

**CITY OF WHITEWATER
COMMON COUNCIL AGENDA**

Common Council Meeting
Tuesday, March 5, 2013
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 01/27/13.
CA-B	Acknowledgment of Receipt and Filing of the Following: *Irvin L. Young Memorial Library Minutes of 1/14/2013.
CA-C	Expedited approval of the following items, per city staff recommendation: O-1

STAFF REPORTS:

Parks and Recreation	Bicycle and Pedestrian Plan Report; Update on Field of Dreams
Library	Library State Annual Report

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

RESOLUTIONS: - None

ORDINANCES – First Reading - None

ORDINANCES – Second Reading

*O-1	Amendment to Sidewalk Café Ordinance (extend hours of operation and authorization for use of outdoor heaters) (Neighborhood Services Manager Request)
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CONSIDERATIONS:

C-1	Request for approval of additional costs relating to use of concrete (vs. asphalt) for Milwaukee Street Reconstruction (from intersection with Newcomb to roundabout). (Neighborhood Services Manager/Street Superintendent request)
C-2	Amending personnel manual relating to city employee residency requirements (City Manager Request)
C-3	Request for approval of new building permit fee schedule (Neighborhood Services Manager Request)
C-4	Police Department Report on Whitewater crime statistics. (Councilmember Singer Request)
C-5	Councilmember requests for future agenda items.
C-6	Adjourn

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
ALLIED GLOVE & SAFETY PRODUCTS CORP						
6381	ALLIED GLOVE & SAFETY PRO	1/978100	GEN BLDG/PAPER SUPPLIES	03/06/2013	158.89	100-51600-244
6381	ALLIED GLOVE & SAFETY PRO	1/978100	LIBRARY BLDG/PAPER SUPPLI	03/06/2013	57.52	100-55111-355
6381	ALLIED GLOVE & SAFETY PRO	1/978800	GEN BLDG/GABAGE CAN LINE	03/06/2013	387.48	100-51600-340
Total ALLIED GLOVE & SAFETY PRODUCTS CORP:					603.89	
ALLY BANK						
6881	ALLY BANK	JOHN HENDE	POLICE INV/SUPBOENA REIMB	03/06/2013	16.75	100-52120-219
Total ALLY BANK:					16.75	
AT&T LONG DISTANCE						
4746	AT&T LONG DISTANCE	4746-3613	SAFETY BLDG/LONG DISTANC	03/06/2013	471.40	100-51600-225
4746	AT&T LONG DISTANCE	4746-3613	CABLE/LONG DISTANCE	03/06/2013	27.39	200-55110-225
Total AT&T LONG DISTANCE:					498.79	
AWSA						
4147	AWSA	5296392	POLICE PATROL/VALADEZ	03/06/2013	119.00	100-52110-211
Total AWSA:					119.00	
BADGER METER INC						
155	BADGER METER INC	96702901	WATER/METER TRIMBLE SVC	03/06/2013	450.00	610-61653-350
Total BADGER METER INC:					450.00	
BANDT COMMUNICATIONS INC						
858	BANDT COMMUNICATIONS INC	008548	FIRE/EQUIPMENT REPAIRS	03/06/2013	143.50	100-52200-242
Total BANDT COMMUNICATIONS INC:					143.50	
BENDLIN FIRE EQUIP INC						
159	BENDLIN FIRE EQUIP INC	78213	FIRE/HELMETS	03/06/2013	1,332.00	100-52200-810
Total BENDLIN FIRE EQUIP INC:					1,332.00	
CDW GOVERNMENT						
1234	CDW GOVERNMENT	X612939	POLICE INV/DVD	03/06/2013	96.52	100-52120-359
Total CDW GOVERNMENT:					96.52	
CHARTER						
6120	CHARTER	FEB 2013 SVC	LIBRARY/INTERNET SVC	03/06/2013	64.99	220-55110-225
6120	CHARTER	FEB 2013 SVC	CABLE/INTERNET & CABLE SV	03/06/2013	169.40	200-55110-225
6120	CHARTER	FEB 2013 SVC	GEN BLDG/INTERNET & CABLE	03/06/2013	227.22	100-51600-225
Total CHARTER:					461.61	
CITGO						
5404	CITGO	37248239	RESCUE/GAS	03/06/2013	863.37	100-52300-351
5404	CITGO	37248239	POLICE PATROL/GAS	03/06/2013	2,531.77	100-52110-351

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
5404	CITGO	37248239	POLICE INV/GAS	03/06/2013	235.89	100-52120-351
5404	CITGO	37248239	FIRE/GAS	03/06/2013	512.34	100-52200-351
5404	CITGO	37248239	CSO/GAS	03/06/2013	338.07	100-52140-351
5404	CITGO	37248239	STREET/SNOWPLOWS GAS	03/06/2013	140.43	100-53320-351
Total CITGO:					4,621.87	
EAGLE ENGRAVING						
3467	EAGLE ENGRAVING	2013-394	FIRE/OPERATING SUPPLIES	03/06/2013	12.85	100-52200-340
Total EAGLE ENGRAVING:					12.85	
FASTENAL COMPANY						
1255	FASTENAL COMPANY	WIWHT10773	WASTEWATER/BOTTLEJACK	03/06/2013	62.80	620-62840-340
Total FASTENAL COMPANY:					62.80	
FLORAL VILLA						
302	FLORAL VILLA	015313	RESCUE/OPERATING SUPPLIE	03/06/2013	141.00	100-52300-340
Total FLORAL VILLA:					141.00	
FORT HEALTHCARE-BUSINESS HEALT						
801	FORT HEALTHCARE-BUSINESS	39019	STREET/DRUG SCREENS	03/06/2013	59.00	100-53300-154
801	FORT HEALTHCARE-BUSINESS	39019	STREET/DRUG SCREENS	03/06/2013	59.00	100-53300-154
801	FORT HEALTHCARE-BUSINESS	39019	WASTEWATER/DRUG SCREEN	03/06/2013	93.00	620-62820-154
Total FORT HEALTHCARE-BUSINESS HEALT:					211.00	
GENERAL BINDING CORP						
5302	GENERAL BINDING CORP	2012492	POLICE ADMN/SHREDDER OIL	03/06/2013	89.93	100-52100-310
Total GENERAL BINDING CORP:					89.93	
GRAINGER						
367	GRAINGER	9054355905	WATER/TOWEL ENMOTION	03/06/2013	179.74	610-61935-350
367	GRAINGER	9061157732	WASTEWATER/HVAC MAINTEN	03/06/2013	81.91	620-62850-357
367	GRAINGER	9062019519	WASTEWATER/SHOP ORGANIZ	03/06/2013	223.30	620-62840-340
367	GRAINGER	9063575014	WASTEWATER/SHOP ORGANIZ	03/06/2013	127.88	620-62840-340
Total GRAINGER:					612.83	
GRYPHON TRAINING GROUP INC						
6871	GRYPHON TRAINING GROUP I	WITHOUT ME	POLICE PATROL/OLIVER	03/06/2013	125.00	100-52110-211
Total GRYPHON TRAINING GROUP INC:					125.00	
HARRISON WILLIAMS MCDONNELL						
62	HARRISON WILLIAMS MCDONN	203218	LEGAL/ELKHORN RD VENTURE	03/06/2013	200.00	100-51100-218
Total HARRISON WILLIAMS MCDONNELL:					200.00	
HEADSETS DIRECT INC						
6568	HEADSETS DIRECT INC	74769	DISPATCH/REMOTE	03/06/2013	213.45	100-52600-242
Total HEADSETS DIRECT INC:					213.45	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
JAECKEL BROS INC						
493	JAECKEL BROS INC	8665	WATER/MELROSE ST	03/06/2013	1,299.40	610-61651-350
Total JAECKEL BROS INC:					1,299.40	
JEFFERSON CO EMS ASSOCIATION						
3404	JEFFERSON CO EMS ASSOCIA	2013	RESCUE/MEMBERSHIP DUES	03/06/2013	100.00	100-52300-340
Total JEFFERSON CO EMS ASSOCIATION:					100.00	
JEFFERSON COUNTY						
3023	JEFFERSON COUNTY	1/18/2013	GEN ADMN/ELECTION AUTO M	03/06/2013	27.00	100-51400-340
Total JEFFERSON COUNTY:					27.00	
JOHNSTONE SUPPLY						
484	JOHNSTONE SUPPLY	234799	WHITE BLDG/IRON PUMP	03/06/2013	127.00	100-51600-244
484	JOHNSTONE SUPPLY	234799	LIBRARY BLDG/BELT	03/06/2013	46.91	100-55111-244
Total JOHNSTONE SUPPLY:					173.91	
LABELLE STUDIO INC						
1265	LABELLE STUDIO INC	2020	POLICE ADMN/CIARDO & MEYE	03/06/2013	150.00	100-52100-219
Total LABELLE STUDIO INC:					150.00	
LARK UNIFORM INC						
605	LARK UNIFORM INC	131795	POLICE PATROL/SCHLEIS UNIF	03/06/2013	517.70	100-52110-118
605	LARK UNIFORM INC	131906	RESCUE/BRAUTIGAN UNIFORM	03/06/2013	93.90	100-52300-340
605	LARK UNIFORM INC	131908	RESCUE/SCHEPP UNIFORM	03/06/2013	98.20	100-52300-340
605	LARK UNIFORM INC	132369	POLICE PATROL/SCHLEIS UNIF	03/06/2013	147.95	100-52110-118
Total LARK UNIFORM INC:					857.75	
LAWSON PRODUCTS INC						
289	LAWSON PRODUCTS INC	9301435603	WASTEWATER/DRILL BITS	03/06/2013	60.95	620-62850-357
Total LAWSON PRODUCTS INC:					60.95	
LEXIPOL LLC						
5682	LEXIPOL LLC	8419	POLICE PATROL/NAT'L DAILY T	03/06/2013	2,900.00	100-52110-211
Total LEXIPOL LLC:					2,900.00	
LINDNER & MARSACK SC						
79	LINDNER & MARSACK SC	88450	LEGAL/GRIEVANCE	03/06/2013	246.00	100-51300-219
Total LINDNER & MARSACK SC:					246.00	
LOWREY, BRADLEY D						
5708	LOWREY, BRADLEY D	1528	NEIGHBORHOOD SVC/SNOW R	03/06/2013	175.00	100-52400-219
5708	LOWREY, BRADLEY D	1529	NEIGHBORHOOD SVC/SNOW R	03/06/2013	70.00	100-52400-219
5708	LOWREY, BRADLEY D	1530	NEIGHBORHOOD SVC/SNOW R	03/06/2013	70.00	100-52400-219
Total LOWREY, BRADLEY D:					315.00	
MENARD INC						
494	MENARD INC	17226	GEN ADMN/WHITE BLDG	03/06/2013	7.49	100-51600-355

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total MENARD INC:					7.49	
MEYER'S AUTO SUPPLY						
176	MEYER'S AUTO SUPPLY	113224	RESCUE/VEHICLE MAINTENAN	03/06/2013	287.90	100-52300-241
Total MEYER'S AUTO SUPPLY:					287.90	
MILPORT ENTERPRISES INC						
1408	MILPORT ENTERPRISES INC	229018	WATER/CHEMICALS	03/06/2013	1,253.00	610-61630-341
Total MILPORT ENTERPRISES INC:					1,253.00	
MILWAUKEE MAP SERVICE INC						
871	MILWAUKEE MAP SERVICE INC	342203	FIRE/OPERATING SUPPLIES	03/06/2013	284.05	100-52200-340
Total MILWAUKEE MAP SERVICE INC:					284.05	
MODULAR PIPING SUPPLY INC						
311	MODULAR PIPING SUPPLY INC	INV000191017	WASTEWATER/ALUM TANK PL	03/06/2013	351.30	620-62850-357
311	MODULAR PIPING SUPPLY INC	INV000191140	WASTEWATER/ALUM TANK PL	03/06/2013	111.76	620-62850-357
Total MODULAR PIPING SUPPLY INC:					463.06	
MORGAN BIRGE & ASSOCIATES INC						
4591	MORGAN BIRGE & ASSOCIATE	MC0049737	WASTEWATER/PHONE	03/06/2013	75.00	620-62820-225
Total MORGAN BIRGE & ASSOCIATES INC:					75.00	
NCL OF WISCONSIN INC						
369	NCL OF WISCONSIN INC	316700	WASTEWATER/LAB SUPPLIES	03/06/2013	292.94	620-62870-340
Total NCL OF WISCONSIN INC:					292.94	
NEPTUNE CROSS CONNECTION & PLUMBING						
6872	NEPTUNE CROSS CONNECTIO	13-018	GEN BLDG/BACKFLOW TESTS	03/06/2013	340.00	100-51600-244
6872	NEPTUNE CROSS CONNECTIO	13-018	LIBRARY/BACKFLOW TEST & R	03/06/2013	100.00	100-55111-244
Total NEPTUNE CROSS CONNECTION & PLUMBING:					440.00	
NORTH AMERICAN MECHANICAL INC						
5887	NORTH AMERICAN MECHANIC	85293	INNOVATION CTR/HEAT & AIR	03/06/2013	270.16	920-56500-245
5887	NORTH AMERICAN MECHANIC	85294	INNOVATION CTR/HEATING & A	03/06/2013	293.55	920-56500-245
Total NORTH AMERICAN MECHANICAL INC:					563.71	
NORTH WOODS SUPERIOR CHEMICAL						
1947	NORTH WOODS SUPERIOR CH	15948	WATER/CLEANERS	03/06/2013	252.09	610-61935-350
Total NORTH WOODS SUPERIOR CHEMICAL:					252.09	
NORTHERN SEWER EQUIPMENT CO INC						
44	NORTHERN SEWER EQUIPMEN	8359	WASTEWATER/JET MACHINE R	03/06/2013	216.95	620-62830-355
Total NORTHERN SEWER EQUIPMENT CO INC:					216.95	
NSI SOLUTIONS INC						
5403	NSI SOLUTIONS INC	297472	WASTEWATER/LAB SUPPLIES	03/06/2013	62.50	620-62870-340

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total NSI SOLUTIONS INC:					62.50	
OFFICE DEPOT						
4146	OFFICE DEPOT	644302172001	POLICE ADMN/OFFICE SUPPLI	03/06/2013	144.78	100-52100-310
4146	OFFICE DEPOT	645635109001	FINANCE/OFFICE SUPPLIES	03/06/2013	56.53	100-51500-310
Total OFFICE DEPOT:					201.31	
OLSEN SAFETY EQUIPMENT CORP						
4450	OLSEN SAFETY EQUIPMENT C	0283199-IN	WASTEWATER/GAS REGULAT	03/06/2013	178.80	620-62850-357
Total OLSEN SAFETY EQUIPMENT CORP:					178.80	
PER MAR SECURITY SERVICES						
260	PER MAR SECURITY SERVICES	936009	INNOVATION CTR/SECURITY	03/06/2013	723.84	920-56500-245
Total PER MAR SECURITY SERVICES:					723.84	
PHYSIO-CONTROL INC						
1902	PHYSIO-CONTROL INC	213002313	RESCUE/CREDIT	03/06/2013	267.75	100-52300-340
1902	PHYSIO-CONTROL INC	413027748	RESCUE/ANNUAL MAINTENAN	03/06/2013	4,179.00	100-52300-340
Total PHYSIO-CONTROL INC:					3,911.25	
PMI						
5492	PMI	0345599	RESCUE/OPERATING SUPPLIE	03/06/2013	935.48	100-52300-340
Total PMI:					935.48	
PORTER LEE CORPORATION						
2705	PORTER LEE CORPORATION	12676	POLICE INV/BARCODE LABELS	03/06/2013	139.00	100-52120-340
Total PORTER LEE CORPORATION:					139.00	
PROFESSIONAL EQUIPMENT & SUPPLY						
6879	PROFESSIONAL EQUIPMENT &	30516	FIRE/NAMETAGS	03/06/2013	33.00	100-52200-340
Total PROFESSIONAL EQUIPMENT & SUPPLY:					33.00	
QUILL CORPORATION						
445	QUILL CORPORATION	9199138	NEIGHBORHOOD SVC/PAPER	03/06/2013	8.37	100-52400-310
445	QUILL CORPORATION	9199138	GEN ADMN/PAPER	03/06/2013	41.86	100-51400-310
445	QUILL CORPORATION	9199138	COUNCIL/PAPER	03/06/2013	41.86	100-51100-310
445	QUILL CORPORATION	9199138	PLANNING/PAPER	03/06/2013	41.86	100-56300-310
445	QUILL CORPORATION	9199138	REC/PAPER	03/06/2013	8.37	100-55210-310
445	QUILL CORPORATION	9199138	DPW/PAPER	03/06/2013	8.37	100-53100-310
445	QUILL CORPORATION	9199138	CDA/PAPER	03/06/2013	8.37	900-56500-310
445	QUILL CORPORATION	9199138	SENIORS/PAPER	03/06/2013	8.37	100-55310-340
445	QUILL CORPORATION	9199138	GEN ADMN/OFFICE SUPPLIES	03/06/2013	9.95	100-51400-310
445	QUILL CORPORATION	9199138	DPW/OFFICE SUPPLIES	03/06/2013	9.95	100-53100-310
445	QUILL CORPORATION	9199138	REC/OFFICE SUPPLIES	03/06/2013	8.53	100-55210-310
445	QUILL CORPORATION	9558731	GEN ADMN/OFFICE SUPPLIES	03/06/2013	19.38	100-51400-310
445	QUILL CORPORATION	9558731	DPW/OFFICE SUPPLIES	03/06/2013	19.38	100-53100-310
445	QUILL CORPORATION	9558731	REC/OFFICE SUPPLIES	03/06/2013	16.61	100-55210-310
Total QUILL CORPORATION:					251.23	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
RICOH USA INC						
90	RICOH USA INC	16072955	WATER/COPIER	03/06/2013	25.91	610-61903-310
90	RICOH USA INC	16075136	RESCUE/COPIER	03/06/2013	60.61	100-52300-310
90	RICOH USA INC	16075137	FIRE/COPIER	03/06/2013	27.39	100-52200-310
90	RICOH USA INC	5025057756	RESCUE/COPIER	03/06/2013	33.48	100-52300-310
Total RICOH USA INC:					147.39	
ROZELLE ENTERPRISES INC						
5838	ROZELLE ENTERPRISES INC	10269	WATER/ELECTRONIC BALLAST	03/06/2013	98.00	610-61935-350
Total ROZELLE ENTERPRISES INC:					98.00	
SOUTHERN LAKES NEWSPAPERS LLC						
1844	SOUTHERN LAKES NEWSPAPE	CITY CLERK R	GEN ADMN/1 YR RENEWAL	03/06/2013	31.00	100-51400-310
1844	SOUTHERN LAKES NEWSPAPE	FINANCE REN	FINANCE/1 YR SUBSCRIPTION	03/06/2013	31.00	100-51500-310
Total SOUTHERN LAKES NEWSPAPERS LLC:					62.00	
STAPLES ADVANTAGE						
2393	STAPLES ADVANTAGE	8024590283	POLICE ADMN/OFFICE SUPPLI	03/06/2013	200.89	100-52100-310
Total STAPLES ADVANTAGE:					200.89	
TACTICAL TECHNOLOGIES INC						
5817	TACTICAL TECHNOLOGIES INC	23475	POLICE PATROL/REPAIRS	03/06/2013	265.50	100-52110-242
Total TACTICAL TECHNOLOGIES INC:					265.50	
TRILOGY CONSULTING LLC						
6821	TRILOGY CONSULTING LLC	114	WASTEWATER/RATE REVIEW	03/06/2013	25.00	620-62820-219
Total TRILOGY CONSULTING LLC:					25.00	
USA BLUE BOOK						
1062	USA BLUE BOOK	863065	WASTEWATER/GAS METER RE	03/06/2013	137.95	620-62840-340
1062	USA BLUE BOOK	865046	WATER/METER ADAPTER	03/06/2013	146.86	610-61653-350
1062	USA BLUE BOOK	865677	WASTEWATER/CREDIT	03/06/2013	137.95-	620-62840-340
1062	USA BLUE BOOK	872323	WATER/EQUIPMENT REPAIRS	03/06/2013	118.15	610-61652-350
1062	USA BLUE BOOK	872339	WASTEWATER/4 GAS METER C	03/06/2013	107.64	620-62840-340
1062	USA BLUE BOOK	872603	WATER/EQUIPMENT REPAIRS	03/06/2013	780.38	610-61630-350
1062	USA BLUE BOOK	876971	WATER/EQUIPMENT REPAIRS	03/06/2013	131.40	610-61653-350
1062	USA BLUE BOOK	879974	WASTEWATER/CREDIT	03/06/2013	57.95-	620-62840-340
Total USA BLUE BOOK:					1,226.48	
UW EXTENSION						
3690	UW EXTENSION	FEBRUARY 6,	25X2025/ACTIVITY	03/06/2013	5,211.24	100-51400-770
Total UW EXTENSION:					5,211.24	
UW MADISON						
3248	UW MADISON	021513	POLICE PATROL/BECKER TRN	03/06/2013	40.00	100-52110-211
Total UW MADISON:					40.00	
WAL CO-SHERIFF'S DEPT						
125	WAL CO-SHERIFF'S DEPT	JANUARY 201	COURT/CONFINEMENT	03/06/2013	360.00	100-51200-293

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total WAL CO-SHERIFF'S DEPT:					360.00	
WATER TOWER CLEAN & COAT INC						
3688	WATER TOWER CLEAN & COAT	WT7713	WATER/STARIN TOWER INSPE	03/06/2013	4,400.00	610-61650-350
Total WATER TOWER CLEAN & COAT INC:					4,400.00	
WELDERS SUPPLY CO BELOIT INC						
49	WELDERS SUPPLY CO BELOIT	490177	WASTEWATER/FORKLIFT PRO	03/06/2013	194.24	620-62840-340
Total WELDERS SUPPLY CO BELOIT INC:					194.24	
WHITEWATER FIRE DEPT						
284	WHITEWATER FIRE DEPT	WI EMS ASSN	RESCUE/EXPO PASS	03/06/2013	30.00	100-52300-211
Total WHITEWATER FIRE DEPT:					30.00	
WI LIFT TRUCK CORP						
1473	WI LIFT TRUCK CORP	121327446	WASTEWATER/FORKLIFT SER	03/06/2013	137.74	620-62850-242
Total WI LIFT TRUCK CORP:					137.74	
WI STATE LABORATORY OF HYGIENE						
1899	WI STATE LABORATORY OF HY	244299	WATER/E COLI	03/06/2013	37.00	610-61630-340
1899	WI STATE LABORATORY OF HY	248651	WATER/FLUORIDE ELECTROD	03/06/2013	134.00	610-61630-340
Total WI STATE LABORATORY OF HYGIENE:					171.00	
WI TAXPAYERS ALLIANCE						
490	WI TAXPAYERS ALLIANCE	14 COPIES	GEN ADMN/WI LEGISLATIVE DI	03/06/2013	24.50	100-51400-340
Total WI TAXPAYERS ALLIANCE:					24.50	
WISLINE REGISTRATIONS						
6874	WISLINE REGISTRATIONS	SERIES #2000	GEN ADMN/HILGEN	03/06/2013	20.00	100-51400-211
6874	WISLINE REGISTRATIONS	SERIES #2000	GEN ADMN/SMITH	03/06/2013	20.00	100-51400-211
Total WISLINE REGISTRATIONS:					40.00	
ZINGG MOTOR CORP LLC						
71	ZINGG MOTOR CORP LLC	106925	POLICE INV/KEY	03/06/2013	22.37	100-52120-340
Total ZINGG MOTOR CORP LLC:					22.37	
Grand Totals:					39,371.75	

Dated: 2/27/2013

Finance Director: KAREN DIETER

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
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Report Criteria:

- Detail report.
 - Invoices with totals above \$0.00 included.
 - Paid and unpaid invoices included.
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Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, January 14, 2013, 6:30 pm

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

Administrative Staff Present: Stacey Lunsford, Diane Jaroch

1. President Nosek called the meeting to order at 6:35 p.m.
2. Library Building Expansion Project~ Rick McCarthy of PSA Drewberry presented his ideas on updating the library building project conceptual plans.
3. The consent agenda was approved as presented. MSC (Winship/Knight)
Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship
Noes: None
4. The circulation, service, and Mango statistics reports for December 2012 and all of 2012 were acknowledged and accepted as presented.
5. The treasurer's report for December 2012 was acknowledged and accepted as presented.
6. Citizen input regarding matters not on agenda; no action at this meeting:
NONE
7. OLD BUSINESS
 - a) Council and Community Communications ~ Stacy will publicize information regarding Rich McCarthy's presentation at the next Council meeting.
 - b) Strategic Planning ~ Cathy Bloom, Diane Jaroch and Stacy Lunsford will be meeting with Steve Grabow and Josh Clements on Thursday, January 24th, 2013.
8. NEW BUSINESS
 - a) 2013 Goals and Objectives ~ Motion was made to accept the 2013 Goals and Objectives with suggested updates/changes as discussed. MSC (Winship/Knight) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
 - b) Staff Vacation Policy~ Motion was made to accept the Staff Vacation Policy with suggested changes as discussed. MSC (Helmick/Caldwell) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
 - c) Circulation Policy ~ Motion was made to accept the revised Circulation Policy as presented. MSC (Winship/Knight) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
 - d) Budget transfer ~ Motion was made to transfer/carryover \$1900 in the library building fund, line 100-55111-245, Building Repair and Maintenance, to 2013. MSC (Leaver/Knight) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None

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

Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, January 14, 2013, 6:30 pm

- e) Change in Board meeting schedule ~ Motion was made to change the Board meetings to the third Monday of the month. MSC (Helmick/Caldwell) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None
- 9. **DIRECTOR'S REPORT**
SUGGESTION BOX: None
DIRECTOR'S REPORT
 - a) The new cleaning company started on Wednesday, January 2. KAS Cleaning of Elkhorn had the low bid for the city building janitorial contract.
 - b) Stacey attended the Mid-Wisconsin Directors Council meeting on Thursday, January 10 and reported on it.
- 10. **ADULT SERVICES REPORT (As submitted by Diane Jaroch)**
 - a) I proctored two online exams during the month of December.
 - b) Cathy and I will be creating displays for the small display case in the lobby during 2013. We have all of the topics mapped out and ready to go. The January display will be promoting the Lego Club.
 - c) Bill Jamerson will be returning in March to do a Lumberjack Program. The program will be on March 21st at 2:00 pm.
- 11. **YOUTH SERVICES REPORT (As submitted by Cathy Bloom)**
 - a) The month of December was a quiet month for children's programs. Storytime was held the first two weeks of December. 2013 Winter-Spring Storytime flier were mailed to all the families whose children attended the Fall-Winter Storytime.
 - b) Diane and I were assigned the small display case for 2013. We have themes planned for every month. Lego Club was held in December and the theme was to build something each child would like for Christmas. Diane and I thought we would have the January theme for the case be "Legos." We used the items that the children made in December. This is nice because patrons can actually see what the children have done. Usually the items are on the top shelves in the Children's Area.
 - c) December was a good month to put the finishing touches on the Winter-Spring Children's and Young Adult program, get caught up on some cataloging and to do some weeding.
- 12. Board member reports: NONE
- 13. Board member requests for future agenda items: NONE
- 14. Confirmation of next meeting on February 18, 2013, 6:30 pm
- 15. Motion was made to adjourn the meeting at 8:08 p.m. MSC (Knight/Leaver) Ayes: Caldwell, Helmick, Knight, Leaver, Nosek, Santacroce, Winship Noes: None

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

**Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, January 14, 2013, 6:30 pm**

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

Minutes submitted by Vicki Santacroce, Board of Trustees Secretary

Vicki Santacroce

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

**ORDINANCE NO.
AN ORDINANCE AMENDING CHAPTER 5.19
SIDEWALK CAFÉ PRMIT**

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

Section 1. Whitewater Municipal Code Chapter 5.19. is amended as follows:

- 5.19.010 - Purpose.
- 5.19.020 - Definitions.
- 5.19.030 - Permit required.
- 5.19.040 - Permit application.
- 5.19.050. - Permit fees.
- 5.19.060. - Sidewalk café standards.
- 5.19.070. - Alcohol licensing and service of alcohol beverages.
- 5.19.080. - Liability and insurance.
- 5.19.090. - Revocation or suspension.
- 5.19.100. - Appeal.
- 5.19.110. - Penalty.

5.19.010 - Purpose.

To further encourage the revitalization of the downtown and other areas of the city, including the development of social and economic activity, the city council finds and determines:

1. That there exists a need for outdoor eating facilities in certain areas of the city to provide a unique environment for relaxation, social interaction, and food consumption.
2. That sidewalk cafés will permit enhanced use of the available public rights-of-way, will complement restaurants operating from fixed premises, and will promote economic activity in the area.
3. That the existence of sidewalk cafés encourages additional pedestrian traffic but their presence may impede the free and safe flow of pedestrians. Therefore, a need exists for regulations and standards for the existence and operation of sidewalk cafés to ensure a safe environment.
4. That the establishment of permit conditions and safety standards for sidewalk cafés is necessary to protect and promote public health, safety, and welfare.

5.19.020 - Definitions.

"Sidewalk café" shall mean an expansion of a restaurant creating an outdoor dining facility on part of the public right-of-way that immediately adjoins the licensed premises for the purpose of consuming food or beverages prepared at the restaurant adjacent thereto.

"Restaurant" shall mean an establishment holding a State of Wisconsin restaurant license.

5.19.030 - Permit required.

1. A full service restaurant may apply to the neighborhood services director or his or her designee for a permit to allow a restaurant to operate a sidewalk café. The neighborhood services director or designee may approve, approve with conditions or restrictions, or deny a permit where necessary to protect the public health, safety or welfare, to prevent a nuisance from developing or continuing, or due to violation of this section, the city code of ordinances, or applicable state or federal law.
2. Before a permit may be issued, the application and site plan shall be reviewed or approval by the city fire department and city building inspector.
3. The permit issued may be transferred to a new owner only for the location and area listed in the permit. If the site plan will change, a new plan must be filed and approved prior to the use under the new site plan.

5.19.040(a) - New Permit application.

Application for a permit to operate a sidewalk café shall be submitted to the department of public works Department of Neighborhood Services and shall include at least the following information:

1. Completed city application form.
2. Copy of a valid restaurant license issued by the State of Wisconsin.
3. Copy of a current certificate of commercial liability insurance in the amount of at least \$100,000.00 per occurrence.
4. A layout, drawn to scale, which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, chairs, steps, planters, and umbrellas, location of doorways, trees, parking meters, sidewalk benches, trash receptacles, light poles, patio heaters, and any other sidewalk obstructions, either existing or proposed, within the pedestrian area. This layout shall be submitted on eight and one-half-inch by eleven-inch paper, suitable for reproduction.
5. Photographs, drawings, or manufacturer's brochures fully describing the appearance and dimensions of all proposed tables, chairs, umbrellas, barriers or other objects related to the sidewalk café.

5.19.040(b) –Annual Insurance Requirement.

The establishment shall provide a current certificate of commercial liability insurance in the amount of at least \$100,000.00 per occurrence by April 1st each year.

5.19.050. - Permit fees.

There shall be no application fee or renewal of permit fee for sidewalk café permits.

5.19.060. - Sidewalk café standards.

The following standards, criteria, conditions, and restrictions shall apply to all sidewalk cafés, provided, however, that the neighborhood services director or designee may impose additional conditions and restrictions to protect and promote the public health, safety, or welfare, to prevent a nuisance from developing or continuing, and to comply with this section, the City of Whitewater code of ordinances, and all applicable state and federal laws.

1. Sidewalk cafés are restricted to the public right-of-way immediately adjacent to the licensed full service restaurant to which the permit is issued.
2. Tables, chairs, umbrellas or other fixtures in the sidewalk café:
 - a. Shall not be placed within five feet of fire hydrants, alleys, or bike racks. Shall not be placed within five feet of a pedestrian crosswalk or corner curb cut.
 - b. Shall not block designated ingress, egress, or fire exits from or to the restaurant, or any other structures.
 - c. Shall be readily removable and shall not be physically attached, chained or in any manner affixed to any structure, tree, signpost, light pole, or other fixture, curb, or sidewalk.
 - d. Shall be removed when the sidewalk café is not in operation.
 - e. Shall be maintained in a clean, sanitary and safe manner.
 - f. Shall be commercial grade furniture.
3. Sidewalk cafés shall be located in such a manner that a distance of not less than four feet is maintained at all times as a clear and unobstructed pedestrian path. For the purpose of the minimum clear path, parking meters, traffic signs, trees, light poles and all similar obstacles shall be considered obstructions.
4. The sidewalk café, along with the sidewalk and roadway immediately adjacent to it, shall be maintained in a neat and orderly manner at all times. Debris shall be removed as required during the day and again at the close of each business day.

5. Plant tubs may be located in the sidewalk café with the approval of the neighborhood services director or designee. Plant tubs shall be maintained in a safe, neat, clean, and presentable manner.
6. Umbrellas and other decorative material shall be made of treated wood, canvas, cloth, or similar material that is manufactured to be fire-resistant. No portion of an umbrella shall be less than six feet eight inches above the sidewalk.
7. Signs to be used in the sidewalk café shall be in accordance with chapter 19.54 of the city code of ordinances. However, the neighborhood services director may allow temporary easel signs.
8. No food preparation, food or beverage storage, refrigeration apparatus, or equipment shall be allowed in the sidewalk café unless authorized by the neighborhood services director as part of a special event.
9. No amplified entertainment shall be allowed in the sidewalk café unless authorized by the neighborhood services director as part of a special event.
10. A copy of the site plan, as approved in conjunction with the current sidewalk café permit, shall be maintained on the permittee's premise and shall be available for inspection by city personnel at all times.
11. The sidewalk café permit covers only the public right-of-way described in the permit. Tables and chairs on private property will be governed by other applicable regulations.
12. Sidewalk cafés shall not operate after 11:00 p.m. or before 7:00 a.m.
13. The use of a portion of the public right-of-way as a sidewalk café shall not be an exclusive use. All public improvements, including, but not limited to trees, light poles, traffic signals, pull boxes, or manholes, or any public initiated maintenance procedures, shall take precedence over said use of the public right-of-way at all times. The city manager, chief of police, the neighborhood services director or their designees may temporarily order the removal of the sidewalk café for special events, including but not limited to, parades, sponsored runs or walks, or for public health and safety reasons.
14. If alcohol is served in the sidewalk café on any date or at any time, the area encompassing the sidewalk café shall be roped off or otherwise enclosed by a freestanding barrier on all dates and at all times while in use, even when alcohol is not being served. The barrier shall be at least three feet high. The barrier can include, but is not limited to, attractive fence segments, flowers/plants, artwork and decorative menu boards. The neighborhood services director shall approve the barrier to assure that it is safe and visually appealing.

15. The city, its officers and employees, shall not be responsible for sidewalk café fixtures that are relocated or damaged.

16. Patio heaters shall not be located within 5 ft (1.5m) of exits from an assembly occupancy (NFPA 1 56:6.20.2.3). All patio heaters shall be located a minimum distance of 5 ft. from any building with combustible siding (wood or vinyl siding). Patio heaters shall not have an unprotected, open flame. Patio heaters are subject to the approval from the Fire Department. Patio heaters may only be located within a barrier enclosure as described in section 5.19.060 14.

5.19.070. - Alcohol licensing and service of alcohol beverages.

1. A permittee may sell and serve alcohol beverages in an outdoor café only if the permittee complies with all the requirements for obtaining an alcohol beverage license, and the sidewalk café is listed on the alcohol beverage license application as being an part of the licensed premises.
2. Alcohol may be served at sidewalk cafés under the following conditions:
 - a. The permittee has a valid and appropriate retail alcohol beverage license for the principal premises.
 - b. The retail alcohol beverage license premises description includes the sidewalk café in the description of the licensed premises as an extended area.
 - c. The retail alcohol beverage license permits the sale of the type of alcohol beverages to be served in the sidewalk café.
 - d. Alcohol beverages are sold and served by the licensee or licensee's employees and sold or served only to patrons seated at tables in the sidewalk café.
 - e. Alcohol beverages are served by the licensee or the licensee's employees in compliance with alcohol beverage laws, ordinances and regulations.
 - f. Alcohol beverages may only be served at the sidewalk café when food service is available through the licensed establishment.
 - g. The permittee shall be responsible for policing the sidewalk café area to prevent underage persons from entering or remaining in the sidewalk café, except when underage persons are allowed to be present on the licensed premises under applicable laws.
 - h. The permittee shall not allow patrons of the sidewalk café to bring alcohol beverages into the sidewalk café from another location, nor to carry open containers of alcohol beverages about in the sidewalk café area, nor to carry open

containers of alcohol beverages served in the sidewalk café outside the sidewalk café area.

i. The bar from which the alcohol beverages are dispensed shall be located indoors and shall not be located in the sidewalk café area.

j. At times of closing or during times when consumption of alcohol beverages is prohibited, permittee shall remove from the sidewalk café area all containers used for or containing alcohol beverages. No container of alcohol beverages shall be present in the sidewalk café between 11:00 p.m. and 7:00 a.m.

5.19.080. - Liability and insurance.

By obtaining the sidewalk café permit, the permittee agrees to indemnify, defend, save, and hold harmless the City, its officers and employees, from any and all claims, liability, lawsuits, damages, and causes of action, which may arise out of the permit or the permittee's activity on the sidewalk café. The permittee shall sign an indemnification agreement approved by the city attorney prior to operation of the sidewalk café.

1. The permittee shall maintain in full force and effect commercial liability insurance in the amount of at least \$100,000.00 per occurrence for bodily injury and property damage, with the City of Whitewater named as an additional insured, and shall show that the coverage extends to the area used for the sidewalk café.

2. The permittee shall provide the city with an original certificate of insurance as evidence that the requirements set forth in this section have been met prior to commencing operations.

5.19.090. - Revocation or suspension.

The approval of a sidewalk café permit is conditional at all times. A sidewalk café permit may be revoked or suspended by the neighborhood services director or designee if a permittee has been found in violation of this chapter on three separate occasions documented by a written warning, or where necessary based on a violation of this ordinance, to protect the public health, safety, or welfare, to prevent a nuisance from developing or continuing, emergency situations, or to comply with the city code of ordinances, or to comply with applicable state or federal law.

Ordinance introduced by Councilmember _____, who moved its adoption.

Seconded by Councilmember _____.

- AYES:
- NOES:
- ABSENT:
- ADOPTED:

Cameron Clapper, City Manager

Michele Smith, City Clerk

**ORDINANCE NO.
AN ORDINANCE AMENDING CHAPTER 5.19
SIDEWALK CAFÉ PRMIT**

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5.19.010 - Purpose.

To further encourage the revitalization of the downtown and other areas of the city, including the development of social and economic activity, the city council finds and determines:

1. That there exists a need for outdoor eating facilities in certain areas of the city to provide a unique environment for relaxation, social interaction, and food consumption.
2. That sidewalk cafés will permit enhanced use of the available public rights-of-way, will complement restaurants operating from fixed premises, and will promote economic activity in the area.
3. That the existence of sidewalk cafés encourages additional pedestrian traffic but their presence may impede the free and safe flow of pedestrians. Therefore, a need exists for regulations and standards for the existence and operation of sidewalk cafés to ensure a safe environment.
4. That the establishment of permit conditions and safety standards for sidewalk cafés is necessary to protect and promote public health, safety, and welfare.

5.19.020 - Definitions.

"Sidewalk café" shall mean an expansion of a ~~full service~~ restaurant creating an outdoor dining facility on part of the public right-of-way that immediately adjoins the licensed premises for the purpose of consuming food or beverages prepared at the ~~full service~~ restaurant adjacent thereto. "Full Service Restaurant" shall mean an establishment holding a State of Wisconsin restaurant license.

5.19.030 - Permit required.

1. A full service restaurant may apply to the neighborhood services director or his or her designee for a permit to allow a restaurant to operate a sidewalk café. The neighborhood services director or designee may approve, approve with conditions or restrictions, or deny a permit where necessary to protect the public health, safety or welfare, to prevent a nuisance from developing or continuing, or due to violation of this section, the city code of ordinances, or applicable state or federal law.
2. Before a permit may be issued, the application and site plan shall be reviewed or approval by the city fire department and city building inspector.
3. ~~Each permit shall be effective for one year from July 1 until June 30.~~
3. The permit issued may be transferred to a new owner only for the location and area listed in the permit. If the site plan will change, a new plan must be filed and approved prior to the use under the new site plan. ~~(The transferred permit shall be valid only for the remainder of the period for which it was originally issued.~~ A new certificate of insurance must be filed with the city before the permit transfer.)

5.19.040(a) - New Permit application.

Application for a permit to operate a sidewalk café shall be submitted to the ~~department of public works~~ Department of Neighborhood Services and shall include at least the following information:

1. Completed city application form.
2. Copy of a valid restaurant license issued by the State of Wisconsin.
3. Copy of a current certificate of commercial liability insurance in the amount of at least \$100,000.00 per occurrence.
4. A layout, drawn to scale, which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, chairs, steps, planters, and umbrellas, location of doorways, trees, parking meters, sidewalk benches, trash receptacles, light poles, patio heaters, and any other sidewalk obstructions, either existing or proposed, within the pedestrian area. This layout shall be submitted on eight and one-half-inch by eleven-inch paper, suitable for reproduction.

5. Photographs, drawings, or manufacturer's brochures fully describing the appearance and dimensions of all proposed tables, chairs, umbrellas, barriers or other objects related to the sidewalk café.

~~6. A non-refundable application fee.~~

5.19.040(b) –Annual Insurance Requirement.

~~1. The establishment shall provide a current certificate of commercial liability insurance in the amount of at least \$100,000.00 per occurrence by April 1st each year.~~

5.19.050. - Permit fees.

There shall be no application fee or renewal of permit fee for sidewalk café permits.

5.19.060. - Sidewalk café standards.

The following standards, criteria, conditions, and restrictions shall apply to all sidewalk cafés, provided, however, that the neighborhood services director or designee may impose additional conditions and restrictions to protect and promote the public health, safety, or welfare, to prevent a nuisance from developing or continuing, and to comply with this section, the City of Whitewater code of ordinances, and all applicable state and federal laws.

1. Sidewalk cafés are restricted to the public right-of-way immediately adjacent to the licensed full service restaurant to which the permit is issued.
2. Tables, chairs, umbrellas or other fixtures in the sidewalk café:
 - a. Shall not be placed within five feet of fire hydrants, alleys, or bike racks. Shall not be placed within five feet of a pedestrian crosswalk or corner curb cut.
 - b. Shall not block designated ingress, egress, or fire exits from or to the restaurant, or any other structures.
 - c. Shall be readily removable and shall not be physically attached, chained or in any manner affixed to any structure, tree, signpost, light pole, or other fixture, curb, or sidewalk.
 - d. Shall be removed when the sidewalk café is not in operation.
 - e. Shall be maintained in a clean, sanitary and safe manner.
 - f. ~~Shall be either wood or metal framed.~~ Shall be commercial grade furniture.

3. Sidewalk cafés shall be located in such a manner that a distance of not less than four feet is maintained at all times as a clear and unobstructed pedestrian path. For the purpose of the minimum clear path, parking meters, traffic signs, trees, light poles and all similar obstacles shall be considered obstructions.
4. The sidewalk café, along with the sidewalk and roadway immediately adjacent to it, shall be maintained in a neat and orderly manner at all times. Debris shall be removed as required during the day and again at the close of each business day.
5. Plant tubs may be located in the sidewalk café with the approval of the neighborhood services director or designee. Plant tubs shall be maintained in a safe, neat, clean, and presentable manner.
6. Umbrellas and other decorative material shall be made of treated wood, canvas, cloth, or similar material that is manufactured to be fire-resistant. No portion of an umbrella shall be less than six feet eight inches above the sidewalk.
7. Signs to be used in the sidewalk café shall be in accordance with chapter 19.54 of the city code of ordinances. However, the neighborhood services director may allow temporary easel signs.
8. No food preparation, food or beverage storage, refrigeration apparatus, or equipment shall be allowed in the sidewalk café unless authorized by the neighborhood services director as part of a special event.
9. No amplified entertainment shall be allowed in the sidewalk café unless authorized by the neighborhood services director as part of a special event.
10. A copy of the site plan, as approved in conjunction with the current sidewalk café permit, shall be maintained on the permittee's premise and shall be available for inspection by city personnel at all times.
11. The sidewalk café permit covers only the public right-of-way described in the permit. Tables and chairs on private property will be governed by other applicable regulations.
12. Sidewalk cafés shall not operate after ~~10:00~~ 11:00 p.m. or before 7:00 a.m.
13. The use of a portion of the public right-of-way as a sidewalk café shall not be an exclusive use. All public improvements, including, but not limited to trees, light poles, traffic signals, pull boxes, or manholes, or any public initiated maintenance procedures, shall take precedence over said use of the public right-of-way at all times. The city manager, chief of police, the neighborhood services director or their designees may temporarily order the removal of the sidewalk café for special events, including but not limited to, parades, sponsored runs or walks, or for public health and safety reasons.

14. If alcohol is served in the sidewalk café on any date or at any time, the area encompassing the sidewalk café shall be roped off or otherwise enclosed by a freestanding barrier on all dates and at all times while in use, even when alcohol is not being served. The barrier shall be at least three feet high. The barrier can include, but is not limited to, attractive fence segments, flowers/plants, artwork and decorative menu boards. The neighborhood services director shall approve the barrier to assure that it is safe and visually appealing.

15. The city, its officers and employees, shall not be responsible for sidewalk café fixtures that are relocated or damaged.

16. Patio heaters shall not be located within 5 ft (1.5m) of exits from an assembly occupancy (NFPA 1 56:6.20.2.3). All patio heaters shall be located a minimum distance of 5 ft. from any building with combustible siding (wood or vinyl siding). Patio heaters shall not have an unprotected, open flame. Patio heaters are subject to the approval from the Fire Department. Patio heaters ~~should~~ may only be located within a barrier enclosure as described in section 5.19.060 14.

5.19.070. - Alcohol licensing and service of alcohol beverages.

1. A permittee may sell and serve alcohol beverages in an outdoor café only if the permittee complies with all the requirements for obtaining an alcohol beverage license, and the sidewalk café is listed on the alcohol beverage license application as being an part of the licensed premises.
2. Alcohol may be served at sidewalk cafés under the following conditions:
 - a. The permittee has a valid and appropriate retail alcohol beverage license for the principal premises.
 - b. The retail alcohol beverage license premises description includes the sidewalk café in the description of the licensed premises as an extended area.
 - c. The retail alcohol beverage license permits the sale of the type of alcohol beverages to be served in the sidewalk café.
 - d. Alcohol beverages are sold and served by the licensee or licensee's employees and sold or served only to patrons seated at tables in the sidewalk café.
 - e. Alcohol beverages are served by the licensee or the licensee's employees in compliance with alcohol beverage laws, ordinances and regulations.
 - f. Alcohol beverages may only be served at the sidewalk café when food service is available through the licensed establishment.

g. The permittee shall be responsible for policing the sidewalk café area to prevent underage persons from entering or remaining in the sidewalk café, except when underage persons are allowed to be present on the licensed premises under applicable laws.

h. The permittee shall not allow patrons of the sidewalk café to bring alcohol beverages into the sidewalk café from another location, nor to carry open containers of alcohol beverages about in the sidewalk café area, nor to carry open containers of alcohol beverages served in the sidewalk café outside the sidewalk café area.

i. The bar from which the alcohol beverages are dispensed shall be located indoors and shall not be located in the sidewalk café area.

j. At times of closing or during times when consumption of alcohol beverages is prohibited, permittee shall remove from the sidewalk café area all containers used for or containing alcohol beverages. No container of alcohol beverages shall be present in the sidewalk café between ~~10:00~~ 11:00 p.m. and 7:00 a.m.

5.19.080. - Liability and insurance.

By obtaining the sidewalk café permit, the permittee agrees to indemnify, defend, save, and hold harmless the City, its officers and employees, from any and all claims, liability, lawsuits, damages, and causes of action, which may arise out of the permit or the permittee's activity on the sidewalk café. The permittee shall sign an indemnification agreement approved by the city attorney prior to operation of the sidewalk café.

1. The permittee shall maintain in full force and effect commercial liability insurance in the amount of at least \$100,000.00 per occurrence for bodily injury and property damage, with the City of Whitewater named as an additional insured, and shall show that the coverage extends to the area used for the sidewalk café.

2. The permittee shall provide the city with an original certificate of insurance as evidence that the requirements set forth in this section have been met prior to commencing operations.

5.19.090. - Revocation or suspension.

The approval of a sidewalk café permit is conditional at all times. A sidewalk café permit may be revoked or suspended by the neighborhood services director or designee if a permittee has been found in violation of this chapter on three separate occasions documented by a written warning, or where necessary based on a violation of this ordinance, to protect the public health, safety, or welfare, to prevent a nuisance from developing or continuing, emergency situations, or to comply with the city code of ordinances, or to comply with applicable state or federal law.

Ordinance introduced by Councilmember _____, who moved its adoption.

Seconded by Councilmember _____.

- AYES:
- NOES:
- ABSENT:
- ADOPTED:

Cameron Clapper, City Manager

Michele Smith, City Clerk

ORDINANCE NO. _____
AN ORDINANCE AMENDING CHAPTER 5.19
SIDEWALK CAFÉ PRMITS

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

Section 1. Whitewater Municipal Code Section 5.19.020 is hereby amended to read as follows:

5.19.020 - Definitions.

"Sidewalk café" shall mean an expansion of a restaurant creating an outdoor dining facility on part of the public right-of-way that immediately adjoins the licensed premises for the purpose of consuming food or beverages prepared at the restaurant adjacent thereto. "Restaurant" shall mean an establishment holding a State of Wisconsin restaurant license.

Section 2. Whitewater Municipal Code Section 5.19.030 is amended as follows:

5.19.030 Permit Required.

Subsection 3. is deleted.

New subsection 3 shall read as follows:

3. The permit issued may be transferred to a new owner only for the location and area listed in the permit. If the site plan will change, a new plan must be filed and approved prior to the use under the new site plan. A new certificate of insurance must be filed with the city before the permit transfer.

Subsection 5. shall remain the same but shall be renumbered to subsection 4.

Section 3. Whitewater Municipal Code Section 5.19.040(a) – New Permit Application is amended to read as follows:

5.19.040(a) – New Permit Application.

Application for a permit to operate a sidewalk café shall be submitted to the Department of Neighborhood Services and shall include at least the following information:

1. Completed city application form.

2. Copy of a valid restaurant license issued by the State of Wisconsin.
3. Copy of a current certificate of commercial liability insurance in the amount of at least \$100,000.00 per occurrence.
4. A layout, drawn to scale, which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk cafe, size and number of tables, chairs, steps, planters and umbrellas, location of doorways, trees, parking meters, sidewalk benches, trash receptacles, light poles, patio heaters and any other sidewalk obstructions, either existing or proposed, within the pedestrian area. This layout shall be submitted on eight and one-half-inch by eleven-inch paper, suitable for reproduction.
5. Photographs, drawings, or manufacturer's brochures fully describing the appearance and dimensions of all proposed tables, chairs, umbrellas, barriers or other objects related to the sidewalk café.

Section 3. Whitewater Municipal Code Section 5.19.040(b) is hereby amended to read as follows:

5.19.040(b) –Annual Insurance Requirement.

The establishment shall provide a current certificate of commercial liability insurance in the amount of at least \$100,000.00 per occurrence by April 1st each year.

Section 4. Whitewater Municipal Code Section 5.19.060 is hereby amended by adding subsection 2.f., to read as follows:

5.19.060 2. f. Shall be commercial grade furniture.

Section 5. Whitewater Municipal Code Section 5.19.060, subsection 12. shall be amended to read as follows:

5.19.060 12. Sidewalk cafés shall not operate after 11:00 p.m. or before 7:00 a.m.

Section 6. Whitewater Municipal Code Section 5.19.060, subsection 16. is hereby created to read as follows:

5.19.060 16. Patio heaters shall not be located within 5 ft (1.5m) of exits from an assembly occupancy (NFPA 1 56:6.20.2.3). All patio heaters shall be located a minimum distance of 5 ft. from any building with combustible siding (wood or vinyl siding). Patio heaters shall not have an unprotected, open flame. Patio heaters are subject to the approval from the Fire Department. Patio heaters may only be located within a barrier enclosure as described in section 5.19.060 14.

Section 7. Whitewater Municipal Code Section 5.19.070 2. j. is hereby amended to read as follows:

5.19.070 2. j. At times of closing or during times when consumption of alcohol beverages is prohibited, permittee shall remove from the sidewalk café area all containers used for

or containing alcohol beverages. No container of alcohol beverages shall be present in the sidewalk café between 11:00 p.m. and 7:00 a.m.

Section 8. Whitewater Municipal Code Section 5.19.090 is hereby amended to read as follows:

5.19.090 – Revocation or suspension.

The approval of a sidewalk café permit is conditional at all times. A sidewalk café permit may be revoked or suspended by the neighborhood services director or designee if a permittee has been found in violation of this chapter on three separate occasions documented by a written warning, or where necessary based on a violation of this ordinance, to protect the public health, safety, or welfare, to prevent a nuisance from developing or continuing, emergency situations, or to comply with the city code of ordinances, or to comply with applicable state or federal law.

Ordinance introduced by Councilmember _____, who moved its adoption.

Seconded by Councilmember _____.

- AYES:
- NOES:
- ABSENT:
- ADOPTED:

Cameron Clapper, City Manager

Michele Smith, City Clerk

City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: 3-5-13 ITEM: Proposed permit fee schedules

PRESENTER: Latisha Birkeland

PREVIOUS ACTION, IF ANY: Discussion of building permit fee committee results and direction from Council on 2-21-13

SUMMARY OF ITEM BEING PRESENTED:

Staff has proposed the attached permit fee schedules per the direction of the City Council at the 2-21-13 meeting.

Items changed:

- 1) Reduced base fees for permits
- 2) Removed “add on” fees to permits
- 3) Increase from \$2.00 per \$1,000 of estimated cost to \$5.00 per \$1,000 of estimated cost up to \$5 Million. After \$5 Million, \$3.00 per \$1,000 of estimated cost.
- 4) Permit form changes – fee schedules are now located on permit forms

BUDGET IMPACT, IF ANY: To be determined

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: None

STAFF RECOMMENDATION: I recommend that the Common Council adopt the proposed building, electrical, mechanical and plumbing permit fee schedules.

ATTACHMENT(S) INCLUDED: Proposed permit fee schedules.

FOR MORE INFORMATION CONTACT: Latisha Birkeland at lbirkeland@whitewater-wi.gov or Greg Noll at gnoll@whitewater-wi.gov



Neighborhood Services Department
*Planning, Zoning, Code Enforcement, GIS
and Building Inspections*

www.whitewater-wi.gov
Telephone: (262) 473-0540

February 2013

PERMIT FEES

All Buildings, Structures and Sign permits subject to its own permit and fees based on the following schedule. (Any project started without the proper permit will be subject to double fees and/or citations.)

1. Building Fees:
 - Base Fee - \$30.00 all permits
 - + \$5.00 per \$1000 of estimated cost up to \$5 million.
 - *After \$5 million, \$3.00 per \$1000 of estimated cost.

2. Sign:
 - \$50.00 for a Sign permit.

3. Zoning Fees:
 - Residential Properties
 - Single/Duplex - \$50.00
 - Multifamily/Commercial Properties - \$100.00

4. Demolition
 - \$30.00 min. + \$5.00 per \$1000 value of property

5. Fill/Erosion Control:

Less than 100 cu. yd.	Minimum \$65.00
100 cu. yd. +	\$200.00

6. New/Alterations of Parking Lot or Driveways:
 - Require Building Permit – no fee

7. Occupancy Permit:

1 & 2 Family	Min. \$65.00 per unit
Multi-Family	\$130.00 + \$10.00 per unit
Commercial	\$130.00 + \$10.00 per unit

- 8. Electrical and Heating:
See Permit Form
- 9. Plumbing:
See Permit Form
- 10. Sewer Connection (New/Additional):
\$1824.00 per family dwelling unit
\$1368.00 per multiple family dwelling without individual laundry facilities.
Commercial use: \$1824.00 per estimated use of each 275 gallons per day.
- 11. Water Connection:
Time & Materials with Minimum \$300.00
- 12. Storm Sewer Connection:
4" – 6" \$60.00
Over 6" \$60.00 + \$6.00 per additional 2"
- 13. Excavation Fee:
Public Right of Way (other than street) \$300.00*
Public Right of Way (street area) Blacktop \$450.00**
Public Right of Way (street area) Concrete \$600.00***

*Money held for 1 year; \$250.00 may be returned if the owner/contractor has completely restored the site and the City has no bills against the project.

**Money held for 2 years; \$400.00 may be returned if the owner/contractor has completely restored the site and the City has no bills against the project.

***Money held for 2 years; \$550.00 may be returned if the owner/contractor has completely restored the site and the City has no bills against the project.

14. Parkland/Park Improvement Fees: (2012)

19.39.070 Park fees. All residential development shall be subject to a park acquisition fee of two hundred sixty seven dollars (\$267) per dwelling unit and a park improvement fee of six hundred twenty-nine dollars (\$629) per dwelling unit, payable before a building permit is issued. The amount of these fees may be reduced by any fee amount previously paid or credited at the time of the subdivision. The park acquisition fee may also be reduced if sufficient land area was provided for park purposes at the time of the subdivision, based on the calculations in Section 18.04.030(a)(1) of the Whitewater Municipal Code. The fee amounts shall be adjusted during the first quarter of each year by a percentage equal to the rate of consumer inflation based on the percent of yearly change for the previous year for the Milwaukee metropolitan area, as reported by the U.S. Department of Labor, Bureau of Labor Statistics.

CITY OF J K V G Y C V G T

312 W. Whitewater Street
 P.O. Box 178
 Whitewater, WI 53190
 (262) 473-0540
 www.whitewater-wi.gov

INSPECTION SERVICES
Electrical Permit Application

Project Address _____

Permit No. _____

Owner's Name _____

Address _____

Phone No. _____

Contractor's Name _____

Address _____

Phone No. _____

SCHEDULE OF PERMIT FEES

	Qty.	Fee
NEW BUILDING / ADDITION Base fee	\$30.00	_____
Plus.....	.03/sq. ft.	_____
	for all areas	_____

SQUARE FOOTAGE DOES NOT INCLUDE SERVICES. ALL SERVICES MUST BE LISTED BELOW.

REPLACEMENT, MODIFICATIONS AND MISC ITEMS

Qty	Item	Ea.	Fee	Qty.	Item	Ea.	Fee
_____	Light switch, outlet, and light fixture or communication device	\$.40	_____	_____	Feeder & sub-feeder <i>per 100 amp capacity</i>	\$ 5.00	_____
_____	Power receptacle over 150 volts <i>over 30 amps</i>	5.00 6.00	_____	_____	Each motor - <i>per hp</i>	.50	_____
_____	Service or switch alteration <i>over 200 amps - addl. per 100</i>	35.00 10.00	_____	_____	Dispenser-gas, fuel oil, permanent vending machine & well pump	6.00	_____
_____	Refrigerating unit - <i>per hp</i> <i>(\$5 min)</i>	1.00	_____	_____	Swim pool wiring & grounding	25.00	_____
_____	Heating furnace, water heater	5.00	_____	_____	Neon sign, florescent sign <i>per transformer (\$4 min)</i>	.50	_____
_____	Electric unit heating device <i>(incl remote thermostat)</i>	2.00	_____	_____	Wireway, busway, under floor raceway or auxiliary gutter - <i>per ft</i>	.50	_____
_____	Air conditioning - <i>per ton</i> <i>(\$5 min)</i>	1.00	_____	_____	Light poles	6.00	_____
				_____	Other _____	25.00	_____

TOTAL LINE ITEMS _____

BASE FEE + **\$30.00**

GRAND TOTAL DUE _____

Re-inspection fee 30.00
 Special inspection fee 75.00

IF WORK IS STARTED BEFORE PERMIT IS ISSUED, FEES ARE DOUBLE.

Signature of Applicant _____

Date _____

License No. _____

Approved by: City of Whitewater _____

Date _____

CITY OF Y J WGY CVGT

312 W. Whitewater Street
 P.O. Box 178
 Whitewater, WI 53190
 (262) 473-0540
 www.whitewater-wi.gov

INSPECTION SERVICES
Plumbing Permit Application

Project Address	Permit No.
Owner's Name	Address
Contractor's Name	Address
	Phone No.

SCHEDULE OF PERMIT FEES

	Qty.	Fee
NEW BUILDING / ADDITION Base fee		\$30.00
Plus.....		.03/sq. ft. for all areas

Commercial Buildings with less than 10 fixtures..... Base fee plus line items below.
 Square footage fee does not included laterals. All laterals must be listed below.

REPLACEMENT, MODIFICATIONS AND MISC ITEMS

Qty.	Item	Ea.	Fee		Qty.	Item	Ea.	Fee
_____	Automatic washer	\$5.00	_____		_____	Manhole	\$10.00	_____
_____	Sink, dishwasher, disposal	5.00	_____		_____	Catch basin	5.00	_____
_____	Water closet, lavatory, urinal	5.00	_____		_____	Sprinkler head	.50	_____
_____	Laundry tray	5.00	_____		_____	Sanitary building drain	10.00	_____
_____	Bath tub/shower	5.00	_____		_____	<i>over 75 ft. (addl. per ft.)</i>	.35	_____
_____	Hot tub, spa, whirlpool, wash fountain	10.00	_____		_____	Storm building drain	10.00	_____
_____	High-pressure boiler	25.00	_____		_____	<i>over 75 ft. (addl. per ft.)</i>	.35	_____
_____	Drinking fountain, sillcock	5.00	_____		_____	Sanitary sewer lateral	25.00	_____
_____	Floor drain, sight drain	5.00	_____		_____	<i>over 100 ft. (addl. per ft.)</i>	.35	_____
_____	Water heater, water softener	5.00	_____		_____	Storm sewer lateral	25.00	_____
_____	Sump pump, ejector or pump	5.00	_____		_____	<i>over 100 ft. (addl. per ft.)</i>	.35	_____
	Subtotal		_____		_____	Other_____	25.00	_____

TOTAL LINE ITEMS _____

BASE FEE + \$30.00

GRAND TOTAL DUE _____

Re-inspection fee 30.00
 Special inspection fee 75.00

IF WORK IS STARTED BEFORE PERMIT IS ISSUED, FEES ARE DOUBLE.

Signature of Applicant	Date	License No.
Approved by: City of Whitewater	Date	

CITY OF WHITEWATER

312 W. Whitewater Street
 P.O. Box 178
 Whitewater, WI 53190
 (262) 473-0540
 www.whitewater-wi.gov

Project Address _____

Permit No. _____

Owner's Name _____

Address _____

Phone No. _____

Contractor's Name _____

Address _____

Phone No. _____

Estimated Cost _____

SCHEDULE OF PERMIT FEES

NEW BUILDING / ADDITION

Base fee \$30 plus:

	Ea.	Qty.	Fee
<i>rgt us 0h0</i>	<i>25</i>	_____	_____
<i>gzegr v</i>			
<i>wpj gevfg i ctci gu</i>			
Subtotal			_____

REPLACEMENT & MODIFICATIONS OF HVAC EQUIPMENT & MISCELLANEOUS

	Ea.	Qty.	Fee
Gas, oil, electric & coal furnace & boiler			
One & two family	\$15.00	_____	_____
commercial	25.00	_____	_____
<i>qxgt 372.222 dw- rgt 72.222 dw</i>	3.00	_____	_____
Air Conditioning			
One & two family	15.00	_____	_____
commercial	25.00	_____	_____
<i>qxgt 58.222 dw- rgt 34.222 dw</i>	2.00	_____	_____
Fireplace and wood burning stove	15.00	_____	_____
Electric baseboard, wall unit & cabinet unit - <i>rgt ny</i>	1.25	_____	_____
Duct work alteration	20.00	_____	_____
Other _____	25.00	_____	_____

TOTAL DUE _____

Base Fee

+\$30.00

GRAND TOTAL _____

Re-inspection fee	30.00
Special inspection fee	75.00

IF WORK IS STARTED BEFORE PERMIT IS ISSUED, FEES ARE DOUBLE.

Signature of Applicant _____

Date _____

License No. _____

Approved by: City of Whitewater _____

Date _____