section of East Main. The plan would be to mill down the existing asphalt to 2 ½" and then over lay the area with hot mix asphalt, as we did last year to North Prairie St. The last work done to this section of City Street was a wedging and seal coat project about 6 years ago.

BUDGET IMPACT, IF ANY: Budget Funds have been set aside and would come out of the Street Repair Fund. I would get quotes for this work to be done, and staff would ask that the work also be included in the East Main Street reconstruction packet as an added item. Doing this would make sure the new asphalt would have one final complete street lift of asphalt.

STAFF RECOMMENDATION: I recommend that this be placed on the next City Council agenda for their consideration. I will then get the quotes and pricing from the added items in the east Main street project to bring back to the City Council for their consideration of awarding the project.

ATTACHMENT(S) INCLUDED: None

FOR MORE INFORMATION CONTACT: Charles Nass

City-Owned Vehicles to be sold by Sweeney Auction Service *C-7

Vehicle	I.D. Number	Year	Number
2050-A IH	D1225HGB14542	1978	#16
Dodge Ram 250 Van	2B7HB21X4MK451294	1991	#31
GMC Bucket	1GBH6D1F4FV10182	1985	#45
Ford Crown Victorian (Police)	2FAFP71W62X120493	2002	#28
Chevy Impala	2G1WF52E019351196	2001	#33
Honda Civic	JHMEJ8640YS002583	2000	

City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: _____ ITEM: _____

PRESENTER: _____

PREVIOUS ACTION, IF ANY: _____

SUMMARY OF ITEM BEING PRESENTED:

BUDGET IMPACT, IF ANY:

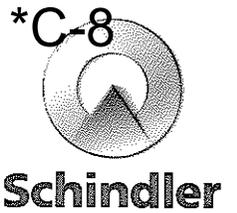
BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY:

STAFF RECOMMENDATION:

RECOMMENDED MOTION:

ATTACHMENT(S) INCLUDED (If none, please state that)

FOR MORE INFORMATION CONTACT:



Schindler Inspection

SCHINDLER ELEVATOR CORPORATION

1906 Wright Street
 Madison, WI 53704-2570
 Phone: 608-237-5706
 Fax: 608-237-5715

Date: April 17, 2013

Estimate Number: BNEN-96LSJ8 (2013.2)

To:
 Whitewater Municipal Building
 312 W. Whitewater Street
 Whitewater, WI 53190-1931

Building Name:
 Whitewater Municipal Building

Attn: Matt Amundson

EQUIPMENT DESCRIPTION

Qty	Manufacturer	Equipment	Application Description	Rise/Length Openings	Capacity	Speed	Install#
1	Dover	Hydraulic Passenger	Whitewater Municipal Building 312 W. Whitewater Street Whitewater, WI 53190 Only Elevator	3F/2R	3500	100	

SCHINDLER ELEVATOR CORPORATION ("Schindler", "we", "us") 1906 Wright Street, Madison, WI 53704-2570, and **WHITEWATER MUNICIPAL BUILDING**, 312 W. Whitewater St, Whitewater, WI 53190-1931 ("you") agree as follows:

INSPECTION COVERAGE

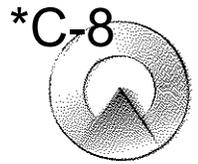
We will:

- Periodically examine, lubricate, adjust, and as needed, recommend the repair or replacement of the Equipment
- Report to you any necessary repairs discovered by us in the performance of such inspections
- Upon your request, provide you with a proposal for necessary repairs at our standard billing rates
- Perform safety testing

TESTING OF SAFETY DEVICES

<u>Equipment</u>	<u>Test</u>	<u>Frequency</u>
Hydraulic	Pressure/Relief Valve	Annually

Our testing responsibilities do not include fees or charges imposed by local authorities in conjunction with witnessing, witnessing costs, inspecting, assisting inspection authorities, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirements after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests. Further, our testing responsibilities do not include performance, or the keeping of records related to, monthly firefighters service.



Schindler

HOURS OF SERVICE

We will perform the services during our regular working hours of regular working days, excluding elevator trade holidays. The services do not include callbacks during regular or overtime hours. If you authorize services outside the scope of this agreement, or callbacks at any time, you will pay us at our standard billing rates, plus materials not covered by contract, expenses and travel.

TERM

This Agreement commences on June 01, 2013, and continues until May 31, 2016, and shall renew (where permitted by applicable local law) for subsequent similar periods, unless terminated by either party upon written notice received by the other party at least 90 days prior to the above termination date or any renewal termination date, and not more than 120 days before the termination date.

PRICE

In consideration of the services provided hereunder, you agree to pay us the sum of \$48.00 per month, payable in annual installments of \$576.00, exclusive of applicable taxes, unless another payment frequency option is selected below.

PRICE ADJUSTMENT

The contract Price and labor rates for extra work will be adjusted annually in January. This adjustment will be based upon the local labor rate adjustment for the year in which it is adjusted, and will be increased or decreased on the basis of changes to the local straight time hourly rate for mechanics. If there is a delay in determining a new labor rate, or an interim determination of a new labor rate, we will notify you and adjust the price at the time of such determination, and we will retroactively bill or issue credit, as appropriate, for the period of such delay. We also reserve the right to adjust the contract price quarterly / annually on the basis of changes in other expenses such as fuel, waste disposal, government regulations or administrative costs. Should you elect to take the annual pre-payment option, the price adjustment date will default to coincide with the invoice date.

PAYMENT OPTIONS

(1) Please select a Method of Payment:

Direct Debit 1% Discount (Attach Copy of voided check)

Credit Card 3% Addition

Visa MC AMEX

Number: _____

Expiration Date: _____

Signature: _____

Check

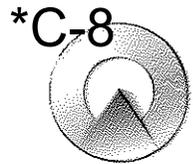
Other: _____

(2) Please select a Payment Frequency (Other than Annual):

Semi-Annual 1% Addition

Quarterly 3% Addition

Monthly 5% Addition



Schindler

The attached terms and conditions are incorporated herein by reference.

Acceptance by you as owner's agent or authorized representative and subsequent approval by our authorized representative will be required to validate this agreement.

Proposed:

Accepted:

Brad Nelson

By: Brad Nelson

By: _____

For: Schindler Elevator Corporation

For: _____

Title: Sales Representative

Title: _____

Date: April 17, 2013

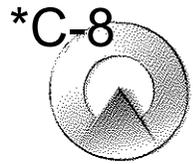
Date: _____

Approved:

By: Kyle Reinert

Title: District Manager

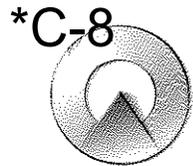
Date: _____



Schindler

TERMS AND CONDITIONS

1. This is the entire Agreement between us, and no other terms or conditions shall apply. This service proposal does not void or negate the terms and conditions of any existing service agreement unless fully executed by both parties. No services or work other than specifically set forth herein are included or intended by this Agreement.
2. You retain your responsibilities as Owner and/or Manager of the premises and of the Equipment. You will provide us with clear and safe access to the Equipment and a safe workplace for our employees as well as a safe storage location for parts and other materials to be stored on site which remain our property, in compliance with all applicable regulations related thereto, you will inspect and observe the condition of the Equipment and workplace and you will promptly report potentially hazardous conditions and malfunctions, and you will call for service as required; you will promptly authorize needed repairs or replacements outside the scope of this Agreement, and observe all testing and reporting responsibilities based upon local codes. You will not permit others to work on the Equipment during the term of this Agreement. You agree that you will authorize and pay for any proposed pre-maintenance repairs or upgrades (including any such repairs or upgrades proposed during the first 30 days of this agreement), or we will have the option to terminate this Agreement immediately, without penalty to us. You agreed to post and maintain necessary instructions and / or warnings relating to the equipment.
3. We will not be liable for damages of any kind, whether in contract or in tort, or otherwise, in excess of the annual price of this Agreement. We will not be liable in any event for special, indirect or consequential damages, which include but are not limited to loss of rents, revenues, profit, good will, or use of Equipment or property, or business interruption.
4. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.
5. You will assign this Agreement to your successor in interest, should your interest in the premises cease prior to the initial or any renewal termination date. If this Agreement is terminated prematurely for any reason, other than our default, including failure to assign to a successor in interest as required above, you will pay as liquidated damages (but not penalty) the full remaining amount due under this Agreement.
6. The Equipment consists of mechanical and electrical devices subject to wear and tear, deterioration, obsolescence and possible malfunction as a result of causes beyond our control. The services do not guarantee against failure or malfunction, but are intended to reduce wear and prolong useful life of the Equipment. We are not required to perform tests other than those specified previously, to install new devices on the equipment which may be recommended or directed by insurance companies, federal, state, municipal or other authorities, to make changes or modifications in design, or to make any replacements with parts of a different design. We are responsible to perform such work as is required due to ordinary wear and tear. We are not responsible for any work required, or any claims, liabilities or damages, due to: obsolescence; accident; abuse; misuse; vandalism; adverse machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit) or excessive humidity; overloading or overcrowding of the Equipment beyond the limits of the applicable codes; adverse premises or environmental conditions, power fluctuations, rust, or any other cause beyond our control. We will not be responsible for correction of outstanding violations or test requirements cited by appropriate authorities prior to the effective date of this agreement.
7. Invoices (including invoices for extra work outside the fixed price) will be paid upon presentation, on or before the last day of the month prior to the billing period. Late or non-payments will result in:
 - (a) Interest on past due amounts at 1½% per month or the highest legal rate available;
 - (b) Termination of the Agreement on ten (10) days prior written notice; and
 - (c) Attorneys' fees, cost of collection and all other appropriate remedies for breach of contract.
8. If either party to this Agreement claims default by the other, written notice of at least 30 days shall be provided, specifically describing the default. If cure of the default is not commenced within the thirty-day notification period, this Agreement may be terminated. In the event of litigation, the prevailing party will be entitled to its reasonable attorneys' fees and costs.



Schindler

9. Any proprietary material, information, data or devices contained in the equipment or work provided hereunder, or any component or feature thereof, remains our property. This includes, but is not limited to, any tools, devices, manuals, software (which is subject to a limited license for use in this building/premises/ equipment only), modems, source/ access/ object codes, passwords and the Schindler Remote Monitoring feature ("SRM") (if applicable) which we will deactivate and remove if the Agreement is terminated.

10. You will prevent access to the Equipment, including the SRM feature and/or dedicated telephone line if applicable, by anyone other than us. We will not be responsible for any claims, losses, demands, lawsuits, judgment, verdicts, awards or settlements ("claims") arising from the use or misuse of SRM, if it or any portion of it has been modified, tampered with, misused or abused. We will not be responsible for use, misuse, or misinterpretation of the reports, calls, signals, alarms or other such SRM output, nor for claims arising from acts or omissions of others in connection with SRM or from interruptions of telephone service to SRM regardless of cause. You agree that you will defend, indemnify and hold us harmless from and against any such claims, and from any and all claims arising out of or in connection with this Agreement, and/or the Equipment, unless caused directly and solely by our established fault.

11. Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

12. Schindler Elevator Corporation is insured at all locations where it undertakes business for the type of insurance. You agree to accept, named as certificate holder, in full satisfaction of the insurance requirements for this Agreement, our standard Certificate of Insurance. Limits of liability as follows:

- (a) Workers' Compensation - Equal to or in excess of limits of Workers' Compensation laws in all states and the District of Columbia.
- (b) Comprehensive Liability - Up to Two Million Dollars (\$2,000,000.00) single limit per occurrence, Products/Completed Ops Aggregate \$5,000,000.
- (c) Auto Liability - \$5,000,000 CSL.
- (d) Employer's Liability - \$5,000,000 Each Accident/Employee/Policy Limit.

13. You hereby authorize us to produce single copies of the EPROM and/or ROM chips for each elevator subject to this Agreement for the sole purpose of archival back-up of the software embodied therein. The duplicate chip(s) for a given elevator shall be identified by serial number, or other means, and shall be stored on the building premises in a secured area in the elevator equipment room or you may retain possession. We agree that back-up chips are not for the benefit of purchase or sale, or for use in other elevator systems, and shall be used for no other purpose than the replacement of a defective or damaged chip on the particular elevator. In the event that the your continued possession of the computer program should cease to be rightful, we agree that all such archival copies shall be destroyed.

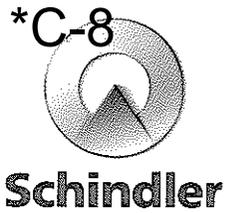
14. You acknowledge that certain replacement parts, such as printed circuit boards or control related parts, may be difficult to obtain. While we do not anticipate problems or delays obtaining such parts, it may be necessary or desirable for you to order such parts directly from the original equipment manufacturer ("OEM"). You agree, in such event, to order parts promptly from the OEM, at any time and from time to time, as specified by us. We agree to reimburse you for the reasonable cost of such parts (as covered by this Agreement) promptly upon receipt from you of copies of the invoice(s) together with appropriate payment documentation.

15. Should conditions arise requiring use of the OEM diagnostic tool, we will promptly notify you. You agree, in such event, to promptly contact the OEM for diagnostic service and repair. You will be responsible for all costs related to such service and repair. You further agree that we shall not be responsible for any delays, damage, costs or claims associated with you or OEM's failure to timely provide a diagnostic tool, and you will indemnify, defend and hold us harmless from any such delays, damage, cost or claim.

SPECIAL CONDITIONS

The following additional terms and conditions are incorporated:

This agreement includes two (2) visits per year. One visit will include regular preventive maintenance, the other visit will include completing the code required Category 1 Hydraulic Safety Test.



Schindler Inspection

SCHINDLER ELEVATOR CORPORATION

1906 Wright Street
 Madison, WI 53704-2570
 Phone: 608-237-5706
 Fax: 608-237-5715

Date: April 17, 2013

Estimate Number: BNEN-96LSFP (2013.2)

To:
 White Memorial Building
 402 W. Main Street
 Whitewater, WI 53190-1931

Building Name:
 White Memorial Building

Attn: Matt Amundson

EQUIPMENT DESCRIPTION

Qty	Manufacturer	Equipment	Application Description	Rise/Length Openings	Capacity	Speed	Install#
1	Otis	Hydraulic Passenger	White Memorial Building 402 W. Main Street Whitewater, WI 53190 Only Elevator	2F/0R	2100	100	

SCHINDLER ELEVATOR CORPORATION ("Schindler", "we", "us") 1906 Wright Street, Madison, WI 53704-2570, and **WHITE MEMORIAL BUILDING**, 402 W. Main St, Whitewater, WI 53190-1931 ("you") agree as follows:

INSPECTION COVERAGE

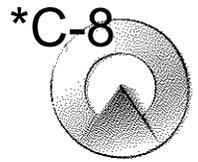
We will:

- Periodically examine, lubricate, adjust, and as needed, recommend the repair or replacement of the Equipment
- Report to you any necessary repairs discovered by us in the performance of such inspections
- Upon your request, provide you with a proposal for necessary repairs at our standard billing rates
- Perform safety testing

TESTING OF SAFETY DEVICES

<u>Equipment</u>	<u>Test</u>	<u>Frequency</u>
Hydraulic	Pressure/Relief Valve	Annually

Our testing responsibilities do not include fees or charges imposed by local authorities in conjunction with witnessing, witnessing costs, inspecting, assisting inspection authorities, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirements after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests. Further, our testing responsibilities do not include performance, or the keeping of records related to, monthly firefighters service.



Schindler

ADDITIONAL COVERAGES

We will remotely monitor (if applicable) those functions of the Equipment described above which are remote monitoring capable. Our remote monitoring system ("SRM") will automatically notify us if any monitored component or function is operating outside established parameters. We will then communicate with you to schedule appropriate service calls. Monitoring will be performed on a 24 hour, 7 day basis and will communicate toll free with our Customer Service Network using dedicated elevator telephone service. The operation and monitoring of SRM is contingent upon availability and maintenance of dedicated elevator telephone service. You have the responsibility to install, maintain and pay for such telephone service, and to notify us at any time of any interruption of such telephone service. If requested, you will provide the proper wiring diagrams for the equipment covered. These diagrams will remain your property, and will be maintained by Schindler for use in troubleshooting and servicing the equipment.

HOURS OF SERVICE

We will perform the services during our regular working hours of regular working days, excluding elevator trade holidays. The services do not include callbacks during regular or overtime hours. If you authorize services outside the scope of this agreement, or callbacks at any time, you will pay us at our standard billing rates, plus materials not covered by contract, expenses and travel.

TERM

This Agreement commences on June 01, 2013, and continues until May 31, 2016, and shall renew (where permitted by applicable local law) for subsequent similar periods, unless terminated by either party upon written notice received by the other party at least 90 days prior to the above termination date or any renewal termination date, and not more than 120 days before the termination date.

PRICE

In consideration of the services provided hereunder, you agree to pay us the sum of \$48.00 per month, payable in annual installments of \$576.00, exclusive of applicable taxes, unless another payment frequency option is selected below.

PRICE ADJUSTMENT

The contract Price and labor rates for extra work will be adjusted annually in January. This adjustment will be based upon the local labor rate adjustment for the year in which it is adjusted, and will be increased or decreased on the basis of changes to the local straight time hourly rate for mechanics. If there is a delay in determining a new labor rate, or an interim determination of a new labor rate, we will notify you and adjust the price at the time of such determination, and we will retroactively bill or issue credit, as appropriate, for the period of such delay. We also reserve the right to adjust the contract price quarterly / annually on the basis of changes in other expenses such as fuel, waste disposal, government regulations or administrative costs. Should you elect to take the annual pre-payment option, the price adjustment date will default to coincide with the invoice date.

PAYMENT OPTIONS

(1) Please select a Method of Payment:

Direct Debit 1% Discount (Attach Copy of voided check)

Credit Card 3% Addition

Visa MC AMEX

Number: _____

Expiration Date: _____

Signature: _____

Check

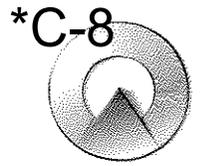
Other: _____

(2) Please select a Payment Frequency (Other than Annual):

Semi-Annual 1% Addition

Quarterly 3% Addition

Monthly 5% Addition



Schindler

The attached terms and conditions are incorporated herein by reference.

Acceptance by you as owner's agent or authorized representative and subsequent approval by our authorized representative will be required to validate this agreement.

Proposed:

Accepted:

Brad Nelson

By: Brad Nelson

By: _____

For: Schindler Elevator Corporation

For: _____

Title: Sales Representative

Title: _____

Date: April 17, 2013

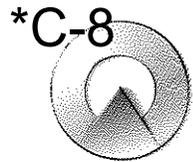
Date: _____

Approved:

By: Kyle Reinert

Title: District Manager

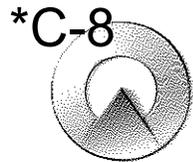
Date: _____



Schindler

TERMS AND CONDITIONS

1. This is the entire Agreement between us, and no other terms or conditions shall apply. This service proposal does not void or negate the terms and conditions of any existing service agreement unless fully executed by both parties. No services or work other than specifically set forth herein are included or intended by this Agreement.
2. You retain your responsibilities as Owner and/or Manager of the premises and of the Equipment. You will provide us with clear and safe access to the Equipment and a safe workplace for our employees as well as a safe storage location for parts and other materials to be stored on site which remain our property, in compliance with all applicable regulations related thereto, you will inspect and observe the condition of the Equipment and workplace and you will promptly report potentially hazardous conditions and malfunctions, and you will call for service as required; you will promptly authorize needed repairs or replacements outside the scope of this Agreement, and observe all testing and reporting responsibilities based upon local codes. You will not permit others to work on the Equipment during the term of this Agreement. You agree that you will authorize and pay for any proposed pre-maintenance repairs or upgrades (including any such repairs or upgrades proposed during the first 30 days of this agreement), or we will have the option to terminate this Agreement immediately, without penalty to us. You agreed to post and maintain necessary instructions and / or warnings relating to the equipment.
3. We will not be liable for damages of any kind, whether in contract or in tort, or otherwise, in excess of the annual price of this Agreement. We will not be liable in any event for special, indirect or consequential damages, which include but are not limited to loss of rents, revenues, profit, good will, or use of Equipment or property, or business interruption.
4. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.
5. You will assign this Agreement to your successor in interest, should your interest in the premises cease prior to the initial or any renewal termination date. If this Agreement is terminated prematurely for any reason, other than our default, including failure to assign to a successor in interest as required above, you will pay as liquidated damages (but not penalty) the full remaining amount due under this Agreement.
6. The Equipment consists of mechanical and electrical devices subject to wear and tear, deterioration, obsolescence and possible malfunction as a result of causes beyond our control. The services do not guarantee against failure or malfunction, but are intended to reduce wear and prolong useful life of the Equipment. We are not required to perform tests other than those specified previously, to install new devices on the equipment which may be recommended or directed by insurance companies, federal, state, municipal or other authorities, to make changes or modifications in design, or to make any replacements with parts of a different design. We are responsible to perform such work as is required due to ordinary wear and tear. We are not responsible for any work required, or any claims, liabilities or damages, due to: obsolescence; accident; abuse; misuse; vandalism; adverse machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit) or excessive humidity; overloading or overcrowding of the Equipment beyond the limits of the applicable codes; adverse premises or environmental conditions, power fluctuations, rust, or any other cause beyond our control. We will not be responsible for correction of outstanding violations or test requirements cited by appropriate authorities prior to the effective date of this agreement.
7. Invoices (including invoices for extra work outside the fixed price) will be paid upon presentation, on or before the last day of the month prior to the billing period. Late or non-payments will result in:
 - (a) Interest on past due amounts at 1½% per month or the highest legal rate available;
 - (b) Termination of the Agreement on ten (10) days prior written notice; and
 - (c) Attorneys' fees, cost of collection and all other appropriate remedies for breach of contract.
8. If either party to this Agreement claims default by the other, written notice of at least 30 days shall be provided, specifically describing the default. If cure of the default is not commenced within the thirty-day notification period, this Agreement may be terminated. In the event of litigation, the prevailing party will be entitled to its reasonable attorneys' fees and costs.



Schindler

9. Any proprietary material, information, data or devices contained in the equipment or work provided hereunder, or any component or feature thereof, remains our property. This includes, but is not limited to, any tools, devices, manuals, software (which is subject to a limited license for use in this building/premises/ equipment only), modems, source/ access/ object codes, passwords and the Schindler Remote Monitoring feature ("SRM") (if applicable) which we will deactivate and remove if the Agreement is terminated.

10. You will prevent access to the Equipment, including the SRM feature and/or dedicated telephone line if applicable, by anyone other than us. We will not be responsible for any claims, losses, demands, lawsuits, judgment, verdicts, awards or settlements ("claims") arising from the use or misuse of SRM, if it or any portion of it has been modified, tampered with, misused or abused. We will not be responsible for use, misuse, or misinterpretation of the reports, calls, signals, alarms or other such SRM output, nor for claims arising from acts or omissions of others in connection with SRM or from interruptions of telephone service to SRM regardless of cause. You agree that you will defend, indemnify and hold us harmless from and against any such claims, and from any and all claims arising out of or in connection with this Agreement, and/or the Equipment, unless caused directly and solely by our established fault.

11. Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

12. Schindler Elevator Corporation is insured at all locations where it undertakes business for the type of insurance. You agree to accept, named as certificate holder, in full satisfaction of the insurance requirements for this Agreement, our standard Certificate of Insurance. Limits of liability as follows:

(a) Workers' Compensation - Equal to or in excess of limits of Workers' Compensation laws in all states and the District of Columbia.

(b) Comprehensive Liability - Up to Two Million Dollars (\$2,000,000.00) single limit per occurrence, Products/Completed Ops Aggregate \$5,000,000.

(c) Auto Liability - \$5,000,000 CSL.

(d) Employer's Liability - \$5,000,000 Each Accident/Employee/Policy Limit.

13. You hereby authorize us to produce single copies of the EPROM and/or ROM chips for each elevator subject to this Agreement for the sole purpose of archival back-up of the software embodied therein. The duplicate chip(s) for a given elevator shall be identified by serial number, or other means, and shall be stored on the building premises in a secured area in the elevator equipment room or you may retain possession. We agree that back-up chips are not for the benefit of purchase or sale, or for use in other elevator systems, and shall be used for no other purpose than the replacement of a defective or damaged chip on the particular elevator. In the event that the your continued possession of the computer program should cease to be rightful, we agree that all such archival copies shall be destroyed.

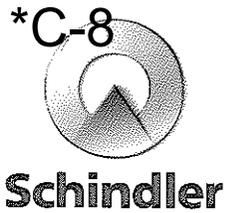
14. You acknowledge that certain replacement parts, such as printed circuit boards or control related parts, may be difficult to obtain. While we do not anticipate problems or delays obtaining such parts, it may be necessary or desirable for you to order such parts directly from the original equipment manufacturer ("OEM"). You agree, in such event, to order parts promptly from the OEM, at any time and from time to time, as specified by us. We agree to reimburse you for the reasonable cost of such parts (as covered by this Agreement) promptly upon receipt from you of copies of the invoice(s) together with appropriate payment documentation.

15. Should conditions arise requiring use of the OEM diagnostic tool, we will promptly notify you. You agree, in such event, to promptly contact the OEM for diagnostic service and repair. You will be responsible for all costs related to such service and repair. You further agree that we shall not be responsible for any delays, damage, costs or claims associated with you or OEM's failure to timely provide a diagnostic tool, and you will indemnify, defend and hold us harmless from any such delays, damage, cost or claim.

SPECIAL CONDITIONS

The following additional terms and conditions are incorporated:

This agreement includes two (2) visits per year. One visit will include regular preventive maintenance, the other visit will include the code required Category 1 Hydraulic Safety Test.



Schindler Inspection

SCHINDLER ELEVATOR CORPORATION

1906 Wright Street
 Madison, WI 53704-2570
 Phone: 608-237-5706
 Fax: 608-237-5715

Date: April 17, 2013

Estimate Number: BNEN-96LRWW (2013.2)

To:
 Whitewater Innovation Center
 1221 Innovation Drive
 Whitewater, WI 53190-1931

Building Name:
 Whitewater Innovation Center

Attn: Matt Amundson

EQUIPMENT DESCRIPTION

Qty	Manufacturer	Equipment	Application	Description	Rise/Length Openings	Capacity	Speed	Install#
1	Schindler	Hydraulic Passenger		Whitewater Innovation Center 1221 Innovation Dr Whitewater, WI 53190 Only Elevator	2F/0R	3000	100	

SCHINDLER ELEVATOR CORPORATION ("Schindler", "we", "us") 1906 Wright Street, Madison, WI 53704-2570, and **WHITEWATER INNOVATION CENTER**, 1221 Innovation Drive, Whitewater, WI 53190-1931 ("you") agree as follows:

INSPECTION COVERAGE

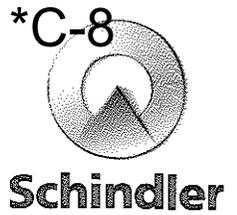
We will:

- Periodically examine, lubricate, adjust, and as needed, recommend the repair or replacement of the Equipment
- Report to you any necessary repairs discovered by us in the performance of such inspections
- Upon your request, provide you with a proposal for necessary repairs at our standard billing rates
- Perform safety testing

TESTING OF SAFETY DEVICES

<u>Equipment</u>	<u>Test</u>	<u>Frequency</u>
Hydraulic	Pressure/Relief Valve	Annually

Our testing responsibilities do not include fees or changes imposed by local authorities in conjunction with witnessing, witnessing costs, inspecting, assisting inspection authorities, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirements after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests. Further, our testing responsibilities do not include performance, or the keeping of records related to, monthly firefighters service.



ADDITIONAL COVERAGES

We will remotely monitor (if applicable) those functions of the Equipment described above which are remote monitoring capable. Our remote monitoring system ("SRM") will automatically notify us if any monitored component or function is operating outside established parameters. We will then communicate with you to schedule appropriate service calls. Monitoring will be performed on a 24 hour, 7 day basis and will communicate toll free with our Customer Service Network using dedicated elevator telephone service. The operation and monitoring of SRM is contingent upon availability and maintenance of dedicated elevator telephone service. You have the responsibility to install, maintain and pay for such telephone service, and to notify us at any time of any interruption of such telephone service. If requested, you will provide the proper wiring diagrams for the equipment covered. These diagrams will remain your property, and will be maintained by Schindler for use in troubleshooting and servicing the equipment.

HOURS OF SERVICE

We will perform the services during our regular working hours of regular working days, excluding elevator trade holidays. The services do not include callbacks during regular or overtime hours. If you authorize services outside the scope of this agreement, or callbacks at any time, you will pay us at our standard billing rates, plus materials not covered by contract, expenses and travel.

TERM

This Agreement commences on June 01, 2013, and continues until May 31, 2016, and shall renew (where permitted by applicable local law) for subsequent similar periods, unless terminated by either party upon written notice received by the other party at least 90 days prior to the above termination date or any renewal termination date, and not more than 120 days before the termination date.

PRICE

In consideration of the services provided hereunder, you agree to pay us the sum of \$48.00 per month, payable in annual installments of \$576.00, exclusive of applicable taxes, unless another payment frequency option is selected below.

PRICE ADJUSTMENT

The contract Price and labor rates for extra work will be adjusted annually in January. This adjustment will be based upon the local labor rate adjustment for the year in which it is adjusted, and will be increased or decreased on the basis of changes to the local straight time hourly rate for mechanics. If there is a delay in determining a new labor rate, or an interim determination of a new labor rate, we will notify you and adjust the price at the time of such determination, and we will retroactively bill or issue credit, as appropriate, for the period of such delay. We also reserve the right to adjust the contract price quarterly / annually on the basis of changes in other expenses such as fuel, waste disposal, government regulations or administrative costs. Should you elect to take the annual pre-payment option, the price adjustment date will default to coincide with the invoice date.

PAYMENT OPTIONS

(1) Please select a Method of Payment:

Direct Debit 1% Discount (Attach Copy of voided check)

Credit Card 3% Addition

Visa MC AMEX

Number: _____

Expiration Date: _____

Signature: _____

Check

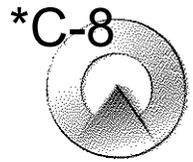
Other: _____

(2) Please select a Payment Frequency (Other than Annual):

Semi-Annual 1% Addition

Quarterly 3% Addition

Monthly 5% Addition



Schindler

The attached terms and conditions are incorporated herein by reference.

Acceptance by you as owner's agent or authorized representative and subsequent approval by our authorized representative will be required to validate this agreement.

Proposed:

Accepted:

Brad Nelson

By: Brad Nelson

By: _____

For: Schindler Elevator Corporation

For: _____

Title: Sales Representative

Title: _____

Date: April 17, 2013

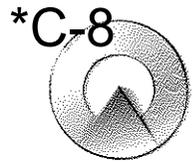
Date: _____

Approved:

By: Kyle Reinert

Title: District Manager

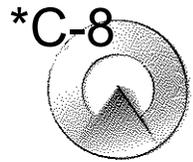
Date: _____



Schindler

TERMS AND CONDITIONS

1. This is the entire Agreement between us, and no other terms or conditions shall apply. This service proposal does not void or negate the terms and conditions of any existing service agreement unless fully executed by both parties. No services or work other than specifically set forth herein are included or intended by this Agreement.
2. You retain your responsibilities as Owner and/or Manager of the premises and of the Equipment. You will provide us with clear and safe access to the Equipment and a safe workplace for our employees as well as a safe storage location for parts and other materials to be stored on site which remain our property, in compliance with all applicable regulations related thereto, you will inspect and observe the condition of the Equipment and workplace and you will promptly report potentially hazardous conditions and malfunctions, and you will call for service as required; you will promptly authorize needed repairs or replacements outside the scope of this Agreement, and observe all testing and reporting responsibilities based upon local codes. You will not permit others to work on the Equipment during the term of this Agreement. You agree that you will authorize and pay for any proposed pre-maintenance repairs or upgrades (including any such repairs or upgrades proposed during the first 30 days of this agreement), or we will have the option to terminate this Agreement immediately, without penalty to us. You agreed to post and maintain necessary instructions and / or warnings relating to the equipment.
3. We will not be liable for damages of any kind, whether in contract or in tort, or otherwise, in excess of the annual price of this Agreement. We will not be liable in any event for special, indirect or consequential damages, which include but are not limited to loss of rents, revenues, profit, good will, or use of Equipment or property, or business interruption.
4. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.
5. You will assign this Agreement to your successor in interest, should your interest in the premises cease prior to the initial or any renewal termination date. If this Agreement is terminated prematurely for any reason, other than our default, including failure to assign to a successor in interest as required above, you will pay as liquidated damages (but not penalty) the full remaining amount due under this Agreement.
6. The Equipment consists of mechanical and electrical devices subject to wear and tear, deterioration, obsolescence and possible malfunction as a result of causes beyond our control. The services do not guarantee against failure or malfunction, but are intended to reduce wear and prolong useful life of the Equipment. We are not required to perform tests other than those specified previously, to install new devices on the equipment which may be recommended or directed by insurance companies, federal, state, municipal or other authorities, to make changes or modifications in design, or to make any replacements with parts of a different design. We are responsible to perform such work as is required due to ordinary wear and tear. We are not responsible for any work required, or any claims, liabilities or damages, due to: obsolescence; accident; abuse; misuse; vandalism; adverse machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit) or excessive humidity; overloading or overcrowding of the Equipment beyond the limits of the applicable codes; adverse premises or environmental conditions, power fluctuations, rust, or any other cause beyond our control. We will not be responsible for correction of outstanding violations or test requirements cited by appropriate authorities prior to the effective date of this agreement.
7. Invoices (including invoices for extra work outside the fixed price) will be paid upon presentation, on or before the last day of the month prior to the billing period. Late or non-payments will result in:
 - (a) Interest on past due amounts at 1½% per month or the highest legal rate available;
 - (b) Termination of the Agreement on ten (10) days prior written notice; and
 - (c) Attorneys' fees, cost of collection and all other appropriate remedies for breach of contract.
8. If either party to this Agreement claims default by the other, written notice of at least 30 days shall be provided, specifically describing the default. If cure of the default is not commenced within the thirty-day notification period, this Agreement may be terminated. In the event of litigation, the prevailing party will be entitled to its reasonable attorneys' fees and costs.



Schindler

9. Any proprietary material, information, data or devices contained in the equipment or work provided hereunder, or any component or feature thereof, remains our property. This includes, but is not limited to, any tools, devices, manuals, software (which is subject to a limited license for use in this building/premises/ equipment only), modems, source/ access/ object codes, passwords and the Schindler Remote Monitoring feature ("SRM") (if applicable) which we will deactivate and remove if the Agreement is terminated.

10. You will prevent access to the Equipment, including the SRM feature and/or dedicated telephone line if applicable, by anyone other than us. We will not be responsible for any claims, losses, demands, lawsuits, judgment, verdicts, awards or settlements ("claims") arising from the use or misuse of SRM, if it or any portion of it has been modified, tampered with, misused or abused. We will not be responsible for use, misuse, or misinterpretation of the reports, calls, signals, alarms or other such SRM output, nor for claims arising from acts or omissions of others in connection with SRM or from interruptions of telephone service to SRM regardless of cause. You agree that you will defend, indemnify and hold us harmless from and against any such claims, and from any and all claims arising out of or in connection with this Agreement, and/or the Equipment, unless caused directly and solely by our established fault.

11. Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

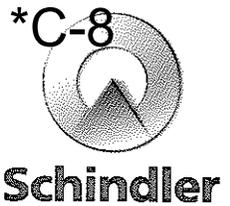
12. Schindler Elevator Corporation is insured at all locations where it undertakes business for the type of insurance. You agree to accept, named as certificate holder, in full satisfaction of the insurance requirements for this Agreement, our standard Certificate of Insurance. Limits of liability as follows:

- (a) Workers' Compensation - Equal to or in excess of limits of Workers' Compensation laws in all states and the District of Columbia.
- (b) Comprehensive Liability - Up to Two Million Dollars (\$2,000,000.00) single limit per occurrence, Products/Completed Ops Aggregate \$5,000,000.
- (c) Auto Liability - \$5,000,000 CSL.
- (d) Employer's Liability - \$5,000,000 Each Accident/Employer/Policy Limit.

SPECIAL CONDITIONS

The following additional terms and conditions are incorporated:

This agreement includes two (2) visits per year. One visit will include preventive maintenance, the other visit will include completing the code required Category 1 Hydraulic Safety Test.



Schindler Inspection

SCHINDLER ELEVATOR CORPORATION

1906 Wright Street
 Madison, WI 53704-2570
 Phone: 608-237-5706
 Fax: 608-237-5715

Date: April 17, 2013

Estimate Number: BNEN-96LRMS (2013.2)

To:
 Whitewater Armory Renovations
 146 W North St
 Whitewater, WI 53190-1931

Building Name:
 Whitewater Armory Renovations

Attn: Matt Amundson

EQUIPMENT DESCRIPTION

Qty	Manufacturer	Equipment	Application Description	Rise/Length Openings	Capacity	Speed	Install#
1	Schindler	Hydraulic Passenger	Whitewater Armory Renovations 146 W North St Whitewater, WI 53190-1931 Only Elevator	3F/0R	4500	100	B2775

SCHINDLER ELEVATOR CORPORATION ("Schindler", "we", "us") 1906 Wright Street, Madison, WI 53704-2570, and **WHITEWATER ARMORY RENOVATIONS**, 146 W North St, Whitewater, WI 53190-1931 ("you") agree as follows:

INSPECTION COVERAGE

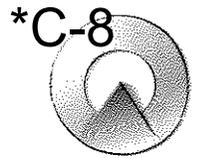
We will:

- Periodically examine, lubricate, adjust, and as needed, recommend the repair or replacement of the Equipment
- Report to you any necessary repairs discovered by us in the performance of such inspections
- Upon your request, provide you with a proposal for necessary repairs at our standard billing rates
- Perform safety testing

TESTING OF SAFETY DEVICES

<u>Equipment</u>	<u>Test</u>	<u>Frequency</u>
Hydraulic	Pressure/Relief Valve	Annually

Our testing responsibilities do not include fees or charges imposed by local authorities in conjunction with witnessing, witnessing costs, inspecting, assisting inspection authorities, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirements after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests. Further, our testing responsibilities do not include performance, or the keeping of records related to, monthly firefighters service.



Schindler

ADDITIONAL COVERAGES

We will remotely monitor (if applicable) those functions of the Equipment described above which are remote monitoring capable. Our remote monitoring system ("SRM") will automatically notify us if any monitored component or function is operating outside established parameters. We will then communicate with you to schedule appropriate service calls. Monitoring will be performed on a 24 hour, 7 day basis and will communicate toll free with our Customer Service Network using dedicated elevator telephone service. The operation and monitoring of SRM is contingent upon availability and maintenance of dedicated elevator telephone service. You have the responsibility to install, maintain and pay for such telephone service, and to notify us at any time of any interruption of such telephone service. If requested, you will provide the proper wiring diagrams for the equipment covered. These diagrams will remain your property, and will be maintained by Schindler for use in troubleshooting and servicing the equipment.

HOURS OF SERVICE

We will perform the services during our regular working hours of regular working days, excluding elevator trade holidays. The services do not include callbacks during regular or overtime hours. If you authorize services outside the scope of this agreement, or callbacks at any time, you will pay us at our standard billing rates, plus materials not covered by contract, expenses and travel.

TERM

This Agreement commences on June 01, 2013, and continues until May 31, 2016, and shall renew (where permitted by applicable local law) for subsequent similar periods, unless terminated by either party upon written notice received by the other party at least 90 days prior to the above termination date or any renewal termination date, and not more than 120 days before the termination date.

PRICE

In consideration of the services provided hereunder, you agree to pay us the sum of \$48.00 per month, payable in annual installments of \$576.00, exclusive of applicable taxes, unless another payment frequency option is selected below.

PRICE ADJUSTMENT

The contract Price and labor rates for extra work will be adjusted annually in January. This adjustment will be based upon the local labor rate adjustment for the year in which it is adjusted, and will be increased or decreased on the basis of changes to the local straight time hourly rate for mechanics. If there is a delay in determining a new labor rate, or an interim determination of a new labor rate, we will notify you and adjust the price at the time of such determination, and we will retroactively bill or issue credit, as appropriate, for the period of such delay. We also reserve the right to adjust the contract price quarterly / annually on the basis of changes in other expenses such as fuel, waste disposal, government regulations or administrative costs. Should you elect to take the annual pre-payment option, the price adjustment date will default to coincide with the invoice date.

PAYMENT OPTIONS

(1) Please select a Method of Payment:

Direct Debit 1% Discount (Attach Copy of voided check)

Credit Card 3% Addition

Visa MC AMEX

Number: _____

Expiration Date: _____

Signature: _____

Check

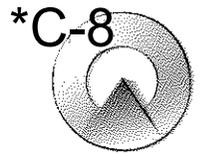
Other: _____

(2) Please select a Payment Frequency (Other than Annual):

Semi-Annual 1% Addition

Quarterly 3% Addition

Monthly 5% Addition



Schindler

The attached terms and conditions are incorporated herein by reference.

Acceptance by you as owner's agent or authorized representative and subsequent approval by our authorized representative will be required to validate this agreement.

Proposed:

Accepted:

Brad Nelson

By: Brad Nelson

By:

For: Schindler Elevator Corporation

For:

Title: Sales Representative

Title:

Date: April 17, 2013

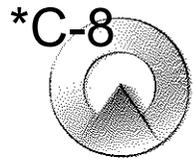
Date:

Approved:

By: Kyle Reinert

Title: District Manager

Date:



Schindler

TERMS AND CONDITIONS

1. This is the entire Agreement between us, and no other terms or conditions shall apply. This service proposal does not void or negate the terms and conditions of any existing service agreement unless fully executed by both parties. No services or work other than specifically set forth herein are included or intended by this Agreement.

2. You retain your responsibilities as Owner and/or Manager of the premises and of the Equipment. You will provide us with clear and safe access to the Equipment and a safe workplace for our employees as well as a safe storage location for parts and other materials to be stored on site which remain our property, in compliance with all applicable regulations related thereto, you will inspect and observe the condition of the Equipment and workplace and you will promptly report potentially hazardous conditions and malfunctions, and you will call for service as required; you will promptly authorize needed repairs or replacements outside the scope of this Agreement, and observe all testing and reporting responsibilities based upon local codes. You will not permit others to work on the Equipment during the term of this Agreement. You agree that you will authorize and pay for any proposed pre-maintenance repairs or upgrades (including any such repairs or upgrades proposed during the first 30 days of this agreement), or we will have the option to terminate this Agreement immediately, without penalty to us. You agreed to post and maintain necessary instructions and / or warnings relating to the equipment.

3. We will not be liable for damages of any kind, whether in contract or in tort, or otherwise, in excess of the annual price of this Agreement. We will not be liable in any event for special, indirect or consequential damages, which include but are not limited to loss of rents, revenues, profit, good will, or use of Equipment or property, or business interruption.

4. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.

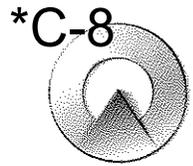
5. You will assign this Agreement to your successor in interest, should your interest in the premises cease prior to the initial or any renewal termination date. If this Agreement is terminated prematurely for any reason, other than our default, including failure to assign to a successor in interest as required above, you will pay as liquidated damages (but not penalty) the full remaining amount due under this Agreement.

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7. Invoices (including invoices for extra work outside the fixed price) will be paid upon presentation, on or before the last day of the month prior to the billing period. Late or non-payments will result in:

- (a) Interest on past due amounts at 1½% per month or the highest legal rate available;
- (b) Termination of the Agreement on ten (10) days prior written notice; and
- (c) Attorneys' fees, cost of collection and all other appropriate remedies for breach of contract.

8. If either party to this Agreement claims default by the other, written notice of at least 30 days shall be provided, specifically describing the default. If cure of the default is not commenced within the thirty-day notification period, this Agreement may be terminated. In the event of litigation, the prevailing party will be entitled to its reasonable attorneys' fees and costs.



Schindler

9. Any proprietary material, information, data or devices contained in the equipment or work provided hereunder, or any component or feature thereof, remains our property. This includes, but is not limited to, any tools, devices, manuals, software (which is subject to a limited license for use in this building/premises/ equipment only), modems, source/ access/ object codes, passwords and the Schindler Remote Monitoring feature ("SRM") (if applicable) which we will deactivate and remove if the Agreement is terminated.

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11. Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

12. Schindler Elevator Corporation is insured at all locations where it undertakes business for the type of insurance. You agree to accept, named as certificate holder, in full satisfaction of the insurance requirements for this Agreement, our standard Certificate of Insurance. Limits of liability as follows:

- (a) Workers' Compensation - Equal to or in excess of limits of Workers' Compensation laws in all states and the District of Columbia.
- (b) Comprehensive Liability - Up to Two Million Dollars (\$2,000,000.00) single limit per occurrence, Products/Completed Ops Aggregate \$5,000,000.
- (c) Auto Liability - \$5,000,000 CSL.
- (d) Employer's Liability - \$5,000,000 Each Accident/Employee/Policy Limit.

SPECIAL CONDITIONS

The following additional terms and conditions are incorporated:

This agreement includes two (2) visits per year. One visit will include regular preventive maintenance, the other visit will include completing the code required Category 1 Hydraulic Safety Test.

CITIZEN SERVICE INFORMATION FORM

Name (Print): Hudson, Danielle C. Date: 4/11/13

Home Address: 273 N. Fremont St. Whitewater, WI 53190

Business Name:

Business Address:

Telephone (cell): 520-444-3597

E-mail address: dcolettehudson@gmail.com

How long have you lived in the City of Whitewater?: 2 years

Which Boards, Commissions, and/or Committees interest you?

Irvin L. Young Memorial Library Board of Trustees

Please give a brief overview of your background, experience, interest, or concerns in the above areas:

As a musician with advanced degrees in performance and a history of playing in community ensembles, I have a deep appreciation of the importance of local organizations. I am also an avid reader and frequent patron of the Irvin L. Young Memorial Library. As I get to know my new community, I find myself looking for ways to be involved. My background in the arts and enthusiasm for the importance of local libraries gives me a unique perspective, which I believe would be valuable to the board.

References:

1. Erik Janners-Knightwind Ensemble, Music Director
Phone: (224) 430-4044
Email: erik.janners@marquette.edu
2. Jo Harmson-Michigan State University Healthteam
Phone: (517) 353-4837
Email: harmson@msu.edu

Return this form to:

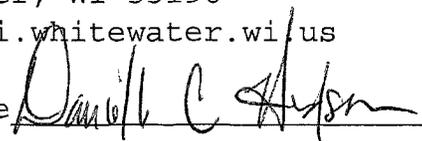
City Clerk

312 W. Whitewater Street

Whitewater, WI 53190

msmith@ci.whitewater.wi.us

Signature

 4/11/13

Revised 3/18/05

SECOND READING OF ORDINANCE NO. 1804A - FINAL
WHITEWATER TRANSPARENCY ENHANCEMENT ORDINANCE

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

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

2.62.010 Purpose.

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

2.62.020 Posting Requirements.

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

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

(c) All council, committee, commission and board packet materials, that can be reasonably scanned, shall be posted online 24 hours in advance of the meeting. The City shall provide an electronic notification feed alert, indicating that new information is available regarding an upcoming council, committee, commission or board meeting, to any party that has subscribed to the feed (requested notice from the City of the updated information).

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

(e) The council and all committee, commission and board meeting minutes shall be posted online within 30 days of the meeting. If the body does not meet within 30 days of the meeting, the minutes shall be posted within 14 days of the next meeting.

2.62.030 Information Technology Requirements.

(a) Beginning December 1, 2010, City Council, Community Development Authority, Plan Commission and Police Commission meetings shall be videotaped, and the video shall be posted online.

2.62.040 Meeting Procedures.

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

(b) All council, committee, commission and boards shall allow the public an opportunity to comment on substantive items on the meeting agenda. The council, committee, commission or board shall have the discretion to impose time limits and other reasonable procedural rules concerning the public comment.

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

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

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

Ordinance introduced by Councilmember Winship, who moved its adoption. Seconded by Councilmember Olsen. AYES: Olsen, Butler, Winship, Binnie, Singer, Stewart. NOES: Kienbaum. ABSENT: None. ADOPTED: October 5, 2010.



Kevin M. Brunner, City Manager



Michele R. Smith, City Clerk

**CITY OF WHITEWATER
2013 SALARY RESOLUTION
AMENDMENT 2**

WHEREAS, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, sets forth the wage and salary schedule for employees for 2013, in which wages are established.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, that the following ranges and numbers of employees in the 2013 Wage and Salary Schedule are hereby adopted pursuant to Wisconsin Statutes; and

BE IT FURTHER RESOLVED that the contents of this resolution shall supersede such previously adopted schedules where the subject matter between the two shall be in conflict, and the changes contained herein shall be effective beginning February 6, 2013.

SCHEDULE IV, WHITEWATER DISPATCH UNION, IS HEREBY REPLACED WITH THE FOLLOWING:

**SCHEDULE IV
WHITEWATER POLICE DISPATCH UNION**

Position	Effective Date	Step			
		1	2	3	4
Records Communications Coordinator	08/21/2012*	18.83	19.82	20.86	21.10
<i>One Employee at 2080 Hours</i>		<i>39,169.11</i>	<i>41,235.22</i>	<i>43,388.32</i>	<i>43,888.54</i>
Dispatch / Records Communications Aide	08/21/2012*	16.94	17.82	18.76	18.95
<i>Six Employees at 1947 Hours</i>		<i>32,979.77</i>	<i>34,689.83</i>	<i>36,522.04</i>	<i>36,888.48</i>
<i>One Employee at 976 Hours</i>		<i>16,532.23</i>	<i>17,389.46</i>	<i>18,307.91</i>	<i>18,491.61</i>

SCHEDULE VI, WHITEWATER PROFESSIONAL POLICE ASSOCIATION UNION, IS HEREBY REPLACED WITH THE FOLLOWING:

**SCHEDULE VI
WHITEWATER PROFESSIONAL POLICE ASSOCIATION UNION**

Position	# of Positions	Effective Date	Hourly Wage	<i>Per 2,080 Hours *Patrol (2,008 Hours)</i>
Sergeant*	3	01/01/2011	31.01	62,266
Detective Sergeant	1	01/01/2011	31.01	64,499
Detective	2	01/01/2011	29.65	61,670
Juvenile Officer	1	01/01/2011	29.65	61,670
Patrol Officer I*	14	01/01/2011	28.38	56,970
Patrol Officer II*		01/01/2011	25.71	51,633
Patrol Officer III*		01/01/2011	24.26	48,696

Resolution introduced by Councilmember _____, who moved its adoption. Seconded by Councilmember _____.

AYES:

NOES:

ABSENT:

ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk