

**CITY OF WHITEWATER  
COMMON COUNCIL AGENDA**

Common Council Meeting

**Tuesday, December 2, 2014 - 6:30 p.m.**

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 payment of invoices processed through November 25, 2014.	P. 1
CA-B	Acknowledgment of Receipt and Filing of: *Irvin L. Young Memorial Library Board Minutes of 10/20/14. *Plan and Architectural Review Commission Minutes of 8/11/14; 9/8/14 and 9/15/14.	P. 5
CA-C	Expedited Approval of the Following Items: C-2	n/a

**STAFF REPORTS:**

Jefferson County	Clean Sweep Recycling Plan Report	n/a
City Manager	Report on 2015 Taxes	P. 28

**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.

**ACTION ON APPLICATION FOR “CLASS B” BEER AND LIQUOR LICENSE FOR DAY N NITE, INC. D/B/A FRATELLI’S, BURIM VEDZIOVSKI, AGENT. Page 31**

**PRESENTATION OF PARKING STUDY REPORT. (Neighborhood Services Dept. Request). Page 32**

**PUBLIC HEARING:**

Public Hearing regarding Natural Hazards Mitigation Plan.

**RESOLUTIONS:**

R-1	Adopting Natural Hazards Mitigation Plan. (City Manager Request).	P. 37
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**ORDINANCES – First Reading - None**

**ORDINANCES – Second Reading - None.**

**CONSIDERATIONS:**

C-1	Fire / Rescue Task Force Update. (City Manager Request).	P. 52
*C-2	Approval of 2015 Ambulance Services Agreements with Townships of Cold Spring, Johnstown, Lima, Richmond, and Whitewater, and Koshkonong. (Finance Director Request).	P. 68
C-3	Councilmember Requests for Future Agenda Items.	n/a
C-4	<p><b>CLOSED SESSION.</b> Adjournment to Closed Session, to reconvene approximately 25 minutes after adjournment to closed session, per Wisconsin Statutes 19.85(1)(e):</p> <p>“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”,</p> <p>and per 19.85(1)(g):</p> <p>“Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.”</p> <p>Item to be Discussed:</p> <p>Strategy and settlement discussions related to the Bio solids and Efficiency Improvement Project Contract with Trane U.S. Inc. and other aspects of the project.</p> <p><b><u>Reconvene into Open Session:</u></b></p> <p>Directions to City staff concerning actions related to the Bio solids and Efficiency Improvement Project Contract with Trane U.S. Inc. and other aspects of the project.</p> <p>ADJOURNMENT.</p>	n/a

**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.**

## Report Criteria:

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
<b>ABENDROTH WATER COND</b>						
502	ABENDROTH WATER COND	502-120214	WASTEWATER/COOLER RENT	12/02/2014	35.00	620-62840-340
502	ABENDROTH WATER COND	502-120214	WASTEWATER/LAB SUPPLIES	12/02/2014	75.00	620-62870-340
Total ABENDROTH WATER COND:					110.00	
<b>ADDISON TOOLS</b>						
5015	ADDISON TOOLS	65277	WATER/TOOLS	12/02/2014	58.74	610-61935-350
Total ADDISON TOOLS:					58.74	
<b>ALL PEST CONTROL</b>						
4613	ALL PEST CONTROL	2014-1908	COMMUNITY BLDG PEST CONT	12/02/2014	120.00	100-51600-355
Total ALL PEST CONTROL:					120.00	
<b>AMERICAN AWARDS &amp; PROMOTIONS</b>						
3240	AMERICAN AWARDS & PROMO	35689	REC/GOLD FOOTBALLS & RIBB	12/02/2014	162.00	100-55300-341
Total AMERICAN AWARDS & PROMOTIONS:					162.00	
<b>ASSOCIATED TRUST COMPANY</b>						
5770	ASSOCIATED TRUST COMPAN	1710	BOND ISSUE EXPENSE	12/02/2014	463.00	300-58000-900
Total ASSOCIATED TRUST COMPANY:					463.00	
<b>BALL, RICHARD</b>						
1033	BALL, RICHARD	34405	INNOVATION CTR/MATS	12/02/2014	209.15	920-56500-250
Total BALL, RICHARD:					209.15	
<b>BROWN CAB SERVICE INC</b>						
47	BROWN CAB SERVICE INC	1126	CAB SVC/OCTOBER	12/02/2014	13,073.26	235-51350-295
Total BROWN CAB SERVICE INC:					13,073.26	
<b>DIVERSIFIED BENEFIT SVC INC</b>						
4192	DIVERSIFIED BENEFIT SVC INC	192547	FINANCE/NOV FLEX SVC	12/02/2014	276.32	100-51500-217
Total DIVERSIFIED BENEFIT SVC INC:					276.32	
<b>DOMINION VOTING SYSTEMS INC</b>						
6089	DOMINION VOTING SYSTEMS I	DVS112235	ELECTION/SOFTWARE LICENS	12/02/2014	590.04	100-51400-340
Total DOMINION VOTING SYSTEMS INC:					590.04	
<b>DONOHUE &amp; ASSOCIATES INC</b>						
7077	DONOHUE & ASSOCIATES INC	12600-10	WASTEWATER/INV #10	12/02/2014	2,820.30	620-62820-219
7077	DONOHUE & ASSOCIATES INC	12730-04	WASTEWATER/INV #4	12/02/2014	124,941.09	620-62820-219
Total DONOHUE & ASSOCIATES INC:					127,761.39	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
<b>FOREST LANDSCAPING &amp; CONSTR INC</b>						
5589	FOREST LANDSCAPING & CON	REQUEST #5	WASTEWATER/EASTGATE PRO	12/02/2014	2,400.00	620-62810-820
5589	FOREST LANDSCAPING & CON	REQUEST #5	STORMWATER/EASTGATE PR	12/02/2014	13,324.00	630-63440-820
5589	FOREST LANDSCAPING & CON	REQUEST #5	EAST GATEWAY/#5	12/02/2014	358,126.80	450-57500-873
Total FOREST LANDSCAPING & CONSTR INC:					373,850.80	
<b>GABBEY, ROBERT</b>						
1945	GABBEY, ROBERT	DEC 2014	FIRE/CELL PHONE REIMBURSE	12/02/2014	20.00	100-52200-225
Total GABBEY, ROBERT:					20.00	
<b>JCHRMA</b>						
2721	JCHRMA	PARRISH	GEN ADMN/DUES	12/02/2014	220.00	100-51400-211
Total JCHRMA:					220.00	
<b>JEFFERSON CO LAND INFORMATION OFFICE</b>						
105	JEFFERSON CO LAND INFORM	4836	DISPATCH/FIRE # MAPS	12/02/2014	28.75	100-52600-340
Total JEFFERSON CO LAND INFORMATION OFFICE:					28.75	
<b>JOHN DEERE FINANCIAL</b>						
6276	JOHN DEERE FINANCIAL	IC16306	PARKS/OPERATING SUPPLIES	12/02/2014	145.85	100-53270-340
6276	JOHN DEERE FINANCIAL	IC16317	PARKS/OPERATING SUPPLIES	12/02/2014	404.95	100-53270-340
6276	JOHN DEERE FINANCIAL	IC16473	WASTEWATER/KUBOTA OIL CH	12/02/2014	23.89	620-62850-357
6276	JOHN DEERE FINANCIAL	IC16486	WASTEWATER/OIL FILTER	12/02/2014	10.80	620-62850-357
6276	JOHN DEERE FINANCIAL	IC16504	WASTEWATER/ASSEMBLY ELE	12/02/2014	34.30	620-62850-357
Total JOHN DEERE FINANCIAL:					619.79	
<b>JONAS OFFICE PRODUCTS</b>						
343	JONAS OFFICE PRODUCTS	311463-0	WATER/LEXMARK	12/02/2014	219.98	610-61935-350
Total JONAS OFFICE PRODUCTS:					219.98	
<b>K.A.S. CUSTOM CLEANING</b>						
6868	K.A.S. CUSTOM CLEANING	16210	INNOVATION CTR/OCT SVC	12/02/2014	750.00	920-56500-246
6868	K.A.S. CUSTOM CLEANING	16210	LIBRARY BLDG/OCT SVC	12/02/2014	1,375.00	100-55111-246
6868	K.A.S. CUSTOM CLEANING	16210	CRAVATH LAKEFRONT/OCT SV	12/02/2014	1,047.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	16210	CRAVATH LAKEFRONT/RENTA	12/02/2014	94.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	16210	ARMORY/OCT SVC	12/02/2014	840.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	16210	CITY HALL/OCT SVC	12/02/2014	3,280.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	16210	COMM BLDG/OCT SVC	12/02/2014	1,175.00	100-51600-246
Total K.A.S. CUSTOM CLEANING:					8,561.00	
<b>MENARDS - JOHNSON CREEK</b>						
2534	MENARDS - JOHNSON CREEK	61598	WATER/BLDG IMPROVEMENTS	12/02/2014	248.98	610-61935-350
Total MENARDS - JOHNSON CREEK:					248.98	
<b>MILPORT ENTERPRISES INC</b>						
1408	MILPORT ENTERPRISES INC	209901	WATER/CHEMICALS	12/02/2014	1,732.00	610-61630-341
1408	MILPORT ENTERPRISES INC	210853	WATER/CHEMICALS	12/02/2014	1,523.00	610-61630-341
1408	MILPORT ENTERPRISES INC	211277	WASTEWATER/PHOS REMOVA	12/02/2014	5,720.89	620-62840-341
1408	MILPORT ENTERPRISES INC	211322	WATER/SODIUM HYPOCHLORI	12/02/2014	443.00	610-61630-341

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total MILPORT ENTERPRISES INC:					9,418.89	
<b>NORTHLAND EQUIPMENT CO INC</b>						
3338	NORTHLAND EQUIPMENT CO I	0145716-IN	WATER/#13 REPAIRS	12/02/2014	4,519.00	610-61935-350
Total NORTHLAND EQUIPMENT CO INC:					4,519.00	
<b>ROSSETTI, MATHEW</b>						
6518	ROSSETTI, MATHEW	10	POLICE/PEST CONTROL	12/02/2014	25.00	100-52120-340
Total ROSSETTI, MATHEW:					25.00	
<b>SOUTHERN LAKES PLUMBING &amp; HEATING INC</b>						
7378	SOUTHERN LAKES PLUMBING	10044628	GEN BLDG/BLDG REPAIRS	12/02/2014	360.06	100-51600-245
Total SOUTHERN LAKES PLUMBING & HEATING INC:					360.06	
<b>TRANE US INC</b>						
7259	TRANE US INC	34175255	TRANE HEATING/#5 PMT	12/02/2014	315,088.00	450-57500-877
Total TRANE US INC:					315,088.00	
<b>TRANS UNION LLC</b>						
1378	TRANS UNION LLC	10444231	POLICE ADMN/PROFESSIONAL	12/02/2014	42.71	100-52100-219
Total TRANS UNION LLC:					42.71	
<b>TRI COUNTY COOLING &amp; HEATING LLC</b>						
5283	TRI COUNTY COOLING & HEATI	2014	COMM BLDG/REPLACE MOTOR	12/02/2014	579.00	100-51600-244
5283	TRI COUNTY COOLING & HEATI	2026	CITY HALL/CONTROL MAINTEN	12/02/2014	68.00	100-51600-244
Total TRI COUNTY COOLING & HEATING LLC:					647.00	
<b>TULLY, TIMOTHY J</b>						
495	TULLY, TIMOTHY J	256258	REC/BASES & PLUGS & GATOR	12/02/2014	637.50	100-55300-341
495	TULLY, TIMOTHY J	5907	REC/WHISTLES & MARKER BO	12/02/2014	47.80	100-55300-341
495	TULLY, TIMOTHY J	5929	REC/BASKETBALLS	12/02/2014	180.00	100-55300-341
Total TULLY, TIMOTHY J:					865.30	
<b>WAL CO-SHERIFF'S DEPT</b>						
125	WAL CO-SHERIFF'S DEPT	OCTOBER 201	COURT/OCTOBER CONFINEME	12/02/2014	270.00	100-51200-293
Total WAL CO-SHERIFF'S DEPT:					270.00	
<b>WALMART COMMUNITY</b>						
1507	WALMART COMMUNITY	1507-120214	GEN ADMN/CARDS	12/02/2014	4.97	100-51400-790
1507	WALMART COMMUNITY	1507-120214	POLICE ADMN/SUPPLIES	12/02/2014	62.23	100-52100-340
1507	WALMART COMMUNITY	1507-120214	POLICE PATROL/SUPPLIES	12/02/2014	87.01	100-52110-340
1507	WALMART COMMUNITY	1507-120214	POLICE INV/BUBBLE WRAP	12/02/2014	49.70	100-52120-359
1507	WALMART COMMUNITY	1507-120214	LIBRARY/OFFICE SUPPLIES	12/02/2014	50.36	220-55110-310
1507	WALMART COMMUNITY	1507-120214	LIBRARY/ADULT PROGRAM SU	12/02/2014	3.98	220-55110-341
1507	WALMART COMMUNITY	1507-120214	LIBRARY/CHILDREN PROGRAM	12/02/2014	24.72	220-55110-342
1507	WALMART COMMUNITY	1507-120214	WATER/SUPPLIES	12/02/2014	84.51	610-61935-350
1507	WALMART COMMUNITY	1507-120214	WASTEWATER/OPERATING SU	12/02/2014	82.97	620-62840-340

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total WALMART COMMUNITY:					450.45	
<b>WATER WELL SOLUTIONS SVC GROUP INC</b>						
4323	WATER WELL SOLUTIONS SVC	14-09-127	WATER/AIR & VAC WELL SVC V	12/02/2014	950.63	610-61630-350
Total WATER WELL SOLUTIONS SVC GROUP INC:					950.63	
<b>WHITEWATER GLASS CO INC</b>						
408	WHITEWATER GLASS CO INC	10-22-14	ARMORY/PLATE GLASS & SEAL	12/02/2014	110.50	100-51600-355
Total WHITEWATER GLASS CO INC:					110.50	
<b>WI CHIEFS OF POLICE ASSOC INC</b>						
630	WI CHIEFS OF POLICE ASSOC I	POLICE EXAM	POLICE ADMN/49 ENTRY EXAM	12/02/2014	758.00	100-52100-219
Total WI CHIEFS OF POLICE ASSOC INC:					758.00	
Grand Totals:					860,098.74	

Dated: 11/25/2014

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  
Community Room  
Monday, October 20, 2014, 6:30 pm  
Amended 10/14/14; 10:40 am  
Removal of 2. Election of Officers**

**Moving 7b TRIO Participation Agreement up to 7a. from 7b.**

**1. CALL TO ORDER**

The meeting was called to order by Chairperson Hartwick at 6:31pm

Present: Julie Caldwell, Sharon Knight, Anne Hartwick, Richard Helmick, Danielle Hudson,  
Cory Pepler, Jim Winship

Absent: None

Staff Present: Stacey Lunsford, Diane Jaroch, Deana Rolfsmeyer

**2. CONSENT AGENDA**

a) Approval of minutes of the September 15, 2014 regular meeting\*

b) Acknowledgment of receipt of financial reports for August 2014\*

c) Acknowledgment of receipt of financial report of special revenue fund receipts for  
September 2014\*

d) Approval of payment of invoices for September 2014\*

Helmick requested that item c) be pulled.

MSC Helmick/Knight to approve items a), b), and d) of Consent Agenda

Ayes: Caldwell, Knight, Hartwick, Helmick, Hudson, Pepler, Winship

Nays: None

Abstain: None

Discussion about special revenue (item c) questioning the line items that are over 100%.

Lunsford explained that it was a line assignment error for most of them. Others were items that  
simple cannot be accurately budgeted.

MSC Helmick/Winship to acknowledgment the receipt of financial report of special  
revenue fund receipts for September 2014

Ayes: Caldwell, Knight, Hartwick, Helmick, Hudson, Pepler, Winship

Nays: None

Abstain: None

**3. Acknowledgment of receipt of statistical reports for September 2014**

Discussion: Difficulty with running statistical reports during the migration. Until the system is  
fixed, Lunsford will provide stats for only those items that are accurate at future board meetings.

MSC Helmick/Hartwick to acknowledge receipt of statistical reports for September 2014

Ayes: Caldwell, Knight, Hartwick, Helmick, Hudson, Pepler, Winship

Nays: None

Abstain: None

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



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4. Acknowledgment of receipt of treasurer's reports for September 2014  
MSC Helmick/Caldwell to accept receipt of treasurer's reports for September 2014  
Ayes: Caldwell, Knight, Hartwick, Helmick, Hudson, Pepler, Winship  
Nays: None / Abstain: None
  
5. HEARING OF CITIZEN COMMENTS
  - a) No formal Library Board 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 Library Board discusses that particular item.  
No citizens present for comments.
  
6. OLD BUSINESS
  - a) Library Building Expansion Project ~ Discussion
    - Hartwick acknowledged the work put into the documents/timelines provided. Lunsford created timeline based on items that appeared in agendas and minutes past. Helmick inquired about the level of detail in the accounting. Knight said she would look into it. Hartwick will review the dates of the listening sessions to include in timeline/documentation to better demonstrate community outreach.
    - Previous questions about Restricted Funds answered in document (pg.28) provided by Lunsford.
    - Discussion ensued about the accounting of the rent monies on library properties. A report will be presented at a future meeting.
    - Next step on building project: architect to present sketches of project. Drawings will be provided to Board by December 1<sup>st</sup>, in time for review before December board meeting.
  
  - b) Council and Community Communications ~ Discussion  
Budgets currently underway, to be presented to Council on Tuesday, October 28 at 6:30pm. Board members are encouraged to attend.
  
7. NEW BUSINESS
  - a) TRIO participation agreement ~ Discussion and Possible Action
    - Lunsford reported on Directors' Council meeting. Dustin Foust, Mid-Wisconsin Federated Library System (MWFLS) Services Technician, reported on features that were accidentally omitted from contract. Missing features would cost \$25,000. Different product found at cost of \$15,000. General displeasure with SirsiDynix and lack of transparency and accountability from the MWFLS Director, Sue Cantrell

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[Discussion regarding 7(a) continued]

- Lunsford expressed frustration with library systems making decisions about ILS. She feels that there is a lack of clear boundaries in the influence that systems think they have. Alternatives were discussed, though none seem very feasible at the present time; all options will likely result in higher costs. Many unanswered questions regarding need for IT staff.
- According to Lunsford, TRIO is still a good idea. The lack of confidence is in the people managing it.
- The current library budget is inaccurate due to the unforeseen additional costs of the new TRIO system.
- Winship recommended a letter from the Board expressing concerns about Sue Cantrell/SirsiDynix to the MWFLS Board. Winship and Hartwick will draft said letter in the next week. Draft will be sent to all board members for their review. When providing feedback or approval on letter, board members should reply only to the sender and not reply all.
- Lunsford expressed that there are no concerns, from her or the other directors, with the contract language itself.

MSC Helmick/Hudson tabling the decision to sign the TRIO participation agreement until November meeting and to send a letter of concern on behalf of the board to MWFLS Board of Trustees.

Ayes: Caldwell, Knight, Hartwick, Helmick, Hudson, Pepler, Winship

Nays: None

Abstain: None

b) 2015 Budget ~ Action

- Knight asked why no mention of the expansion in 2015 Major Objectives (46). It will be amended before being presented. Helmick asked about the Performance Measures; expressed concern about ‘dropping’ circulation affecting ability to garner support for expansion project. Winship and Knight wondered if electronic checkouts could be reflected in the performance measures. Winship pointed out that “lower numbers” could also signify the lack of physical space and that we are “at capacity.”
- Discussion ensued about how to showcase all aspects of library performance, not just physical circulation.
- Questions about overtime line item on Library Facility report. It was an erroneous entry.

MSC Helmick/Caldwell to approve the budget to submit to City Council

Ayes: Caldwell, Knight, Hartwick, Helmick, Hudson, Pepler, Winship

Nays: None

Abstain: None

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c) Disposition of used e-readers ~ Action

Lunsford recommends donating them to a non-profit.

MSC Hartwick/Winship to donate used old e-readers and iPad to the Wisconsin Independent Learning College (for young adults with autism)

Ayes: Caldwell, Knight, Hartwick, Helmick, Hudson, Peppler, Winship

Nays: None

Abstain: None

d) Disaster plan draft ~ Action

Lunsford explained some of the practical details and procedures of the Disaster Plan.

MSC Knight/Hudson to approve the disaster plan

Ayes: Caldwell, Knight, Hartwick, Helmick, Hudson, Peppler, Winship

Nays: None

Abstain: None

e) Kraege Project ~ Report

- Winship asked about the total predicted time the project would take.

f) Trustee Training Week ~ Report

- Hartwick reported on Trustee Training Week that took place in August. The most relevant session was on the need and use of social media to tell the story of the library, not just as a reporting tool. Suggestion to develop an email newsletter.
- Knight suggested ads on Facebook, citing success with a recent community run.
- Suggestion to assign work to staff member, if possible.
- Hartwick also attended Trustee dinner. Heard speakers about Lean Six Sigma process in streamlining library processes.

g) Chapter Five of *Trustee Essentials* ~ Discussion

Minimal discussion.

8. Personnel Committee Report

Knight reported on the Personnel Committee

a) Committee met on October 14, 2014, at Library, at 6 pm.

b) Reviewed and made changes to draft of the evaluation policy and timeline put together by Hartwick

c) Final draft should be ready to present at December board meeting

d) Name suggestion for the committee: Evaluation Committee

e) Professional library staff will be required to complete the staff evaluation of the Director, and other staff may also complete an evaluation, but it would not be required. Staff and Library Board member's evaluations will not be anonymous. Confidentiality procedures for the respondents will be explained.

f) Rating scale will be changed to 1/2/3/U instead of 1/2/3/4/5/U. A rating of 1 or U will need to be explained in the comments section.

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9. Director's Report

- a) I attended the Project 2025 Literacy Group meeting on September 8, which was held here at the library. It was decided that the group would meet once a month as a whole and then meet as smaller workgroups once a month so there is a Project 2025 meeting scheduled at the library every Monday morning at 8:00 am through next June. I am co-leading the Community Literacy workgroup with Jo Bernhardt.
- b) I have ordered the two iPads for use with the MobileCirc application. One has wifi for use in-house for holds pick lists. One has wifi and cellular service for use off-site for library card sign-up. The cellular is through Verizon for \$20 a month. Verizon is the company the city uses for its cellular service.
- c) I have requested that our library be signed up for patron-initiated interlibrary loan requests through the state database, WISCAT. This will eliminate the need for paper requests for ILL requests from our patrons. We hope to launch this in November when we go live with TRIO.
- d) Diane and I have been planning the classes for the Seed Library for next year. I have a folder with seed packets ready to be duplicated, cut out by volunteers, and distributed; a seed saving guide from Organic Seed Alliance; the Freeze/Frost Occurrence Data for Wisconsin; instructions on planting "hard" seeds; a handout of web and print resources, which includes the titles we have purchased, two each, for checkout; instructions for building your own seed screen; a guide to crop-specific seed saving; and planting and seed collecting instructions for the 11 types of plants we are starting with. Diane ordered the seeds from Seed Savers Exchange, a non-profit in Decorah, Iowa and they have arrived. I have sent out emails to W3 and to the Whitewater Makerspace about the classes we want to partner with them on. So far we have discussed: Introduction to Seed Saving; Build Your Own Seed Screen; Benefits of Growing Your Own Food; Bees and Pollination; Composting; a Recipe Swap; and Designing Your Own Seed Packets. We learned recently that we have to apply for a Seed Labeler's License from the Wisconsin Department of Agriculture. The fee for sales of \$0-\$10,000 is \$25 annually. The license goes from January to December so I will send it in December 1 and I have put a yearly reminder on my calendar to send it in every year.
- e) I have contacted Danielle Frawley from Fort Community Credit Union about helping us with our Smart Investing/Financial Literacy classes for next year. We are tentatively planning three youth and three adult classes on different topics throughout the year, utilizing resources from (<http://smartinvesting.ala.org/>) We are not applying for a grant, we just want to use the tools provided at [www.moneyasyougrow.org](http://www.moneyasyougrow.org) for youth and [www.finrafoundation.org](http://www.finrafoundation.org) for adults at various stages of life (college students, new in the workplace, nearing retirement). Diane and I attended a webinar on October 9 through ALA on Smart Investing classes and events that other libraries have offered.
- f) We have 15 laptops that we have deployed to replace our desktop PCs. Each laptop is connected to our Envisionware time and print management software and patrons can print wirelessly from our laptops (wireless printing for personal laptops that patrons bring in is coming) just as they do now from our desktops. Each laptop will be handed out with a mouse and a pair of headphones and patrons will be reminded that their battery charge will last three hours as we are not planning to hand out the charging cord. We will also remind them to save their work often; we do provide flash drives and CD-RWs for a nominal fee to cover costs if they don't bring their own.

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



**Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
Community Room  
Monday, October 20, 2014, 6:30 pm**

[9. Director's Report, cont.]

- g) We are doing a Campus/Community Read this fall with the Political Science Department again. The book is *Into the Beautiful North* by Luis Alberto Urrea. We have two copies in Spanish and ten English copies and are expecting an audiobook on CD very soon. The book discussion will be Thursday, November 20 at 7:00 pm. That is the day that we go-live with the new TRIO consortium but we were constrained by the University's schedule as well.
- h) I have found that one of our Nooks and one of our Kindles are still circulating, although not often. I have ordered a Nook Glowlight and the new Kindle Voyage, which will be out in December, to replace the older generation models we currently have. I will add new content and we will promote them as the latest offerings for people to try.
- i) We've added the ability for people to make public Internet computer reservations from home to our library webpage. We have also added the reservation module for events to our calendar so that people can register online for programs directly without going through a third party (GoStrive).
- j) We are testing an online room reservation program to replace our paper reservation book which is cumbersome to maintain. We are testing CalendarWiz, which is the same program that Fort uses for their room reservations.
- k) We are planning to launch the 1000 Books Before Kindergarten program here in 2015. Deana is going to attend the Community Outreach monthly meeting of Project 2025 with me to discuss. The group was very enthusiastic about an established program to which they could hook a community-wide literacy drive.
- l) I have been invited to the next school district leadership team meeting on October 21 to discuss collaborative partnerships to get parents of children birth to 4 more involved with early literacy offerings in the community and with the school district even before their children start school. This first meeting will be to get the discussion started and brainstorm a few ideas to explore. I am bringing Deana along to the meeting as well.

#### 10. Adult Services Report

- a) During the month of September I proctored 5 exams for 3 different adult students.
- b) Only one person attended the Stress and Healthy Living-Caregiver Support program presented by Mercy Health on September 9<sup>th</sup>.
- c) We had 5 people attend the Maker Monday program on September 15<sup>th</sup>. Those who attended used Washi tape to decorate a Tic Tac container for storing small items. Attendees were also allowed to personalize notebooks and clips by covering them with patterned paper, and using our new alphabet punches to add a name or title.
- d) The Lighthouses in Wisconsin program presented by Ken and Barb Wardius was a great success. We had 25 people in attendance for this afternoon program on September 16<sup>th</sup>.
- e) 1 person attended the Scenic Cinema Brownbag Lunch event on September 29<sup>th</sup>.

#### 11. Youth Educational Services Report

- a) Our Early Literacy Classes resumed the week of October 6<sup>th</sup>. I have maintained the three class structure that Cathy Bloom had established with a few minor changes. Lapsit has moved to Tuesday and the Preschool class has moved to Thursday. In addition, the age range for Lapsit has been changed from 12-24 months to birth-18 months. Within the first week, attendance has ranged from 5-10 children per session. Initial feedback has been very positive.

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



**Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
Community Room  
Monday, October 20, 2014, 6:30 pm**

[11. Youth Educational Services Report, cont.]

- b) Our Star Wars Reads Day was held on Saturday, October 11th with 6 people in attendance. Despite a lower attendance, the program was well received, particularly the “Build Your Own Lightsaber” activity. For next year’s program I would like to expand the age range (this year was 3rd-5th graders based on the books we were using) and begin advertising four to six weeks in advance.
- c) “Blind Date With a Book”, our workshop to celebrate Teen Read Week will be held on Wednesday, October 15th.
- d) Our first LEGO Engineering Club will be held on Tuesday, October 21st. Our theme is “Monsters”. Children can use the LEGOs to build a monster or a creation of their choice.
- e) I attended the MWFLS Technology Days workshop on September 19th and learned about Makey Makey, a variety of image editing programs, and attended a workshop hosted by the MacGyver Librarians.
- f) The MWFLS Youth Services meeting was held on Tuesday, September 30th. MWFLS is working with Shawn Brommer, who is the Youth Services and Outreach Coordinator for the South Central Library System. MWFLS will be coordinating with Shawn to develop shared programming and to explore literacy offerings, outreach opportunities, and resource and materials sharing.
- g) On Monday, October 15th I attended a meeting for Community Outreach to discuss implementing 1000 Books Before Kindergarten in our community.

12. Board member reports

None

13. Board member requests for future agenda items

- Hudson expressed concerns about “browsability” of the library space. Topic will be discussed under the general agenda item “library expansion” at our next meeting.
- Helmick voiced reminder about salting and clearing walks during inclement weather.

14. Confirmation of next meeting on November 17, 2014, 6:30 pm

The next meeting will be held on November 17, 2014, at 6:30 pm

15. Adjournment

The meeting was adjourned at 8:15 pm

Respectfully submitted,  
Cory Pepler, Secretary

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

CITY OF WHITEWATER  
PLAN AND ARCHITECTURAL REVIEW COMMISSION  
Whitewater Municipal Building Community Room  
August 11, 2014

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

**Call to order and roll call.**

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

Present: Greg Meyer, Lynn Binnie, Bruce Parker, Sherry Stanek (Alternate) John Tanis (Alternate). Absent: Dan Comfort, Karen Coburn, Kristine Zaballos. Others: Wallace McDonell (City Attorney), Mike Slavney (City Planning Consultant).

**Hearing of Citizen Comments.** There were no citizen comments.

**Approval of the Plan Commission Minutes.** Moved by Binnie and seconded by Stanek to approve the Plan Commission minutes of June 9, 2014. Motion approved by unanimous voice vote. The July 14, 2014 Plan Commission minutes were not available for approval.

**Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 288 S. Janesville Street (Tax ID # /CL 00060) for Sobo Properties LLC. (Dennis and Eva Stanton).** Public hearing to be opened with the following item.

**Public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District, to allow for 4 unrelated persons to live in the house located at 288 S. Janesville Street for Sobo Properties LLC. (Dennis and Eva Stanton).** Chairperson Meyer opened the public hearing for consideration of a change of the District Zoning Map to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification and the Conditional Use Permit to allow for 4 unrelated persons to live in the house located at 288 S. Janesville Street for Sobo Properties LLC. (Dennis and Eva Stanton).

City Planner Mike Slavney explained that this property is located within the R-2A Residential Overlay Zoning area. The only change recommended is that the parking stalls be lengthened to the required length.

Dennis Stanton explained that the home has 4 bedrooms and 2 baths. Nothing needs to be changed to accommodate the 4<sup>th</sup> person. He stated that he could extend the parking stalls, but that would mean more concrete and impervious surface. The parking works as it is. Tenants do

not have large vehicles that would require the extra length. Everyone can come and go without stacking.

Plan Commission Member Binnie stated that with the concerns of stormwater, if the parking is working why change it.

Chairperson Meyer opened for public comment. There was no comment.

Chairperson Meyer closed public comment.

Plan Commission Member Parker had concerns of lengthening the parking stalls causing safety and setback issues, if in the future, sidewalks are put on that side of Peck Street. The stall would be only a few feet from the right-of-way. If the parking works as it is, it should be left the same.

City Planner Slavney stated that in lengthening the parking, he meant forward and not toward the street.

Moved by Tanis and seconded by Binnie to recommend to the City Council to approve the R-2A Residential Overlay District Zoning for the property at 288 S. Janesville Street. Aye: Tanis, Binnie, Parker, Stanek, Meyer. No: None. Absent: Comfort, Coburn, Zaballos. Motion approved.

**Review proposed certified survey map for a portion of the property located at 1002 S. Janesville Street for Michael Sina.** City Planner Slavney explained that he has seen the possible long range development for mini warehouses. The Plan Commission is just reviewing the certified survey map at this meeting. The certified survey map complies with the City Ordinance. Staff recommends approval with any conditions added by the City Engineer.

Michael Sina, owner of the property, stated that the parcel is divided by a natural creek bank. It is a natural separation. The easement for the billboard is a permanent easement.

Chairperson Meyer opened for public comment. There was no comment. Chairperson Meyer closed public comment.

Plan Commission members voiced concern of possible future road right of way.

City Planner Slavney stated that normally they would recommend 120 ft. right-of- way, but because there is an underpass, 100 feet would work. Plan Commission can require extra right-of-way dedication.

Moved by Tanis to approve the certified survey map without the extra right-of-way and with recommendations of the City Planner.

Plan Commission discussed the issues of the right-of-way. They were hesitant to let the opportunity pass to have the right-of-way needed for future development.

City Planner Slavney stated that now it would be at no cost to the City, later it would cost. He recommended 17 feet for the additional dedicated right-of-way. Slavney explained that the right-of-way could be used if the City would need to make it a 3 lane highway or for acceleration or deceleration lanes, or if it was decided to go to 4 lanes in the future. This could be done without affecting the site plan. With no interchange the additional 17 feet would suffice. In the long term, if 4 lanes are needed, the underpass would have to be reconstructed. The comprehensive plan would need to be changed. This is the first proposal to require a right-of-way dedication. The Plan Commission has power to 1 ½ miles outside the city.

Moved by Binnie and seconded by Stanek to amend the original motion to require the additional 17 feet of right-of-way. Aye: Binnie, Stanek, Tanis, Parker, Meyer. No: None. Absent: Comfort, Coburn, Zaballos. Motion approved.

The first motion made by Tanis and seconded by Binnie to approve the CSM; with the inclusion of the amendment was voted on. Aye: Tanis, Binnie, Parker, Stanek, Meyer. No: None. Absent: Comfort, Coburn, Zaballos. Motion approved.

**Review proposed exterior alterations to the building (extending the eave at the first floor level, transom area, and sign painted on the back wall of the building) located at 137 W. Center Street for Rafael and Ana Rodriguez.** City Planner Slavney stated that the Plan Commission is to review the exterior alterations for the building at 137 W. Center Street.

David Williams, building contractor, explained that the eave (just above the transom area) needs repair. It is quite small and ugly. When they repair it, they would like to extend the eave to 16 inches. This makes it functional. Also, if the transom area under the siding is salvageable, they would like to keep it. If it is not salvageable, they would like to make the transom area similar to the buildings to the east. The primer coat they are using is a lime green. They will be keeping the same architecture.

City Attorney McDonell explained that all exterior alterations in the downtown go to the Plan Commission for review, in this case, the extension of the eave 16 inches from the wall.

Dave Saalsaa, Downtown Whitewater Design Committee, stated that they were advisory to the Plan Commission. Downtown Whitewater was given the same plans as the Plan Commission. The specification changed for the color. No façade grant money is involved in this project, so the committee did not make any decision and doesn't have a say in the color. Historically, there are no structural changes that would permanently alter the integrity of the building, so if they are taking off the siding to reveal the transom, the DTW Design Committee would like to see it restored and maintained if possible. If it is not salvageable, they would like to see it covered similar to the building next door to the east.

The agenda item also requested a sign to be painted on the south (back) wall of the building. Plan Commission Member Binnie stated that the ordinance states that no wall sign shall be painted directly on a building wall surface.

Christ Christon, representing his father, the owner of Gus' Pizza, the business at 139 W. Center Street, explained that they fully support improvement in the downtown area. They like to see the buildings fixed up, but it needs to be done properly. This work is not in line with the downtown Whitewater improvements for the historical district. There should be an ordinance for uniformity in the downtown if we want to see the downtown progress. As a Plan Commission look at the goal and direction of the downtown and go from there. Buildings may not be able to be historically correct, but there should code enforcement for the way a property looks. There are no guidelines here for the downtown. Being a college town, there are absentee landlords. The City doesn't want to lose the history of the downtown. We need to figure out what the vision and direction for the downtown are and put ordinances together to get there. There is a younger generation that is working to spur the economic movement of the downtown. He does not see how the looks of this building helps the town.

Chairperson Meyer closed the public comment.

Plan Commission voiced concerns of: would like to see better detail in what the Plan Commission is approving; the City should try to maintain a downtown theme; other buildings do not have a 16 inch eave if any; surprised that Downtown Whitewater does not have review of paint colors; thinks the chosen colors are a total mistake and an embarrassment to the downtown; does not make it historical; should turn down the whole request; not happy with the lack of detail; the applicant should seriously reconsider the whole matter; this proposal is hard to act on; would like to see more period correct colors; there has been a huge effort to keep the downtown vital- this does not go with it; does not want to move backward.

When asked about what is allowed as far as conditions in an architectural review by the Plan Commission, City Attorney McDonell explained that if it is carefully explained why colors factor in design review, he thinks the Plan Commission could require a certain color scheme. This is a slippery slope. One of the greatest criticisms that the Plan Commission gets is micromanaging property development by imposing a level of design on colors. If the Plan Commission does it on a rational basis for the entire design of what is being proposed, if the color affects the proposal, throws it all off, McDonell thinks Plan Commission could have an influence on the color.

Dave Saalsaa explained that there is no legislation or ordinance for the color. He sympathizes with the neighbors. Surprisingly Victorian Age colors include pinks, purples and greens. It would be slippery slope to try to regulate colors.

City Planner Slavney suggested that the Plan Commission make a motion to approve the restoration of the transom. If there are other changes necessary that it come back to the Plan Commission. Slavney also explained that other communities in the area for 30 years have reviewed design. If it is an exact replacement, the city staff covers it. If it is a change of appearance, it goes to Plan Commission. Addition or physical changes are a conditional use.

Moved by Tanis and seconded by Stanek to approve the restoration of the original transom with the recommendation that the upper level blend in and the overhang be period correct also (keep as is, not extending it to 16 inches). If there is to be a change, the change would come back to

Plan Commission to review. (The sign on the back of the building would not be in conformance with the City Ordinance.) The Plan Commission also recommended that the main field color of the building blend in with existing buildings to the east (repainting with what the buildings around them are). Aye: Tanis, Stanek, Binnie, Parker, Meyer. No: None. Absent: Comfort, Coburn, Zaballos. Motion approved.

### **Informational Items:**

**Future agenda items:** City Planner Mike Slavney stated that Ryan Hughes would be coming back with changes to his proposal which looks like it will be on the next Plan Commission agenda for September 8, 2014.

Chairperson Meyer requested that an ordinance be looked into for architectural design (particularly for the downtown area).

City Attorney McDonell explained that it would be an architectural design ordinance. Mike Slavney could share a model from his other communities so the Plan Commission could start to review it, work it up and recommend to the City Council to look at it conceptually. If City Council likes the idea, the City Attorney would make a final draft of the ordinance. City Council would send it to the Plan Commission for the public hearing and recommendation to the City Council for approval of the ordinance.

Plan Commission Member Binnie requested an agenda item for the discussion of some changes (fine tuning) to the Zoning Rewrite, including density in the R-3A Residential Overlay District, and any other items that Plan Commission wants to look into. City Attorney McDonell stated that it would be okay to have a general item for this discussion, basically a work session. The City Council expects to see some suggested changes. Any concerns should be sent to Jane Wegner, Administrative Assistant, City of Whitewater.

### **Next regular Plan Commission meeting – September 8, 2014.**

Moved by Parker and seconded by Tanis to adjourn the meeting. Motion approved by unanimous voice vote. The meeting adjourned at approximately 7:25 p.m.

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Chairperson Greg Meyer

CITY OF WHITEWATER  
PLAN AND ARCHITECTURAL REVIEW COMMISSION  
Whitewater Municipal Building Community Room  
September 8, 2014

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

**Call to order and roll call.**

Vice-Chairperson Binnie called the meeting of the Plan and Architectural Review Commission to order at 6:30 p.m.

Present: Lynn Binnie, Kristine Zaballos, Karen Coburn, Bruce Parker, Daniel Comfort, Sherry Stanek (Alternate) John Tanis (Alternate). Absent: Greg Meyer. Others: Wallace McDonell (City Attorney), Jackie Mich (City Planning Consultant), Chris Munz-Pritchard (City Planner).

**Hearing of Citizen Comments.** There were no citizen comments.

**Approval of the Plan Commission Minutes.** No minutes were available at the meeting.

CDA Roll Call: Present: Henry, Kachel, Knight, Winship, Singer, Parker

Community Development Director Pat Cannon explained that the applicant decided everything they needed to do at this meeting could be done in open session. There would be no closed session.

Debra Scheffler and Roger Jensen (Plant Manager) of Lavelle Industries gave some background on the company. They are a 100 year old company and have been in Whitewater since 2001. Their headquarters are in Burlington. They are the last full line of made in U.S.A. products for toilet repair items. They have grown and need more space. They are land locked on their parcel and need more land. They have an accepted offer from the CDA and are asking for approval of proposed Certified Survey Maps.

**Joint Plan Commission/CDA Items:**

- a. Review a conceptual development plan to accommodate a business expansion in the Whitewater Business Park.**
- b. Review a proposed Certified Survey Map to combine and re-divide city owned vacant land (tax parcel #'s /A3130 00001 and /A3130 00002) located north of Innovation Drive in the Whitewater Business Park; and for the sale of Lot 2 to the Community Development Authority (CDA).**
- c. Review a proposed Certified Survey Map to combine Lot 2 as shown on the certified survey map as created under item #4a of this agenda and Lot 3 of Certified Survey map 2509 (tax parcel # /A2509 00003).**

CDA Director Pat Cannon explained that Lavelle plans to expand on the southwest side of the property adding 2.46 acres. There are two certified survey maps (CSM) required to create the lot. The certified survey maps would include a vacation of the easement across the northern end of the lot. Lavelle plans to add to their existing building. The driveway access will be from Innovation Drive. City Council has approved the conceptual plan. The first CSM reconfigures the lot lines creating 3 lots out of 2 lots. There will be two buildable lots after this sale. If this CSM is approved, the second CSM combines the existing Lavelle lot with the new lot contingent upon their purchase of the property.

Plan Commission voiced concerns of: the driveway being placed so no headlights come into the Innovation Center; number of delivery trucks?; will they be replanting trees they are removing?

CDA Director Pat Cannon stated that there will be a berm along the southern border of the lot. They will have approximately 10 trucks per day.

Roger Jensen stated that they will be moving 2 trees and adding a couple more.

City Attorney McDonell stated that the Plan Commission could give input on the conceptual plan, but would not vote on it.

CDA Members voted. Jeff Knight moved that the CDA approve both certified survey maps (items b. and c.). It was seconded. Motion was unanimously approved.

Plan Commission members voted. Moved by Tanis and seconded by Comfort to approve both certified survey maps (items b. and c.). Aye: Tanis, Comfort, Coburn, Parker, Zaballos, Stanek, Binnie. No: None. Motion approved.

CDA Member Jeff Knight moved to adjourn the CDA meeting. Motion approved by unanimous voice vote.

Vice-Chairperson Binnie thanked Lavelle for expanding in our community.

**Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 250-252 S. Fourth Street (Tax ID # /OT 00175) for Randall Aschbrenner/RLA Properties LLC.** Public hearing to be opened with the following item.

**Public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District, to allow for 4 unrelated persons per unit to live in the house located at 250-252 S. Fourth Street for Randall Aschbrenner/RLA Properties LLC.** Planning Consultant Jackie Mich explained that they recommended the Plan Commission recommend to the City Council to impose the R-2A Overlay Zoning and conditionally approve the conditional use permit. Mich noted that there were no proposed changes to the house. She also noted that the parking does not

meet the current code. Mich explained that one of their recommended conditions is to pave the parking and that the parking stalls be 20 feet in length.

Randy Aschbrenner explained that he bought the property in December. There are 4 bedrooms in each unit. He wants to put a bike rack and patio behind the building. He does not want to pave the backyard. He will be doing some minor changes to the upstairs unit. He wants to put some type of barrier for the side and back of the driveways.

Vice-Chairperson Binnie opened the public hearing for both proposals. There were no comments. Vice-Chairperson Binnie closed the public hearing.

Randy Aschbrenner went on to explain that the parking area has been that way forever and it works well. There is 54 feet from the inside of the city sidewalk to the stoop. He would like to keep it clean and simple.

City Attorney McDonell explained that the City is working on a parking summit. At this point, there cannot be 4 vehicles in each driveway. The Plan Commission can allow a certain site plan, but cannot allow more vehicles than the Zoning Code allows, which is 3 vehicles per unit in the side and street yard driveway area.

Plan Commission Members voiced concerns of: there are a lot of parking questions prior to the parking summit; appreciates the paving and the clean up; can Plan Commission act on 8 parking spaces?; depth of the paving?; 45 feet or less than 40% impervious surface;

City Attorney McDonell stated that the Plan Commission can approve the site plan, but there are only three vehicles allowed on each side. There are only three other ways to be able to increase the parking which would be by variance, possible non-conforming use, or by a change in the ordinance by the parking summit. This is not an attempt to approve 8 cars.

City Planner Chris Munz-Pritchard stated that her only concern was the impervious surface. Vehicles cannot park on the city sidewalk. She agreed that the driveways be a maximum of 45 feet, but the property must be no more than 40% impervious.

Moved by Tanis and seconded by Coburn to recommend to the City Council to impose the R-2A Overlay Zoning on the property located at 250-252 S Fourth Street. Ayes: Tanis, Coburn, Comfort, Stanek, Zaballos, Parker, Binnie. No: None. Motion approved.

Moved by Stanek and seconded by Comfort to conditionally approve the conditional use permit to allow 4 unrelated persons per unit with the condition that the driveway be paved with asphalt or concrete and the driveways can be no longer than 45' and the property have no more than 40% impervious surface. (The 45 feet for the driveways may be shortened to meet the maximum 40% impervious surface for the total lot.) (See attached conditional use permit.) Ayes: Stanek, Comfort, Zaballos, Parker, Tanis, Coburn, Binnie. No: None. Motion approved.

**Public hearing for consideration of a change of the District Zoning Map for the following parcel to enact an ordinance to impose the R-2A Residential Overlay District Zoning**

**classification under Chapter 19.19 of the Zoning Ordinance of the City of Whitewater on the following area: 255 S. Prairie Street (Tax ID # /CL 00051) for Mark and Lexy Maas.** Public hearing to be opened with the following item.

**Public hearing for consideration of a conditional use permit in an R-2A Overlay Zoning District, to allow for 5 unrelated persons per unit to live in the house located at 255 S. Prairie Street for Mark and Lexy Maas.** Planning Consultant Jackie Mich explained that this is a single family home with 4 bedrooms. They plan to convert space on the first floor for a 5<sup>th</sup> bedroom. Mich recommended approval of the zoning map amendment. Mich also explained that the driveway was unpaved up to a paved parking area, wide enough to park 3 cars. The most northern one space is shorter.

Plan Commission Member Zaballos asked if it was the applicant's intention to pave the driveway.

Mark Maas stated that the driveway has been gravel for the last 32 years. Michael Maas, Marks's son, stated that their concern is where the run-off is going to go. To the south of the driveway is 6' of grass that slants from the edge of the gravel to the neighbor's property. Mark Maas stated that it does not flood the neighbor's property.

Plan Commission Member Zaballos suggested they put an earth berm in between the driveways.

Vice-Chairperson Binnie opened the public hearing. There was no comment. Vice-Chairperson closed the public hearing.

Plan Commission members voiced concerns of: It seems that so many property owners who are in the area apply for the R-2A Overlay Zoning District; even if there are rentals around, it is still low density; why 5 bedrooms; would like to see the driveway paved.

Mark and Michael Maas explained that there are only two single family homes on Prairie Street from Starin Road to Peck Street, his and Ray Kramer's. They are surrounded by rentals. They want 5 bedrooms because they have an accepted offer on the home contingent upon having 5 unrelated persons in the home. Mark Maas was not against paving the driveway. As far as parking, there is the 2 car garage and the ability to stack the cars in the driveway area. They have had 5 cars there while the kids were growing up.

Moved by Comfort and seconded by Stanek to recommend to the City Council to approve the R-2A Overlay Zoning District for the property at 255 S. Prairie Street. Ayes: Comfort, Stanek, Zaballos, Parker, Tanis, Binnie. No: Coburn. Motion approved.

Moved by Comfort and seconded by Parker to approve the conditional use permit to allow up to 5 unrelated persons at 255 S. Prairie Street contingent upon City Council approval of the R-2A Overlay Zoning; and conditioned upon improving (hard surface-concrete or asphalt) the driveway; and the northern most parking space is to be assigned to a small or compact car only, due to the space not being long enough to meet the requirement of the City Zoning Code. (See

attached conditional use permit.) Ayes: Comfort, Parker, Stanek, Zaballos, Tanis, Binnie. No: Coburn. Motion approved.

**Public hearing for consideration of a conditional use permit for the construction of a 3,024 sq. ft. (72' x 42') detached garage to be located at 647 W. Harper Street for Chris Thein. (This is 2,224 sq. ft. more than the maximum size (800 sq. ft.) allowed for a detached accessory structure.)**

Jackie Mich explained that this building is for the storage of recreational vehicles. The building would be 72' x 42' with an 18 foot height. It requires a conditional use permit because it is 2.75 times larger than 800 sq. ft., the maximum allowed by City ordinance. A concern is that the building might be used for a home occupation. The applicant would need to follow the zoning requirements for a home occupation. The owner has stated that the building is for recreational storage. The Zoning Code requires an accessory structure to be in the side or rear yard area. The existing driveway is blacktop.

Chris Thein stated that he would blacktop to the shed. The building is strictly for recreational toys. He pays a lot for storage right now. The reason he wanted the building in the street yard area is due to the mature oak trees on the side of the house and the sewer and water behind the house. He plans to move the sliding door on the north end of the building to the east side of the driveway. There would be two sliders on the east side where the larger area of the blacktop drive is. He would start the shed where the grade drops.

Vice-Chairperson Binnie opened the public hearing.

Lynn Cunningham, the closest neighbor, and on behalf of Dick Platner, the other neighbor, stated they were all for the detached structure.

Vice-Chairperson Binnie closed the public hearing.

Jackie Mich (Planning Consultant) read the Planner recommendations.

Plan Commission Members voiced concerns of: masking the building (landscaping etc.); colors should tie in with the house; problems with water and sewer lines; could the building be turned the opposite way?; could the roof be lower?; could the building be moved back toward the house?; Plan Commission could approve this, but not in the street yard location; Overhead doors look nicer and last longer than slider doors; If the building was started at the front of the house and went back, how much room would there be to work with?; What is the easement for the sewer and water?; have significant reservations on the size of the building. In the process of the Zoning Rewrite, they were looking at changing the 800 sq. ft. requirement, but could not come to a consensus for even 1000 sq. ft. Just recently, Plan Commission turned down a structure of less than 2000 sq. ft.; seems out of place, must be moved back; size does impact the area, very hard to say yes to; house is set so far back on the lot, does not allow for this type of building; sad to take down the trees to put up this building, not a good solution; the utility easement may be a wide easement because it is a major interceptor line; the building may get too close to the

floodplain; what is the height comparison to the house?; is there any way to downsize and come back with a new proposal.

Chris Thein explained that there was probably between 40 and 50 feet from the front of the garage to the back of the house. He said he was not opposed to vinyl siding to match the house. The Oak trees are 150 years old. There is a row of trees off the deck parallel with the back of the house. The sewer and the 100 year flood plain are behind the house.

City Attorney McDonell stated that the Plan Commission could approve the building subject to a variance being granted. The zoning regulations for an accessory structure are for it to be in a side or rear yard and not more than 15 feet in height. City Attorney McDonell stated that the Plan Commission either needs to approve, disapprove, or approve with conditions.

Plan Commission Member Comfort asked if Plan Commission could postpone this item to give the applicant time to make changes. City Attorney McDonell stated only with the agreement of the applicant. Can ask the applicant to work with the Planner, reconfigure and address concerns.

Chris Thein did not want to remove trees or change the length of the building. He stated that he was willing to work with whomever to work things out. He asked how small the Plan Commission was thinking, cutting the total square footage in half?

Plan Commission Member Tanis stated that 42' x 36' would be half the building. This would be 1600 sq. ft., double the current code.

Plan Commission Member Binnie asked the City Attorney about what Plan Commission needs to consider, the height, size and placing it in the front yard. McDonell answered that the zoning ordinance, conditional use allows for changes to different dimensions, but cannot locate the accessory building in the front yard. Binnie stated that he could approve a 1600 sq. ft. building if placed on the side of the garage.

Moved by Tanis and seconded by Parker to approve the conditional use permit for a maximum 1600 sq. ft. detached garage, 18 feet in height, to be constructed in the side or rear yard of the lot, with the recommendations of the City Planner that the siding be similar to the house and the metal roof be similar in color to the house roof.

Chris Thein's only concern was that if it did not fit, could he go for a variance?

City Attorney McDonell stated that the Plan Commission should ask the applicant if he wanted a disapproval of the whole plan. Would he would prefer to have this motion or a motion to disapprove the project? If the item is denied, the applicant would have to start over with a new application and fees.

Chris Thein asked to postpone the decision and work with the Planner.

Tanis withdrew his motion, Parker removed his second.

Moved by Comfort and seconded by Zaballos to postpone. Aye: Comfort, Zaballos, Coburn, Parker, Tanis, Stanek, Binnie. No: None. Motion approved.

**Public hearing for consideration of a conditional use permit (tavern and other places selling alcohol by the drink) for Kathy Gibbs (Agent) to serve beer and liquor at 204 W. Main Street (for a “Class B” Beer and Liquor License) formerly “The Downstairs Bar”.**

Planning Consultant Jackie Mich explained that this is a conditional use permit for a tavern, the bar is changing hands and the applicant is renewing the conditional use permit.

Jeff Schellpfeffer explained that one of the complaints of the place had been for noise. He is taking out the dance floor and adding games and TV’s. They will have 8 to 10 small speakers to spread the sound throughout the business. They will be removing the 4 huge speakers that were on the dance floor. This should help keep the sound from going outside the building. There will be no structural changes to the building. Schellpfeffer plans to have the business open from 8 or 9 p.m. until close (2:30 a.m.) Monday through Saturday. They will be closed on Sunday. The side door will be closed, used only as an emergency exit. There will be nothing outside the building. No drinks will leave the building. No outdoor café.

Vice-Chairperson Binnie opened the public hearing. There were no comments. Vice-Chairperson Binnie closed the public hearing.

Plan Commission members voiced concerns: If approve with the business plan, is the applicant limited to that; removing Planner recommendation #3(establish maximum hours of operation); who is in charge of taking care of the trash and dumpster; having the property outside the business cleaned up when the business closes; having the side door emergency only; does not want to restrict the business to 6 days.

When asked, Jeff Schellpfeffer stated that he was okay with the side door being for emergency purposes only.

Moved by Tanis and seconded by Comfort to conditionally approve and recommend to the City Council, the conditional use permit for Kathy Gibbs (Agent) to serve beer and liquor at 204 W. Main Street (for a “Class B” Beer and Liquor License) formerly “The Downstairs Bar”, with conditions #1 and #2 of the City Planner’s recommendations and adding condition #3 to install an emergency alarm bar on the side door to the premises; and condition #4 to clean up the adjacent property upon closing the business each day. (See attached conditional use permit.) Aye: Tanis, Comfort, Zaballos, Coburn, Parker, Stanek, Binnie. No: None. Motion approved.

**Public hearing for consideration of a conditional use permit to allow for a 5 unit townhouse style residential apartment building in an R-3 (Multi-family) Zoning District in addition to the existing residence located at 1014 W. Main Street for Ryan Hughes.** This item was postponed from this meeting.

**Discussion of the new Zoning Code.** Plan Commission Member Binnie had requested this item be put on the agenda. Since the adoption of the new zoning code, it appears that a few items

need to be revisited, some tweaking is in order. Some of the items he suggested to look at were: the R-3A Zoning Overlay District for the density allowance of 20 % more than the R-3 Zoning District requirements and the R-3A Overlay District in general; the PD Zoning District; height of buildings; the skyline exposure setback (which was removed from the ordinance by the City Council). When asked what the process might be, Binnie stated that possibly the planner(s) do some research regarding issues and make recommendations to be considered. Binnie stated that a Councilperson had suggested that the City Council and Plan Commission have a joint meeting for these discussions. Binnie told the Councilperson that there some concerns had been expressed about the joint meetings that were held for the zoning rewrite. It kind of got muddled as to what the Plan Commission was looking for.

The Plan Commission members voiced concerns of: appreciating the opportunity to have driveways paved; if there was some way to keep gravel driveways clear of grass and weeds so there is a clear delineation; there is also concern of consistent enforcement of the zoning codes; would like to revisit the R-2A and propose a maximum number of residents within close proximity to single family homes; would like to see street yard garages/sheds be able to be approved as a conditional use under certain conditions without the applicant having to get a variance also; lastly, the concern of projects not being completed and the developer comes in with another proposal, can approval be conditioned upon completion of the previous project? City Attorney McDonell stated he would have to research that.

As far as the driveway surfacing, City Planner Munz-Pritchard stated that she and Greg Noll, Building Inspector, suggest to applicants that they install asphalt or concrete driveways when doing their projects.

City Planner Chris Munz-Pritchard stated that she would do some research and get it to the Plan Commission ahead of time. As far as the parking, she is meeting with the consultant next week and could possibly have an outline of how the parking summit would proceed.

**Informational Items:** There were no informational items.

**Future agenda items:** Applicants have until September 15, 2014 to submit their applications for the October Plan Commission meeting. There were no submittals at this time.

**Next regular Plan Commission meeting – October 13, 2014.**

Moved by Stanek and seconded by Parker to adjourn the meeting. Motion approved by unanimous voice vote. The meeting adjourned at approximately 9:10 p.m.

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Vice-Chairperson Lynn Binnie

CITY OF WHITEWATER  
PLAN AND ARCHITECTURAL REVIEW COMMISSION  
Whitewater Municipal Building Community Room  
Joint Community Development Authority and Plan and Architectural Review Commission  
Meeting  
September 15, 2014

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

**Call to order and roll call.**

Chairperson Meyer called the joint meeting of the Community Development Authority and the Plan and Architectural Review Commission to order at 6:30 p.m.

**Plan Commission**

Present: Greg Meyer, Lynn Binnie, Bruce Parker, Sherry Stanek (Alternate), John Tanis (Alternate). Absent: Kristine Zaballos, Karen Coburn, Daniel Comfort. Others: Wallace McDonell (City Attorney), Chris Munz-Pritchard (City Planner).

**CDA**

Present: Henry, Kachel, Knight, Winship, Singer, Parker, Alan. Others: Pat Cannon (CDA Director), Anna Schwarz (Recorder).

- 1) **Consideration and discussion of final site plan and Restrictive Covenant approvals for Lavelle Industries LLC site expansion at 1215 E. Universal Blvd.**
  - a. Planning and Architectural Review Board
    - i. Approval of Restrictive Covenants
      1. Site Plan
      2. Outdoor storage
      3. Landscaping
      4. Signs and Billboards
      5. Utility Control
  - b. City of Whitewater-Community Development Authority
    - i. Approval per City Zoning Ordinance 19.36
      1. Site Plan
      2. Outdoor storage
      3. Landscaping
      4. Signs and Billboards
      5. Utility Control

City Attorney McDonell explained that the applicant would give their presentation to both the Plan Commission and the CDA. There would be discussion and then voting by first the Plan Commission and then the CDA.

Community Development Director Pat Cannon explained that the Plan Commission has responsibility based on the restrictive covenant over the property in the Business Park, and the CDA has responsibility through Chapter 19.36 for the site plan approval. Each body has responsibility over the same issues, but both documents need to be satisfied. Last week Plan Commission and CDA approved the CSM's and the conceptual plan.

CDA Director Pat Cannon gave a brief overview: The applicant needed a Certified Survey Map in order to purchase the land adjacent to their existing building so they could add a 12,600 sq. ft. addition. They needed more land behind the building due to setback problems. The driveway will come down the east side of the property. The property will be illuminated as they are very concerned about employee safety. The lighting will not exceed the property lines. There will be a berm, a ten foot increase across the property, and four pear trees across the property, which provides a pretty good opacity level. The addition will match the existing building. The storm sewer will be along the east lot line. There is an easement across into the right-of-way to the ponds by the Innovation Center. Other utilities come off Universal Blvd. There will be no monument sign at the back of the property. They want to keep it at the main entrance on Universal Blvd. The back of the property will be for truck entrance only. The applicant would like to get started with footing and foundations this fall for construction over the winter to be operational by spring, April at the latest. Outdoor storage is permitted in the back of the building in an M-1 Zoning District.

Deborah Scheffler, Chief Financial Officer for Lavelle Industries, Inc., stated that they are anxious to get going. She noted that the official name of the company is Lavelle Industries, Inc. They are the one of the last companies to make a full line of made in U.S.A. products for toilet repair items. They hope to expand at their Burlington facility, but are happy to be able to expand their company here in Whitewater.

Roger Jensen (Plant Manager) of Lavelle Industries Inc. gave more detailed information on the construction of the addition. The original building is 120 feet long by 100 feet wide. It was designed to be able to be added on to. They added the exact same size as the original building one year ago and now they are looking to add again instead of leasing a warehouse somewhere else. As they grow, they want to add more product lines. They have about 100 skids in storage in Fort Atkinson right now. They would like to bring those back and add assembly processes. They are very proud of the Whitewater plant with its efficiency and output. The business is booming. This plant draws from the college labor market which gives the students money and allows the company a flexible work force. They are starting out with the warehouse and will add parking where they will not have to move it due to future expansion. The Innovation Center is in their back yard. They will have the dirt berm and will be planting trees that are big and full to help with the second story view. The trees will be disease resistant trees that do not bear fruit. There will be a slight drainage swale by the property line and a big drainage swale along the edge of the building that will go down to a grass swale and meet up with the City storm sewer. The storm water ends up in the pond. They have a full line of toilet repair parts. The company has found that Wisconsin is the place to continue to be and they will do everything they can to stay local.

Plan Commission members voiced concern of the 10 foot berm and that it might be quite an obstacle to take care of. Roger Jensen stated that it was 10 feet from the ditch, the lowest point, so it was more of a slope with the berm being closer to 6 or 7 feet tall. It is 50 feet from the right-of-way line to the peak, so it is still mow able.

Chairperson Meyer opened the hearing to the public. There were no comments. Chairperson Meyer closed the public hearing.

Roger Jensen stated that he was pleased with the cooperation and the speed that the process is moving. They would like more space and as soon as possible.

CDA members and City Staff members were all pleased with everyone's efforts to get this process going. They were all involved from the onset. They thought Lavelle should think about making their corporate headquarters here.

Plan Commission members voted. Moved by Binnie and seconded by Tanis to approve the restrictive covenants. Motion approved by unanimous roll call vote.

CDA Members voted. Moved by Singer and seconded by Alan to approve the site plan and other aspects of the development. Motion approved by unanimous roll call vote.

Moved by Tanis and seconded by Parker to adjourn the Plan Commission meeting. Motion approved by unanimous voice vote.

CDA moved and seconded to adjourn the CDA meeting. Motion approved by unanimous voice vote.

The meeting adjourned at approximately 7:00 p.m.

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Chairperson Greg Meyer



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: **12/02/14**

ITEM: **Staff Report on 2014 Tax Rates**

PRESENTER: **City Manager & Finance Director**

PREVIOUS ACTION, IF ANY: **N/A**

SUMMARY OF ITEM BEING PRESENTED:

**Rates have been finalized for all taxing authorities. The following rates are for 2014 in both Jefferson and Walworth Counties. Due to the state mandated reduction in taxing authority for technical colleges, the overall tax rate is less than in 2013.**

<b>Tax Rates (per \$1,000 of property value)</b>	<b>Walworth County</b>	<b>Jefferson County</b>
State of Wisconsin	0.170243195	0.172734090
County	4.618969799	4.639257206
Technical College	0.772750353	0.950396063
Whitewater Unified School District	11.755944967	11.927954831
City of Whitewater	5.649691160	5.732355940
Gross Rate	22.967599474	23.422698130
<i>Less the School Credit Reduction</i>	<i>(1.676513607)</i>	<i>(1.209928088)</i>
Net Tax Rate (per \$1,000)	21.291085866	22.212770042

BUDGET IMPACT, IF ANY: **N/A**

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **N/A**

STAFF RECOMMENDATION: **N/A**

ATTACHMENT(S) INCLUDED (If none, please state):

**2013 Tax Calculation Sheet (included in the 2014 Annual Budget)**

**2014 Tax Calculation Sheet (included in the 2015 Annual Budget)**

FOR MORE INFORMATION CONTACT:

**Cameron Clapper, [cclapper@whitewater-wi.gov](mailto:cclapper@whitewater-wi.gov), 262-473-0100**



**Tax Year 2013 / Calendar Year 2014**

**WALWORTH COUNTY**

<b>Assessment Ratio:</b>	<b>0.9697816270</b>
<b>Lottery Credit:</b>	<b>123.94</b>

**VALUATION**

Assessed Values:	533,720,900.00
Equalized Val:(no tif)	499,430,800.00
Equalized Val:(w/ tif)	550,351,600.00
State Credits:	906,451.97

**LEVIES without TIF**

State	93,397.97
County	2,303,286.36
Technical College	816,422.05
School	5,678,905.34
City	2,740,630.82
TIF	1,176,514.47
<b>Total</b>	<b>12,809,157.01</b>

**LEVIES with TIF**

State	93,397.97
County	2,538,124.07
Technical College	899,662.54
School	6,257,913.29
City	3,020,059.14
<b>Total</b>	<b>12,809,157.01</b>

**TAX RATES**

State	0.174994028
County	4.755526844
Technical College	1.685642325
School	11.725066957
City	5.658498925
<b>Gross Tax Rate</b>	<b>23.999729079</b>
Less School Credit	(1.698363264)
<b>Net Tax Rate</b>	<b>22.301365815</b>

**TIF BREAKOUT**

County	234,837.71
Technical College	83,240.49
School	579,007.95
City	279,428.32
<b>Total</b>	<b>1,176,514.47</b>

**JEFFERSON COUNTY**

<b>Assessment Ratio:</b>	<b>0.962975317</b>
<b>Lottery Credit:</b>	<b>123.94</b>

**VALUATION**

Assessed Values:	72,719,300.00
Equalized Val:(no tif)	50,444,600.00
Equalized Val:(w/ tif)	75,509,200.00
State Credits:	88,277.18

**LEVIES without TIF**

State	12,814.36
County	223,877.31
Technical College	92,868.05
School	573,593.20
City	276,815.18
TIF	579,928.11
<b>Total</b>	<b>1,759,896.21</b>

**LEVIES with TIF**

State	12,814.36
County	335,116.08
Technical College	139,011.75
School	858,596.63
City	414,357.39
<b>Total</b>	<b>1,759,896.21</b>

**TAX RATES**

State	0.176216768
County	4.608351282
Technical College	1.911621134
School	11.806998031
City	5.698038758
<b>Gross Tax Rate</b>	<b>24.201225973</b>
Less School Credit	(1.213944304)
<b>Net Tax Rate</b>	<b>22.987281670</b>

**TIF BREAKOUT**

County	111,238.77
Technical College	46,143.70
School	285,003.43
City	137,542.21
<b>Total</b>	<b>579,928.11</b>

**COMBINED TOTALS**

Assessed Values:	606,440,200.00
Equalized Val:(no tif)	549,875,400.00
Equalized Val:(w/ tif)	625,860,800.00
State Credits:	994,729.15

State	106,212.33
County	2,527,163.67
Technical College	909,290.10
School	6,252,498.54
City	3,017,446.00
TIF	1,756,442.58
<b>Total</b>	<b>14,569,053.22</b>

State	106,212.33
County	2,873,240.15
Technical College	1,038,674.29
School	7,116,509.92
City	3,434,416.53
<b>Total</b>	<b>14,569,053.22</b>

State	0.176216768
County	4.608351282
Technical College	1.911621134
School	11.806998031
City	5.698038758
<b>Gross Tax Rate</b>	<b>24.201225973</b>
Less School Credit	(1.213944304)
<b>Net Tax Rate</b>	<b>22.987281670</b>

County	346,076.48
Technical College	129,384.19
School	864,011.38
City	416,970.53
<b>Total</b>	<b>1,756,442.58</b>



Tax Calculation - Tax Year 2014 / Calendar Year 2015

**WALWORTH COUNTY**

<b>Assessment Ratio:</b>	<b>0.9972237350</b>
<b>Lottery Credit:</b>	<b>128.91</b>

**VALUATION**

Assessed Values:	548,933,600
Equalized Val:(no tif)	495,780,200
Equalized Val:(w/ tif)	550,671,200
State Credits:	920,294.65

**LEVIES without TIF**

State	93,452.21
County	2,282,767.72
Technical College	381,905.67
School	5,809,973.66
City	2,792,166.59
TIF	1,247,421.21
<b>Total</b>	<b>12,607,687.06</b>

**LEVIES with TIF**

State	93,452.21
County	2,535,507.72
Technical College	424,188.63
School	6,453,233.19
City	3,101,305.31
<b>Total</b>	<b>12,607,687.06</b>

**TAX RATES**

State	0.170243195
County	4.618969799
Technical College	0.772750353
School	11.755944967
City	5.649691160
<b>Gross Tax Rate</b>	<b>22.967599474</b>
Less School Credit	(1.676513607)
<b>Net Tax Rate</b>	<b>21.291085866</b>

**TIF BREAKOUT**

County	252,740.00
Technical College	42,282.96
School	643,259.53
City	309,138.72
<b>Total</b>	<b>1,247,421.21</b>

**JEFFERSON COUNTY**

<b>Assessment Ratio:</b>	<b>0.982468918</b>
<b>Lottery Credit:</b>	<b>128.91</b>

**VALUATION**

Assessed Values:	73,214,500
Equalized Val:(no tif)	49,640,300
Equalized Val:(w/ tif)	74,520,900
State Credits:	88,584.28

**LEVIES without TIF**

State	12,646.64
County	226,256.93
Technical College	46,350.89
School	581,727.22
City	279,567.41
TIF	568,332.04
<b>Total</b>	<b>1,714,881.13</b>

**LEVIES with TIF**

State	12,646.64
County	339,660.90
Technical College	69,582.77
School	873,299.25
City	419,691.57
<b>Total</b>	<b>1,714,881.13</b>

**TAX RATES**

State	0.172734090
County	4.639257206
Technical College	0.950396063
School	11.927954831
City	5.732355940
<b>Gross Tax Rate</b>	<b>23.422698130</b>
Less School Credit	(1.209928088)
<b>Net Tax Rate</b>	<b>22.212770042</b>

**COMBINED TOTALS**

Assessed Values:	622,148,100
Equalized Val:(no tif)	545,420,500
Equalized Val:(w/ tif)	625,192,100
State Credits:	1,008,878.93

State	106,098.85
County	2,509,024.65
Technical College	428,256.56
School	6,391,700.88
City	3,071,734.00
TIF	1,815,753.25
<b>Total</b>	<b>14,322,568.19</b>

**ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION**

Submit to municipal clerk.

For the license period beginning Dec 20 14 ;  
ending 6-30 20 15

TO THE GOVERNING BODY of the:  Town of }  
 Village of }  
 City of }

County of Walworth Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

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

1. The named  INDIVIDUAL  PARTNERSHIP  LIMITED LIABILITY COMPANY  
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): Day n Nite Inc.

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

	Title	Name	Home Address	Post Office & Zip Code
President/Member		<u>Semavi Vedziovski</u>	<u>1200 Navajo Ct., Ft. Atkinson, WI 53538</u>	
Vice President/Member		<u>Semavi Vedziovski</u>	<u>Same as above</u>	
Secretary/Member		<u>Semavi Vedziovski</u>	<u>Same as above</u>	
Treasurer/Member				
Agent ▶		<u>Burim Vedziovski</u>	<u>1200 Navajo Ct., Ft. Atkinson, WI 53538</u>	
Directors/Managers				

3. Trade Name ▶ Fratelli's Business Phone Number 262-472-0747  
4. Address of Premises ▶ 162 W. Main Post Office & Zip Code ▶ Whitewater, WI

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

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Restaurant business in SW corner of mall  
10. Legal description (omit if street address is given above): bdg. @ 162 W Main.  
11. (a) Was this premises licensed for the sale of liquor or beer during the past license year?  Yes  No  
(b) If yes, under what name was license issued? Day 'n Nite, Inc. (same)  
12. Does the applicant understand they must file a Special Occupational Tax return (TTB form 5630.5) before beginning business? [phone 1-800-937-8864]  Yes  No  
13. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown in Section 2, above? [phone (608) 266-2776]  Yes  No  
14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

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

**SUBSCRIBED AND SWORN TO BEFORE ME**  
this 13th day of NOV., 20 14  
Jane Wegner  
(Clerk/Notary Public)  
My commission expires 3-21-17

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

<b>TO BE COMPLETED BY CLERK</b>			
Date received and filed with municipal clerk <u>11-14-14</u>	Date reported to council/board <u>12-2-14</u>	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: **12/02/14**

ITEM: **Parking Study Update: Graef Report**

PRESENTER: **Consultant**

PREVIOUS ACTION, IF ANY: **The Common Council previously approved an agreement with Graef for services related to a study on parking.**

SUMMARY OF ITEM BEING PRESENTED:

**In July of this year, Graef met with three separate focus groups to review concerns with parking in Whitewater. Groups were made up of rental and commercial property managers/owners, single family homeowners, and Plan and Architectural Review Commission members. Consultants also held informal meetings with the city manager, the neighborhood services director, retired neighborhood services director, assistant city manager, streets superintendent, and parks and recreation director. The consultants also toured the city and documented parking issues and concerns.**

**Included with this cover sheet is a four-page document outlining. The document outlines the consultant's findings and recommendations. Graef Consultants Larry Witzling and Tanya Fonseca will be at the meeting to present and answer questions.**

BUDGET IMPACT, IF ANY: **N/A**

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **N/A**

STAFF RECOMMENDATION: **N/A**

ATTACHMENT(S) INCLUDED (If none, please state):

**Graef Memorandum**

FOR MORE INFORMATION CONTACT:

**Cameron Clapper, [cclapper@whitewater-wi.gov](mailto:cclapper@whitewater-wi.gov), 262-473-0100, or**

**Chris Munz-Pritchard, [cmunz-pritchard@whitewater-wi.gov](mailto:cmunz-pritchard@whitewater-wi.gov), 262-473-0143**

## MEMORANDUM

**TO:** City of Whitewater, Chris Munz-Pritchard and Cameron Clapper  
**FROM:** Larry Witzling and Tanya Fonseca  
**DATE:** November 25, 2014  
**SUBJECT:** Whitewater Parking Considerations

### Introduction

After careful consideration of parking challenges in Whitewater, recommendations have been formed to maintain the economic value of housing for homeowners and investors and minimize the nuisance value of the negative aspects of surface parking in Whitewater.

### A number of major parking issues are addressed through these considerations:

- » Parking minimum/maximums
- » Appearance
- » Compliance
- » Overlay parking district pilot
- » Relation to stormwater
- » Neighborhood value/market

### A. Parking feedback:

#### Feedback from:

- » City Common Council members
- » Community Development Authority Official
- » Former Whitewater Zoning Administrator
- » Planning and Architectural Review Commission members
- » Whitewater community members – from Starin Park and Boone Court neighborhoods
- » Whitewater landlords

#### Takeaways:

- » Enforcement is selective and not city-wide.
- » Parking areas are unattractive – gravel creep, parking on the grass, insufficient landscaping, buffers and screening needed, too much parking, etc.
- » There are significant flooding issues in Boone Court and south of this area.
- » Site plans are not consistently required or strong enough to use for enforcement.
- » More CSOs and NSOs are needed for a satisfactory level of enforcement.
- » New street parking might bring back nuisances.

**B. Updated Zoning Code Sections (*copies of the City of Whitewater Zoning Code will be provided for full review at December 2<sup>nd</sup> joint meeting:*)**

19.09.191	Driveway. (definition)
19.09.460	Lot coverage, maximum. (definition)
19.09.540	Parking space or parking stall. (definition)
19.15	R-1 One-Family Residence District
19.16	R-1X "R-1X District"
19.18	R-2 One- and Two-Family Residence District.
19.19	R-2A Residential Occupancy Overlay District.
19.21	R-3 Multifamily Residence District.
19.22	R-3A University Residential Density Overlay District.
19.24	R-3 Mobile Home District
19.28	B-1A University Mixed-Use Neighborhood Overlay District.
19.31	B-2A Downtown Housing Overlay District.
19.51.130	Number of parking stalls—General requirements.
19.63.020	Plan review—Application requirements.
19.75.020	Zoning administrator—Office created—Powers and duties generally.

**C. Changes to Physical Parking Areas (zoning change):**

**Driveways must be hard surfaced (asphalt, concrete) and compliant with the City of Whitewater requirements for R-2, R-2A, R-3, R-3A, B-1A, and B-2A at time of:**

- » Approval of new construction;
- » Approval of driveway construction or extension permit;
- » Approval of exterior building permits;
- » Approval of conditional use permit for R-2A, R-3A, B-1A and B-2A;
- » Change in ownership (consider general code compliance, with a capped dollar amount);
- » Systematic inspection and requirement of surfacing upgrade with maintenance and upkeep issues; and
- » Compliance (city-wide) will be required by 2025 or 2035.

**D. Changes to Code Enforcement and Inspection (zoning change):**

**Strengthen the language:**

- » For the ordinance that regulates the number of wheels parked on grass to streamline enforcement (current ordinance stipulates all four wheels at this time).

**Require site plans for effective and efficient enforcement:**

- » Existing issues with driveways being too close to lot lines (gravel creep but also asphalt/concrete at times);
- » Commitments made in review without being written and drawn on a site plan that includes buffers, landscaping, parking areas, etc.;
- » Enforcement needs consistent for landscaping, buffering, prevention of light and noise pollution, hard surfacing, striping, and numbering for parking stalls on off street parking for properties with three or more unrelated residents; and
- » Concerns that enforcement is selective, in particular for investor-owned properties.

**E. On-street parking pilot (non-zoning change):**

- » Reduce impervious pavement to the area given the increasing stormwater issues.
- » Utilize City permits for overnight alternate side parking.
- » Provide low cost or free permits for residents, based on monthly, quarterly, 9-month or 12-month permits.
  - » Permits could hang on vehicle sun visors, hang on rear view mirrors, or stick to rear windows, etc.
- » Consider including a sunset clause in the pilot so action is required to continue the parking pilot.
- » Consideration should be given to using fees from permits and tickets towards neighborhood benefits (in addition to the administration and enforcement of such a district), such as upgrades to neighborhood infrastructure or community grants for residents.

**F. Additional Considerations:**

**Increase enforcement:**

- » Hire more CSOs and/or NSOs that are neighborhood focused.

**Require residential and commercial property code compliance and inspections at time of ownership change:**

- » Before property changes hands, require sellers to bring properties up to code up to a specified dollar amount.

**Partner with University of Wisconsin-Whitewater:**

- » UW-Whitewater should help create strategies to increase student parking on-campus, including when students do not live on-campus but may want to park their cars on UW-Whitewater lots overnight or for longer periods of time.
- » Consider utilizing the vacant block at Conger/Whiton/Highland/ Summit as a parking lot for UW-Whitewater students living in the new R-3A overlay area for free or for a limited charge.
- » Consider a shuttle service, free of charge for current students, and/or a door-to-door shuttle during evening hours.

**Transition parking on Harmony Lane and Harmony Drive from private to public parking permits:**

- » Property owners on Harmony Lane and Drive currently require that tenants purchase parking permits from their rental companies for parking that is within the City's public right of ways.
- » Transition private parking permits to City of Whitewater permits and prices should be maintained for consistency. The City can utilize parking permit funds and parking fines to increase enforcement.

**Reconsider rules for parking on roads without curb and gutter:**

- » Limit road shoulder parking, where cars are parked halfway on grass and in the driving lanes. This is a safety issue and should be addressed and enforced.

**Undertake a watershed or neighborhood stormwater studies:**

- » A watershed stormwater study or neighborhood stormwater studies are needed for areas with increasing density and known stormwater issues, in addition to neighborhoods with a significant number of large developments and driveway extensions with anticipated stormwater issues.
  - » Consider limiting off-street parking areas and increasing on-street parking when appropriate.
  - » Consider limiting driveway extensions and off-street parking in areas with stormwater issues.
  - » Consider incentivizing or requiring stormwater best management practices for addressing and preventing stormwater issues in areas with flooding and back up issues.

**Develop stormwater mitigation requirements:**

- » Require mitigation for properties with over 40% of impervious surface.
- » Develop a point system that is straightforward to implement and enforce.

**Prohibit parking on sidewalks:**

- » There are concerns that cars too frequently park over the sidewalks within their driveways. This needs to be prohibited, or if it already is, regularly enforced.

**Encourage shared private parking lots downtown whenever possible:**

- » Although downtown parking has not been the focus of this study, stakeholders expressed parking downtown as an issue. Shared private parking lots might be a consideration for downtown businesses.

**Streamline municipal parking lot rules:**

- » There are concerns that the varied parking rules are confusing and difficult to enforce with varied time limits, e.g. 4, 8, and 12 hours.

**Utilize City of Whitewater parking lot for Cravath Lakefront Park special event parking:**

- » The two adjacent municipal lots are often filled with downtown parkers and/or many events last longer than the 4 hour parking. Consider allowing guests of the rentals to park in the City lot on the weekends when City Hall business is limited.



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: **12/02/14**

ITEM: **Walworth County Hazard Mitigation Plan Update**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **N/A**

SUMMARY OF ITEM BEING PRESENTED:

**The Walworth County Office of Emergency Management, in partnership with the cities, villages, and towns of Walworth County, recently completed a draft update to the Walworth County Natural Hazards Mitigation Plan. The Plan was originally adopted in 2009. Proposed updates have been tentatively approved by the Federal Emergency Management Agency (FEMA) and now require adoption by municipalities within Walworth County.**

**Adopting the plan ensures that the City of Whitewater would be eligible for federal grants related to hazard mitigation.**

BUDGET IMPACT, IF ANY: **N/A**

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **N/A**

STAFF RECOMMENDATION: **Staff would recommend adoption of the resolution.**

ATTACHMENT(S) INCLUDED (If none, please state):

**Letter on the Countywide Natural Hazards Mitigation Plan**

**Natural Hazards Mitigation Plan: 2014-2018 5-Year Update Executive Summary**

**Resolution Adopting the Walworth County Natural Hazards Mitigation Plan: 2014-2018**

FOR MORE INFORMATION CONTACT:

**Cameron Clapper, [cclapper@whitewater-wi.gov](mailto:cclapper@whitewater-wi.gov), 262-473-0100**



**Walworth County Sheriff Office  
Emergency Management**

Cameron Clapper, Manager  
City of Whitewater  
312 W. Whitewater Street  
Whitewater, WI 53190

Subject: Countywide Natural Hazards Mitigation Plan

Dear Mr. Clapper:

For the last 18 months this office has been working with all of the towns, villages, and cities in Walworth County to update the multi-jurisdictional hazard mitigation plan initially adopted in 2009.

I have some good news to share – we just received notice from FEMA (Federal Emergency Management Agency) that our updated plan has been tentatively approved. This has truly been a collaborative effort and I want to thank everyone that has been involved in this important project. This means that all of the cities and villages that would like to adopt the plan can now do so. Simply follow these steps:

1. Conduct a public hearing at an upcoming board/council meeting. Be sure to allow for citizen comment.
2. Following the close of the public hearing, adopt the plan by resolution.
3. Send me a copy of the resolution – as soon as you can.

Adopting the plan will ensure that your municipality will be able to apply for federal grants related to hazard mitigation. The plan covers the next five years and identifies a wide range of activities Walworth County and all of the municipalities can do to mitigate the effects of natural hazards on county residents and businesses. If this office can be of any assistance in this regard, please contact me at (262) 741-4616 or at [jennis@co.walworth.wi.us](mailto:jennis@co.walworth.wi.us).

For your convenience, I have enclosed a draft resolution that you can use in drafting your resolution. If you would like a digital file of this document, e-mail me and I'll send you the file as a MS Word document. Finally, I've included copies of an executive summary that you can distribute. The entire plan is posted on the Walworth County Web site under emergency management website. Here is a direct link to that page: <http://www.co.walworth.wi.us/Sheriffs%20Office/Emergency%20Management/MitigationPlan.aspx>

If you are planning on adopting the plan, please put this matter on the next available meeting agenda. Our goal is to submit the final plan to the FEMA for certification by December 30, 2014. After all of the participating municipalities adopt the plan, I will send you various pages that you should insert into the plan document we previously sent you.

If you should have any questions, regarding any of this information do not hesitate to contact me.

Sincerely,  
Walworth County Emergency Management

Lieutenant John Ennis, Director

enc. Executive summary for Walworth County Hazard Mitigation Plan: 2014-2018 (10 copies)  
Sample resolution  
cc: Todd Lindert, EM Coordinator; 312 W. Whitewater Street, Whitewater, WI 53121 (without enclosures)

# Walworth County Natural Hazards Mitigation Plan: 2014-2018 5-Year Update

## Executive Summary

### 1. GENERAL OVERVIEW

In an effort to curb rising costs associated with natural disasters, the federal government adopted the Disaster Mitigation Act of 2000 (DMA 2000). It amended the Robert T. Stafford Disaster Relief and Emergency Act, which is the primary law at the federal level dealing with disaster planning, mitigation, response, and recovery.

DMA 2000 reinforced the importance of hazard mitigation planning to proactively devise strategies intended to avoid and reduce the negative effects of natural disasters. If a community wants to apply for grant funding from the Pre-Disaster Mitigation (PDM) Program or the Hazard Mitigation Grant Program (HMGP), it must have an approved hazard mitigation plan. If a disaster strikes a community that does not have an approved plan, it can only receive funding if it agrees to prepare a plan within one year.

Walworth County and participating municipalities prepared a plan to meet this new requirement in 2009, and in so doing, helped its citizens mitigate the effects of natural disasters. Consistent with federal law, the county is undertaking a comprehensive five-year update of the 2009 plan. Although a plan must meet minimum requirements, this plan is an expression of local needs and priorities.

### 2. PLAN CONTENTS

The plan consists of six chapters, a map series, and a number of appendices. The first chapter provides an overview of the plan. The second chapter presents background information about Walworth County including its setting, demographic and economic characteristics, climate, natural resources, land use, and development trends. Chapter 3 presents background information related to special needs populations and groups in the county. Chapter 4 contains a complete inventory of critical facilities in the county. Natural hazards are reviewed in chapter 5 along with estimated losses to buildings, infrastructure, and critical facilities. In chapter 6, goals, objectives, and policies are identified that will help to craft appropriate solutions to the identified problems. A range of activities are also presented to help foster hazard mitigation efforts. Various funding sources are reviewed with an eye towards identifying options for funding identified projects. Most of the maps in the plan are included in the final section of the plan.

The plan focuses on 12 types of natural hazards:

- ◆ dam failure
- ◆ flooding
- ◆ ice shoves
- ◆ dense fog
- ◆ tornadoes and high winds
- ◆ hailstorms
- ◆ thunderstorms
- ◆ winter storms
- ◆ extreme heat
- ◆ extreme cold
- ◆ drought
- ◆ wildland fire

As part of the inventory phase, 679 critical facilities in the county were identified including:

- ◆ bridges
- ◆ dams
- ◆ public-use airports
- ◆ telecommunication towers
- ◆ telephone facilities
- ◆ electric facilities
- ◆ natural gas facilities
- ◆ petroleum pipeline facilities
- ◆ public water facilities
- ◆ wastewater facilities
- ◆ fire and police services
- ◆ National Guard facilities
- ◆ government facilities
- ◆ schools (public and private)
- ◆ special care facilities-residential
- ◆ special care facilities-nonresidential
- ◆ health care facilities
- ◆ vulnerable housing, such as manufactured/mobile home parks and campgrounds

### **3. GOALS, OBJECTIVES, POLICIES, AND ACTIVITIES**

The most important part of the plan is Chapter 6, which presents a unified plan of action to mitigate the effects of hazards on property, people, and assets. It lists goals, objectives, and policies that should guide decision-makers and other officials. Goals are intended to describe an end state, usually in general terms. In contrast, objectives describe an end state in measurable and specific terms. Policies give clear direction on what will be done to help achieve a goal and objective.

Following the listing of goals, objectives, and policies, a chart lists specific action items along with estimated implementation costs. Responsible entities are listed for each so that implementation is well defined. The activity charts are a work in progress. As items are completed they should be deleted and as new opportunities or issues arise items will be added. Further, depending on available resources, including funding and staff time, priorities may change.

Activities are prioritized as low, medium, or high. Cost estimates are provided to help formulate funding priorities. When a project is to be undertaken, a more detailed budget should be prepared to assess a project's cost. At that time a benefit cost analysis should be completed to show how the benefits of the project compare to anticipated costs. Federal funding for mitigation activities can only be obtained when benefits clearly outweigh the costs.

**Goal 1. Public Education**

Provide the public with the education they need to adequately prepare for and respond to natural hazards including dam failure, flooding, ice shoves, dense fog, tornadoes, hailstorms, thunderstorms, winter storms, extreme temperature, drought, and wildland fire. **(2009 Plan)**

**Objectives**

1. Strengthen emergency service preparedness and response by enhancing public education throughout the county. **(2009 Plan)**
2. Increase the number of households that have prepared a family emergency plan. **(2009 Plan)**
3. Increase the number of public outreach materials in Spanish. **(2009 Plan)**

**Policies**

1. Work with non-governmental organizations such as youth, service, professional, religious organizations to promote mitigation education and awareness. **(2009 Plan)**
2. Look for multiple and varied opportunities to disseminate educational information to county residents. **(2009 Plan)**

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
1. Develop and implement education programs aimed at mitigating natural hazards and reducing the risk to citizens, public agencies, private property owners, businesses, and schools. <b>(2009 Plan; 2013 status – no action)</b>	\$5,000	Medium	X	X	Walworth County Emergency Management; American Red Cross; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
2. Create displays for use at public events such as the county fair, wellness fairs <b>(2009 Plan; 2013 status – no action)</b>	Staff time and supplies	Medium	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
3. Work with the representatives of the public and private schools within the county to promote hazard mitigation awareness <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X	X	Walworth County Emergency Management; American Red Cross; Walworth County Department of Health & Human Services
4. Identify, improve, and sustain collaborative programs focusing on the real estate and insurance industries, public and private sector organizations, and individuals to avoid activity that increases risk to natural hazards. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; American Red Cross; local jurisdictions, Walworth County Department of Land Use & Resource Management
5. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division
6. Provide more hazard-related information in Spanish. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Low	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services, Workforce Development
7. Work with area business representatives and citizens through our Public/Private Partnership to promote hazard mitigation awareness <b>(2013 Plan)</b>	Staff time	Medium	X		City of Lake Geneva

**Goal 2. Flooding**

Protect the public health, safety, and welfare of county residents and public and private property during flood events. **(2009 Plan)**

**Objectives**

1. Minimize the impact of flooding on potentially affected structures. **(2009 Plan)**
2. Decrease the number of structures currently located in the 100-year floodplain that are not properly flood-proofed. **(2009 Plan)**
3. Minimize the amount of impervious surface in new development projects to allow more infiltration of storm water into the ground. **(2009 Plan)**
4. Increase public awareness of flooding. **(2009 Plan)**
5. Improve communication between the county and local units of government when floods occur or are likely to occur. **(2009 Plan)**

**Policies**

1. Continue to enforce floodplain regulations to ensure that future development in the 100-year floodplain meets established standards. **(2009 Plan)**
2. Support the identification and conservation of land with high flood mitigation value (e.g., wetlands, upland storage, and infiltration areas). **(2009 Plan)**
3. Support land acquisition and other management strategies to preserve open space for flood mitigation purposes. **(2009 Plan)**
4. Ensure that governmental officials and employees, county residents, and real estate agents are aware of floodplain regulations. **(2009 Plan)**
5. Ensure that people owning property in the 100-year floodplain, and their agents, notify buyers when selling their property. **(2009 Plan)**
6. Adopt standards to control the proportion of a site that can be covered with impervious surfaces. **(2009 Plan)**
7. Locate public infrastructure outside of the 100-year floodplain. When infrastructure has been located in the 100-year floodplain, it should be flood proofed or otherwise protected from flood water. **(2009 Plan)**
8. Design and properly size all new stream crossings to not create a significant upstream back-water effect. **(2009 Plan)**
9. Continue to enforce storm water management regulations. **(2009 Plan)**
10. Update flood insurance rate maps (FIRMs) when it can be shown that they are substantially inaccurate. **(2009 Plan)**
11. Ensure that all large dams in the county have emergency action plans and that they are up to date. **(2009 Plan)**
12. Undertake such activities as may be required to remain compliant with the requirements of the National Flood Insurance Program. **(2009 Plan)**

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
1. Identify and analyze feasible mitigation options for those properties which may be designated as a repetitive flood property. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Low	X	X	Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
2. Apply for funding through the federal Hazard Mitigation Grant program, Flood Mitigation Assistance Program, and the Pre-Disaster Mitigation Program as well as any other resources that may be available to help flood proof repetitive loss sites or remove them through acquisition followed by demolition or relocation. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Low	X	X	Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
3. Design and budget for stormwater management facilities consistent with adopted stormwater management plans than have been or will be prepared / amended. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; local jurisdictions as appropriate [1]
4. Develop and maintain a digital inventory of bridges/culverts on a county or state road. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works Department, Walworth County Information Systems Department, Land Information Division

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
5. Identify those culverts and bridges that are undersized or are otherwise unable to handle expected flood flows. (2009 Plan; 2013 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works Department, cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
6. Develop and maintain a geographic database for public roadways that are susceptible to flooding. (2009 Plan; 2013 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works Department, Walworth County Information Systems Department, Land Information Division
7. Prepare a strategy to prioritize road improvements for public roadways that are susceptible to flooding. (2009 Plan; 2013 status – no action)	Staff time	Medium	X		Walworth County Public Works Department; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
8. Identify undeveloped areas of the county, if any, that have flood mitigation value and develop appropriate strategies to protect them. (2009 Plan; 2013 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Department of Land Use & Resource Management, cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
9. Establish a framework to compile and coordinate surface water management plans and data throughout the county. (2009 Plan; 2013 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; Wisconsin Department of Natural Resources
10. Distribute National Flood Insurance Program information.* (2009 Plan; 2013 status – no action)	Staff time	Medium	X	X	Walworth County Emergency Management; Walworth County Department of Land Use & Resource Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
11. Explore options for improving the ability of local units of government to report flooding, receive information, and request assistance as may be needed. (2009 Plan; 2013 status – no action)	Staff time	Medium	X		Walworth County Emergency Management
12. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. (2009 Plan; 2013 status – no action)	Staff time	High	X	X	Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division]

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
13. Evaluate the support for and the feasibility of becoming part of the Community Rating System (CRS) to lower flood insurance premiums for property owners.* (2009 Plan; 2013 status – no action)	Staff time dxxxx	High	X		Walworth County Emergency Management; cities of Delavan, Lake Geneva, and Whitewater; villages of Bloomfield, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, and Walworth (Note: City of Elkhorn and the villages of Darien and Williams Bay are not part of the program)
14. Work with the DNR to ensure that an emergency action plan is prepared for large dams and that they are periodically updated. (2009 Plan; 2013 status – some new EAPs have been prepared)	Staff time	Medium	X		Walworth County Emergency Management
15. Develop a prioritized list of areas of the county meriting detailed flood studies. (2009 Plan; 2013 status – no action)	Staff time	Low	X		Walworth County Emergency Management
16. Ensure that privately-owned large dams are inspected consistent with state law. (2009 Plan; 2013 status – no action)	Staff time	Medium	X		Walworth County Emergency Management; local jurisdictions as appropriate [1]
17. Ensure that publicly-owned large dams are inspected consistent with state law. (2009 Plan; 2013 status – no action)	Staff time	Medium	X		Local jurisdictions as appropriate [1], Wisconsin Department of Natural Resources
18. So as to continue compliance with state and federal requirements, revise existing floodplain regulations to ensure they comply with the most recent model floodplain regulations developed by the Wisconsin Department of Natural Resources.* (2009 Plan; 2013 status – no action)	Staff time	High	X		Walworth County Department of Land Use & Resource Management; cities of Delavan, Lake Geneva, and Whitewater; villages of Bloomfield, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, and Walworth (Note: City of Elkhorn and the villages of Darien and Williams Bay are not part of the program)
19. Undertake measures to address flooding within the Oak Knoll subdivision in the Village of Walworth. (2009 Plan; 2013 status – no action)	Unknown	High	X		Village of Walworth
20. Repair the Beulah Dam (County Highway J) (2009 Plan; 2013 status – no action)	Unknown	Medium	X		Walworth County Emergency Management; local jurisdictions [1]
21. Repair the Whitewater Lake Dam (2009 Plan; 2013 status – no action)	Unknown	High	X		Walworth County Emergency Management; local jurisdictions
22. Conduct a study to determine feasible and cost effective solutions to minimize flooding in those lake basins with a natural outlet such as Whitewater Lake and Turtle Lake and those without a natural outlet such as Lake Lorraine. (2009 Plan; 2013 status – no action)	Unknown	Medium	X		Walworth County Emergency Management; effected towns and local jurisdictions
23. Identify restrictions of water flow from Turtle Lake, Turtle Valley Wildlife Area, and Turtle Creek. Identify and analyze mitigation options for those properties and roadways affected. (2009 Plan; 2013 status – no action)	Unknown	High	X		Walworth County Emergency Management; Towns of Sugar Creek and Richmond and other effected towns and local jurisdictions
24. Address the reoccurring flooding of Chilson Road and prevent flood water from entering the sewer facility on Chilson Road. Remove trees from area by road and replace with geotextile material and rock. Also, put in a grassed waterway to help with the water flow. (2009 Plan; 2013 status – no action)	\$9,000 with potential for other funding	High	X		Town of Sharon; Walworth County Conservancy helped with the project design and will oversee the project

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
25. Conduct a study to determine feasible and cost effective solutions to minimize flooding in the Inlet Oaks subdivision and implement a long-term solution. <b>(2009 Plan; 2013 status – no action)</b>	Unknown	High	X		Town of Delavan; Delavan Lake Sanitary District
26. Conduct a study to determine why there is flooding on the north side of Lake Wandewega and implement a long-term solution. <b>(2009 Plan; 2013 status – no action)</b>	Unknown	High	X		Town of Sugar Creek
27. Address the flooding along Potter Road, Hodges Road (near bridge area), and Bray Road (by the cross culvert near Plank Road and W3873 driveway) <b>(2009 Plan; 2013 status – no action)</b>	Unknown	High	X		Town of La Fayette
28. Mitigate flood water at Nipersink through culvert placement and ditch improvements. <b>(2009 Plan; 2013 status – no action)</b>	\$35,000	High	X		Town of Bloomfield
29. Continue to evaluate flooding issues along Madison Street and Wisconsin Street by the Ponds subdivision <b>(New in 2013)</b>	Unknown	High	X		Village of Darien
30. Conduct a study to determine if the Mill Pond dam should be removed or updated <b>(New in 2013)</b>	Unknown	Medium	X		Village of East Troy
31. Continue with dam inspections for as long as dam is in place <b>(New in 2013)</b>	Staff time	Medium	X	X	Village of East Troy, DPW
32. Storm sewer work along George St. and Ballard St. and ditch work along Prairie St. to improve flows <b>(New in 2013)</b>	Unknown	Medium	X		Village of Sharon, DPW

## Notes:

\* Indicates policies or activities that are intended to ensure continued compliance with the National Flood Insurance Program (NFIP).

**Goal 3. Tornadoes**

Lessen the effects of a tornado to the extent feasible and speed recovery following an event. **(2009 Plan)**

**Objectives**

1. Increase public education and awareness of the potential severity of tornadoes. **(2009 Plan)**
2. Minimize the amount of time that businesses damaged by a tornado are not operational. **(2009 Plan)**
3. Minimize the amount of time it takes to rebuild or restore dwellings damaged by a tornado. **(2009 Plan)**
4. Prevent injuries and death from tornadoes. **(2009 Plan)**

**Policies**

1. Bury overhead power and utility lines where feasible as a way to reduce power outages during all types of storm events. **(2009 Plan)**
2. Require that mobile homes and manufactured housing are securely anchored in place. **(2009 Plan)**
3. Ensure that adequate tornado shelters are available to county residents especially those living in mobile home parks. **(2009 Plan)**
4. Include redevelopment objectives in smart growth comprehensive plans to support post-disaster development activities. **(2009 Plan)**
5. Continue to support the efforts of severe weather spotters. **(2009 Plan)**
6. Keep the current siren system functioning and in good repair. **(2009 Plan)**
7. Encourage residents to obtain NOAA weather radios especially in those areas of the county that are not covered by a siren. **(2009 Plan)**
8. Encourage home builders and others to incorporate wind-resistant features into new home construction (e.g., anchor straps). **(2009 Plan)**

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
1. Periodically assess whether there are enough shelters to house displaced persons. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X	X	Walworth County Emergency Management; American Red Cross
2. Apply for mitigation funding to purchase NOAA weather radios for county residents. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Low	X		Walworth County Emergency Management
3. Study the feasibility of and support for adopting a local regulation which would require new mobile home parks and future expansions of existing parks to provide for a tornado shelter. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management
4. Develop and implement strategies for debris management. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works Department; American Red Cross
5. Amend land development regulations to require a storm shelter in mobile home parks when the number of mobile homes exceeds a threshold as established by the jurisdiction. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Land Use & Management Department, Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Sharon, Walworth, Williams Bay
6. Install storm shelters near or in existing mobile home parks and high occupancy campgrounds. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Mobile home park operators and campground operations with Walworth County Emergency Management
7. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division
8. Identify opportunities for developing a joint dispatch center <b>(2009 Plan; 2013 status – Whitewater completed a study to determine options)</b>	Staff time	High	X		Walworth County Emergency Management and other county departments
9. Install a backup generator in the Town of Troy Town Hall/Fire Hall <b>(New in 2013)</b>	\$30,000	High	X		Town of Troy

10. Upgrade the command and control for outdoor sirens, update existing sirens as necessary, add new sirens as needed ( <b>New in 2013</b> )	Unknown	Medium	X		City of Delavan
11. Continue preventative maintenance of tornado sirens ( <b>New in 2013</b> )	\$1,600 per year	High	X	X	Village of East Troy, DPW

#### Goal 4. Extreme Temperature

Protect the health of Walworth County residents from extreme temperature. (**2009 Plan**)

##### Objectives

1. Prevent deaths and injuries from extreme temperature. (**2009 Plan**)

##### Policies

1. Encourage volunteers to look after vulnerable individuals, especially the elderly, during times of extreme temperature. (**2009 Plan**)
2. Open county and other public facilities with air conditioning as appropriate for public access during periods of extreme heat. (**2009 Plan**)
3. Ensure that county residents are aware that there are different forms of assistance to help qualified individuals to help pay their winter heating costs. (**2009 Plan**)

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
1. Develop a directory of public buildings that would be open to the public during extended heat waves. ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	Medium	X	X	Walworth County Emergency Management; Walworth County Department of Health & Human Services
2. Call a meeting of public and nonprofit organizations that may be able to mobilize a volunteer corps of individuals willing to assist vulnerable people during periods of extreme temperature. ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	High	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services
3. Investigate the possibility of establishing a database of individuals who are vulnerable to extreme temperature and who have voluntarily placed their name on the call list ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services; American Red Cross
4. Publicise available programs that help low-income residents pay for their utility expenses. ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Department of Health & Human Services; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
5. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division
6. Amend the county's emergency operations plan to address extreme temperatures. ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	Medium	X		Walworth County Emergency Management
7. Continue cooling center policy ( <b>New in 2013</b> )	Staff time	High	X	X	Village of East Troy

**Goal 5. Severe Thunderstorm Winds & Hail and Non-thunderstorm High Winds**Protect and prepare Walworth County residents from the dangers of extreme weather. **(2009 Plan)****Objectives**

1. Increase public education and awareness of the potential dangers of thunderstorms, snow storms, hail, and windstorms. **(2009 Plan)**

**Policies**

1. Bury overhead power and utility lines where feasible as a way to reduce power outages during all types of storm events. **(2009 Plan)**
2. Provide citizens with early storm warnings. **(2009 Plan)**
3. Encourage the use of surge protectors on critical electronic equipment in governmental and critical facilities. **(2009 Plan)**
4. Work with utility companies to assess and to improve, when necessary, electric service reliability. **(2009 Plan)**
5. Work with public and private utility companies to ensure that trees are properly trimmed near utility lines. **(2009 Plan)**

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
1. Continue to update and/or monitor the County's public early warning system and network. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X	X	Walworth County Emergency Management; local jurisdictions
2. Review local building codes to determine if revisions are needed to improve the structure's ability to withstand greater wind velocities and encourage provision of safe rooms, especially in structures that do not have a basement. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Low	X		Walworth County Emergency Management; local jurisdictions
3. Produce and distribute emergency preparedness information related to thunderstorms, snow storms, hailstorms, and windstorm hazards. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; American Red Cross; local jurisdictions
4. Identify and pursue funding opportunities to develop and implement local and county mitigation activities. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; American Red Cross; local jurisdictions
5. Install lightning grade surge protection devices for critical electronic components used by government, public service, and public safety facilities, such as warning systems, control systems, communications, and computers. <b>(2009 Plan; 2013 status – no action)</b>	\$3,000	Medium	X		Walworth County Emergency Management; American Red Cross; local jurisdictions
6. Provide the public with information about proven lightning safety guidelines to reduce the risk of lightning hazards. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; local jurisdictions
7. Develop and implement strategies for debris management. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; Walworth County Public Works, local jurisdictions
8. Apply for mitigation funding to purchase NOAA weather radios for county residents. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management
9. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division
10. Evaluate the feasibility and effectiveness of adding additional storm sirens <b>(New 2013)</b>	Unknown	Medium	X		Village of Mukwonago
11. Maintain certification as a Weather Safe Community (NWS designation) <b>(New 2013)</b>	Staff time	Medium	X	X	City of Whitewater
12. Continue to replace outdated storm sirens <b>(New 2013)</b>	Unknown	Medium	X		Village of Williams Bay
13. Continue to promote and sponsor severe weather spotter courses	Staff time	Medium	X	X	City of Lake Geneva

14. Establish a storm shelter ( <b>New 2013</b> )	Unknown	Medium	X	Village of East Troy
15. Airport weather and wind shear equipment upgrade	Unknown	Medium	X	Village of East Troy

### Goal 6. Drought

Protect the public health, safety, and welfare of county residents during periods of drought. (**2009 Plan**)

#### Objectives

1. Decrease water consumption during periods of drought. (**2009 Plan**)
2. Minimize the economic impacts of drought on the local economy. (**2009 Plan**)

#### Policies

1. Encourage water conservation during periods of drought. (**2009 Plan**)
2. Impose watering restrictions during periods of extreme drought. (**2009 Plan**)
3. Work with appropriate agencies to conserve water, provide drought prediction, and provide stream and groundwater monitoring. (**2009 Plan**)
4. Work with agencies that can assist with and promote soil health, preserve soil moisture and help to minimize the loss of the crops and topsoil in the event of a drought. (**2009 Plan**)
5. Continue to monitor groundwater levels to identify the status of groundwater resources and trends. (**2009 Plan**)
6. Work with state agencies and other levels of government in developing appropriate regional strategies to address drought conditions. (**2009 Plan**)

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
1. Create an ordinance to prioritize or control water use during drought conditions. ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	Medium	X	X	Municipalities with public water systems
2. Develop a set of procedures for water distribution during drought to those in need. ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	Medium	X		Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
3. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. ( <b>2009 Plan; 2013 status – no action</b> )	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department, Land Information Division

**Goal 7. Wildland Fire**

Protect structures and people in Walworth County from uncontrolled wildfires. **(2009 Plan)**

**Objectives**

1. Decrease the number of wildland fires occurring in the county. **(2009 Plan)**
2. Decrease the number of acres burned from wildland fires. **(2009 Plan)**
3. Increase public education. **(2009 Plan)**

**Policies**

1. Support the use of controlled burns as a way of reducing the threat of dangerous wildland fires. **(2009 Plan)**
2. Enhance emergency services to increase the efficiency of wildfire response and recovery activities. **(2009 Plan)**
3. Keep track of wildfire events in the county to better document the extent and location of these events. **(2009 Plan)**

Implementation Actions / Strategies	Cost Estimate (2013)	Priority	Schedule		Responsible Entity
			2014 to 2018	2019 to 2023	
1. Apply for federal and state grants to enhance the capability of local fire departments. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X	X	Walworth County Emergency Management; local fire departments
2. Provide education to county and municipality personnel about federal cost-share and grant programs, fire protection agreements, and other related federal programs so the full array of assistance available to local agencies is understood. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Low	X		Walworth County Emergency Management; cities of Delavan, Elkhorn, Lake Geneva, and Whitewater; villages of Bloomfield, Darien, East Troy, Fontana-on-Geneva Lake, Genoa City, Mukwonago, Sharon, Walworth, and Williams Bay
3. Develop a digital database to keep track of wildfire events in the county. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	Medium	X		Walworth County Emergency Management; local fire departments
4. Develop and maintain a geographic database for natural hazard events, including location, weather conditions, and resulting damage. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	High	X		Walworth County Emergency Management; Walworth County Information Systems Department; Land Information Division
5. Investigate the establishment of a uniform way of providing information to the public regarding issuance of burning permits. <b>(2009 Plan; 2013 status – no action)</b>	Staff time	High	X		Walworth County Sheriff's Department; local fire departments

**Resolution  
City of Whitewater**

**A RESOLUTION ADOPTING THE WALWORTH COUNTY  
NATURAL HAZARDS MITIGATION PLAN: 2014-2018**

WHEREAS, the United States Congress passed the Disaster Mitigation Act of 2000 (DMA2K), which requires that a local unit of government must have an approved all hazard mitigation plan before it can receive Federal grant monies from the Federal Emergency Management Agency for pre-disaster mitigation projects; and

WHEREAS, the City of Whitewater worked with Walworth County Emergency Management to update the countywide mitigation plan, initially adopted in 2009; and

WHEREAS, the City of Whitewater Common Council conducted a public hearing on December 2, 2014, to accept public input concerning the updated plan; and

WHEREAS, the City of Whitewater Common Council makes the following findings:

Natural disasters do pose a tangible threat to residents and property.

Undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to residents and property and save taxpayer dollars.

Preparation of this plan is in the public interest.

This plan is intended to serve as a general strategy and may be amended from time to time.

Nothing in this plan obligates the City to undertake any of the recommended activities and/or projects.

NOW THEREFORE, BE IT RESOLVED, the City of Whitewater hereby adopts the Walworth County Natural Hazards Mitigation plan: 2014-2018; and

BE IT FURTHER RESOLVED, the Whitewater City Clerk is directed to send a signed copy of this resolution, at her earliest convenience, to Lieutenant John Ennis, Director of Emergency Management, at the following address: Walworth County Sheriff Office; PO Box 1004; Elkhorn, WI 53121.

Adopted this 2 day of December, 2014



*City of Whitewater Council Agenda Item Information Sheet*

MEETING DATE: **12/02/14**

ITEM: **Fire/Rescue Task Force Update**

PRESENTER: **Consultant**

PREVIOUS ACTION, IF ANY: **N/A**

SUMMARY OF ITEM BEING PRESENTED:

**City Manager, Cameron Clapper will give a brief presentation on the status of the work of the Fire/Rescue Task Force. The most recent meeting of the Task Force was held on November 12. The Fire Department provided the Task Force with an outline of the Department's proposed organizational structure and a list of the duties and responsibilities of members of the Department's proposed Board of Directors. The organizational structure as proposed was approved by a majority vote of Department membership, including EMS volunteers.**

**Included with this cover sheet are the approved minutes from the September 18 and October 16 meetings as well as the draft minutes of the November 12 meeting. The next meeting of the Task Force has been planned for January 22, 2015 at 6:30 p.m.**

BUDGET IMPACT, IF ANY: **N/A**

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **N/A**

STAFF RECOMMENDATION: **N/A**

ATTACHMENT(S) INCLUDED (If none, please state):

**Whitewater Fire/Rescue Task Force Minutes for September 18, 2014**

**Whitewater Fire/Rescue Task Force Minutes for October 16, 2014**

**DRAFT Whitewater Fire/Rescue Task Force Minutes for November 12, 2014**

FOR MORE INFORMATION CONTACT:

**Cameron Clapper, [cclapper@whitewater-wi.gov](mailto:cclapper@whitewater-wi.gov), 262-473-0100**

## Fire Rescue Task Force

September 18, 2014

7:30 p.m.

City Manager Conference Room

City of Whitewater Municipal Building

312 W Whitewater Street, Whitewater, Wisconsin

### DRAFT MINUTES

1. **Call to order and roll call.** The meeting was called to order at 7:30 p.m. by Chairman Ken Kidd. Present: Don Gregoire, Todd Lindert, Jan Bilgen, Ken Kidd, Phil Frawley, Cameron Clapper. Absent : None.
2. **Discussion of Whitewater Volunteer Fire Department vote concerning the proposed organizational structure for the Fire Department which includes the composition of the governing board, the duties and responsibilities of the governing board, the duties and responsibilities of the Fire Chief, the duties and responsibilities of Department officers (Fire & Rescue) and the duties and responsibilities of the city toward the Department.** Task Force Members expressed frustration regarding the recent Fire Department vote to reject the proposed organizational structure as presented by the Task Force. Chief Gregoire explained some of the reasoning behind the vote and stated that the Fire Department would work with their hired attorney and bring back a proposal for the organizational structure of the Department. Chief Gregoire clarified that the Department was still moving forward with a vision of one department that included all fire, EMS, and Technical Rescue volunteers. The future proposal would include the following components, among others:
  - a. A board independent of the City, but to include the involvement of a Common Council member at some level.
  - b. A “grandfather-like” provision that would allow for a reasonable duration of time in which members could obtain any newly required trainings and/or certifications
  - c. An organizational structure that would hold fire, technical rescue, and EMS as laterally equivalent divisions within the hierarchy of the organizational structure.

Chief Gregoire also reaffirmed the intent of the Fire Department to develop one set of bylaws and requirements for all members.

A motion was made by Jan Bilgen, seconded by Todd Lindert to formally request that before any agreement or proposal is brought for review, that EMS officers be brought in on the discussion and involved in the proposal development process. Ayes: Bilgen, Lindert, Frawley, Kidd, Clapper, Gregoire. Noes: None.

3. **Next steps for the Fire Rescue Task Force.** The Task Force will meet again on October 16 to review a proposal from the Fire Department.
4. **Future meeting dates.** The next meeting of the task force will be October 16 at 6:30 p.m.
5. **Adjourn.** It was moved by Lindert, seconded by Frawley to adjourn the meeting. The meeting was adjourned by unanimous consent at 8:30pm.

## Fire Rescue Task Force

October 16, 2014

6:30 p.m.

City Manager Conference Room  
City of Whitewater Municipal Building  
312 W Whitewater Street, Whitewater, Wisconsin

### MINUTES

1. **Call to order and roll call.** The meeting was called to order at 6:35 p.m. by Chairman Ken Kidd. Present: Don Gregoire, Todd Lindert, Jan Bilgen, Ken Kidd, Phil Frawley, Cameron Clapper. Absent : None. Others present: Wally McDonell (City Attorney) and interested members of Fire & EMS.
2. **Discussion of Whitewater Volunteer Fire Department proposal for an organizational structure which would include the composition of the governing board, the duties and responsibilities of the governing board, the duties and responsibilities of the Fire Chief, the duties and responsibilities of Department officers (Fire & Rescue) and the duties and responsibilities of the city toward the Department.**

### Whitewater Fire Department Board

- **3 Fire Members**
- **3 Rescue Members**
- **1 Whitewater Common Council**
  - \*Alternate option, retiree selected by membership

### Fire/Rescue Board Selection

- **3 year term**
  - **2 consecutive term max**
  - **1 year break to re-apply**
- **First Year Stagger**
  - **Member 1: 1 year**
  - **Member 2: 2 year**
  - **Member 3: 3 year**

### Fire/Rescue Board Eligibility

- **Minimum 3 years on Dept (non consecutive)**
  - **Non probationary**
- **Member in good standing**
- **Chief, Assistant Chiefs and Captains are ineligible**

## Voting Procedures

- **Annually, month of May**
  - **Fire & Rescue joint business meeting**
- **2 voting sessions**
  - **Member with Fire & Rescue has 1 vote Fire and 1 vote Rescue**
  - **Fire Board Member**
    - **Fire member vote**
  - **Rescue Board Member**
    - **Rescue member vote**
  - **Council Member**
    - **Fire & Rescue select and vote on Council Member**
    - **Alternate Selection**
      - **Fire & Rescue elects retired, non-active member of the department**
      - **Should council member decline, retired member becomes Alternate**
    - **Present to Council by Board president**

## Whitewater Fire Department Command Structure Flow Chart Attached to Minutes

A large majority of Fire Department members voted for the proposal as presented. The Fire and Rescue Board will have open meetings and will vote for board members.

The organizational structure indicates that there will now be an Assistant Chief over EMS rather than a Captain and that the Captain for EMS would report directly to the Assistant Chief. It was noted that there may be another Captain. Bilgen stated that the break in service for a committee member in other public organizations and committees is usually for a full term rather than one year. Going with a full term break may be easier and allow for the periodic infusion of “new blood” into the Board.

The definition of “member in good standing” needs to be determined. Chief Gregoire confirmed that criteria would be established.

Kidd noted that the duties and roles of the Board need to be enumerated. These details, such as how the Fire Chief is appointed, do not exist yet. The role of the Board needs to be spelled out before approval can occur.

Clapper, Bilgen, and Kidd all stated that the procedure for appointing a Common Council member to the Board as provided in the proposal was a non-starter. The Common Council determines who will sit on which committee within the City. Appointments are made annually following the April election. This process also extends to the boards of other organizations that include a seat for the Common Council on their Board. One example would be the Whitewater Aquatic Center Board.

Kidd and Bilgen shared comments regarding the benefits of having a Common Council member on the Board. Clapper pointed out that as a quasi-governmental organization, the Fire Department would be expected to allow the Common Council to decide who from the Council would serve on the Board for the Fire Department.

Task Force Members clarified that parameters regarding the term of service for a Council member could be set, for example, the term limit for an individual Council member could be set for three years.

3. **Discussion of City and Whitewater Volunteer Fire Department agreement regarding fire and EMS services within the city of Whitewater.**

Discussion of this item was deferred until a future meeting.

4. **Next steps for the Fire Rescue Task Force.**

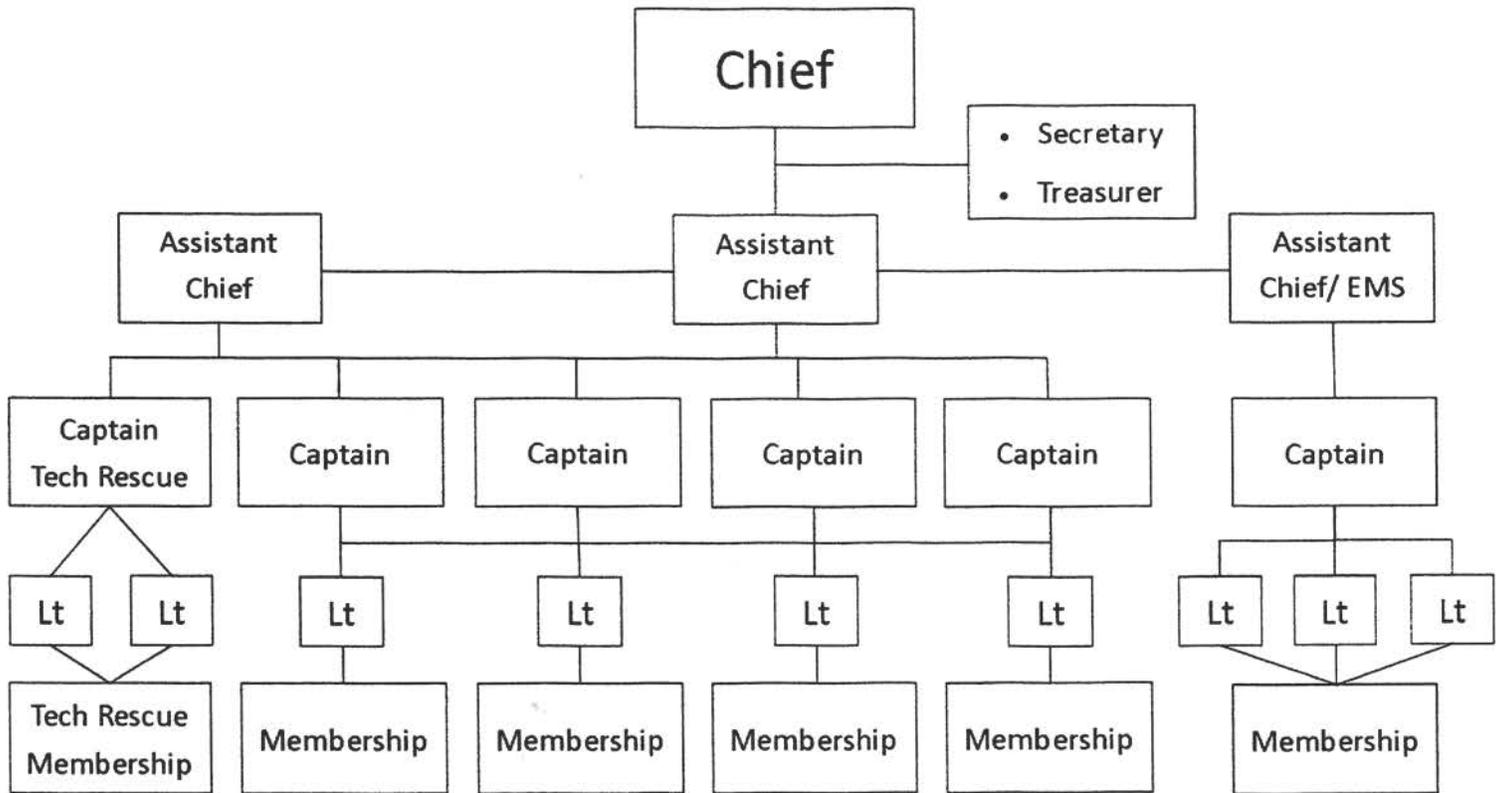
Task Force members agreed that, prior to the next meeting the Fire Department would need to flesh out additional details including the following.

- a. The appointment process for the Common Council appointee.
- b. Details regarding the role of the Board in the Fire Department organization.
- c. The process for the appointment of officers, specifically the chief and assistant chiefs, and how qualifications for those positions would be determined.

5. **Future meeting dates.** The next meeting of the task force was set for November 12 at 6:30 p.m..

6. **Adjourn.** The meeting was adjourned at 8:15 p.m. by unanimous consent.

# Whitewater Fire Department Command Structure



## **Whitewater Fire Department Board**

- **3 Fire Members**
- **3 Rescue Members**
- **1 Whitewater Common Council**
  - Alternate option, retiree selected by membership

# Fire/Rescue Board Selection

- 3 year term
  - 2 consecutive term max
  - 1 year break to re-apply
- First Year Stagger
  - Member 1: 1 year
  - Member 2: 2 year
  - Member 3: 3 year

# Fire/Rescue Board Eligibility

- Minimum 3 years on Dept (Non consecutive)
  - Non probationary
- Member in good standing
- Chief, Assistant Chiefs And Captains are ineligible

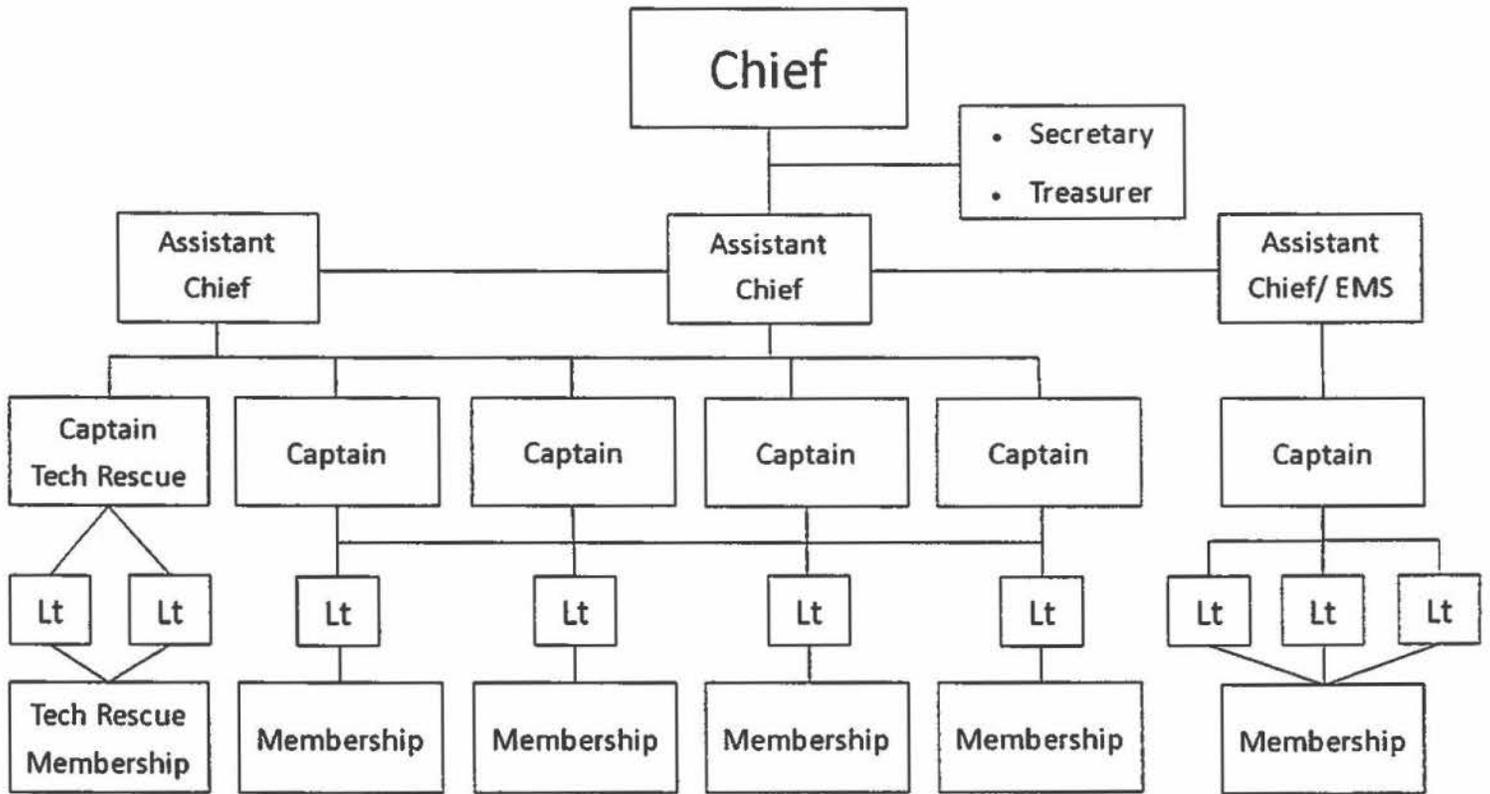
# Voting Procedures

- Annually, month of May
  - Fire & Rescue joint business meeting
- 2 voting sessions
  - Member with Fire & Rescue has 1 vote Fire and 1 vote Rescue
  - Fire Board Member
    - Fire member vote
  - Rescue Board Member
    - Rescue member vote

# Voting Procedures

- Council Member
  - Fire & Rescue select and vote on Council Member
  - Alternate Selection
    - Fire & Rescue elects retired, non-active member Of the department
    - Should council member decline, retired member becomes Alternate
  - Present to Council by board President

# Whitewater Fire Department Command Structure



## Fire Rescue Task Force

November 12, 2014, 6:30 p.m.  
City Manager Conference Room  
City of Whitewater Municipal Building  
312 W Whitewater Street, Whitewater, Wisconsin

### Minutes

1. **Call to order and roll call.** The meeting was called to order at 6:35 p.m. by Chairman Ken Kidd. Present: Don Gregoire, Todd Lindert, Jan Bilgen, Ken Kidd, Phil Frawley, Cameron Clapper. Absent : None. Others present: A number of members from the Whitewater Volunteer Fire Department.
2. **Approval of June 24, September 18 and October 16, 2014 minutes.** It was moved by Lindert, seconded by Bilgen to approve the June 24, 2014 minutes of the Fire Rescue Task Force. Ayes: Gregoire, Lindert, Bilgen, Kidd, Frawley, Clapper. Noes: None.

It was moved by Lindert, seconded by Frawley to approve the September 18, 2014 minutes of the Fire Rescue Task Force. Ayes: Gregoire, Lindert, Bilgen, Kidd, Frawley, Clapper. Noes: None.

It was moved by Clapper, seconded by Bilgen to approve the original version of the October 16, 2014 minutes of the Fire Rescue Task Force as produced and delivered to Task Force members on October 17, 2014 (Version #1),. Ayes: Gregoire, Lindert, Bilgen, Kidd, Frawley, Clapper. Noes: None.

3. **Discussion of Whitewater Volunteer Fire Department proposal for an organizational structure which would include the composition of the governing board, the duties and responsibilities of the governing board, the duties and responsibilities of the Fire Chief, the duties and responsibilities of Department officers (Fire & Rescue) and the duties and responsibilities of the city toward the Department.** Chief Gregoire provided all Task Force members with a revised handout outlining the organizational structure for the Department. Chief Gregoire also distributed a list of duties and responsibilities for the Board of Directors of the new organization.

#### *Outline of Slides Presented*

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#### **Whitewater Fire Department Board (slide 1)**

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- **3 Fire Members**
- **3 Rescue Members**
- **1 Whitewater Common Council Member**
  - **Alternate option, retiree selected by membership**

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#### **Fire/Rescue Board Selection (slide 2)**

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- **3 year term**
    - **2 consecutive term max**
    - **1 year break to re-apply**
  - **First year stagger**
    - **Member 1: 1 year**
-

- Member 2: 2 year
- Member 3: 3 year

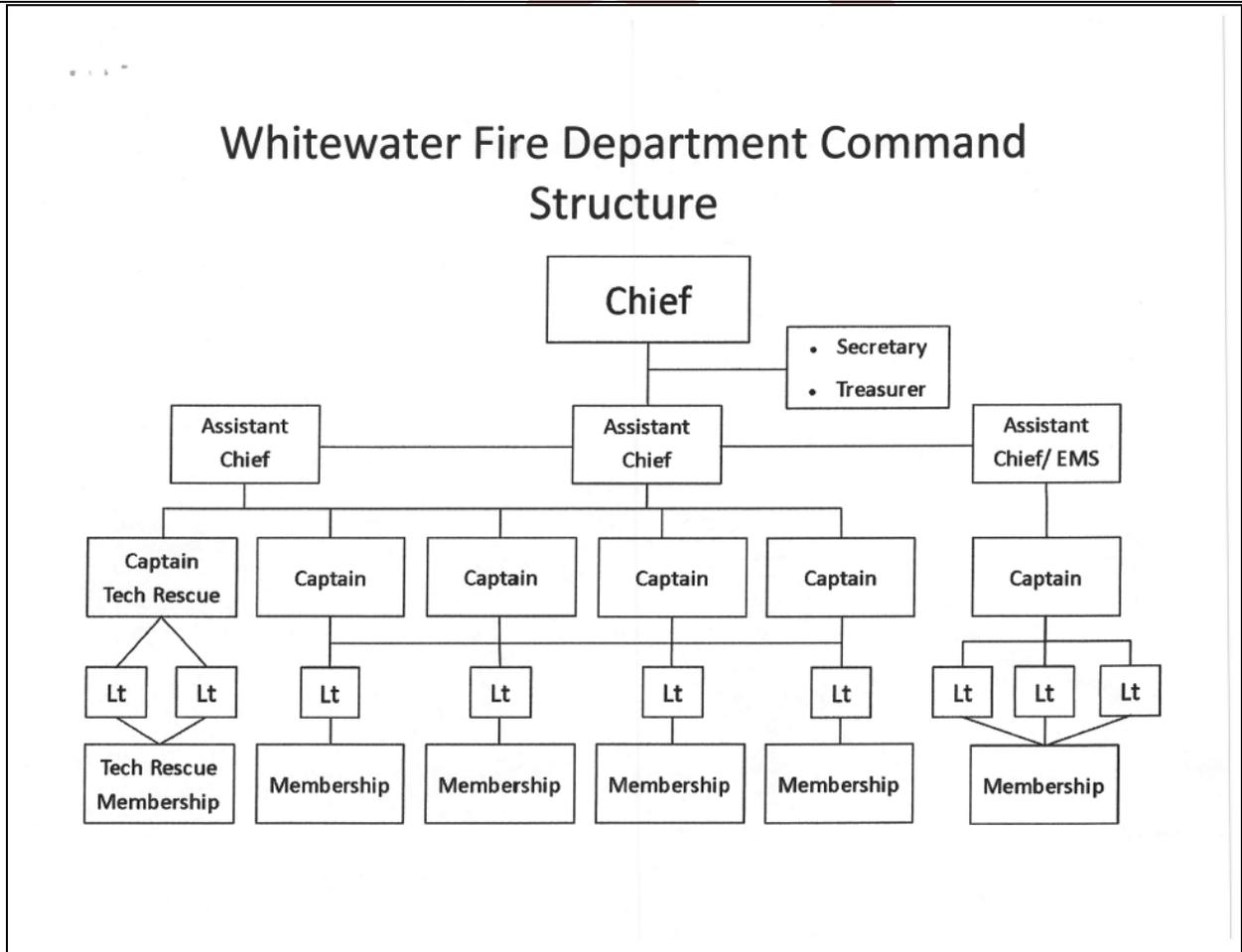
**Fire/Rescue Board Eligibility (slide 3)**

- **Minimum 3 years on Dept (Non consecutive)**
  - Non probationary
- **Member in good standing**
- **Chief, Assistant Chiefs and Captains are ineligible**

**Voting Procedures (slides 4-5)**

- **Annually, month of May**
  - Fire & Rescue joint business meeting
- **2 Voting sessions**
  - Member with Fire & Rescue has 1 vote Fire and 1 vote Rescue
  - **Fire Board Member**
    - Fire member vote
  - **Rescue Board Member**
    - Rescue member vote
  - **Council Member**
    - City of Whitewater Common council will appoint an active Council member to the Board.

**Organizational Structure (slide 6)**



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## **Board Duties & Responsibilities (Handout)**

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### **Whitewater Volunteer Fire Department**

#### **Board of Directors Duties & Responsibilities**

1. Election of Board Officers
  - a. Positions:
    - i. President, Vice President, Treasurer, Secretary
2. Finances
  - a. Budget:
    - i. Develop and review annual operational budget
    - ii. Develop and review long term capital budget
  - b. Contracts:
    - i. Develop and negotiate service contracts with City/Townships
    - ii. Review and establish insurance contracts
  - c. Miscellaneous:
    - i. Establishes fee structure
    - ii. Review fundraising initiatives
3. City Services
  - a. Point of contact with contracted services provided by City
4. Department Membership
  - a. Establish, review and develop qualification standards for all positions
    - i. Chief/Assistant Chiefs/Captains/Lieutenants/Regular Members
  - b. Review and certify Officer and Line Officer applicants for Membership vote
5. Recruitment and Retention
  - a. General Membership:
    - i. Review and develop Member recruitment initiatives
    - ii. Review and develop Member retention initiatives
  - b. Leadership: (Officers & Line Officers)
    - i. Establish, review and develop leadership succession initiatives
6. Disciplinary Hearing
  - a. Hear appeals of disciplinary actions in order to determine if proper procedure, actions and follow-up have been performed and satisfied

#### ***Discussion on Slides Presented***

Task Force confirmed that the bullet on the first slide stating “Alternate option, retiree selected by membership” would be removed.

Changes that have been made include stipulations on how board members would/can be removed for cause. Cause could include, but not limited to disinterest, abdication or inappropriate behavior. Removal would not be considered for a board member disagreeing or having a different opinion than the majority.

The Common Council will pick their representative to sit on the Board for a term of one to three years, not exceeding the three year limit.

Gregoire stated that fleshing out of the plan will be through agreement and bylaws. It was

suggested by task force members that there should be a number of ex-officio nonvoting members on the board including the fire chief, assistant chiefs, and city manager.

The organizational structure was modified, specifically as it relates to EMS Service to include two captains reporting to the Assistant Chief for EMS and two lieutenants instead of three as in the organizational chart. It was also proposed that a secretary and a treasurer specific to EMS be included. Task Force members advised against appointing an additional secretary and treasurer for EMS stating that it would be better to provide for an assistant secretary and/or an assistant treasurer to assist with the duties of those positions. The Fire Department will determine the name and duties of the two assistant positions when dealing with details related to officer responsibilities.

It was recommended that certain rules for spending authority be added to the Board Duties and Responsibilities outline for Finances. Also, in the recruitment and retention area, it was recommended to ensure appropriate leadership succession initiatives are in place in consultation with the Chief.

In Disciplinary Hearings the front line are the assistant chiefs with appeals to the chief. If it is felt that the process is violated then the matter goes to the Board of Directors for review.

It was agreed to suspend the bylaws until a new agreement is installed.

4. **Discussion of City and Whitewater Volunteer Fire Department agreement regarding fire and EMS services within the city of Whitewater.** No action taken.
5. **Next steps for the Fire Rescue Task Force.** The Fire Department will be meeting with the city in the near future to begin work on an agreement. A progress report on the agreement and the most recent proposal will be provided to the common council at their December 2<sup>nd</sup> meeting.
6. **Future meeting dates.** The next meeting of the Fire Rescue Task Force will be January 22, 2015 at 6:30 p.m.
7. **Adjourn.** The meeting adjourned at 8:42 p.m. by unanimous consent.

## Whitewater Ambulance/Crash Rescue Crew Usage Statistics-2013/2014

	10/1/12-9/30/13			10/1/13-9/30/14			2 YR Average %	Avg Used for Previous Contract
	Total Runs 10/01/12- 09/30/13	% of Total	% of Town Total	Total Runs 10/01/13- 09/30/14	% of Total	% of Town Total		
<b>City of Whitewater</b>	<b>752</b>	<b>80.2%</b>		<b>754</b>	<b>81.9%</b>			
Cold Spring	31	3.3%	16.7%	23	2.5%	13.8%	<b>15.2%</b>	<b>12.60%</b>
Johnstown	6	0.6%	3.2%	4	0.4%	2.4%	<b>2.8%</b>	<b>2.30%</b>
Koshkonong	10	1.1%	5.4%	14	1.5%	8.4%	<b>6.9%</b>	<b>3.00%</b>
Lima	27	2.9%	14.5%	29	3.1%	17.4%	<b>15.9%</b>	<b>16.50%</b>
Richmond	37	3.9%	19.9%	32	3.5%	19.2%	<b>19.5%</b>	<b>17.70%</b>
Whitewater, Town	75	8.0%	40.3%	65	7.1%	38.9%	<b>39.6%</b>	<b>47.90%</b>
<b>Total Towns</b>	<b>186</b>	<b>19.8%</b>	<b>100.0%</b>	<b>167</b>	<b>18.1%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>
<b>Total Runs</b>	<b>938</b>	<b>100.0%</b>		<b>921</b>	<b>100.0%</b>			

Standby Fees for 2014	
Cold Spring	\$ 6,671
Johnstown	\$ 1,780
Koshkonong	\$ 1,612
Lima	\$ 6,839
Richmond	\$ 8,138
Whitewater, Town	\$ 17,485

**\$ 42,525**

Standby Fees for 2015	
Cold Spring	\$ 6,679
Johnstown	\$ 1,233
Koshkonong	\$ 3,019
Lima	\$ 6,995
Richmond	\$ 8,569
Whitewater, Town	\$ 17,387

**\$ 43,881**

**WHITEWATER VOLUNTEER FIRE DEPARTMENT  
AMBULANCE SERVICES AGREEMENT**

**THIS AGREEMENT**, made effective the 1<sup>st</sup> day of January, 2015, by and between **THE CITY OF WHITEWATER**, a municipal corporation, of the State of Wisconsin (hereinafter referred to as the “City”), party of the first part, and the **TOWN OF KOSKONONG**, a Township in the State of Wisconsin, County of Jefferson, State of Wisconsin (hereinafter referred to as the “Town”), party of the second part:

**WITNESSETH:**

**WHEREAS**, the parties declare and acknowledge that the Town is in need of ambulance and emergency response services for Town residents, for persons using town roads, and for persons otherwise in the Town; and

**WHEREAS**, the City has the equipment and personnel to provide the Town with ambulance and emergency response services; and;

**WHEREAS**, the parties understand and agree that the feasibility of providing ambulance and emergency response services is dependent upon said service being financially self-sustaining; and

**WHEREAS**, the City and Town, acting through their respective governing bodies, have endorsed the establishment of said ambulance and emergency response service and have duly adopted an ordinance or resolution committing each of them to the obligations provided hereinafter to be assumed and performed by the City and Town respectively.

**NOW THEREFORE**, the parties do covenant and agree as follows:

1. The City agrees to provide ambulance and emergency response service to all persons from the Town requiring emergency care and/or transportation. In providing this service for the Town, the City shall provide such ambulance and emergency response services as are provided to the City of Whitewater and it is expressly understood by and between the parties hereto that prior to entering into this contract, the parties have discussed the equipment and manpower available to furnish this service is limited by the equipment and manpower on call; the parties agree that the City will provide ambulance and emergency response service normally on a first call first served basis wherever the call may emanate from, the City, Town or other municipality.
2. The City agrees to provide all equipment and manpower necessary for ambulance and emergency response services and to provide adequate insurance to cover emergency services equipment, drivers, assistants and patrons. The City’s liability shall be limited to that covered by insurance hereinbefore described.

The Town agrees to pay the City \$3,019 a year as a standby charge; the City agrees to bill all Town patrons for ambulance and emergency response services pursuant to the schedule for ambulance and emergency response service charges established by the City Manager. The City will provide the Town with a monthly statement of all ambulance services provided. The City

agrees to use its best efforts to collect all bills for such services, but it is expressly understood and agreed that the City will not be required to commence legal action to collect any such bills, and should said ambulance bills be unpaid for 70 days from the original date of the billing, said bill shall be tendered to the Town and the Town expressly hereby agrees to reimburse the City the total amount of any such bills outstanding.

It is also expressly agreed and understood between the parties that the standby charge of \$3,019 be due by February 15, 2015.

3. The term of this Contract shall commence effective the 1<sup>st</sup> day of January, 2015, and terminate on the 31<sup>st</sup> day of December, 2015. However, either party may terminate this contract by a two (2) month written notice to the other party.

**IT IS FURTHER HEREIN AGREED AND UNDERSTOOD**, that if this contract does not cover the entire Township; it is the responsibility of the party of the second part to advise party of the first part the exact service area to be covered.

Dated effective the 1<sup>st</sup> day of January, 2015.

CITY OF WHITEWATER

By: \_\_\_\_\_  
Cameron Clapper, City Manager

Attest:

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

TOWN OF KOSHKONONG

By: \_\_\_\_\_  
Town Chairman

Attest:

\_\_\_\_\_  
Clerk

**WHITEWATER VOLUNTEER FIRE DEPARTMENT  
AMBULANCE SERVICES AGREEMENT**

**THIS AGREEMENT**, made effective the 1<sup>st</sup> day of January, 2015, by and between **THE CITY OF WHITEWATER**, a municipal corporation, of the State of Wisconsin (hereinafter referred to as the “City”), party of the first part, and the **TOWN OF COLD SPRING**, a Township in the State of Wisconsin, County of Jefferson, State of Wisconsin (hereinafter referred to as the “Town”), party of the second part:

**WITNESSETH:**

**WHEREAS**, the parties declare and acknowledge that the Town is in need of ambulance and emergency response services for Town residents, for persons using town roads, and for persons otherwise in the Town; and

**WHEREAS**, the City has the equipment and personnel to provide the Town with ambulance and emergency response services; and;

**WHEREAS**, the parties understand and agree that the feasibility of providing ambulance and emergency response services is dependent upon said service being financially self-sustaining; and

**WHEREAS**, the City and Town, acting through their respective governing bodies, have endorsed the establishment of said ambulance and emergency response service and have duly adopted an ordinance or resolution committing each of them to the obligations provided hereinafter to be assumed and performed by the City and Town respectively.

**NOW THEREFORE**, the parties do covenant and agree as follows:

1. The City agrees to provide ambulance and emergency response service to all persons from the Town requiring emergency care and/or transportation. In providing this service for the Town, the City shall provide such ambulance and emergency response services as are provided to the City of Whitewater and it is expressly understood by and between the parties hereto that prior to entering into this contract, the parties have discussed the equipment and manpower available to furnish this service is limited by the equipment and manpower on call; the parties agree that the City will provide ambulance and emergency response service normally on a first call first served basis wherever the call may emanate from, the City, Town or other municipality.
2. The City agrees to provide all equipment and manpower necessary for ambulance and emergency response services and to provide adequate insurance to cover emergency services equipment, drivers, assistants and patrons. The City’s liability shall be limited to that covered by insurance hereinbefore described.

The Town agrees to pay the City \$6,679 a year as a standby charge; the City agrees to bill all Town patrons for ambulance and emergency response services pursuant to the schedule for ambulance and emergency response service charges established by the City Manager. The City will provide the Town with a monthly statement of all ambulance services provided. The City

agrees to use its best efforts to collect all bills for such services, but it is expressly understood and agreed that the City will not be required to commence legal action to collect any such bills, and should said ambulance bills be unpaid for 70 days from the original date of the billing, said bill shall be tendered to the Town and the Town expressly hereby agrees to reimburse the City the total amount of any such bills outstanding.

It is also expressly agreed and understood between the parties that the standby charge of \$6,679 shall be due by February 15, 2015.

3. The term of this Contract shall commence effective the 1<sup>st</sup> day of January, 2015, and terminate on the 31<sup>st</sup> day of December, 2015. However, either party may terminate this contract by a two (2) month written notice to the other party.

**IT IS FURTHER HEREIN AGREED AND UNDERSTOOD**, that if this contract does not cover the entire Township; it is the responsibility of the party of the second part to advise party of the first part the exact service area to be covered.

Dated effective the 1<sup>st</sup> day of January, 2015.

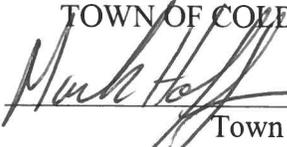
CITY OF WHITEWATER

By: \_\_\_\_\_  
Cameron Clapper, City Manager

Attest:

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

TOWN OF COLD SPRING

By:  \_\_\_\_\_  
Town Chairman

Attest:

 \_\_\_\_\_  
Clerk

**WHITEWATER VOLUNTEER FIRE DEPARTMENT  
AMBULANCE SERVICES AGREEMENT**

**THIS AGREEMENT**, made effective the 1<sup>st</sup> day of January, 2015, by and between **THE CITY OF WHITEWATER**, a municipal corporation, of the State of Wisconsin (hereinafter referred to as the “City”), party of the first part, and the **TOWN OF JOHNSTOWN**, a Township in the State of Wisconsin, County of Rock, State of Wisconsin (hereinafter referred to as the “Town”), party of the second part:

**WITNESSETH:**

**WHEREAS**, the parties declare and acknowledge that the Town is in need of ambulance and emergency response services for Town residents, for persons using town roads, and for persons otherwise in the Town; and

**WHEREAS**, the City has the equipment and personnel to provide the Town with ambulance and emergency response services; and;

**WHEREAS**, the parties understand and agree that the feasibility of providing ambulance and emergency response services is dependent upon said service being financially self-sustaining; and

**WHEREAS**, the City and Town, acting through their respective governing bodies, have endorsed the establishment of said ambulance and emergency response service and have duly adopted an ordinance or resolution committing each of them to the obligations provided hereinafter to be assumed and performed by the City and Town respectively.

**NOW THEREFORE**, the parties do covenant and agree as follows:

1. The City agrees to provide ambulance and emergency response service to all persons from the Town requiring emergency care and/or transportation. In providing this service for the Town, the City shall provide such ambulance and emergency response services as are provided to the City of Whitewater and it is expressly understood by and between the parties hereto that prior to entering into this contract, the parties have discussed the equipment and manpower available to furnish this service is limited by the equipment and manpower on call; the parties agree that the City will provide ambulance and emergency response service normally on a first call first served basis wherever the call may emanate from, the City, Town or other municipality.
2. The City agrees to provide all equipment and manpower necessary for ambulance and emergency response services and to provide adequate insurance to cover emergency services equipment, drivers, assistants and patrons. The City’s liability shall be limited to that covered by insurance hereinbefore described.

The Town agrees to pay the City \$1,233 a year as a standby charge; the City agrees to bill all Town patrons for ambulance and emergency response services pursuant to the schedule for ambulance and emergency response service charges established by the City Manager. The City will provide the Town with a monthly statement of all ambulance services provided. The City

agrees to use its best efforts to collect all bills for such services, but it is expressly understood and agreed that the City will not be required to commence legal action to collect any such bills, and should said ambulance bills be unpaid for 70 days from the original date of the billing, said bill shall be tendered to the Town and the Town expressly hereby agrees to reimburse the City the total amount of any such bills outstanding.

It is also expressly agreed and understood between the parties that the standby charge of \$1,233 shall be due by February 15, 2015.

3. The term of this Contract shall commence effective the 1<sup>st</sup> day of January, 2015, and terminate on the 31<sup>st</sup> day of December, 2015. However, either party may terminate this contract by a two (2) month written notice to the other party.

**IT IS FURTHER HEREIN AGREED AND UNDERSTOOD**, that if this contract does not cover the entire Township; it is the responsibility of the party of the second part to advise party of the first part the exact service area to be covered.

Dated effective the 1<sup>st</sup> day of January, 2015.

CITY OF WHITEWATER

By: \_\_\_\_\_  
Cameron Clapper, City Manager

Attest:

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

TOWN OF JOHNSTOWN

By: *Dennis Doster*  
Town Chairman

Attest:

*[Signature]*  
Clerk

**WHITEWATER VOLUNTEER FIRE DEPARTMENT  
AMBULANCE SERVICES AGREEMENT**

**THIS AGREEMENT**, made effective the 1<sup>st</sup> day of January, 2015, by and between **THE CITY OF WHITEWATER**, a municipal corporation, of the State of Wisconsin (hereinafter referred to as the “City”), party of the first part, and the **TOWNSHIP OF LIMA**, a Township in the State of Wisconsin, County of Rock, State of Wisconsin (hereinafter referred to as the “Town”), party of the second part:

**WITNESSETH:**

**WHEREAS**, the parties declare and acknowledge that the Town is in need of ambulance and emergency response services for Town residents, for persons using town roads, and for persons otherwise in the Town; and

**WHEREAS**, the City has the equipment and personnel to provide the Town with ambulance and emergency response services; and;

**WHEREAS**, the parties understand and agree that the feasibility of providing ambulance and emergency response services is dependent upon said service being financially self-sustaining; and

**WHEREAS**, the City and Town, acting through their respective governing bodies, have endorsed the establishment of said ambulance and emergency response service and have duly adopted an ordinance or resolution committing each of them to the obligations provided hereinafter to be assumed and performed by the City and Town respectively.

**NOW THEREFORE**, the parties do covenant and agree as follows:

1. The City agrees to provide ambulance and emergency response service to all persons from the Town requiring emergency care and/or transportation. In providing this service for the Town, the City shall provide such ambulance and emergency response services as are provided to the City of Whitewater and it is expressly understood by and between the parties hereto that prior to entering into this contract, the parties have discussed the equipment and manpower available to furnish this service is limited by the equipment and manpower on call; the parties agree that the City will provide ambulance and emergency response service normally on a first call first served basis wherever the call may emanate from, the City, Town or other municipality.
2. The City agrees to provide all equipment and manpower necessary for ambulance and emergency response services and to provide adequate insurance to cover emergency services equipment, drivers, assistants and patrons. The City’s liability shall be limited to that covered by insurance hereinbefore described.

The Town agrees to pay the City \$6,995 a year as a standby charge; the City agrees to bill all Town patrons for ambulance and emergency response services pursuant to the schedule for ambulance and emergency response service charges established by the City Manager. The City will provide the Town with a monthly statement of all ambulance services provided. The City

agrees to use its best efforts to collect all bills for such services, but it is expressly understood and agreed that the City will not be required to commence legal action to collect any such bills, and should said ambulance bills be unpaid for 70 days from the original date of the billing, said bill shall be tendered to the Town and the Town expressly hereby agrees to reimburse the City the total amount of any such bills outstanding.

It is also expressly agreed and understood between the parties that the standby charge of \$6,995 shall be due by February 15, 2015.

3. The term of this Contract shall commence effective the 1<sup>st</sup> day of January, 2015, and terminate on the 31<sup>st</sup> day of December, 2015. However, either party may terminate this contract by a two (2) month written notice to the other party.

**IT IS FURTHER HEREIN AGREED AND UNDERSTOOD**, that if this contract does not cover the entire Township; it is the responsibility of the party of the second part to advise party of the first part the exact service area to be covered.

Dated effective the 1<sup>st</sup> day of January, 2015.

CITY OF WHITEWATER

By: \_\_\_\_\_  
Cameron Clapper, City Manager

Attest:

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

TOWN OF LIMA

By: Don R. J.  
Town Chairman

Attest:

Garn Hooks Lewis  
Clerk

**WHITEWATER VOLUNTEER FIRE DEPARTMENT  
AMBULANCE SERVICES AGREEMENT**

**THIS AGREEMENT**, made effective the 1<sup>st</sup> day of January, 2015, by and between **THE CITY OF WHITEWATER**, a municipal corporation, of the State of Wisconsin (hereinafter referred to as the "City"), party of the first part, and the **TOWN OF RICHMOND**, a Township in the State of Wisconsin, County of Walworth, State of Wisconsin (hereinafter referred to as the "Town"), party of the second part:

**WITNESSETH:**

**WHEREAS**, the parties declare and acknowledge that the Town is in need of ambulance and emergency response services for Town residents, for persons using town roads, and for persons otherwise in the Town; and

**WHEREAS**, the City has the equipment and personnel to provide the Town with ambulance and emergency response services; and;

**WHEREAS**, the parties understand and agree that the feasibility of providing ambulance and emergency response services is dependent upon said service being financially self-sustaining; and

**WHEREAS**, the City and Town, acting through their respective governing bodies, have endorsed the establishment of said ambulance and emergency response service and have duly adopted an ordinance or resolution committing each of them to the obligations provided hereinafter to be assumed and performed by the City and Town respectively.

**NOW THEREFORE**, the parties do covenant and agree as follows:

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2. The City agrees to provide all equipment and manpower necessary for ambulance and emergency response services and to provide adequate insurance to cover emergency services equipment, drivers, assistants and patrons. The City's liability shall be limited to that covered by insurance hereinbefore described.

The Town agrees to pay the City \$8,569 a year as a standby charge; the City agrees to bill all Town patrons for ambulance and emergency response services pursuant to the schedule for ambulance and emergency response service charges established by the City Manager. The City will provide the Town with a monthly statement of all ambulance services provided. The City

agrees to use its best efforts to collect all bills for such services, but it is expressly understood and agreed that the City will not be required to commence legal action to collect any such bills, and should said ambulance bills be unpaid for 70 days from the original date of the billing, said bill shall be tendered to the Town and the Town expressly hereby agrees to reimburse the City the total amount of any such bills outstanding.

It is also expressly agreed and understood between the parties that the standby charge of \$8,569 shall be due by February 15, 2015.

3. The term of this Contract shall commence effective the 1<sup>st</sup> day of January, 2015, and terminate on the 31<sup>st</sup> day of December, 2015. However, either party may terminate this contract by a two (2) month written notice to the other party.

**IT IS FURTHER HEREIN AGREED AND UNDERSTOOD**, that if this contract does not cover the entire Township; it is the responsibility of the party of the second part to advise party of the first part the exact service area to be covered.

Dated effective the 1<sup>st</sup> day of January, 2015.

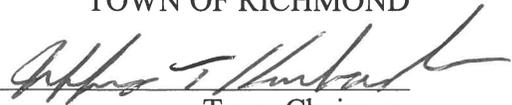
CITY OF WHITEWATER

By: \_\_\_\_\_  
Cameron Clapper, City Manager

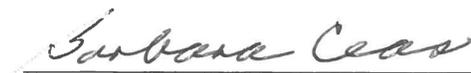
Attest:

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

TOWN OF RICHMOND

By:   
Town Chairman

Attest:

  
Clerk

**WHITEWATER VOLUNTEER FIRE DEPARTMENT  
AMBULANCE SERVICES AGREEMENT**

**THIS AGREEMENT**, made effective the 1<sup>st</sup> day of January, 2015, by and between **THE CITY OF WHITEWATER**, a municipal corporation, of the State of Wisconsin (hereinafter referred to as the “City”), party of the first part, and the **TOWN OF WHITEWATER**, a Township in the State of Wisconsin, County of Walworth, State of Wisconsin (hereinafter referred to as the “Town”), party of the second part:

**WITNESSETH:**

**WHEREAS**, the parties declare and acknowledge that the Town is in need of ambulance and emergency response services for Town residents, for persons using town roads, and for persons otherwise in the Town; and

**WHEREAS**, the City has the equipment and personnel to provide the Town with ambulance and emergency response services; and;

**WHEREAS**, the parties understand and agree that the feasibility of providing ambulance and emergency response services is dependent upon said service being financially self-sustaining; and

**WHEREAS**, the City and Town, acting through their respective governing bodies, have endorsed the establishment of said ambulance and emergency response service and have duly adopted an ordinance or resolution committing each of them to the obligations provided hereinafter to be assumed and performed by the City and Town respectively.

**NOW THEREFORE**, the parties do covenant and agree as follows:

1. The City agrees to provide ambulance and emergency response service to all persons from the Town requiring emergency care and/or transportation. In providing this service for the Town, the City shall provide such ambulance and emergency response services as are provided to the City of Whitewater and it is expressly understood by and between the parties hereto that prior to entering into this contract, the parties have discussed the equipment and manpower available to furnish this service is limited by the equipment and manpower on call; the parties agree that the City will provide ambulance and emergency response service normally on a first call first served basis wherever the call may emanate from, the City, Town or other municipality.
2. The City agrees to provide all equipment and manpower necessary for ambulance and emergency response services and to provide adequate insurance to cover emergency services equipment, drivers, assistants and patrons. The City’s liability shall be limited to that covered by insurance hereinbefore described.

The Town agrees to pay the City \$17,387 a year as a standby charge; the City agrees to bill all Town patrons for ambulance and emergency response services pursuant to the schedule for ambulance and emergency response service charges established by the City Manager. The City will provide the Town with a monthly statement of all ambulance services provided. The City

agrees to use its best efforts to collect all bills for such services, but it is expressly understood and agreed that the City will not be required to commence legal action to collect any such bills, and should said ambulance bills be unpaid for 70 days from the original date of the billing, said bill shall be tendered to the Town and the Town expressly hereby agrees to reimburse the City the total amount of any such bills outstanding.

It is also expressly agreed and understood between the parties that the standby charge of \$17,387 shall be due by February 15, 2015.

3. The term of this Contract shall commence effective the 1<sup>st</sup> day of January, 2015, and terminate on the 31<sup>st</sup> day of December, 2015. However, either party may terminate this contract by a two (2) month written notice to the other party.

**IT IS FURTHER HEREIN AGREED AND UNDERSTOOD**, that if this contract does not cover the entire Township; it is the responsibility of the party of the second part to advise party of the first part the exact service area to be covered.

Dated effective the 1<sup>st</sup> day of January, 2015.

CITY OF WHITEWATER

By: \_\_\_\_\_  
Cameron Clapper, City Manager

Attest:

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

TOWN OF WHITEWATER

By: *James Clapper*  
Town Chairman

Attest:

*Carmel Hart*  
Clerk