

**CITY OF WHITEWATER
COMMON COUNCIL AGENDA**

Common Council Meeting
Tuesday, December 3, 2013 - 6:30 p.m.
City of Whitewater Municipal Building Community Room
312 W. Whitewater Street Whitewater, Wisconsin

<p>AMENDED AGENDA AS OF 12/02/13 – 2:05 pm. The following item is added to the Council Agenda:</p> <p>C-2b <i>Waiver of the transparency ordinance (City Manger/City Attorney Requested)</i></p>
<p>AMENDED AGENDA AS OF 12/02/13 – 11:15 am. The following item is added to the Council Agenda:</p> <p>C-2c <i>Disability Access Audit Proposal. (City Manager / City Attorney Request)</i></p>
<p>AMENDED AGENDA AS OF 11/27/13 – 3:00 p.m. The following item is added to the Council Agenda:</p> <p>C-2a <i>Discussion and possible direction regarding Innovation Bus. (City Manager Request)</i></p>

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

CONSENT AGENDA

CA-A	Approval of Council Minutes of 10/15/13 and 10/22/13.
CA-B	Approval of Payment of Invoices Processed thru 11/26/13.
CA-C	Acknowledgment of Receipt and Filing of the Following: *Irvin L. Young Memorial Library Board Minutes of 10/21/13. *CDA Minutes of 10/23/13. *CDA Whitewater Seed Accelerator Fund – Seed Capital Screening Committee minutes of 8/15/13. *CDA Whitewater Seed Accelerator Fund – Finance and Investment Committee minutes of 8/15/13. *Parks and Recreation Board Minutes of 10/21/13. *Police Department Consolidated Monthly Report for 10/2013.
CA-D	Expedited approval of the following items, per City Staff Recommendation: O-2, C-3, C-4, and C-5.

STAFF REPORTS:

City Manager	1) Report on Strategic Goals and how they correspond with 2014 Objectives.
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HEARING OF CITIZEN COMMENTS. No formal Common Council Action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Council discusses that particular item.

RESOLUTIONS:

R-1	Approving Transportation Plat for the Downtown East Gateway Project. (City Atty. Request)
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ORDINANCES – First Reading - None

ORDINANCES – Second Reading

O-1	Consideration of an ordinance amending the zoning designation for the property located at 319 W. James Street, Whitewater, WI, tax parcel number /TR 00025 from R-3 (Multi-family Residence) Zoning District to B-2 (Central Business District) Zoning District, and amending the official zoning map of the City of Whitewater to show said change. (Neighborhood Services Request)
*O-2	Amending Chapter 1.20 increasing Court Costs. (City Atty. Request).

CONSIDERATIONS:

C-1	Action on Alcohol Licensing Committee’s recommendation regarding denial of Bryant Plank’s beverage operator’s license. (City Clerk Request).
C-2	Authorization for appraisal service from S.L. MacWilliams Company of Oregon, Wisconsin, for East Gateway project agreement. (City Attorney Request)
<i>C-2a</i>	<i>Discussion and possible direction regarding Innovation Bus. (City Manager Request)</i>
<i>C-2b</i>	<i>Waiver of the transparency ordinance “72 hour requirement of consideration of the matter” (City Manger/City Attorney Requested).</i>
<i>C-2c</i>	<i>Consideration of the approval of a disability access audit proposal agreement with Recreation Accessibility Consultants, LLC. (City Manger/City Attorney Requested).</i>
*C-3	Approval of contract for Shared Ride Taxi Service. (Finance Director Request).
*C-4	Appointment of citizen member to Parks and Recreation Board. (City Clerk request)
*C-5	Approval of contract with Baxter & Woodman of Burlington, Wisconsin for sanitary sewer maintenance plan. (Wastewater Treatment Superintendent Request)
C-6	Presentation regarding biogas performance contract and discussion and possible direction regarding same. (Wastewater Treatment Supt. Request).
C-7	Discussion and possible direction regarding Communications Center (Police Chief request)
C-8	Councilmember Requests for Future Agenda Items.
C-9	Adjournment.

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

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

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

October 15, 2013

The regular meeting of the Common Council was called to order at 6:30 p.m. by Council President Singer. MEMBERS PRESENT: Frawley, Abbott, Winship, Singer, Bregant, Kidd. MEMBERS ABSENT: Binnie.

It was moved by Winship and seconded by Abbott to approve the Council Minutes of 9/17/13 and to acknowledge receipt and filing of the following: Financial Reports for September, 2013; Report of Manually-Issued Checks for September, 2013; and Landmarks Commission Minutes of 9/5/13. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

PAYMENT OF INVOICES. It was moved by Winship and seconded by Abbott to approve payment of city invoices in the total sum of \$70,475.63. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

STAFF REPORTS: City Manager Clapper reported on the Vision 2050 Workshops and Downtown Whitewater Representatives presented the Downtown Whitewater quarterly report.

REZONE OF PROPERTY LOCATED AT 319 W. JAMES STREET. This item was removed from the Council agenda for discussion at a later date.

FIRST READING OF ORDINANCE INCREASING QUOTA ON “CLASS B” BEER AND LIQUOR LICENSES. Based on updated population figures received from the State, City Clerk Smith indicated that the City has ability to increase their “Class B” license quota by one.

**AN ORDINANCE AMENDING CHAPTER 5.20
INCREASING THE NUMBER OF “CLASS B” LIQUOR LICENSES
IN THE CITY OF WHITEWATER**

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

Section 1: Whitewater Municipal Code, Chapter 5.20, Section 5.20.050 is hereby amended to read as follows:

5.20.050 License – Quotas.

The number of the following described licenses to be issued by the City shall be limited to the quota established in this section:

- (1) Combined “Class A” intoxicating liquor, four;
- (2) “Class B” intoxicating liquor, twenty-four.

Ordinance introduced by Councilmember Abbott, who moved its adoption. Seconded by Councilmember Bregant. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie. It was then moved by Abbott and seconded by Winship to waive the requirement for a second reading of this ordinance. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie. ADOPTED: October 16, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk.

SECOND READING OF ORDINANCE IMPOSING THE R-O (Non-Family residential overlay district) ZONING DISTRICT DESIGNATION ON FREMONT STREET PROPERTIES.

ORDINANCE NO. 1863A - Final

SECOND READING OF AN ORDINANCE IMPOSING THE NON-FAMILY RESIDENTIAL OVERLAY DISTRICT ZONING CLASSIFICATION FOR CERTAIN PROPERTY IN THE CITY OF WHITEWATER

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do, pursuant to Municipal Code Section 19.69, hereby impose the Non-Family Residential Overlay District Zoning classification on the below properties:

SECTION 1: The Non-Family Residential Overlay District, Section 19.25, is hereby imposed upon the following described premises:

<u>Address</u>	<u>Tax ID #</u>
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SEE ATTACHED EXHIBIT 1.

See attached map showing said properties.

SECTION 2: The official zoning map of the City of Whitewater is hereby amended to show the above action.

SECTION 3: This ordinance shall take effect upon passage and publication as provided by law.

Ordinance introduced by Councilmember Winship, who moved its adoption. Seconded by Councilmember Frawley. AYES: Frawley, Winship, Singer, Bregant, Kidd. NOES: Abbott. ABSENT: Binnie. ADOPTED: October 15, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

**EXHIBIT 1 TO ORDINANCE IMPOSING THE NON-FAMILY RESIDENTIAL OVERLAY TO
FREMONT STREET PROPERTIES.**

TAX PARCEL NO.	PROPERTY LOCATION	OWNER	OWNER / ADDRESS	ADDRESS	CITY
/WUP 00088	126 N. Fremont	KEVIN A NICKS	PATTY J NICKS	126 N. FREMONT ST	WHITEWATER
/WUP 00064	129 N. Fremont	JENNIFER C STEIL	JAMES EHLERS, ETAL	N7174 COUNTRY SIDE LN	ELKHORN
/WUP 00087	130 N. Fremont	JOHN W EJNIK	SARA L NORTON-EJNIK	130 N FREMONT ST	WHITEWATER
/WUP 00061	131-133 N. Fremont	SABLE, W. DANIEL	131 N FREMONT ST.		WHITEWATER
/WUP 00086	134 - 136 N. Fremont	LADWIG & VOS INC	140 LONGMEADOW DR		BURLINGTON
/WUP 00085	142 N. Fremont	BRADLEY J MARKHAM	DIANE E MARKHAM	142 N. FREMONT ST	WHITEWATER
/WUP 00084	144 - 146 N. Fremont	RIEDEL, JEFFREY & JOAN	W6415 GROGAN ROAD		FT. ATKINSON
/WUP 00060	145 N. Fremont	GARY B KLATT	PATSY A KLATT	145 N. FREMONT ST	WHITEWATER
/WUP 00059	153 N. Fremont	GREGG A GAUGER	153 N. FREMONT ST		WHITEWATER
/WUP 00083	156 N. Fremont	THAYER A COBURN	PO BOX 147		WHITEWATER
/WUP 00058	161 N. Fremont	JOHN R SEIZER	161 N. FREMONT ST		WHITEWATER
/WUP 00082	166 N. Fremont	HARRIETT M BRIGHAM TRUST	C/O MARY M QUINLAN	947 6TH ST	REEDSBURG
/WUP 00057	169-171 N. Fremont	M&F RENTALS 2, LLC	555 E CLAY ST		WHITEWATER
/WUP 00056	175-177 N. Fremont	CARL J WOLF	JONNA L WOLF	N 431 TWINKLING STAR RD	WHITEWATER
/WUP 00081	176 N. Fremont	DONALD L CALHOUN	JOAN M CALHOUN	176 N. FREMONT ST	WHITEWATER
/WUP 00080	182 N. Fremont	JAMES C SAWYER	CONNIE L SAWYER	182 N FREMONT ST	WHITEWATER
/WUP 00055	187 N. Fremont	ARTHUR K LEIN	MARY L LEIN	187 N. FREMONT ST	WHITEWATER
/WUP 00079	188 N. Fremont	J&M DEVELOPMENT PROPERTIES LLC	W7977 TERRITORIAL RD		DELAVAN
/WUP 00054	205 N. Fremont	BESNIK SADIKU	BURIM SADIKU	205 N. FREMONT ST	WHITEWATER
/WUP 00078	206 N. Fremont	JAROLYN R MOORE	206 N. FREMONT ST		WHITEWATER
/A 56700001	212 N. Fremont	WILLIAM E SMITH	MICHELE R MESSIER-SMITH	212 N FREMONT ST	WHITEWATER
/WUP 00053	213 N. Fremont	SCOTT C FISCHER	ANGELA J FISCHER	213 N. FREMONT	WHITEWATER

/WUP 00076	216 N. Fremont	PAMELA J DENNIS	FRANK G SLINKARD	216 N FREMONT ST	WHITEWATER
/WUP 00052	217 N. Fremont	WILLIAM THOMAS ATKINSON	WILLIAM THOMAS ATKINSON II	217 N FREMONT ST	WHITEWATER
/WUP 00051	221 N. Fremont	SUSAN C MESSER	221 N. FREMONT ST		WHITEWATER
/WUP 00075	224 N. Fremont	RICHARD JAMES	MARCIA JAMES	224 N. FREMONT ST	WHITEWATER
/WUP 00074	232 N. Fremont	JOSEPH R ZAWACKI	LAURINE M ZAWACKI	232 N. FREMONT ST	WHITEWATER
/WUP 00050	233 N. Fremont	JANE A BLAKESLEE	233 N. FREMONT ST		WHITEWATER
/WUP 00073	236 N. Fremont	JORDAN A HOFFMAN	EVAN J HOFFMAN	236 N FREMONT ST	WHITEWATER
/WUP 00072	240 N. Fremont	D&L TRIEBOLD TRUST	N7618 ENGEL RD		WHITEWATER
/WUP 00049	243 N. Fremont	SAMANTHA A MARKHAM	243 N FREMONT ST		WHITEWATER
/WUP 00071	246 N. Fremont	ALEXANDER S JACKSON	ALICIA M STONE- JACKSON	246 N FREMONT ST	WHITEWATER
/WUP 00070	250 - 252 N. Fremont	MEISNER ENTERPRISES LLC	N7549 W LAKESHORE DR		WHITEWATER
/WUP 00048A	253 N. Fremont	CBP PROPERTIES LLC	417 N FREMONT ST		WHITEWATER
/WUP 00069	258 N. Fremont	GARY SASSMAN	RENEE SASSMAN	258 N. FREMONT ST	WHITEWATER
/WUP 00048	259 N. Fremont	PAUL JHONA	259 N FREMONT ST		WHITEWATER
/PA 00015	266 N. Fremont	ADAM WESNER	CASSANDRA WESNER, ETAL	266 N FREMONT ST	WHITEWATER
/WUP 00047	267 N. Fremont	GARY LEE HOFFMAN	267 N. FREMONT ST		WHITEWATER
/PA 00014	272 N. Fremont	EDWARD J DREXLER	KATHRYN M DREXLER	272 N. FREMONT ST	WHITEWATER
/WUP 00046	273 N. Fremont	DANIELLE L HUDSON	MICHAEL Q KEMP	273 N FREMONT ST	WHITEWATER
/PA 00013B	278 N. Fremont	BETTY HETH	N8439 DUFFIN RD		WHITEWATER
/WUP 00045	283 N. Fremont	JASON JACOBS	283 N FREMONT ST		WHITEWATER
/PA 00013A	284 N. Fremont	THOMAS R SCHMECKEL	284 N FREMONT ST		WHITEWATER
/WUP 00044	287 N. Fremont	KENNETH I MACH	DEANNE E MACH	287 N. FREMONT ST	WHITEWATER
/PA 00013	292 N. Fremont	LYKE, BARBARA	292 N. FREMONT ST.		WHITEWATER
/WUP 00043	293 N. Fremont	LUIS RAMIREZ JR	ESTELA RAMIREZ	133 N HAZEL ST	WHITEWATER
/PA 00012	296 N. Fremont	WALWORTH AVE. APTS.	530 S. JANESVILLE ST.		WHITEWATER

/WUP 00041	299 N. Fremont	DONALD ALECKSON	MARY ALECKSON	299 N. FREMONT ST	WHITEWATER
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“CLASS B” BEER AND LIQUOR LICENSE APPLICATION FOR BLACKTHORNE SCRIBE LLC. It was moved by Abbott and seconded by Bregant to issue a “Class B” Beer and Liquor license to Blackthorne Scribe LLC, Patrick Monaghan, Agent, 108 Main Street, Whitewater, contingent upon completion of the construction of the establishment and compliance with liquor licensing regulations. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

PURCHASE OF SECTION 5311 MINI-VAN. It was moved by Winship and seconded by Abbott to approve the purchase of a mini van from A & J Vans, in the sum of \$31,664. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

COUNCIL MEETING OF 10/22/13 STARTING TIME. Based on the fact that several councilmembers will be attending the Greater Whitewater Committee awards banquet, it was moved by Winship and seconded by Abbott to begin the 10/22/13 council meeting at 7:00 p.m. instead of the regularly scheduled start time of 6:30 p.m. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

CLOSURE OF FIRST STREET, BETWEEN MAIN AND NORTH, ON OCTOBER 26, 2013. Downtown Whitewater, Inc. has requested closure of a portion of First Street to allow them to host “Trick or Treat the Triangle.” It was moved by Winship and seconded by Frawley to approve the closure of First Street, from Main to North, on 10/26/13. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

ENDORSEMENT OF DOWNTOWN WHITEWATER, INC. / WISCONSIN DEPARTMENT OF COMMERCE AGREEMENT. It was moved by Winship and seconded by Frawley to endorse the agreement between Downtown Whitewater, Inc. and the Wisconsin Department of Commerce (Wisconsin Main Street Communities Agreement). AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie.

2014 BUDGET PRESENTATIONS: The following proposals for 2014 budgets were presented to the Common Council: Revenues – General Fund; Debt Service – Revenue and Expense; Transfers – General Fund; Administration - Legislative Support – Contingencies – Court – Legal – General Administration. Information Technology; Finance - Financial Administration - Insurance / Risk Management.

COUNCILMEMBER REQUESTS FOR FUTURE AGENDA ITEMS. None.

EXECUTIVE SESSION. It was moved by Singer and seconded by Winship to adjourn to Closed Session, *NOT TO RECONVENE*, pursuant to Chapter 19.85(1)(e) of the Wisconsin Statutes, “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session” and Chapter 19.85(1) (c) “Considering

employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility".
Item to be Discussed: Wisconsin Professional Police Association contract negotiations.
AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSENT: Binnie. The regular portion of the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Michele R. Smith, Clerk

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

October 22, 2013

The special meeting of the Common Council was called to order by Council President Singer. MEMBERS PRESENT: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. MEMBERS ABSENT: None.

City Manager Clapper reported that he has prepared a balanced budget of \$9,375,264 for 2014. Manager Clapper, with assistance from City staff, presented information on the following budgets: Public Works Administration; Shop/Fleet Operations; Street Maintenance; Snow and Ice Removal; Street Lights, Parks and Recreation Facility Maintenance – Parks Maintenance, Young Library Facility, Parks /Administration, Parks Maintenance, Recreation Administration, Recreation Programs, Senior Citizens Program, Community Events, Community Based Coop Projects, Innovation Center – Facility Operating; Special Revenues / Sinking Funds: 27th payroll fund; DPW Equipment Revolving Fund; Ride-Share Grant; Parkland Acquisition Fund; Parkland Development Fund; Forestry Fund; Sick Leave Severance Fund; Street Repair; Capital Projects – Utility Shared Revenue Fund, Birge Fountain Restoration Fund; Solid Waste/Recycling Fund, Water Utility, Wastewater Utility, Stormwater Utility. CDA and TID budgets, were not presented as planned, due to unavailability of the CDA Director. Discussion on the Capital Improvement Plan was also delayed.

Being no further presentations to come before the Council, it was moved by Binnie and seconded by Abbott to adjourn the meeting. The meeting adjourned at 8:30 p.m.

Respectfully submitted,

Michele R. Smith, City Clerk

Report Criteria:

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

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
ASSOCIATED TRUST COMPANY						
5770	ASSOCIATED TRUST COMPAN	506	BONDS/966-202 10-12-10 BAB	12/04/2013	463.00	300-58000-900
Total ASSOCIATED TRUST COMPANY:					463.00	
AT&T LONG DISTANCE						
4746	AT&T LONG DISTANCE	4746-120413	GEN BLDG/LONG DISTANCE	12/04/2013	693.54	100-51450-225
4746	AT&T LONG DISTANCE	4746-120413	CABLE/LONG DISTANCE	12/04/2013	4.15	200-55110-225
Total AT&T LONG DISTANCE:					697.69	
BALL, RICHARD						
1033	BALL, RICHARD	31731	INNOVATION CTR/MATS	12/04/2013	66.40	920-56500-250
1033	BALL, RICHARD	31761	STREET/MATS & TOWELS	12/04/2013	111.65	100-53230-340
Total BALL, RICHARD:					178.05	
BLUE TARP FINANCIAL INC						
7041	BLUE TARP FINANCIAL INC	1607588266	BIRGE FT/NORTHERN TOOL PU	12/04/2013	159.98	452-57500-820
Total BLUE TARP FINANCIAL INC:					159.98	
BORKHUIS INVESTIGATION SERVICES						
7042	BORKHUIS INVESTIGATION SE	11-08-2013	COURT/PROCESS SERVICE	12/04/2013	120.00	100-51300-214
Total BORKHUIS INVESTIGATION SERVICES:					120.00	
BOWDITCH INC						
4716	BOWDITCH INC	34517	STREET/S-10 REPAIRS	12/04/2013	317.42	100-53230-354
Total BOWDITCH INC:					317.42	
CGC INC						
2005	CGC INC	37423	E MAIN ST/LAB TESTS	12/04/2013	914.48	450-57500-863
Total CGC INC:					914.48	
CITGO						
5404	CITGO	39718829	RESCUE/GAS	12/04/2013	1,008.87	100-52300-351
5404	CITGO	39718829	POLICE PATROL/GAS	12/04/2013	2,079.29	100-52110-351
5404	CITGO	39718829	POLICE INV/GAS	12/04/2013	392.77	100-52120-351
5404	CITGO	39718829	FIRE/GAS	12/04/2013	632.01	100-52200-351
5404	CITGO	39718829	CSO/GAS	12/04/2013	22.61	100-52140-351
Total CITGO:					4,135.55	
DEPT OF SAFETY & PROFESSIONAL SVC						
6394	DEPT OF SAFETY & PROFESSI	331287	GEN BLDG/WHITE BLDG ELEVA	12/04/2013	50.00	100-51600-355
6394	DEPT OF SAFETY & PROFESSI	331580	GEN BLDG/ARMORY ELEVATO	12/04/2013	50.00	100-51600-355
6394	DEPT OF SAFETY & PROFESSI	331682	GEN BLDG/MUNICIPAL BLDG E	12/04/2013	50.00	100-51600-355
6394	DEPT OF SAFETY & PROFESSI	331780	INNOVATION CTR/ELEVATOR P	12/04/2013	50.00	920-56500-250

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total DEPT OF SAFETY & PROFESSIONAL SVC:					200.00	
DIVERSIFIED BENEFIT SVC INC						
4192	DIVERSIFIED BENEFIT SVC INC	173811	FINANCE/NOV SVC	12/04/2013	270.78	100-51500-217
Total DIVERSIFIED BENEFIT SVC INC:					270.78	
EMERGENCY SVC CONSULTING INTERNAT'L						
6974	EMERGENCY SVC CONSULTIN	13-323	FIRE & RESCUE EVAL	12/04/2013	1,393.85	450-57500-875
Total EMERGENCY SVC CONSULTING INTERNAT'L:					1,393.85	
FASTENAL COMPANY						
1255	FASTENAL COMPANY	WIWHT14451	FIRE/VEHICLE MAINTENANCE	12/04/2013	14.82	100-52200-241
Total FASTENAL COMPANY:					14.82	
GUS PIZZA PALACE LLC						
601	GUS PIZZA PALACE LLC	6101	CRASH CREW/OPERATING SU	12/04/2013	73.74	100-52210-340
Total GUS PIZZA PALACE LLC:					73.74	
HARRISON WILLIAMS MCDONNELL						
62	HARRISON WILLIAMS MCDONN	203462	CDA/MEETING NOTICE	12/04/2013	40.00	900-56500-212
62	HARRISON WILLIAMS MCDONN	EASTGATE PR	EASTGATE/DALEE CHICAGO TI	12/04/2013	375.00	450-57500-873
62	HARRISON WILLIAMS MCDONN	EASTGATE PR	EASTGATE/EA INVESTMENTS	12/04/2013	375.00	450-57500-873
Total HARRISON WILLIAMS MCDONNELL:					790.00	
JIM'S KEY SHOP LLC						
4833	JIM'S KEY SHOP LLC	2959	GEN BLDG/MATER PIN	12/04/2013	30.00	100-51600-355
Total JIM'S KEY SHOP LLC:					30.00	
JOHN DEERE FINANCIAL						
6276	JOHN DEERE FINANCIAL	63166	STREET/TRAILER TIRE	12/04/2013	80.00	100-53230-352
6276	JOHN DEERE FINANCIAL	63302	STREET/#46 TRAILER TIRE RE	12/04/2013	60.00	100-53230-352
6276	JOHN DEERE FINANCIAL	63491	POLICE/#27 TIRES	12/04/2013	576.80	100-53230-354
6276	JOHN DEERE FINANCIAL	63541	WASTEWATER/#20 TIRE REPAI	12/04/2013	145.00	620-62840-351
6276	JOHN DEERE FINANCIAL	IC11639	STREET/VEHICLE REPAIRS	12/04/2013	445.10	100-53230-352
6276	JOHN DEERE FINANCIAL	IC11850	STREET/VEHICLE REPAIRS	12/04/2013	46.48	100-53230-352
6276	JOHN DEERE FINANCIAL	IC11850A	STREET/VEHICLE REPAIRS	12/04/2013	79.10	100-53230-352
6276	JOHN DEERE FINANCIAL	IC11850B	PARKS/PLASTIC	12/04/2013	15.70	100-53270-242
6276	JOHN DEERE FINANCIAL	IC11851	PARKS/WIPER	12/04/2013	24.55	100-53270-242
6276	JOHN DEERE FINANCIAL	IC11881	WASTEWATER/KUBOTA REPAI	12/04/2013	125.20	620-62850-357
6276	JOHN DEERE FINANCIAL	IC12073	WASTEWATER/KUBOTA MOWE	12/04/2013	28.53	620-62850-357
Total JOHN DEERE FINANCIAL:					1,626.46	
JOHNS DISPOSAL SERVICE INC						
42	JOHNS DISPOSAL SERVICE IN	1356	CITY/REFUSE	12/04/2013	20,582.24	230-53600-219
42	JOHNS DISPOSAL SERVICE IN	1356	CITY/RECYCLING	12/04/2013	6,414.24	230-53600-295
42	JOHNS DISPOSAL SERVICE IN	1356	CITY/BULK	12/04/2013	4,095.84	230-53600-219
Total JOHNS DISPOSAL SERVICE INC:					31,092.32	

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
K.A.S. CUSTOM CLEANING						
6868	K.A.S. CUSTOM CLEANING	15335	CRAVATH LAKEFRONT/OCT SV	12/04/2013	235.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	15335	CRAVATH LAKEFRONT/OCT SV	12/04/2013	1,047.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	15335	ARMORY/OCT SVC	12/04/2013	840.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	15335	MUNICIPAL BLDG/OCT SVC	12/04/2013	3,280.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	15335	COMM BLDG/OCT SVC	12/04/2013	1,175.00	100-51600-246
6868	K.A.S. CUSTOM CLEANING	15335	INNOVATION CTR/OCT SVC	12/04/2013	750.00	920-56500-246
6868	K.A.S. CUSTOM CLEANING	15335	LIBRARY/OCT SVC	12/04/2013	1,375.00	100-55111-246
Total K.A.S. CUSTOM CLEANING:					8,702.00	
LANDMARK SERVICES COOPERATIVE						
6570	LANDMARK SERVICES COOPE	810006445	PARKS/LAWN CARE	12/04/2013	679.25	100-53270-295
Total LANDMARK SERVICES COOPERATIVE:					679.25	
MILLER & ASSOC-SAUK PRAIRIE						
678	MILLER & ASSOC-SAUK PRAIRI	215457	STARIN PARK/BEST WOOD MA	12/04/2013	1,200.00	245-56120-820
678	MILLER & ASSOC-SAUK PRAIRI	215457	TURTLE MOUND/BEST WOOD	12/04/2013	1,200.00	450-57500-872
678	MILLER & ASSOC-SAUK PRAIRI	215462	TURTLE MOUND/PLAYGROUND	12/04/2013	31,636.00	450-57500-872
Total MILLER & ASSOC-SAUK PRAIRIE:					34,036.00	
MULCAHY SHAW WATER INC						
6227	MULCAHY SHAW WATER INC	318699	WASTEWATER/UV SYSTEM	12/04/2013	357.97	620-62850-357
Total MULCAHY SHAW WATER INC:					357.97	
RADICOM BUSINESS COMMUNICATION						
795	RADICOM BUSINESS COMMUNI	99771	INSURANCE/REPAIR TOWER	12/04/2013	8,724.00	100-51110-910
Total RADICOM BUSINESS COMMUNICATION:					8,724.00	
STA-LITE CORP						
102	STA-LITE CORP	5321	STREET/HOWARD RD PHOTO	12/04/2013	121.02	100-53420-340
102	STA-LITE CORP	5322	STREET/DISCONNECT 7 REMO	12/04/2013	242.00	100-53420-340
102	STA-LITE CORP	5323	STREET/LITTLE LEAGUE BALLF	12/04/2013	54.00	100-53420-340
Total STA-LITE CORP:					417.02	
STRAND ASSOCIATES INC						
358	STRAND ASSOCIATES INC	0100900	FIELD OF DREAMS/OCT SVC	12/04/2013	7,123.14	450-57500-863
358	STRAND ASSOCIATES INC	0100901	WHITEWATER CREEK/OCT SV	12/04/2013	953.77	450-57500-882
358	STRAND ASSOCIATES INC	0100902	JAMES ST DETENTION/OCT SV	12/04/2013	714.21	450-57500-884
Total STRAND ASSOCIATES INC:					8,791.12	
TRI COUNTY COOLING & HEATING LLC						
5283	TRI COUNTY COOLING & HEATI	1747	GEN BLDG/DEPOT THERMOST	12/04/2013	798.50	100-51600-244
5283	TRI COUNTY COOLING & HEATI	1784	GEN BLDG/MUNICIPAL BLDG F	12/04/2013	723.00	100-51600-244
5283	TRI COUNTY COOLING & HEATI	1785	LIBRARY BLDG/FALL SVC	12/04/2013	357.50	100-55111-244
5283	TRI COUNTY COOLING & HEATI	1786	GEN BLDG/WHITE BLDG FALL	12/04/2013	567.00	100-51600-244
5283	TRI COUNTY COOLING & HEATI	1787	GEN BLDG/COMM BLDG FALL S	12/04/2013	221.50	100-51600-244
5283	TRI COUNTY COOLING & HEATI	1788	GEN BLDG/COMM BLDG FALL S	12/04/2013	216.50	100-51600-244
5283	TRI COUNTY COOLING & HEATI	1789	GEN BLDG/ARMORY FALL SVC	12/04/2013	423.00	100-51600-244
Total TRI COUNTY COOLING & HEATING LLC:					3,307.00	

CITY OF WHITEWATER

Payment Approval Report - Council
Report dates: 12/04/2013-12/04/2013Page: 4
Nov 26, 2013 11:41AM

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
UW WHITEWATER						
8	UW WHITEWATER	19634	LIBRARY/JANITORIAL SUPPLIE	12/04/2013	51.92	100-55111-355
8	UW WHITEWATER	19634	GEN BDLG/JANITORIAL SUPPLI	12/04/2013	24.82	100-51600-340
8	UW WHITEWATER	19634	INNOVATION CTR/JANITORIAL	12/04/2013	130.54	920-56500-250
8	UW WHITEWATER	19634	GEN BLDG/BATTERIES & TAPE	12/04/2013	26.45	100-51600-355
Total UW WHITEWATER:					233.73	
VON BRIESEN & ROPER SC						
1988	VON BRIESEN & ROPER SC	179915	LEGAL/PFC MEETING AGENDA	12/04/2013	129.00	100-51300-212
Total VON BRIESEN & ROPER SC:					129.00	
WAL CO-SHERIFF'S DEPT						
125	WAL CO-SHERIFF'S DEPT	OCTOBER 201	COURT/OCTOBER CONFINEME	12/04/2013	75.00	100-51200-293
Total WAL CO-SHERIFF'S DEPT:					75.00	
WALWORTH COUNTY CLERK						
2816	WALWORTH COUNTY CLERK	NOVEMBER 1	GEN ADMN/VOTER MACHINE M	12/04/2013	831.00	100-51400-310
Total WALWORTH COUNTY CLERK:					831.00	
WHITEWATER CHAMBER OF COMMERCE						
628	WHITEWATER CHAMBER OF C	3RD QUARTE	ROOM TAX/3RD QUARTER 201	12/04/2013	13,291.08	100-51100-715
Total WHITEWATER CHAMBER OF COMMERCE:					13,291.08	
WHITEWATER GLASS CO INC						
408	WHITEWATER GLASS CO INC	11-1-13	STREET/WINDSHIELD	12/04/2013	242.65	100-53230-352
Total WHITEWATER GLASS CO INC:					242.65	
WINCHESTER TRUE VALUE HARDWARE INC						
24	WINCHESTER TRUE VALUE HA	24-120413	GEN BLDG/REPAIRS & SUPPLI	12/04/2013	112.48	100-51600-355
24	WINCHESTER TRUE VALUE HA	24-120413	POLICE/UPS SHIPPING	12/04/2013	12.90	100-52110-242
24	WINCHESTER TRUE VALUE HA	24-120413	PARKS/SCREWS	12/04/2013	3.92	100-53270-340
24	WINCHESTER TRUE VALUE HA	24-120413	PARKS/REPAIRS & SUPPLIES	12/04/2013	206.84	100-53270-359
24	WINCHESTER TRUE VALUE HA	24-120413	WATER/REPAIRS & SUPPLIES	12/04/2013	47.12	610-61935-350
24	WINCHESTER TRUE VALUE HA	24-120413	WASTEWATER/ELECTRICAL C	12/04/2013	12.32	620-62850-357
Total WINCHESTER TRUE VALUE HARDWARE INC:					395.58	
Grand Totals:					122,690.54	

Dated: _____ 11/26/2013 _____

Finance Director: _____ DOUG SAUBERT _____

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.
-



Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, October 21, 2013, 6:30 pm

Present: Richard Helmick, Sharon Knight, Danielle Hudson, Anne Hartwick, Julie Caldwell, Jim Winship **Absent:** Sally Watson

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

Also Present:

1. President Anne Hartwick called the meeting to order at 6:33 p.m.
2. The consent Agenda was approved as presented. MSC (Caldwell, Helmick) Ayes: Knight, Hudson, Hartwick, Winship. Noes: None
3. The circulation, service, and Mango statistics reports for September 2013 were acknowledged and accepted as presented. MSC (Hudson, Knight) Ayes: Helmick, Hartwick, Caldwell, Winship. Noes: None
4. Acknowledgment of receipt of treasurer's report for August 2013 MCS (Helmick, Winship) Ayes: Knight, Hudson, Hartwick, Caldwell. Noes: None
5. Citizen input regarding matters not on agenda; no action at this meeting.
6. OLD BUSINESS
 - a) Library Building Expansion Project ~ Stacey reported - We completed the staff project to enter birthdates in the database for all patron cards that had not been entered previously, a significant amount. After completing the project, I ran a report to count the number of card holders we have in every decade of life.
 1. Ages 0-10 = 327
 2. Ages 11-20 = 1,273
 3. Ages 21-30 = 2,900
 4. Ages 31-40 = 1,855
 5. Ages 41-50 = 1,248
 6. Ages 51-60 = 1,019
 7. Ages 61-70 = 751
 8. Ages 71-80 = 303
 9. Ages 81-90 = 153
 10. Ages 91-100 = 37

We had already completed a purge of inactive users prior to this project so we have an accurate picture of the active cardholders' demographics now. Rick will incorporate that into this report.
 - b) Council and Community Communications ~ Next meeting November 5th. Stacey to present 2014 library budget.
 - c) System Planning ~ Stacey presented the Whitewater System Library Planning Proceedings Report. The board will receive a copy with background information at a later date. The board will use report to draft goals and objectives



**Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, October 21, 2013, 6:30 pm**

for 2014 at the November meeting. Discussion Ensued. Agreed on steps going forward.

d) 2014 Budget ~ Agreed to pass budget onto City Council at November 5th meeting. MSC (Helmick, Winship) Ayes: Knight, Hudson, Hartwick, Caldwell. Noes: None

7. NEW BUSINESS

a) Workroom remodeling quote ~ Stacey reported- I have received the quote for Embury, Ltd. for the workroom remodeling. It is for \$25,034.03. Our current capital equipment balance is \$47,599. Discussion ensued. Board moved to approve the quote up to \$27,000 to include possible removal and disposal of existing equipment. MSC (Helmick, Winship) Ayes: Knight, Hudson, Hartwick, Caldwell. Noes: None

b) Refund Policy Change ~ Stacey reported- At the last SHARE meeting, a change in library policy was discussed regarding refunds. SHARE libraries will not give refunds for items that have been paid for and later found by the patron. This policy governs interlibrary loans between SHARE libraries. I would like to change our refund policy to match the SHARE policy for that it is less confusing for our patrons and staff. MCS (Hudson, Caldwell) Ayes: Helmick, Knight, Hartwick, Winship. Noes: None

c) Processing fee policy change ~ Stacey reported- When I first started here, the policy for items that has never been returned was that after six months, the director would turn the account over to Margraf Collection Agency. Sometime we would get the item back and the only penalty was a \$2.50 fine. As a result, we had more than \$15,000 in materials that had not been returned and no real incentive for the patrons to return them in a timely fashion. We changed many parts of that policy and we added a non-refundable \$10 processing fee that covered all the notices that had to be mailed, all the staff time spent checking the shelves to make sure that the item had not been returned and had failed to be check in for whatever reason, or for the technical process of a new item to replace the lost or damaged one. I think the time has come to eliminate the processing fee but to raise the maximum fine on books to \$10.00. Currently, fines stop accruing on print materials after 25 days. At 10 cents a day, that is a maximum fine of \$2.50. If an item went to lost status, the \$10 processing fee would be assessed and the fine would be forgiven so that we wouldn't be double-charging the patron. By eliminating the processing fee and increasing the maximum fine on print materials to match what it is for AV materials, we will still get the money to cover costs for replacement items but we won't have to explain what a processing fee covers nor will staff have to do any extra steps to balance a patron's account with the



Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, October 21, 2013, 6:30 pm

different fees. Discussion ensued. MCS (Helmick, Knight) Ayes: Hudson, Hartwick, Caldwell, Winship. Noes: None

d) Forest Ave House ~ Dwight would like direction in what steps the library board wishes to be taken to winterize the house at 424 W. Forest Ave. The board moves to bleed pipes and turn off all utilities in the understanding that no one will be living in this property in the future. MCS (Winship, Helmick) Ayes: Knight, Hudson, Hartwick, Caldwell. Noes: None

8. DIRECTOR'S REPORT - As presented by Stacey Lunsford

a) We have contracted with the Family Search Library in Salt Lake City to be an Affiliate Library for their materials. In the past, genealogists and family history researchers had to go to a Family History Center to request microfilms from the Family History Library. The closest one to Whitewater is in Elkhorn and it is open on Tuesdays or by appointment. The next closest one is run at the Wisconsin Historical Society in Madison. The Affiliate Library program allows researchers to request microfilm to be sent to their local library, which has much more convenient and extensive hours than most Family History Centers. There is no cost to the library. All shipping costs are paid by the requesting patron. We hope that this will be a valuable service to the genealogists in Walworth, Rock, and Jefferson County that utilize our collection or visit the collection in the Andersen Library.

b) The Staff Work Day was a great success. We re-organized, covered, processed, and cleaned out hundreds of items. Dwight, Kyle, and Tim all worked at the library for part of the day as well. The doorjambes were replaced in the Community Room and the doors re-hung, the vault lights were repaired, and two new virtual terminals were installed at the front desk. The staff was very appreciative of the snacks the library board provided.

c) I will be attending the Wisconsin Library Association conference in Green Bay next Wednesday through Friday, the 23-25. I will be presenting on the final morning at a readers' advisory panel called Books at the Movies II: Read Harder!

d) The library has been experiencing problems with KC Cleaners. Cleaning standards have been very inconsistent. Problems include: not emptying garbage and not cleaning bathrooms. Last week a bookshelf and research materials were thrown away because they were next to a trash can. Stacey has spoken to City Manager about the problem. Diane will attend a meeting on Thurs to present pictures and complaints.

9. ADULT SERVICES REPORT - As presented by Diane Jaroch



**Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, October 21, 2013, 6:30 pm**

- a) I attended the last Strategic Plan Workshop on September 11.
- b) I attended the staff appreciation breakfast on September 13.
- c) I attended the Library Board Meeting on September 16.
- d) I attended the Jefferson County Literacy County Board Meeting on September 18.
- e) We had a nice turn out of nine for the author Katherine Perreth on September 19.
- f) The Big Read 2013, Fahrenheit 451: Spark Reading! kicked off at the Irvin L. Young Memorial Library on September 23. The library gave away copies of Fahrenheit 451 by Ray Bradbury. There were both English and Spanish language copies available.
- g) The winners of The Big Read Matchstick Guessing Contest were Mariann who guessed 710 and Barb who guessed 750. The correct answer was 713. The winners won 2 tickets each to Aquila Theatre's production of Fahrenheit 451 at Young Auditorium.
- h) We had two people attend our first Maker Monday program on September 23. In honor of The Big Read and Fahrenheit 451 we altered books. Our next Maker Monday will be on October 28 at 6:30 p.m.
- i) I attended the Crime Club book club on September 25. We watched the movie "Shape of Water" (based on the book by Andrea Camilleri) and ate pizza.
- j) Fourteen people attended the Basket Making Workshop on September 27 with Bunny Schoen.
- k) I attended a Libraries and Affordable Care Act Workshop on September 30 in Horicon.
- l) Four people attended The Big Read book discussion of Fahrenheit 451 on October 1.

YOUTH SERVICES REPORT- As presented by Cathy Bloom

- a) Storytime: Storytime sessions started on September 9, 2013. Usually there are 3 sessions each week. There was no scheduled Lapsit Storytime on September 19, and on September 24, Preschool Storytime was replaced by The Mammoth Hunt. This program was presented by the Ice Age Trail Alliance. 26 people attended this program. There were approximately 182 people in attendance for the September Storytime Sessions (this does not include the Mammoth Hunt).
- b) Home Schooling and Lego Club resumed their monthly meetings, and we had good attendance for both.
- c) I had one special program – Super Heroes Make Super Subs. We received many favorable comments, and there about 33 people attended this program.



**Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
White Memorial Room
Monday, October 21, 2013, 6:30 pm**

- d) I attended a summer reading wrap-up which was held in Horicon. We discussed our various summer reading programs. We, also, discussed the Battle of the Books for 2014.
 - e) Diane and I did a Maker Monday on September 23.
 - f) On September 26, I lead the discussion for Crime Club. We saw the movie Shape of Water which is based on the novel, Shape of Water written by Andrea Camilleri.
11. Board member reports
Hartwick and Hudson presented on the Library Trustee Dinner held on October 8th in Beaver Dam. Kelly Krieg-Sigman, the director of the La Crosse Public Library, presented. The board will receive a copy of her presentation via email.
12. Board member requests for future agenda items- none
13. Confirmation of next meeting on November 18, 2013, 6:30 pm
14. Adjournment- 8:18 p.m.

Minutes Submitted by Danielle Hudson on October 22, 2013

**Whitewater Community Development Authority
Meeting Minutes
October 23rd, 2013**

1. Call to Order

The meeting was called to order by Chairman Jeff Knight at 5:00pm. The meeting was held in Room 105, Innovation Center, 1221 Innovation Drive, Whitewater, WI 53190.

Present: Allen, Henry (5:29pm), Kachel (5:10pm), Knight, Meyer, Singer (5:19pm), Winship
Absent: None

Also: Patrick Cannon, Cameron Clapper, Anna Schwarz, Mitchell Simon; Esquire

2. Hearing of Citizen Comments

None

3. Approval of Agenda

- a. Move to Move items 8-10 to after items 11 & 12 and approve Agenda as amended by Meyer, 2nd by Allen
 - i. All Via Voice Vote-Motion Passes

4. Approval of Minutes

a. October 2, 2013

- i. Move to Approve the Minutes by Allen, 2nd by Winship
 - 1. All Via Voice Vote- Motion Passes

5. Acceptance of Financial Statements

a. August 2013

b. September 2013

- i. Move to Approve the Financial Statements as Presented by Winship, 2nd by Meyer
 - 1. All Via Voice Vote- Motion Passes

6. Consideration and discussion of Technology Park Board Code of Ethics

- a. The Chair noted that for the past several meetings, the Technology Park Board has discussed the adoption of a Code of Ethics for the members of that Board. Under the current composition of the Technology Park Board, the Chair of the CDA is a seated voting member of the Board. Members of the Technology Park Board have voiced concerns over the apparent limitations that would be placed on members if the Code of Ethics were to be adopted by the Technology Park Board.

The proposed Code of Ethics would require that members who have either a personal or professional conflict, to recues themselves from participation in the discussion or vote on the matter.

CDA staff members also expressed their opinion that the proposed Code of Ethics would virtually eliminate most members from service on the Technology Park Board. This would include not only the CDA member but everyone involved from the University.

CDA Attorney Mitch Simon was asked to review the proposed Code of Ethics and to attend the CDA meeting. In his opinion, the proposed Code of Ethics would not accomplish desired results. He felt that as proposed, members would be forced to recues themselves on a regular basis. In addition, the Non Disclosure Agreement that was presented also served to restrict involvement.

After careful review, the CDA Board moved to State that the CDA does not approve of the proposed version of the *Whitewater University Technology Park and Whitewater Incubation Program Code of Ethics* because it would prevent any CDA member from participating on the Technology Park Board and encourages further research into similar Code of Ethics documents in other university areas by Winship, 2nd by Allen

- i. Roll Call Vote-Motion Passes
 - 1. Aye: Allen, Kachel, Knight, Meyer, Winship
 - 2. Nay: None

7. Consideration and discussion of a contribution to the MakerSpace project

At the September meeting of the CDA, representatives of the new MarkerSpace project were present to give a brief over view of the project. The CDA members felt that it was a very good project for all of Whitewater as it will help to stimulate smaller business to work on the respective ideas and projects. At that meeting, the Board expressed a desire to assist the MakerSpace project with a donation. However, since the September agenda did not allow for this action it was held over to the October meeting.

With this in mind, a motion was made to support the MakerSpace at the Platinum Level (\$5,000) to encourage entrepreneurship, this funding will be paid out of the CDA 2013 Budget by Winship, 2nd by Allen

- i. Roll Call Vote- Motion Passes
 - 1. Aye: Allen, Kachel, Knight, Myer, Singer, Winship
 - 2. Nay: None

11. Adjourn into closed session per Wisconsin State Statutes 19.85(1)(e) "Deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session."

- i. **Discussion of potential retail establishments. CDA Financing of Potential development on West Main Street.**
- ii. **Discussion of potential housing projects. CDA Financing of Potential developments of student and/or workforce housing.**
 - 1. Move to go into closed session per state statutes and to allow Patrick Cannon, Cameron Clapper, and Anna Schwarz to remain in the closed session portion of the meeting by Winship, 2nd by Kachel
 - 2. Roll Call Vote- Motion Passes
 - a. Aye: Allen, Henry, Kachel, Knight, Meyer, Singer, Winship
 - b. Nay: None

12. Return to open session for possible action on closed session items

- a. Move to Return to open session by Singer, 2nd by Meyer
 - i. All Via Voice Vote-Motion Passes

No action was taken in open session.

8. Consideration and discussion of the establishment of a corporation to assist with equity investments under the Capital Catalyst Fund

Staff noted that the establishment of a non-profit corporation to assist with the equity investments by the CDA is a difficult task. To obtain the tax exempt status, the organization would need to show a charitable purpose. The Chair indicated that we should look to create a taxable corporation to assist the CDA.

After considerable discussion, a motion was made to direct Staff to return with a draft of the new corporation initiative to the next CDA Board of Directors meeting by Singer, 2nd by Meyer

- i. All Via Voice Vote-Motion Passes

9. Consideration and discussion of TIF Project Plans

- a. **TIF 5**
- b. **TIF 6**
- c. **TIF 7**
- d. **TIF 8**

- 1. The Board discussed the various TIF Project Plans, while no formal action was taken, this topic will be revisited at future meetings. Staff was directed to continue to research the details behind the projected costs.

10. Consideration and discussion of the 2014 budget and strategic goals

Staff presented the draft 2014 Operating Budget for the CDA. The budget showed a slight increase in the marketing expenditures. Staff also asked about the transfer of funds from TIF 6 to the CDA for operational purposes.

A motion was made to approve the 2014 budget as presented with the understanding that if the additional increment from TIF 6 comes in the "Marketing" line item will be increased to \$30,000 and the rest will be used to reduce the UDAG contribution by Knight, 2nd by Meyer

- i. Roll Call Vote-Motion Passes

- 1. Aye: Allen, Henry, Kachel, Knight, Meyer, Singer, Winship
- 2. Nay: None

13. Future agenda referrals

- a. Speaker from WHEDA to present on New Market Tax Credits at November CDA Board of Directors Meeting, we will invite additional stakeholders to attend.

14. Adjourn

- a. Move to Adjourn by Kachel, 2nd by Winship
- b. All Via Voice Vote- Motion Passes, Meeting Adjourned at 7:18pm

The minutes were reviewed and approved by the CDA at its meeting on: 11/20/2013



Jeffery Knight
Chairman



Anna C. Schwarz
Recorder

Whitewater Community Development Authority
Whitewater Seed Accelerator Fund-Seed Capital Screening Committee
Meeting Minutes
August 15th, 2013

1. Call to order and roll call

The meeting was called to order by Chairman Jeff Knight at 4:30pm. The meeting was held at the Innovation Center, Room 105, 1221 Innovation Drive, Whitewater, WI 53190.

Present: Bronson, Knight, Maroske, Moyse

Absent: C. Singer

Also: Patrick Cannon, Anna Schwarz

2. Hearing of Citizen Comments

None

3. Adjourn into closed session per Wisconsin State Statutes 19.85(1)(e) "Deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".

a. Discussion of a Capital Catalyst Fund grant request for a manufacturing company to be located at the Innovation Center.

b. Discussion of a loan/equity request for a software company.

Motion to go into closed session and allow Patrick Cannon, Anna Schwarz, and other CDA members present, City Legal Counsel present, and City Finance present to remain in the closed session portion of the meeting.

Knight (1); Bronson (2)

Aye: Bronson, Knight, Maroske, Moyse

Nay: None

4. Return to open session for possible action on closed session items.

A motion was made to return to open session.

Moyse (1); Maroske (2)

Aye: All via acclamation (4)

Nay: None

In open session:

Motion: To recommend approval of capital catalyst funding for IBL Development Corporation contingent upon the lease being signed and the build out being completed.

Moyse (1); Maroske (2)

Aye: Bronson, Knight, Maroske, Moyse

Nay: None

Motion: To recommend approval of loan with conversion to equity with Slipstream LLC.

Moyse (1); Bronson (2)

Aye: Bronson, Knight, Maroske, Moyse

Nay: None

5. Future agenda referrals.

-Would like to get a PowerPoint presentation about these companies.

-Would like to make a public announcement about this.

6. Adjourn

A motion was made to adjourn the meeting at 5:10pm.

Bronson (1); Moyse (2)

Aye: All via voice vote (4)

Nay: None

These minutes were reviewed and approved by the Whitewater Seed Accelerator Fund-Seed Capital Screening Committee at its meeting on: **11/20/2013**



Jeffery Knight
Chairman



Anna C. Schwarz
Recorder

Whitewater Community Development Authority
Whitewater Seed Accelerator Fund-Finance and Investment Committee
Meeting Minutes
August 15th, 2013

1. Call to order and roll call

The meeting was called to order by Chairman Jeff Knight at 5:11pm. The meeting was held at the Innovation Center, Room 105, 1221 Innovation Drive, Whitewater, WI 53190.

Present: Kachel, Knight

Absent: P. Singer

Also: Patrick Cannon, Anna Schwarz

2. Hearing of Citizen Comments

None

3. Adjourn into closed session per Wisconsin State Statutes 19.85(1)(e) "Deliberating or negotiating the purchase of public property, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session".

- a. **Discussion of a Capital Catalyst Fund grant request for a manufacturing company to be located at the Innovation Center.**
- b. **Discussion of a loan/equity request for a software company.**

Motion to go into closed session and allow Patrick Cannon, Anna Schwarz, and other CDA members present, City Legal Counsel present, City Finance present, and any members from the Whitewater Seed Accelerator Fund-Seed Capital Screening Committee present to remain in the closed session portion of the meeting.

Knight (1); Kachel (2)

Aye: Kachel, Knight

Nay: None

4. Return to open session for possible action on closed session items.

A motion was made to return to open session.

Knight (1); Kachel (2)

Aye: Kachel, Knight

Nay: None

In open session:

Motion: To recommend approval of \$10,000 grant to IBL Development Corporation contingent upon lease signature and outgrowth clauses.

Knight (1); Kachel (2)

Aye: Kachel, Knight

Nay: None

Motion: To recommend approval of \$100,000 loan with conversion to equity with Slipstream LLC.

Knight (1); Kachel (2)

Aye: Kachel, Knight

Nay: None

5. Future agenda referrals.

-Review the structure for Capital Catalyst Fund Committees

6. Adjourn

A motion was made to adjourn the meeting at 5:15pm.

Kachel (1); Knight (2)

Aye: All via voice vote (2)

Nay: None

These minutes were reviewed and approved by the Whitewater Seed Accelerator Fund-Finance and Investment Committee at its meeting on: **11/20/2013**



Jeffery Knight
Chairman



Anna C. Schwarz
Recorder

City of Whitewater
Parks and Recreation Board
Minutes
Monday October 21, 2013 - 4:30pm
 Community Room - 1st Floor, Whitewater Municipal Building
 312 W. Whitewater St. Whitewater, WI 53190

Call to Order and Roll Call

Rachel Deporter, Nate Jaeger, Ken Kidd, Brandon Knedler, and Bruce Parker (4:35). Absent: Teri Smith. Kim Gosh and Jen Kaina.

Staff: Matt Amundson, Deb Weberpal, Michelle Dujardin and Abby Schultz

Guests: None

Consent Agenda

Approval of Parks and Recreation Board minutes of September 26, 2013

No items to be removed from consent agenda. Kidd moved to accept the consent agenda. Second by Jaeger. Ayes: Rachel Deporter, Nate Jaeger, Ken Kidd, Brandon Knedler. Noes: None. Abstain: None. Absent: Parker, Smith, Kaina, and Gosh. Motion passed.

Hearing of Citizen Comments

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

There were no citizen comments.

Staff Reports:

Director Matt Amundson: Treyton's Field of Dreams Construction - Amundson showed pictures of construction progress. Work has begun on the small parking lot and path today. One week to 10 days behind schedule because of weather. (Parker arrived 4:35) Volunteers working with Russell Walton are making a final push to haul remaining fill to the site.

Turtle Mound Park Playground-Old playground has been removed and installation is this Wednesday and Thursday.

Trail Extension – Discussion with Lowell Hagen to coordinate/communicate with the township to share bike/pedestrian master plan, DNR's plan.

NRPA Congress – highlights: ADA session - now working on compliance, Proragis is an NRPA GIS program, destination facilities, technology sessions, trade show highlights – trail counters, accessible canoe/kayak launch, bottle refill stations, solar trail lighting.

Discussion and approval of site plan, floor plan, elevations, and a rendering for the proposed pavilion at Starin Park related to Treyton's Field of Dreams

Amundson referred to the packet. Original plan reviewed. He reviewed the few changes that went to plan board. Parker moved to accept the plan revisions. Second by Knedler. Ayes: Deporter, Jaeger, Kidd, Knedler, Parker. Noes: None. Abstain: None. Absent: Smith, Kaina, and Gosh. Motion passed.

Discussion and possible action related to Lakes Management

Amundson referred to the packet. DNR Lakes Biologist feels mechanical harvesting is best short term solution which would include a navigational channel. Harvesting is visible and the community will see the difference. Harvesting will occur in June and early August on both lakes. Amundson has identified potential grants. Parker moved to approve use of mechanical harvesting in 2014 on both Trippe and Cravath Lakes. Second by Kidd. Ayes: Deporter, Jaeger, Kidd, Knedler, Parker. Noes: None. Abstain: None. Absent: Smith, Kaina, and Gosh. Motion passed.

Presentation of Rec Desk and GoStrive

Amundson previewed the new RecDesk site online and previewed some of the new items. It will be implemented on December 1. We will be fully integrated with Strive beginning once RecDesk is up and running.

Discussion and work session related to the Park & Open Space Plan / Parks & Recreation

Strategic Plan

- Review of Existing Recreation Programming
In the packet is information from last master plan and program document from budget. Amundson identified an area of growth in potential programming could be in before and after school opportunities. There could be opportunities to include community in addition to after school children. Other potential programming included: Tennis, Music, AAU sports, Community band, Parents night out, Nature based programming, Ski Club, and Lifetime sports/activities.
- Recommended Recreation Programming (5 & 10 Year Goals)

Request for future agenda items

Decision on where 4th of July carnival employee "camp" will be in 2014.

Adjourn

6:03 pm. Motion by Deporter. Second by Knedler. Affirmed by voice vote.

Next scheduled meeting: Tuesday, November 12, 5:30 pm

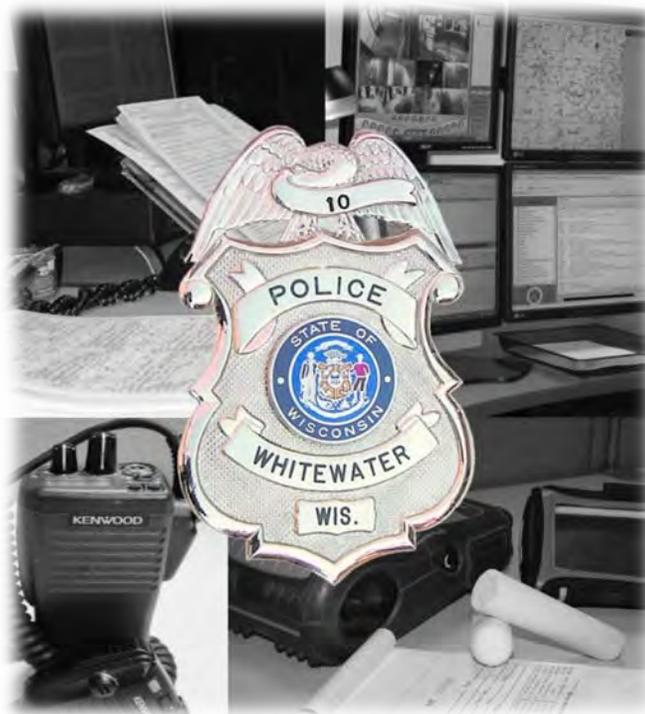
Respectfully submitted,



Debra Weberpal

Whitewater Police Department Consolidated Monthly Report

October 2013



Lisa K. Otterbacher
Chief of Police

**Whitewater Police Department
312 West Whitewater Street
Whitewater, Wisconsin 53190**

Consolidated Monthly Report - October 2013**Unified Crime Reporting Incidents
Year-to-Date Statistics**

	No. of Incidents		Total Amount Lost	
	<u>2013</u>	<u>2012</u>	<u>2013</u>	<u>2012</u>
Murder/Non-Negligent Manslaughter	0	0	\$0	\$0
Sexual Assaults - 1st, 2nd, 3rd, 4th Degree	18	20	\$0	\$0
Total Robbery	5	1	\$1,120	\$655
Total Burglary	35	36	\$14,526	\$34,482
Total Motor Vehicle Thefts	4	1	\$4,700	\$8,000
<u>Thefts</u>				
Pocket Picking	0	0	\$0	\$0
Purse Snatching	0	0	\$0	\$0
Shoplifting	20	13	\$4,836	\$4,205
From Automoblies	24	22	\$8,639	\$6,057
Automobile Parts/Accessories	9	21	\$1,010	\$3,856
Bicycles	18	13	\$2,080	\$2,017
From Buildings	46	67	\$25,489	\$35,310
Coin Operated Machine	1	0	\$1,075	\$0
All Other	51	50	\$15,091	\$18,539
Total Thefts	169	186	\$58,220	\$69,984
Grand Total	231	244	\$78,566	\$113,121

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

	<u>2013</u>	<u>2012</u>
Property Stolen	\$78,566	\$113,121
Property Recovered	\$23,402	\$38,510
Percentage Recovered/Stolen	30%	34%
Property Stolen Average per Month	\$7,857	\$11,312

NOTE: In addition to the recovery of stolen property, there was \$ 0.00 recovered as a result of restitution paid for investigative costs and non-sufficient funds checks cashed.

Year to date total \$ 0.00

Comparison of Charges

Charge Totals:	Monthly	Year to Date
Adult	241	2,174
Juvenile	9	139
Combined Total	250	2,313

Charges	This Month	This Year to Date	Last Year to Date	Increase/Decrease
Animal Cruelty	0	1	1	SAME
Animal Ordinance Violations	0	8	11	-3
Arson	0	0	0	SAME
Assault (Aggravated)	0	11	11	SAME
Assault (Other)	5	40	24	16
Bail Jumping	0	23	34	-11
Bomb Threat	0	0	0	SAME
Burglary	0	16	11	5
Burglary Tools - Possess	0	0	1	-1
Cause <18 to Listen/View Sex Activity	0	2	0	2
Cigarette / Tobacco Violation	0	0	10	-10
Citations Written for Parking Tickets	0	0	0	SAME
Contribute to Delinquency	0	0	2	-2
Contribute to Truancy	0	5	1	4
Controlled Substance - Possession	11	61	79	-18
Controlled Substance - Sale / Manufacture	9	44	47	-3
Court Order Violation	0	2	1	1
Criminal Damage	0	29	35	-6
Criminal Trespassing	0	7	3	4
Curfew	1	13	7	6
Disorderly Conduct	29	248	315	-67
Embezzlement	0	1	12	-11
Emergency Detention / Protective Custody	4	33	29	4
Escape	0	0	0	SAME
Facilitate Child Sex Crime by Computer Use	0	0	0	SAME
Fail to Obey Officer	3	12	17	-5
False Imprisonment	0	2	4	-2
Fireworks - Sell / Discharge without Permit	0	0	4	-4
Forgery and Counterfeiting	0	0	4	-4
Fraud	0	11	33	-22
Illegal Blood Alcohol Content (IBAC)	3	75	78	-3
Impersonate Peace Officer	0	0	0	SAME

Continued on next Page

Consolidated Monthly Report - October 2013

Charges	This Month	This Year to Date	Last Year to Date	Increase/ Decrease
Intentionally Neglect Child	0	4	0	4
Kidnapping	0	0	2	-2
Lewd and Lascivious Behavior	0	2	0	2
Liquor Laws	50	217	331	-114
Littering	0	3	1	2
Mental Harm of Child	0	4	0	4
Motor Vehicle Theft	0	4	1	3
Murder and Non-Negligent Manslaughter / Attempt	0	0	3	-3
Negligent Handling of Burning Materials	0	0	0	SAME
Noise	9	24	21	3
Obstruct / Resist Officer	4	28	28	SAME
Obstructions on Streets Prohibited	0	0	0	SAME
Offenses Against Family and Children	0	0	4	-4
Open Burning Permit Violation	0	1	0	1
Operate Auto While Intoxicated	4	95	84	11
Park Regulations	0	2	0	2
Pornography / Obscenity	0	3	0	3
Possess Drug Paraphernalia	10	42	61	-19
Prostitution (Enticement)	0	2	6	-4
Reckless Endangering Safety	0	0	0	SAME
Registered Sex Offender Violations	0	0	1	-1
Robbery	0	6	1	5
Runaway	1	7	7	SAME
Sex Offenses (Other)	0	4	3	1
Sexual Assault - 1st Degree	0	5	10	-5
Sexual Assault - 2nd Degree	0	6	4	2
Sexual Assault - 3rd Degree	0	1	0	1
Sexual Assault - 4th Degree	0	1	0	1
Solicitors / Peddlers Prohibited	0	0	0	SAME
Stolen Property	0	0	5	-5
Theft (Except Motor Vehicle)	4	91	62	29
Traffic Offenses	80	923	786	137
Traffic Ordinance Violations	0	1	1	SAME
Truancy	3	21	15	6
Warrant Served - Local	8	82	103	-21
Warrant / Pickups for Other Agencies	12	89	99	-10
Weapons (Conceal / Possess / Negligent Use)	0	1	6	-5
Zoning Violations	0	0	4	-4
Total	250	2,313	2,423	-110

Consolidated Monthly Report - October 2013**Miscellaneous Activities and/or Complaints**

Type of Activity/Complaint	This Month	This Year to Date	Last Year to Date
Calls for Service	760	6,257	6,189
Activity Logs *	66	133	153
Traffic Stops *	167	1,937	1,971
Family Disturbances	5	29	30
Noise Complaints	48	358	326
Animal Complaints	28	246	239
False Alarms	7	80	62

* Officer initiated activities

Motor Vehicle Accidents

Type of Activity/Complaint	This Month	This Year to Date	Last Year to Date
Fatal	0	0	0
Personal Injury	2	25	20
Pedestrian/Bicycle	0	2	7
Hit and Run	2	52	38
Property Damage over \$1000	11	106	74
Property Damage under \$1000	6	53	44
Total	21	238	183

Parking Tickets Issued

Type of Activity/Complaint	This Month	This Year to Date	Last Year to Date
Issued by Patrol Officers	222	1,617	1,815
Issued by Community Service Officers	102	1,108	1,329
Total	324	2,725	3,144

Consolidated Monthly Report - October 2013

Type	Monies Received		
	This Month	This Year to Date	Last Year to Date
Bicycle Licenses	\$3.00	\$63.00	\$48.00
Citations/Warrant Payments	\$4,398.50	\$19,451.02	\$33,893.08
License Plate Renewal Service Fee *	\$60.75	\$368.00	\$0.00
Miscellaneous	\$12.12	\$172.04	\$120.26
Parking Honor Box	\$68.42	\$2,434.31	\$1,003.53
Parking Permits	\$490.00	\$21,740.00	\$20,245.00
Parking Violations	\$8,390.00	\$67,463.42	\$79,876.00
Total	\$13,422.79	\$111,691.79	\$135,185.87

* These funds are used for crime prevention initiatives.

Type	Overtime Hours		
	This Month	This Year to Date	Last Year to Date
Administrative Duties	2.250	16.250	60.000
Bike Patrol	18.000	38.000	59.750
County Court	13.500	164.500	140.750
Municipal Court	15.000	43.000	58.750
Data Entry	0.000	9.750	52.000
Foot Patrol	13.500	17.000	25.000
Investigation	7.500	377.750	556.500
Meeting	5.000	111.750	178.000
Officer In Charge	0.000	193.000	73.000
Other *	7.500	47.250	61.500
Parking	0.000	0.000	10.000
Prisoners (Transport/Custody)	8.000	84.750	78.750
Radio Dispatch	4.500	78.250	111.000
Reports	8.250	95.500	139.000
Roll Call	26.750	271.500	230.000
Special Event	4.250	115.250	220.000
Squad Patrol	60.250	411.250	586.000
Traffic	0.000	8.000	1.000
Training	44.500	535.750	702.750
Holidays	0.000	624.750	637.500
Total	238.750	3,243.250	3,981.250

* Other consisted of overtime for patrol officer interviews, RCC duties, Clean Sweep Drug Drop Off at Walworth County, and clerical assigned duties.

Consolidated Monthly Report – October 2013**WPD Personnel Training**

- From October 7th through October 11th, 2013, Det. Sgt. Winger attended the DCI Internet Crimes Against Children training which was held in Oak Creek.
- On October 15, 2013, Det. Vander Steeg attended the 4th Annual Wisconsin Honor Guard Association Conference in Madison.
- On October 16th and 17th, 2013, Officer Kleinfeldt attended the Wisconsin Crime Prevention Conference held in Wisconsin Dells.
- From October 21st through October 23rd, Capt. Uhl, RCC Lentz, and Disp. Millis attended the fall conference of WI-NENA/WI-APCO held in Wisconsin Dells.
- On October 31, 2013, Support Services Mngr. Boyd, and Records Technicians Swartz and Sahr attended webinar training hosted by the Wis. Dept of Justice on Open Meetings and Open Records.

Presentations and Appearances by WPD Personnel

- On October 3rd McGruff made an appearance at Lakeview Elementary School during their Laps for Lakeview event.
- On October 4th McGruff made an appearance at Washington Elementary School during their Walk for Washington event.
- On October 22nd Det. Sgt. Winger gave a presentation on Crime Scene Photography to the Walworth County Human Service Child Protective Service Workers and Adult Protective Service Workers.

Proactive Community Policing and Crime Prevention Initiatives

- On October 1st the Crime Prevention Team members attended their annual meeting to create their yearly goals.
- On October 3rd Chief Otterbacher attended the Whitewater Chamber of Commerce Fall Event and participated in the “Lunch with the Chief” raffle, which benefited the Chamber.
- From October 15th through 31st notices concerning the upcoming winter parking ordinance were placed on vehicles, which were parked throughout the city streets.
- On October 23rd and 24th Sgt. Bradford and J.O. Valadez attended two “Response to an Active Threat” planning sessions to roll out the training to the Whitewater High School and Whitewater Middle School students.



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **12/03/2013**

ITEM: **City Manager Staff Report**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **None.**

SUMMARY OF ITEM BEING PRESENTED:

Prior to the City Manager's presentation of the 2014 Municipal Budget, staff met together with Common Council members to discuss short-term and long-term goals for the City. The City Manager will report to the Council on how the goals and objectives within each department relate to the short and/or long-term goals of the City.

BUDGET IMPACT, IF ANY: **None.**

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

STAFF RECOMMENDATION: **N/A**

RECOMMENDED MOTION: **N/A**

ATTACHMENT(S) INCLUDED (If none, please state that): **None.**

FOR MORE INFORMATION CONTACT:

Cameron Clapper, cclapper@whitewater-wi.gov, 262.473.0100.

City of Whitewater Council Agenda Item Information Sheet

Meeting Date: 12-03-13

ITEM: Consideration of a change in the District Zoning Map for the parcel located at 319 W. James Street (Tax Parcel # /TR 00025) to rezone from R-3 (Multi-family Residence) Zoning District to a B-2 (Central Business) Zoning District for the development of a restaurant.

PRESENTER: Latisha Birkeland

PREVIOUS ACTION AND SUMMARY:

The Plan and Architectural Review Commission reviewed and tabled the rezone application (and conditional use permit application) at the October 11, 2013 meeting. The Plan and Architectural Review Commission reviewed and recommended approval of the rezone application (and the conditional use permit application) with a 4-to-3 vote. The Common Council approved the rezone application with a 5-to-1 vote at the November 19, 2013 meeting.

BUDGET IMPACT, IF ANY: None

STAFF RECOMMENDATION:

The application of a B-2 Central Business District to this parcel would be consistent with the recommendations and policies outlined in the Comprehensive Plan. I therefore recommend that the Common Council approve the request to change the District Zoning Map from R-3 Multi-family Residence to B-2 Central Business.

ATTACHMENT(S) INCLUDED:

Staff report, map, petitions, letters and application from the applicant.

FOR MORE INFORMATION CONTACT: Latisha Birkeland at 262-473-0143 or lbirkeland@whitewater-wi.gov

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the Plan Commission of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, will consider a change of the District Zoning Map for the following area to rezone from R-3 (Multi-family Residence) Zoning District to B-2(Central Business) Zoning District, under Chapter 19.30 of the Zoning Ordinance of the City of Whitewater.

The following parcel, located at 319 W. James Street is being requested to change to B-2: Tax Parcel Number /TR 00025 City of Whitewater, Walworth County, Wisconsin.

NOTICE IS FURTHER GIVEN that the Plan Commission of the City of Whitewater will hold a public hearing in the Municipal Building Community Room, 312 W. Whitewater Street, on Monday, November 11, 2013, at 6:00 p.m. to hear any person for or against said change. Opinions for or against said change may also be filed in writing.

The proposal is on file in the office of the Zoning Administrator, 312 W. Whitewater Street, and may be viewed during office hours of 8:00 a.m. to 5:00 p.m. Monday through Friday.

Michele Smith, City Clerk

Dated: October 15, 2013

Publish: in "Whitewater Register"

on October 17, 2013 and October 24, 2013 (legal ad)

TAXKEY	OWNER	ADDRESS1	ADDRESS2	CITY	STATE	ZIP	PROPERTY ADDRESS
/A 53300002	MICHAEL L SIMON	MAUREEN H SIMON	353 W ANN ST	WHITEWATER	WI	53190-0000	353 W ANN ST
/A267400002	CITY OF WHITEWATER 'PUMP HOUSE	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	CITY PARKING LOT
/A267400003	CITY OF WHITEWATER 'PUMP HOUSE	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	CITY PARKING LOT
/TR 00014A	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	CRAVATH LAKEFRONT PARK
/TR 00016	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	CRAVATH LAKEFRONT PARK
/TR 00017	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	CRAVATH LAKEFRONT PARK
/TR 00018	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	CRAVATH LAKEFRONT PARK
/TR 00022	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	305 W JAMES ST
/TR 00023	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	305 W JAMES ST
/TR 00024	ROSA M VERDUZCO	232 WISCONSIN ST		WHITEWATER	WI	53190-0000	313 W JAMES ST
/TR 00025	DALE D PIEPER	1224 W LAUREL ST		WHITEWATER	WI	53190-0000	319 W JAMES ST
/TR 00026	ELENA PARTIDA	331 W. JAMES ST		WHITEWATER	WI	53190-0000	331 W JAMES ST
/TR 00027	MARC L LINSE	338 W ANN ST		WHITEWATER	WI	53190-0000	338 W ANN ST
/TR 00027A	FAYE A ENGBRETSON	340 W ANN ST		WHITEWATER	WI	53190-0000	340 W ANN ST
/TR 00027B	BEVERLY J STONE	PO BOX 291		WHITEWATER	WI	53190-0291	347 W JAMES ST
/TR 00027C	GEOFFREY R HALE	JACQUELINE A HALE	599 S FRANKLIN ST	WHITEWATER	WI	53190-0000	355 W JAMES ST
/TR 00027D	JONATHAN A KEHM	CHERYL A KEHM	147 W MAIN ST	WHITEWATER	WI	53190-0000	366 W JAMES ST
/TR 00031	BEVERLY J STONE	PO BOX 291		WHITEWATER	WI	53190-0291	303 W ANN ST
/TR 00032	JUDITH A WILDERMUTH	N7701 ENGEL RD		WHITEWATER	WI	53190-0000	313 W ANN ST
/TR 00033	DALE N STETTLER TRUST	GAYLE M STETTLER TRUST	PO BOX 657	WHITEWATER	WI	53190-0000	327 W ANN ST
/TR 00034	THOMAS J STONEQUIST	KATHARINE STONEQUIST	N6468 WHITE OAK CT	DELAN	WI	53115-0000	337 W ANN ST
/WUP 00260	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	CRAVATH LAKEFRONT PARK
/WUP 00261	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	CRAVATH LAKEFRONT PARK
/WUP 00262	NEIL H STONE	BEVERLY J STONE	PO BOX 291	WHITEWATER	WI	53190-0291	303 W ANN ST
/WUP 00263	NEIL H STONE	BEVERLY J STONE	PO BOX 291	WHITEWATER	WI	53190-0291	303 W ANN ST
/WUP 00264	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	
/WUP 00319	CITY OF WHITEWATER	312 W WHITEWATER ST		WHITEWATER	WI	53190-0000	301 W WHITEWATER ST
/WUP 00321	STATE OF WISCONSIN DEPT OF TRANSP			MADISON	WI	53702-0000	RAILROAD

**CITY OF WHITEWATER
PETITION FOR CHANGE OR AMENDMENT OF ZONING**

Whenever the public necessity, convenience, general welfare or good zoning practice require, the City Council may, by Ordinance, change the district boundaries or amend, change or supplement the regulations established by the Zoning Ordinance.

A change or amendment may be initiated by the City Council, the Plan Commission, or by a Petition of one or more of the owners, lessees, or authorized agents of the property within the area proposed to be changed.

PROCEDURE

1. File the Petition with the City Clerk. Filed on 9-16-13.
 2. Class 2 Notices published in Official Newspaper on 10-17-13 & 10-24-13.
 3. Notices of Public Hearing mailed to property owners on 10-24-13.
 4. Plan Commission holds PUBLIC HEARING on 11-11-13.
They will hear comments of the Petitioner and comments of property owners. Comments may be made either in person or in writing.
 5. At the conclusion of the Public Hearing, the Plan Commission makes a decision on the recommendation they will make to the City Council.
 6. City Council consideration of the Plan Commission's recommendation and final decision on adoption of the ordinance making the change.
-
7. The Ordinance is effective upon passage and publication as provided by law.

PLEASE COMPLETE THE FOLLOWING APPLICATION. If there is more than one applicant for an area to be rezoned, add additional pages with the signatures of the owners, indicate their address and the date of signature.

Refer to Chapter 19.69 of the City of Whitewater Code of Ordinances, entitled CHANGES AND AMENDMENTS, for more information on application and protests of changes.

City of Whitewater
Application for Amendment to Zoning District or Ordinance

IDENTIFICATION AND INFORMATION ON APPLICANT(S):

Applicant's Name: Tyler Sailsbery Phone # 715-281-8505
Applicant's Address: 141 W Whitewater Street Suite A

Owner of Site, according to current property tax records (as of the date of the application):
Dale Pieper
Street address of Property: 319 W James St
Legal Description (Name of Subdivision, Block and Lot or other Legal Description):
Parcel number TR/ 00025

Agent or Representative assisting in the Application (Engineer, Architect, Attorney, etc.)
Name of Individual: Self Prepared Name of Firm: _____
Office Address: _____ Phone: _____
Name of Contractor: _____
Has either the applicant or the owner had any variances issued to them on any property? YES NO
If YES, please indicate the type of variance issued and indicate whether conditions have been complied with:

EXISTING AND PROPOSED USES:

Current Zoning District or Ordinance to be Amended:
The Commercial Building is located in R-3 Multi Family Residence

Proposed Zoning District or Ordinance
In line with the master plan I would like to change the zoning to B-2 Central Business District

Zoning District in which Property is located: R-3
Section of City Zoning Ordinance that identifies the proposed land use in the Zoning District in which the property is located:

PLANS TO ACCOMPANY APPLICATION

Applications for permits shall be accompanied by drawings of the proposed work, drawn to scale, showing, when necessary, floor plans, sections, elevations, structural details. Computations and stress diagrams as the building official may require.

PLOT PLAN

When required by the building official, there shall be submitted a plot plan in a form and size designated by the building official for filing permanently with the permit record, drawn to scale, with all dimension figures, showing accurately the size and exact location of all proposed new construction and the relation to other existing or proposed buildings or structures on the same lot, and other buildings or structures on adjoining property within 15 feet of the property lines. In the case of demolition, the plot plan shall show the buildings or structures to be demolished and the buildings or structures on the same lot that are to remain.

STANDARDS

STANDARD	APPLICANT'S EXPLANATION
<p>A. The proposed amendment for future structure, addition, alteration or use will meet the minimum standards of this title for the district being proposed;</p>	<p>Yes it complies and fits the Master Plan for this area.</p>
<p>B. The Proposed development will be consistent with the adopted city master plan;</p>	<p>Yes exactly what the plan calls for.</p>
<p>C. The proposed development will be compatible with and preserve the important natural features of the site;</p>	<p>We hope to highlight the green space and keep the trees on the property.</p>
<p>D. The proposed use will not create a nuisance for neighboring uses, or unduly reduce the values of an adjoining property;</p>	<p>Turning the vacant space into a usable space and cleaning up the area surrounding the space should improve the value of the neighboring properties. We have never had nuisance complaints for The Black Sheep and expect the same for this location.</p>

STANDARD	APPLICANT'S EXPLANATION
<p>E. The proposed development will not create traffic circulation or parking problems;</p>	<p>There is adequate parking available near and at this location and we will add additional parking. Detail is provided in the supplemental material.</p>
<p>F. The mass, volume, architectural features, materials and/or setback of proposed structures, additions or alterations will appear to be compatible with existing buildings in the immediate area;</p>	<p>We will be well within the guidelines for the B2 central business district and hope to preserve as much of the existing building architecture and style as we can while making repairs to the facade. We do intend to add an outdoor dining area some day down the road after we build a relationship with the neighbors. We see this as very important as many current customers have expressed interest and the council has pushed for these changes for outdoor seating.</p>
<p>G. Landmark structures on the National Register of Historic Places will be recognized as products of their own time. Alterations which have no historical basis will not be permitted;</p>	<p>Not Applicable</p>
<p>H. The proposed structure, addition or alteration will not substantially reduce the availability of sunlight or solar access on adjoining properties.</p>	<p>No</p>

CONDITIONS

The city of Whitewater Zoning Ordinance authorizes the Plan Commission to hold a public hearing and make recommendation to the City Council for the proposed changes (Section 19.69).

Applicant's Signature

Date

APPLICATION FEES:

Fee for Amendment to Zoning or Ordinance: \$200

Date Application Fee Received by City 9-16-13 Receipt No. 6, 010749

Received by J. Wegner

TO BE COMPLETED BY CODE ENFORCEMENT/ZONING OFFICE:

Date notice sent to owners of record of opposite & abutting properties: 10-24-13

Date set for public review before Plan & Architectural Review Board: 11-11-13

ACTION TAKEN:

Public Hearing: Recommendation Not Recommended by Plan & Architectural Review Commission

CONDITIONS PLACED UPON PERMIT BY PLAN AND ARCHITECTURAL REVIEW COMMISSION: _____

Signature of Plan Commission Chairman

Date

Tips for Minimizing Your Development Review Costs:

A Guide for Applicants

The City of Whitewater assigns its consultant costs associated with reviewing development proposals to the applicant requesting development approval. These costs can vary based on a number of factors. Many of these factors can at least be partially controlled by the applicant for development review. The City recognizes that we are in a time when the need to control costs is at the forefront of everyone's minds. The following guide is intended to assist applicants for City development approvals understand what they can do to manage and minimize the costs associated with review of their applications. The tips included in this guide will almost always result in a less costly and quicker review of an application.

Meet with Neighborhoods Services Department before submitting an application

If you are planning on submitting an application for development review, one of the first things you should do is have a discussion with the City's Neighborhood Services Department. This can be accomplished either by dropping by the Neighborhood Services Department counter at City Hall, or by making an appointment with the Neighborhood Services Director. Before you make significant investments in your project, the Department can help you understand the feasibility of your proposal, what City plans and ordinances will apply, what type of review process will be required, and how to prepare a complete application.

Submit a complete and thorough application

One of the most important things you can do to make your review process less costly to you is to submit a complete, thorough, and well-organized application in accordance with City ordinance requirements. The City has checklists to help you make sure your application is complete. To help you prepare an application that has the right level of detail and information, assume that the people reviewing the application have never seen your property before, have no prior understanding of what you are proposing, and don't necessarily understand the reasons for your request.

For more complex or technical types of projects, strongly consider working with an experienced professional to help prepare your plans

Experienced professional engineers, land planners, architects, surveyors and landscape architects should be quite familiar with standard development review processes and expectations. They are also generally capable of preparing high-quality plans that will ultimately require less time (i.e., less cost for you) for the City's planning and engineering consultants to review, saving you money in the long run. Any project that includes significant site grading, stormwater management, or utility work; significant landscaping; or significant building remodeling or expansion generally requires professionals in the associated fields to help out.

For simpler projects, submit thorough, legible, and accurate plans

For less complicated proposals, it is certainly acceptable to prepare plans yourself rather than paying to have them prepared by a professional. However, keep in mind that even though the project may be less complex, the City's staff and planning consultant still need to ensure that your proposal meets all City requirements. Therefore, such plans must be prepared with care. Regardless of the complexity, all site, building, and floor

plans should:

1. Be drawn to a recognized scale and indicate what the scale is (e.g., 1 inch = 40 feet).
2. Include titles and dates on all submitted documents in case pieces of your application get separated.
3. Include clear and legible labels that identify streets, existing and proposed buildings, parking areas, and other site improvements.
4. Indicate what the property and improvements look like today versus what is being proposed for the future.
5. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent project features.
6. Indicate the colors and materials of all existing and proposed site/building improvements. Including color photos with your application is one inexpensive and accurate way to show the current condition of the site. Color catalog pages or paint chips can be included to show the appearance of proposed signs, light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

Submit your application well in advance of the Plan and Architectural Review Commission meeting

The City normally requires that a complete application be submitted four weeks in advance of the Commission meeting when it will be considered. For simple submittals not requiring a public hearing, this may be reduced to two weeks in advance. The further in advance you can submit your application, the better for you and everyone involved in reviewing the project. Additional review time may give the City's planning consultant and staff an opportunity to communicate with you about potential issues with your project or application and allow you time to efficiently address those issues before the Plan and Architectural Review Commission meeting. Be sure to provide reliable contact information on your application form and be available to respond to such questions or requests in a timely manner.

For more complex projects, submit your project for conceptual review

A conceptual review can be accomplished in several ways depending on the nature of your project and your desired outcomes.

1. Preliminary plans may be submitted to City staff and the planning consultant for a quick, informal review. This will allow you to gauge initial reactions to your proposal and help you identify key issues;
2. You may request a sit-down meeting with the Neighborhood Services Director and/or Planning consultant to review and more thoroughly discuss your proposal; and/or
3. You can ask to be placed on a Plan and Architectural Review Commission meeting agenda to present and discuss preliminary plans with the Commission and gauge its reaction before formally submitting your development review application.

Overall, conceptual reviews almost always save time, money, stress, and frustration in the long run for everyone involved. For this reason, the City will absorb up to \$200 in consultant review costs for conceptual review of each project.

Hold a neighborhood meeting for larger and potentially more controversial Projects

If you believe your project falls into one or both of these two categories (City staff can help you decide), one way to help the formal development review process go more smoothly is to host a meeting for the neighbors and any other interested members of the community. This would happen before any Plan and Architectural Review Commission meeting and often before you even submit a formal development review application.

A neighborhood meeting will give you an opportunity to describe your proposal, respond to questions and concerns, and generally address issues in an environment that is less formal and potentially less emotional than a Plan and Architectural Review Commission meeting. Neighborhood meetings can help you build support for your project, understand others' perspectives on your proposals, clarify misunderstandings, and modify the project and alleviate public concerns before the Plan and Architectural Review Commission meetings. Please notify the City Neighborhood Services Director of your neighborhood meeting date, time, and place; make sure all neighbors are fully aware (City staff can provide you a mailing list at no charge); and document the outcomes of the meeting to include with your application.

Typical City Planning Consultant Development Review Costs

The City often utilizes assistance from a planning consultant to analyze requests for land development approvals against City plans and ordinances and assist the City's Plan and Architectural Review Commission and City Council on decision making. Because it is the applicant who is generating the need for the service, the City's policy is to assign most consultant costs associated with such review to the applicant, as opposed to asking general taxpayer to cover these costs.

The development review costs provided below represent the planning consultant's range of costs associated with each particular type of development review. This usually involves some initial analysis of the application well before the public meeting date, communication with the applicant at that time if there are key issues to resolve before the meeting, further analysis and preparation of a written report the week before the meeting, meeting attendance, and sometimes minor follow-up after the meeting. Costs vary depending on a wide range of factors, including the type of application, completeness and clarity of the development application, the size and complexity of the proposed development, the degree of cooperation from the applicant for further information, and the level of community interest. The City has a guide called "Tips for Minimizing Your Development Review Costs" with information on how the applicant can help control costs.

Type of Development Review Being Requested	Planning Consultant Review Cost Range
Minor Site/Building Plan (e.g., minor addition to building, parking lot expansion, small apartment, downtown building alterations)	
When land use is a permitted use in the zoning district, and for minor downtown building alterations	Up to \$600
When use also requires a conditional use permit, and for major downtown building alterations	\$700 to \$1,500
Major Site/Building Plan (e.g., new gas station/convenience store, new restaurant, supermarket, larger apartments, industrial building)	
When land use is a permitted use in the zoning district	\$700 to \$2,000
When land use also requires a conditional use permit	\$1,600 to \$12,000
Conditional Use Permit with no Site Plan Review (e.g., home occupation, sale of liquor request, substitution of use in existing building)	\$up to \$600
Rezoning	
Standard (not PCD) zoning district	\$400 to \$2,000
Planned Community Development zoning district, assuming complete GDP & SIP application submitted at same time	\$2,100 to \$12,000
Land Division	
Final Survey Map	Up to \$300
Final Preliminary Subdivision Plat	\$1,500 to \$3,000
Final Plat (does not include any development agreement time)	\$500 to \$1,500
Annexation	\$200 to \$400
Note on Potential Additional Review Costs: The City also retains a separate engineering consultant, who is typically involved in larger projects requiring stormwater management plans, major utility work, or complex parking or road access plans. Engineering costs are not included above, but will also be assigned to the development review applicant. The consultant planner and engineer closely coordinate their reviews to control costs.	

Cost Recovery Certificate and Agreement

The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, and recreation specialists) to assist in the City's review of an application for development review coming before the Plan and Architectural Review Commission, Board of Zoning Appeals, and/or Common Council. In fact, most applications require some level of review by the City's planning consultant. City of Whitewater staff shall retain sole discretion in determining when and to what extent it is necessary to involve a professional consultant in the review of an application.

The submittal of an application or petition for development review by an applicant shall be construed as an agreement to pay for such professional review services associated with the application or petition. The City may apply the charges for these services to the applicant and/or property owner in accordance with this agreement. The City may delay acceptance of an application or petition (considering it incomplete), or may delay final action or approval of the associated proposal, until the applicant pays such fees or the specified percentage thereof. Development review fees that are assigned to the applicant, but that are not actually paid, may then be imposed by the City as a special charge on the affected property.

Section A: Background Information

----- To be filled out by the Applicant/Property Owner -----

Applicant's Information:

Name of Applicant: Tyler Sailsbery

Applicant's Mailing Address: 141 W Whitewater Street Suite A
Whitewater WI 53190

Applicant's Phone Number: 715 281 8505

Applicant's Email Address: Tyler@eatatblacksheep.com

Project Information:

Name/Description of Development: Casual Joes Whitewater/ 319 W James Street

Address of Development Site: 319 W James Street, Whitewater WI 53190

Tax Key Number(s) of Site: Parcel number TR/ 00025

Property Owner Information (if different from applicant):

Name of Property Owner: Dale Pieper

Property Owner's Mailing Address: 1224 W LAUREL ST

Whitewater WI 53190

Section B: Applicant/Property Owner Cost Obligations

----- To be filled out by the City's Neighborhood Services Director -----

Under this agreement, the applicant shall be responsible for the costs indicated below. In the event the applicant fails to pay such costs, the responsibility shall pass to the property owner, if different. Costs may exceed those agreed to herein only by mutual agreement of the applicant, property owner, and City. If and when the City believes that actual costs incurred will exceed those listed below, for reasons not anticipated at the time of application or under the control of the City administration or consultants, the Neighborhood Services Director or his agent shall notify the applicant and property owner for their approval to exceed such initially agreed costs. If the applicant and property owner do not approve such additional costs, the City may, as permitted by law, consider the application withdrawn and/or suspend or terminate further review and consideration of the development application. In such case, the applicant and property owner shall be responsible for all consultant costs incurred up until that time.

- A. Application Fee.....\$ _____
- B. Expected Planning Consultant Review Cost\$ _____
- C. Total Cost Expected of Applicant (A+B)\$ _____
- D. 25% of Total Cost, Due at Time of Application.....\$ _____
- E. Project Likely to Incur Additional Engineering or Other Consultant Review Costs? < Yes < No

The balance of the applicant's costs, not due at time of application, shall be payable upon applicant receipt of one or more itemized invoices from the City. If the application fee plus actual planning and engineering consultant review costs end up being less than the 25% charged to the applicant at the time of application, the City shall refund the difference to the applicant.

Section C: Agreement Execution

----- To be filled out by the Applicant and Property Owner -----

The undersigned applicant and property owner agree to reimburse the City for all costs directly or indirectly associated with the consideration of the applicant's proposal as indicated in this agreement, with 25% of such costs payable at the time of application and the remainder of such costs payable upon receipt of one or more invoices from the City following the execution of development review services associated with the application.

Signature of Applicant/Petitioner

Signature of Property Owner (if different)

Printed Name of Applicant/Petitioner

Printed Name of Property Owner (if different)

Date of Signature

Date of Signature

Latisha Birkeland

From: Whitney Henley [whitneyhenley@gmail.com]
Sent: Monday, October 14, 2013 3:57 PM
To: Latisha Birkeland; meyergoof@gmail.com
Cc: info@eatatblacksheep.com
Subject: Rezoning to support Casual Joe's Restaurant

Greetings Latisha and Greg,

I am an employee at UW-Whitewater and a member of W3 (Working for Whitewater's Wellness). I have worked with Tyler Salisbery in several capacities. Tyler has helped with several of our community wellness events and has been very supportive of our efforts.

I am very hopeful that he will be able to get Casual Joe's Restaurant up and going. I think the restaurant will be a great asset to the Whitewater community. Based on the plans that Tyler has shared and the great changes that Tyler has already brought to our community, it seems likely that Casual Joe's will have a really positive impact on the downtown area.

Please encourage the City of Whitewater Plan and Review Board to support this great initiative by rezoning that area back to 'business.' Thank you for considering my request.

Sincerely,

Whitney Henley
(262) 749.1193

p.s. - I'm also from Kansas City, BBQ capital of the world, and would love to have some great BBQ in the area!
:)

FORMAL PROTEST PETITION AGAINST PROPOSED ZONING CHANGE

To the City Council for the City of Whitewater, WI:

Please consider this as a formal protest against the proposed zoning amendment described as follows:

Applicant: Tyler Sailsbery

Parcel: 319 W. James Street, Whitewater, WI. Tax Parcel No. TR 00025

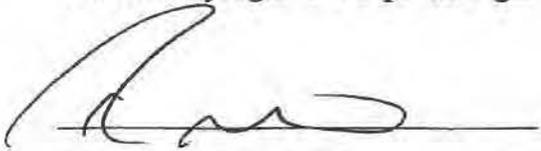
Current Zoning: R-3 (Multi-Family Residence)

Proposed Zoning: B-2 (Central Business)

It is my understanding that if a sufficient number of property owners adjacent to this proposed rezoning submit this type of petition, the zone change can only be approved if not less than a three-fourths of the City Council members voting on this rezoning vote in favor of the change. This Petition is authorized by Wis. Stats. sec. 62.23(7)(2d) and Whitewater City Code sec. 19.69.070.

I own the property at the following address: 313 JAMES

Below is my signature in protest against this zoning change, witnessed and notarized by a notary public.



 (signature of petitioner)
Rosa Verduzco

 (print full name)
10-08-13

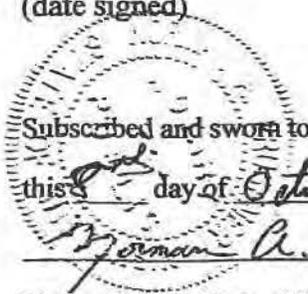
 (date signed)

~~_____~~

 (signature of petitioner)

 (print full name)

 (date signed)

Subscribed and sworn to before me
 this 8 day of October, 2013.

Norman A. Pruson

 Notary Public, State of Wisconsin.
 My Commission expires 1/10/16

FORMAL PROTEST PETITION AGAINST PROPOSED ZONING CHANGE

To the City Council for the City of Whitewater, WI:

Please consider this as a formal protest against the proposed zoning amendment described as follows:

Applicant: Tyler Sailsbery

Parcel: 319 W. James Street, Whitewater, WI. Tax Parcel No. TR 00025

Current Zoning: R-3 (Multi-Family Residence)

Proposed Zoning: B-2 (Central Business)

It is my understanding that if a sufficient number of property owners adjacent to this proposed rezoning submit this type of petition, the zone change can only be approved if not less than a three-fourths of the City Council members voting on this rezoning vote in favor of the change. This Petition is authorized by Wis. Stats. sec. 62.23(7)(2d) and Whitewater City Code sec. 19.69.070.

I own the property at the following address: 338 Ann St

Below is my signature in protest against this zoning change, witnessed and notarized by a notary public.

[Handwritten Signature]

(signature of petitioner)

Marc Linsp

(print full name)

10-13-13

(date signed)

~~_____
(signature of petitioner)

(print full name)

(date signed)~~

Subscribed and sworn to before me
this 13th day of OCTOBER, 2013.

[Handwritten Signature]

Notary Public, State of Wisconsin.

My Commission expires 1/10/16

FORMAL PROTEST PETITION AGAINST PROPOSED ZONING CHANGE

To the City Council for the City of Whitewater, WI:

Please consider this as a formal protest against the proposed zoning amendment described as follows:

Applicant: Tyler Sailsbery

Parcel: 319 W. James Street, Whitewater, WI. Tax Parcel No. TR 00025

Current Zoning: R-3 (Multi-Family Residence)

Proposed Zoning: B-2 (Central Business)

It is my understanding that if a sufficient number of property owners adjacent to this proposed rezoning submit this type of petition, the zone change can only be approved if not less than a three-fourths of the City Council members voting on this rezoning vote in favor of the change. This Petition is authorized by Wis. Stats. sec. 62.23(7)(2d) and Whitewater City Code sec. 19.69.070.

I own the property at the following address: 303 W. Ann St. Whitewater, WI 53190

Below is my signature in protest against this zoning change, witnessed and notarized by a notary public.

Beverly J. Stone

(signature of petitioner)

Beverly J. Stone

(print full name)

October 11, 2013

(date signed)

(signature of petitioner)

(print full name)

(date signed)



Subscribed and sworn to before me

this 11 day of OCTOBER, 2013.

Janet A. Prasen

Notary Public, State of Wisconsin.

11/10/13

To Plan and Architectural Review Commission and Whitewater City Council

Please consider this a protest against the proposed zoning amendment:

Parcel: 319 W. James Street, Whitewater, WI. Tax Parcel # /TR 00025

Current Zoning: R-3 (Residential)

Proposed change: B-2 (Central Business)

Name	Address	Date	Owner (yes or no)
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Maureen Simon	353 W Ann	10-13-13	YES
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Parking
Noise
Hours

To Plan and Architectural Review Commission and Whitewater City Council

O-1

Please consider this a protest against the proposed zoning amendment:

Parcel: 319 W. James Street, Whitewater, WI. Tax Parcel # /TR 00025

Current Zoning: R-3 (Residential)

Proposed change: B-2 (Central Business)

Name	Address	Date	Owner (yes or no)
Cheryl Kehn	366 Ann St.	10/13/13	YES
Jon Kehn	366 Ann St.	10/13/13	YES

To Plan and Architectural Review Commission and Whitewater City Council

O-1

Please consider this a protest against the proposed zoning amendment:

Parcel: 319 W. James Street, Whitewater, WI. Tax Parcel # /TR 00025

Current Zoning: R-3 (Residential)

Proposed change: B-2 (Central Business)

Name	Address	Date	Owner (yes or no)
Barry Wescott	370 W. Ann	10/13/13	yes

David Stone	303 W. Ann Street	10/13/13	no
-------------	-------------------	----------	----

Suevely Stone owner		10-13-13	✓
Rental property			yes
at 347 W James St			
303 W. Ann			

This letter is written
 in regard to the rezoning of 319 W. James
 St. from a residential to a business
 and the locating of a restaurant/bar with
 hours from 9:00 A.M. - 2:00 A.M. and 2:30 A.M.
 on SATURDAYS.

I am opposed to this rezoning
 my children reside directly next door and
 this type of business is not safe or
 healthy for them.

Melanie Mize - 331 W. James
 Jerry Mize - 371 W. James

This letter is written in regard to the rezoning of 319 W. James Street from a residential to a business and the locating of a bar/restaurant with hours from 9:00 - 2:00 AM each day and 2:30 AM on Saturdays. I am opposed to this rezoning.

Andy Far — 355 James Street

To:

City Council and Plan and Architectural Review Commission

From: Beverly J. Stone

Date: October 11, 2013

I am opposed to the rezoning of 319 West James Street from a residential R-3 zoning and to the issuance of a Conditional Use Permit for applicant Tyler Sailsbery. I request that you deny the rezone and the CUP permit.

I own and reside at 303 West Ann Street in the R-2 zoning district within 100 feet of the rezone parcel and own a single family rental home on James Street within 300 feet of the proposed restaurant/tavern/distillery.

I am opposed to this rezone because of the various issues it will cause to the single family homes on both James and Ann Streets. The homes within the 100 feet on Ann Street are single family-owner occupied as are all the homes along Ann Street to Tripp Street with the exception of a duplex located at 337 Ann Street. All of the homes on Ann Street are in the R-2 zoning district. I also oppose the rezone of one parcel between two single family homes for one person for a commercial establishment that does not "fit" with the single family homes in this R-3 district. The homes on either side of the proposed B-2 establishment are occupied by families with children. The entrance of the home directly adjacent to the east of the proposed restaurant/tavern/distillery at 313 West James Street is approximately 11 feet from the lot line of the proposed rezone property and all but one of the lots on Ann/James Street run longitudinally between the 2 streets.

The applicant did not follow the suggestion that a neighborhood meeting be held prior to a rezone application for larger and potentially controversial projects and the application which I received from the city appears in my opinion to be incomplete as Per pages 6/7 of the application directions for the following reasons:

1. Be drawn to a recognized scale and indicate what the scale is;
2. Indicate clear and legible labels that identify streets, existing and proposed buildings, parking areas and other site improvements;
3. Accurately represent and label the dimensions of all lot lines, setbacks, pavement/parking areas, building heights, and any other pertinent features;
4. Show the appearance of proposed light fixtures, fences, retaining walls, landscaping features, building materials, or other similar improvements.

There also appears to be a lack of information about the business plan and real details of the operation.

I also wish to address the issues which you are asked to consider on Mr. Sailsbery's application that the city supplied to me on Friday, October 4 as per my request.

1. Not in compliance with land use chapter of master plan, This particular proposal is not the type of business use that would be appropriate at this location; it will diminish property values in both the R-3 and R-2 districts which will lead to reduced tax revenue for both the city and TID 4 and this is being done piecemeal.
2. This site is in a residential neighborhood and will not be compatible with family homes.
3. This will create a nuisance for residents. It will cause traffic congestion on both streets from cars, delivery vehicles and increased pedestrian traffic as well as attract groups of late night people from Whitewater Street bars into these family areas and the vandalism problems they may bring. The noise from music has not been addressed nor has the issue of live bands.

4. The applicant states that there have been no reported "incidents" at the Black Sheep. I doubt, however, that the clientele at Casual Joe's with its fast food menu, distillery, and late hours will be the same clientele that enjoys dining at the Black Sheep.

5. Customers will park as closely to the establishment as possible on both James and Ann Streets creating safety problems for the residential homeowners to safely access/exit their own driveways while watching for both cars and pedestrians walking to their vehicles.

6. This is a large building and will require significant changes. An outdoor area in the rear (Ann Street) will add to the noise and the volume of people that the establishment can contain. As this was a car repair and body shop in the past, a site study should be done as to whether there is contamination problem with food preparation and whether extensive clean up of the site is indicated.

7. The applicant states he will be installing a distillery which can be construed as light industrial use and will require that all of the requirements of Chapter 19.51, "Traffic Parking and Access" and Chapter 19.57 "General Performance Standards" be met. The photograph submitted by the applicant does show a manufacturing/rectifier operation.

As I understand the WI Statutes do not allow a city to restrict the hours of a Class B Beer and Liquor License, the hours are established by law to allow the serving of alcoholic beverages until 2:30 a.m. on Saturdays and 2:00 AM on each other day and remain in effect for the holder of the license, the licensee can at anytime he wishes, have the option of the serving of alcohol until 2:00 a.m. every night.

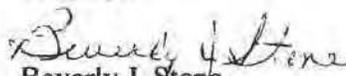
In summary, the portions of the Master Plan that I believe apply in this rezone issue are:

- pg. 57 - Provide a safe and comfortable living environment for all residents;
- pg. 57 - Encourage neighborhood safety;
- pg. 57 - Promote additional residential uses near the downtown area;
- pg. 77 - Ensure appropriate transitions between potentially conflicting land uses/buffer incompatible land uses.

Also in my opinion the parking requirements do apply to establishments of this nature even in the B-2 District. I would ask that you review 19.30.040 Development Standards it states that uses are exempted from parking except if off-street parking is specifically required for a particular conditional use under 19.30.030. In addition 19.30.030 (H) has some conditions for light industrial/retail that are subject to restrictions that have not been identified in staff recommendations.

I ask that you consider the effects this rezone and the CUP will have on the residents and property owners on both James and Ann Streets and will not approve the rezone application or the CUP permit in order to preserve the safety, health, and rights of ownership of the property owners and residents of these R -3 and R - 2 districts.

Thank you,


Beverly J. Stogge

TO: City Planner, Plan Commission
FROM: David Stone

I request that you vote no to deny the proposed rezone at 319 James Street for the tavern/ Distillery/restaurant to serve alcohol by the drink.

Since the Casual Joe's application that is stapled to the rezone indicates that the business will be open each night until 2:00 AM and on Saturdays open until 2:30 AM, I am concerned that this will become a bar type of atmosphere late at night. Also even though agenda item number 5 on the Plan Commission states for a "restaurant"; the applicant's proposal stapled to, part of and included with the rezone application states for a distillery, winery, restaurant, serving of cocktails, serving of alcohol's, serving of spirits and product to sell over the nation stamped "Distilled in Whitewater". Therefore the rezone request by the applicant from R-3 to B-2 is for all of the following: tavern, distillery and a restaurant.

Blacks Law Dictionary (2009) page 1758 defines spot zoning as "**Zoning of a particular piece of land without regard for the zoning of the larger area surrounding the land.**"

One of the standards that the plan commission will analyze is the consistency with the adopted city master plan. I believe that there is a great deal more than just the colors on the map to consider during an analysis and I have been reading the Comprehensive Plan. In my opinion, the text of the plan is not consistent with the applicant's proposed use. I have found what is consistent with the master plan throughout the text is residential neighborhood preservation strategies. Also what is consistent with the text of the master plan is cohesive development that fits in with the existing uses. This particular rezone proposal by Tyler Sailsbery is not consistent with the major themes of the comprehensive plan text. In order to attempt to show how I came to these conclusions, I have enclosed numerous quotes from the Comprehensive Plan Text.

According to page 162 of the Comprehensive Plan,

In their consideration of zoning map changes, the Plan and Architectural Review Commission and Common Council will evaluate the specific timing of the zoning map amendment request, its relationship to the nature of existing land uses, and the details of the proposed development.

The existing land uses to the East, West and South are all single family residential. To the North is the designated buffer and the Historic Stone Stable. At the corner of Whitewater Street and Fremont Street is the recently refurbished Historic Depot. Along Whitewater Street is the edge of the Business Zoning.

Page 162 of the Comprehensive Plan also states,

Departures from the exact land use boundaries depicted on the future land use map may be particularly appropriate for properties located at the edges of future land use areas.

The Comp Plan goal on page 76 provides guidance to future land use:

Promote a future land use pattern that provides comfortable neighborhoods for all our residents, and maximize compatibility between different land uses.

In my opinion, the business plan that was submitted attached to the rezone application indicates that a large percentage of this proposed Casual Joe's 2 involves the sale of liquors between the hours of 10PM and 2:00 AM each night and closing at 2:30AM on Saturday nights. Having a bar type atmosphere within close walking distance to the Whitewater Street Bars will result in intermingling of people who have been drinking late at night on Thursday, Friday and Saturday nights. This will probably lead to large crowds of people on the sidewalk in front of 319 James Street late at night. This would change the Ann / James Street comfortable neighborhood and I believe will create a nuisance for me, my mother and the other residents on James Street and on Ann Street.

Objective number 4 on page 76 of the Comprehensive Plan states, in part, **"Plan for new development in a way that minimizes impacts on nearby property owners."**

A tavern / distillery at this location will have major and significant negative impacts on nearby property owners. There will also be noise late at night, there will be traffic congestion problems on Ann and James Street, there will be more cars parked in this area, there will be more public safety issues with some intoxicated pedestrians. James and Ann Street normally have very little vehicle traffic.

Casual Joe's 2 is very different than Rick's along East Main Street, as Rick's tavern is already in an entire contiguous zoning district, (B-3), with properties on both sides of Rick's on Hy 12 all zoned Highway commercial and Light Industrial. With the highway commercial area along highway 12 there is adequate access for beer, liquor and food delivery semi trailers.

According to Policy number 8, page 77 of the Comp Plan,
" Avoid locating potentially conflicting land uses close to one another".

The tavern, distillery proposal of the rezone application is a conflicting land use when there are two single family homes both with children living there within feet of the proposed business. Also it is a conflicting land use with the homes directly to the South on Ann Street as the diagram shows an orange shaded area as the outside area, "where liquor is served".

According to Policy number 6, page 77 of the Comp Plan,
" Use transportation and environmental corridor systems to provide appropriate breaks between different land use types and intensities."

According to Policy number 9, page 77 of the Comp Plan, **“Carefully consider the impact of pre-existing adjoining uses, before approving new development within the City’s planning area.”**

The proposal at 319 James Street is a new development of a bar/distillery/restaurant. Since the adjoining uses are single family residential, I believe that this establishment will have a severe and dramatic impact on the culture of the James/Ann neighborhood and will result in a significant decrease in property values for the nearby homes. In turn there will be a decrease in tax revenue coming into TID #4. I believe that it would be a abuse of discretion from a financial perspective for the city to rezone 319 James Street resulting in a gradual decrease in nearby adjoining residential property values.

Page 81, letter d, of the Comp Plan states, **“Minimize incompatible land uses (e.g., high traffic generators, noisy users) within or adjacent to Single – Family Residential – City areas.”**

A bar/restaurant/distillery is an incompatible land use being proposed right in the middle of a quiet residential area. The delivery and sales of food, beer and intoxicating spirits will be a high traffic generator and a distillery could create odors in the immediate neighborhood. There will be noisy users and possibly music between 11PM and 2AM on Thursday, Friday and Saturday nights and probably on St. Patrick’s Day. This will disrupt the neighborhood and my home at 303 Ann Street.

Since there is a proposal for a distillery, restaurant, bar with more bathroom facilities there will probably be a need to install larger diameter water laterals on site and possibly in the street and sanitary sewer pipes on site and possibly in the nearby city streets specifically to accommodate Casual Joe’s 2. Page 101 of the Comprehensive Plan States, in part, *“Smart Growth Areas are areas that will enable the redevelopment of lands with existing infrastructure and municipal and utility services, that will encourage efficient development patterns that are both contiguous to existing development and at densities which will have relatively low municipal and utility costs.”*

Since a Smart Growth Area is to occur with existing infrastructure, I do not believe that a proposed establishment of this scope and size would be able to do that. Also I do not feel that a spot rezone of one property is encouraging efficient development patterns, when the neighboring properties are residential.

It appears to me, that this spot zoning (one parcel , at 319 James Street) is being done so that the applicant can benefit by making a financial profit. That would certainly be a benefit to the applicant, However serving alcoholic liquors at 319 James Street as requested in the rezone application, will substantially decrease surrounding property values and will also diminish the pride the residents have with the James / Ann Street neighborhood. I do not see any public purpose for this tavern/distillery proposal if it is located at this location. I believe that if a tavern/distillery goes in at 319 James Street that it will create a public nuisance for me and many of the resident neighbors.

The property at 319 James Street could be redeveloped under the current (R-3) zoning into residential uses. If the property at 319 James Street was turned into residential, it could increase property values for this property, increase property values in this area and in turn increase the amount of tax revenue coming into TID # 4.

On the Future Land Use Map 5 of the City of Whitewater Comprehensive Plan (2010), in the upper left hand corner, it states, "*Not all lands shown in a future developed land use category are immediately appropriate for development, rezoning, or subdivision.*"

I believe that the above statement currently applies to the property at 319 James Street as the property is not immediately appropriate for rezoning.

This rezoning affects us, as my mother is a nearby property owner and I reside at 303 Ann Street. We will be adversely affected by this proposed rezoning.

It appears that this establishment will be able to give away free samples of liquors. I worry that giving away a free shot will result in the people who are drinking at the Whitewater Street bars having a reason to intermingle with Casual Joe's late at night.

WI. Statutes 125.69(4) "A manufacturer's or rectifier's permit also authorizes the provision of taste samples, free of charge and in an amount not exceeding 1.5 fluid ounces to any one person, of intoxicating liquor" that is manufactured on the premises.

WI. Statutes 125.02(16)(c) "Rectifier" means: A distiller – who by mixing spirits with any materials liquors for sale under the name of "whiskey", "brandy", "gin", "rum", "spirits", "cordials", or any other name."

I see no reason for the plan commission to establish a tavern in a residential neighborhood. At least a portion of this business is a tavern. The applicant has indicated in the rezone application that he does not own or lease the property at 319 James Street, he will only purchase the property at 319 James Street if he can sell and distribute intoxicating liquors.

According to Wisconsin Statutes (2011-12) Chapter 823 NUISANCES " A nuisance is an unreasonable activity or use of property that interferes substantially with the comfortable enjoyment of life, health or safety of others. I believe that a bar type atmosphere at 319 James Street will interfere substantially with the comfortable enjoyment of my mother's home and will interfere substantially with the comfortable enjoyment of my mother's tenants at the rental home.

The entire James Street block is zoned R-3. The applicant has applied for a rezone of a single parcel which constitutes spot zoning. I believe that spot zoning is not good practice nor appropriate policy for the city to follow.

Blacks Law Dictionary (2009) page 1758 defines spot zoning as "**Zoning of a particular piece of land without regard for the zoning of the larger area surrounding the land.**"

In my opinion, Spot zoning means the improper permission to use a parcel of land for a more intensive use than permitted on adjacent properties.

313 James Street is a adjacent property and 331 James Street is a adjacent property.

Since the entire contiguous Block is zoned (R-3) Residential , to rezone one parcel to B-2 in between all the other residential parcels on this block is spot zoning of one parcel. The R-3 contiguous block is bounded by James Street, Tripp Street, Ann Street and Fremont Street.

The spot zoning request as made by the applicant appears to run contrary to the text of the City of Whitewater Comprehensive Plan (Adopted: February 2, 2010).

The city of Whitewater has purchased the Lyle Klug property at 305 James Street, using Stormwater Utility Funds, for the purpose of installing a stormwater detention pond on the 2 lots by Fremont Street. Therefore, the East End of James Street is not planned to have a "business use" in the future.

This applicant's rezone request appears to me to involve a great deal of sales of alcohol and, probably involves the checking of ID's to make sure customers are age 21. The applicant's proposal does not sound like an upscale restaurant to me. Nor does it appear to be a place for families to take children like "Chucky Cheeses".

Page 57 policy # 10 of the Comprehensive Plan States; **"Promote additional residential uses on redevelopment sites near the downtown to enhance the viability and vitality of the Downtown area"**

According to Page 57, Policy #5 **"Encourage initiatives that strengthen existing neighborhoods through creative reuse of vacant buildings" and encourage "compatible redevelopment."**

Page 57 Objective 1 states. **"Provide a safe and comfortable living environment for all residents and types of households including families, retirees, students, empty nesters, and owners of Whitewater businesses."**

All residents includes the residents of the James / Ann Street neighborhood.

Page 57, Objective number 6 states. **"Work with property owners, residents, and neighborhood associations to encourage neighborhood safety, pride and cohesiveness."**

The plan commission can help those of us who are residents in the James / Ann Street neighborhood have pride and cohesiveness by denying the rezone application and denying the conditional use application.

According to page 53 of the Comprehensive Plan, *"Advance a comprehensive neighborhood preservation strategy to elevate the quality and appearance of all neighborhoods in Whitewater and provide comfortable places for all residents to live."*

I request that the plan commission vote no on the rezone for the purpose of a tavern/distillery/restaurant at 319 James Street and also vote no on the conditional use permit.

Thank you,

David Stone
303 Ann Street

David Stone
Oct. 11, 2013

To: All Council and Plan Commission
 October 11, 2013
 From: David Stone

I request that you vote no to deny the proposed rezone at 319 James Street for the tavern/ Distillery/restaurant to serve alcohol by the drink.

Since the Casual Joe's application that is stapled to the rezone indicates that the business will be open each night until 2:00 AM and on Saturdays open until 2:30 AM, I am concerned that this will become a bar type of atmosphere late at night. Also even though agenda item number O-1 states "Action on request for rezone of property located at 319 W. James Street" ; the applicant's proposal stapled to, part of and included with the rezone application states for a distillery, winery, restaurant, serving of cocktails, serving of alcohol's, serving of spirits and product to sell over the nation stamped "Distilled in Whitewater". Therefore the rezone request by the applicant from R-3 to B-2 is for all of the following: tavern, distillery and a restaurant.

Blacks Law Dictionary (2009) page 1758 defines spot zoning as "**Zoning of a particular piece of land without regard for the zoning of the larger area surrounding the land.**"

One of the standards that the municipality will analyze is the consistency with the adopted city master plan. I believe that there is a great deal more than just the colors on the map to consider during an analysis and I have been reading the Comprehensive Plan. In my opinion, the text of the plan is not consistent with the applicant's proposed use. I have found what is consistent with the master plan throughout the text is residential neighborhood preservation strategies. Also what is consistent with the text of the master plan is cohesive development that fits in with the existing uses. This particular rezone proposal by Tyler Sailsbery is not consistent with the major themes of the comprehensive plan text. In order to attempt to show how I came to these conclusions, I have enclosed numerous quotes from the Comprehensive Plan Text.

According to page 162 of the Comprehensive Plan,

In their consideration of zoning map changes, the Common Council will evaluate the specific timing of the zoning map amendment request, its relationship to the nature of existing land uses, and the details of the proposed development.

The existing land uses to the East, West and South are all single family residential. To the North is a designated buffer zone and the Historic Stone Stable. At the corner of Whitewater Street and Fremont Street is the recently refurbished Historic Depot. Along Whitewater Street is the edge of the Business Zoning.

Page 162 of the Comprehensive Plan also states,

Departures from the exact land use boundaries depicted on the future land use map may be particularly appropriate for properties located at the edges of future land use areas.

The Comp Plan goal on page 76 provides guidance to future land use:

Promote a future land use pattern that provides comfortable neighborhoods for all our residents, and maximize compatibility between different land uses.

In my opinion, the business plan that was submitted attached to the rezone application indicates that a large percentage of this proposed Casual Joe's 2 involves the sale of liquors between the hours of 10PM and 2:00 AM each night and closing at 2:30AM on Saturday nights. Having a bar type atmosphere within close walking distance to the Whitewater Street Bars will result in intermingling of people who have been drinking late at night on Thursday, Friday and Saturday nights. This will probably lead to large crowds of people on the sidewalk in front of 319 James Street late at night. This would change the Ann / James Street comfortable neighborhood and I believe will create a nuisance for me, my mother and the other residents on James Street and on Ann Street.

Objective number 4 on page 76 of the Comprehensive Plan states, in part, **"Plan for new development in a way that minimizes impacts on nearby property owners."**

A tavern / distillery at this location will have major and significant negative impacts on nearby property owners. There will also be noise late at night, there will be traffic congestion problems on Ann and James Street, there will be more cars parked in this area, there will be more public safety issues with some intoxicated pedestrians. James and Ann Street normally have very little vehicle traffic.

Casual Joe's 2 is very different than Rick's along East Main Street, as Rick's tavern is already in an entire contiguous zoning district, (B-3), with properties on both sides of Rick's on Hy 12 all zoned Highway commercial and Light Industrial. With the highway commercial area along highway 12 there is adequate access for beer, liquor and food delivery semi trailers.

According to Policy number 8, page 77 of the Comp Plan,
" Avoid locating potentially conflicting land uses close to one another" .

The tavern, distillery proposal of the rezone application is a conflicting land use when there are two single family homes both with children living there within feet of the proposed business. Also it is a conflicting land use with the homes directly to the South on Ann Street as the diagram shows an orange shaded area as the outside area, "where liquor is served".

According to Policy number 6, page 77 of the Comp Plan,
" Use transportation and environmental corridor systems to provide appropriate breaks between different land use types and intensities."

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The city council can help those of us who are residents in the James / Ann Street neighborhood have pride and cohesiveness by denying the rezone application.

According to page 53 of the Comprehensive Plan, *"Advance a comprehensive neighborhood preservation strategy to elevate the quality and appearance of all neighborhoods in Whitewater and provide comfortable places for all residents to live."*

I request that the city council vote no on the rezone for the purpose of a tavern/distillery/restaurant at 319 James Street.

Thank you,



David Stone
303 Ann Street

To: All Plan Commission, City Planner

From: David Stone

October 14, 2013



On the current land use map provided by the city planner in the official rezone request packet on the City of Whitewater Website. I observe that there is shown a buffer(white) between the residential properties(green) on James Street(gray) and the business zoning (red) very close to Whitewater Street. The title at the top of this page as it appears on the City Website is 319 James Street - Zoning. Therefore the properties to the South, East and West are all residential zoning and the property directly to the North of 319 James Street is classified as a "buffer" on the official zoning map. At the corner of Whitewater Street and Fremont Street, I observe the Historic Depot lot which is zoned "Business".

Policy number 6 of Chapter 7: Land Use of the Comprehensive Plan States, "Use transportation and environmental corridor systems to provide appropriate breaks between different land use types and intensities."



October 3, 2013

To members of the Plan and Architectural Review Commission

I am writing in regard to the proposed Conditional Use Permit (for a Class B Beer and Liquor License) at 319 West James Street in Whitewater.

I would like to state that I am totally against the proposal to change the District Zoning map to rezone that area from R-3 (multi family residence) to Zoning District B-2 (central business) for a proposed restaurant.

Changing a residential area into a business area would lower the quality and safety of the neighborhood. The potential problems of noise and additional traffic (especially during late night hours) would be very high.

It makes no sense to change a residential area into a business area when other applicants for the Class B Beer and Liquor License are already located in business areas. The Ann and James Street area should remain what it is; a family neighborhood.

Sincerely,

Judy Wildermuth
313 West Ann Street
Whitewater, WI 53190

FORMAL PROTEST PETITION AGAINST PROPOSED ZONING CHANGE

To the City Council for the City of Whitewater, WI:

Please consider this as a formal protest against the proposed zoning amendment described as follows:

Applicant: Tyler Sailsbery

Parcel: 319 W. James Street, Whitewater, WI. Tax Parcel No. TR 00025

Current Zoning: R-3 (Multi-Family Residence)

Proposed Zoning: B-2 (Central Business)

It is my understanding that if a sufficient number of property owners adjacent to this proposed rezoning submit this type of petition, the zone change can only be approved if not less than a three-fourths of the City Council members voting on this rezoning vote in favor of the change. This Petition is authorized by Wis. Stats. sec. 62.23(7)(2d) and Whitewater City Code sec. 19.69.070.

I own the property at the following address: 313 W. Ann St Whitewater WI

Below is my signature in protest against this zoning change, witnessed and notarized by a notary public.

Judy Wildermuth

(signature of petitioner)

Judith Ann Wildermuth

(print full name)

Oct 14, 2013

(date signed)

(signature of petitioner)

(print full name)

(date signed)

Subscribed and sworn to before me

this 14th day of October, 2013.

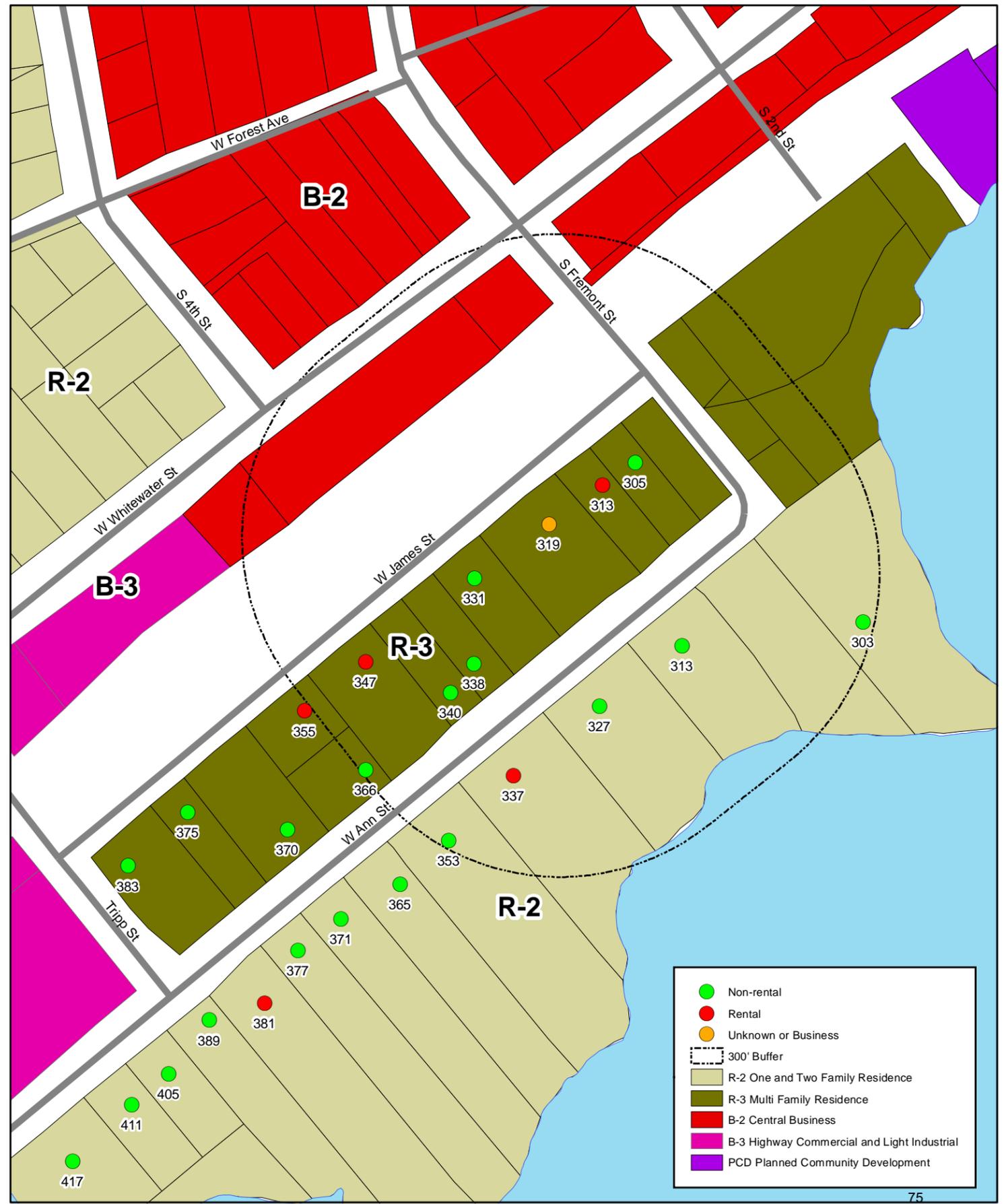
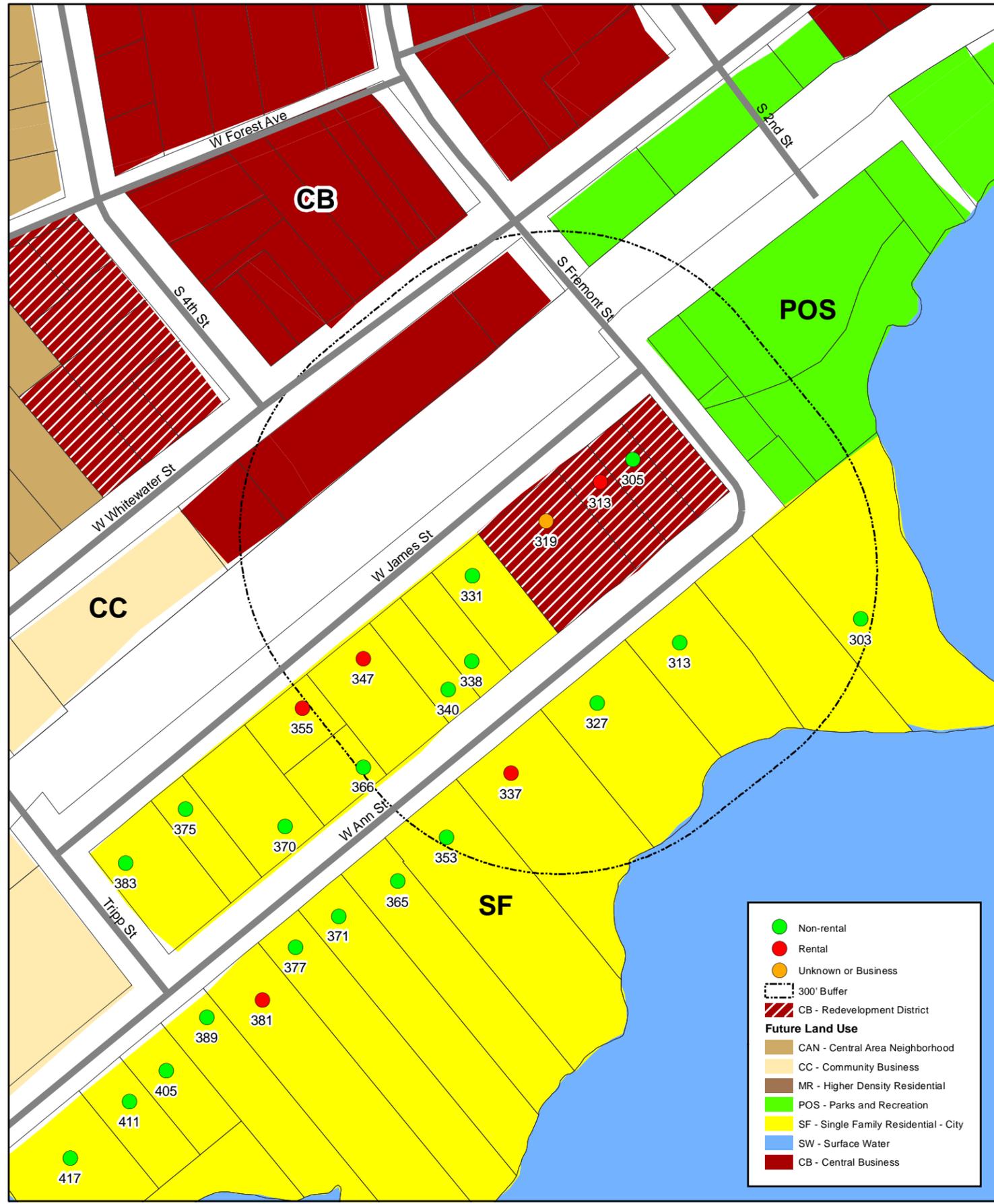
Annette M. Rechek

Notary Public, State of Wisconsin.

My Commission expires 5/3/2015



319 James Street - Zoning and Future Land Use



Latisha Birkeland

From: James and Rose Mary Leaver [jrleaver@sbcglobal.net]
Sent: Monday, November 11, 2013 4:19 PM
To: Latisha Birkeland
Subject: About the zoning change to accommodate the restaurant/distillery

Hi, Latisha -- Thanks for returning my call this morning. As you know I am interested in the preservation of neighborhoods in Whitewater, and the proposed restaurant/distillery presents a neighborhood issue as well as a commercial one. It was my impression from testimony at the previous Plan Commission meeting that very little about the plan had been communicated to residents of James and Ann Streets. It is important that homeowners' interests be balanced against the often laudable efforts to expand commercial enterprises in Whitewater.

Rose Mary Leaver

Dear Ann and James Street Homeowners,

As many of you know The Black Sheep restaurant and I are trying to expand and grow in Whitewater. We wanted to find an area that had a unique and relaxing setting while being modern and family friendly. I have been looking at The Fort Auto body building for a long time, because the building is in the plan for the city as an area for redevelopment. The building and area are unique and historic, and the outdoor area has lots of greens space and amazing views of the park and the water. Also, because it has been abandoned for a while it is a building I am able to afford, which is not the case with other properties in the area.

I made the mistake of not introducing my plans to many of you earlier. I was thinking that my current restaurant would set the standard for what you can expect from our restaurants. I figured if any concerns arose we would work together to address those concerns. I am now realizing that may not be have been the best way of going about creating the location. I would like the neighborhoods input as we work to create a location that increases property values, brings a family friendly place to dine, draws tourist to the areas, and grows the community.

We want to work to hear and address the concerns of the neighbors and work to create a restaurant that we can all be excited about. I would like your input before we start redrawing the plans again which we will have to resubmit to the city by the end of the next week.

We are able to meet in the large conference room upstairs in city hall from 4-6 on Monday the 21st. Or in the back of The Black Sheep Tuesday from 4-6 PM or on Wednesday in The Black Sheep between 2-4 PM. If these times do not work for you please feel free to give me a call my cell phone number is 715 281 8505. I will also be going door to door but I realize that you may not be home and I wanted to ensure that we had the opportunity to speak.

Sincerely,

Tyler

Dear Plan Board Members,

I took your advice very seriously about engaging the neighbors on Ann and James Street up to Trip Street. We started off with a certificate of mailing, certifying that each address according to the tax records received an invite to one of our three listening/information sessions. Attached is that letter. Two different locations one at the restaurant and one at city hall to ensure we were not making people feel uncomfortable by forcing them to come to the restaurant. We asked Stefanie Stibb our designer/layout coordinator from Home Lumber to come to the listening sessions so she could help incorporate fixes for the neighbors' concerns into her mock-ups. At the first meeting Rose Verduzco and Maria Cervantez of 313 James Street came and shared their concerns about noise from bands and late night activities, privacy, and pedestrian traffic. We addressed those issues by ensuring live music stops at 9, the distillery was moved to the front to create a barrier between the entrance and the main dining area. Arborvitae trees were added to add privacy. We mentioned ideas to help direct the way that customers walked to the parking lot to avoid walking past the 313 James street property but we are not sure that we will be able to guarantee no passer byes. Bev and David stone also attended the meeting but did not ask any questions or make any comments. The second meeting no neighbors attended. At the third meeting Faye and David Skelton arrived and wanted assurance that this would not be a typical college bar. After we talked David indicated he would be at the meeting to show his support.

Not satisfied I went door to door on 5 days to ensure that I could talk to each of the neighbors to get input before I redrew the plans. This was very helpful, of the 20 homes on Ann and James street to trip street I was able to talk with individuals at 17 of the homes 15 door to door (including the Skeltons both door to door and at the meeting) and 3 at the meetings. The homes that I did not get to talk to where the second property owned by Bev Stone and the two owned or under custody of Araceli Partida.

Once we had heard their thoughts and any concerns they may have had we went ahead and recreated our application and drawings. Once that was done we went back to each of the homes and presented the updated project ensuring that we addressed their issues. We then we asked if they would sign or write a letter supporting the project. Every one of the 15 homes that we were able to make contact door to door either signed the support letter/wrote a support letter or they stated they would come in person to the meeting.

Once the neighborhood was informed that it was not a college bar and we worked with them to ensure outdoor noise, parking and lighting were improved they were very excited about the project. Again we feel the only objections are coming from 2 owners Bev Stone and Araceli Partida. We are unsure of how Rose Verduzco feels, but we are grateful that she attended the meeting and we have marked her as unsure. Otherwise we feel we have the support of the remaining neighbors.

Sincerely,

Tyler Sailsbery

Latisha Birkeland

From: Claudia H. Bellinger [Claudia@bellinger.ws]
Sent: Friday, November 15, 2013 9:24 AM
To: Latisha Birkeland
Subject: Support of Casual Joes and Tyler Sailsbery

Dear Ms. Birkeland,

We are writing to you and asking for your support of a new restaurant proposed in Whitewater, Casual Joes. My husband Jeff and I have a home on Whitewater Lake and have become acquainted with Tyler Sailsbery while visiting his current Whitewater restaurant, The Black Sheep. We would like to share with you why we believe Casual Joes would be a wonderful addition to the community.

Tyler and The Black Sheep have created much buzz for the Whitewater area. His restaurant brings an eclectic farm to table offering to the community of families, students, retirees and tourists. Every time we have a meal at The Black Sheep we encounter folks who have driven from out of town because they have heard how good The Black Sheep is! This summer alone we sat next to visitors (couples and families) from Madison, Janesville, Rockford and Milwaukee. Tyler has also become a bit of a celebrity with his Pork America Tour Blog and his recent appearance on the Food Network show Food Court Wars. My 4 kids think a trip to The Black Sheep is cool!

But here is what we feel Tyler Sailsbery brings to the table and community that is unique. When we first dined at The Black Sheep, Tyler left the kitchen to walk around and greet all the guests personally. He stopped at our family's table and I introduced myself. He immediately recognized me by my first name from his Facebook site alone. We had never met in person. Now whenever we return to The Black Sheep we are immediately greeted by Tyler himself. His enthusiasm for people and food, and his local pride in Whitewater are why we keep coming back! Of course the food is outstanding – but mixed with Tyler's passion you can't help but want to return time and again. We have yet to experience this passion in any other restaurant in the Whitewater community. Our friends who live in Lake Geneva drive up to The Black Sheep because "nothing compares here in Lake Geneva – The Black Sheep is just so different!"

What does Casual Joes bring to Whitewater? A beautiful restoration of an interesting building. A new, unique, well researched dining offering to the community. Additional employment. A destination restaurant that keeps money not only in Whitewater, but brings it from visitors outside of the community. This is not a fast food restaurant or another bar. We enjoy visiting with friends, family and meeting new people at The Black Sheep and we look forward to having that opportunity at Casual Joes soon!

Thank you for your support of Casual Joes and Tyler.

Claudia & Jeff Bellinger
 N7568 Ridge Road, Whitewater, WI

To: Whitewater City Clerk, Please include this letter in city council packet for December 3, 2013 council meeting.

November 27, 2013

I request that you deny the rezone at 319 James Street from residential to central business.

The league of Wisconsin Municipalities asserts in its nonparty brief that, "the separation of incompatible land uses is the central purpose of zoning". "Separating incompatible land uses has been emphasized as a central purpose of zoning since zoning was first recognized as constitutional by the United States Supreme Court." Paragraph 48 of *Zwiefelhofer v. Cooks Valley*. (Supreme Court of Wisconsin 2012).

I request that the city council vote against the rezoning due to the incompatible land use of having a restaurant that is serving alcoholic beverages with closing hours of 11 PM adjacent to single family homes to the East, West and South, due to our safety concerns, due to substantially reduced neighboring property values, due to potential nuisance issues, due to more traffic congestion on both James and Ann Streets and due to family neighborhood preservation.

According to page 57 of the Comprehensive Plan text (2010), "Promote additional residential uses on redevelopment sites near the downtown".

In addition, page 81 of the Comprehensive Plan text states, "Minimize incompatible land uses (high traffic generators, noisy users) within or adjacent to single family residential city areas".

Protest petitions were submitted against the rezone which requires a 3/4 vote of the city council in the affirmative to pass the zoning change.

Thank you,

Beverly J. Stone
303 W. Ann St.

Latisha Birkeland

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To: Latisha Birkeland
Subject: About the zoning change to accommodate the restaurant/distillery

Hi, Latisha -- Thanks for returning my call this morning. As you know I am interested in the preservation of neighborhoods in Whitewater, and the proposed restaurant/distillery presents a neighborhood issue as well as a commercial one. It was my impression from testimony at the previous Plan Commission meeting that very little about the plan had been communicated to residents of James and Ann Streets. It is important that homeowners' interests be balanced against the often laudable efforts to expand commercial enterprises in Whitewater.

Rose Mary Leaver

ORDINANCE NO. _____
AMENDING THE CITY OF WHITEWATER ZONING MAP
AND ZONING CLASSIFICATION OF PROPERTY IN THE
CITY OF WHITEWATER

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, do hereby ordain, pursuant to Municipal Code Section 16.69.060, as follows:

Section 1: The property described below is hereby rezoned from R-3 (Multi-family Residence) Zoning District to B-2 (Central Business District) Zoning District. The property is described as follows:

319 W. James Street, Tax Parcel Number /TR 00025.

Section 2: The official zoning map of the City of Whitewater is hereby amended to show the above change.

Section 3: This zoning change is consistent with the City of Whitewater Comprehensive Plan.

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

AYES:

NOES:

Cameron Clapper, City Manager

ABSENT:

Michele R. Smith, City Clerk

ADOPTED:

**ORDINANCE INCREASING COURT COST FEE
FROM \$28.00 TO \$38.00**

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

Section 1: Whitewater Municipal Code, Chapter 1.20 Section 1.20.040, is hereby amended by adding the following language:

In a municipal court action, except for a financial responsibility violation under s. 344.62(2) or for a violation of an ordinance in conformity with s. 343.51(1m)(b) or 347.48(2m) the municipal judge shall collect a court cost fee pursuant to Wisconsin Statute §814.65(1) of \$38 on each separate matter, whether it is on default of appearance, a plea of guilty or no contest, on issuance of a warrant or summons, or the action is tried as a contested matter.

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

AYES:

NOES: _____
Cameron Clapper, City Manager

ABSENT:

ADOPTED: _____
Michele R. Smith, City Clerk

**STATE OF WISCONSIN
WHITEWATER**

CITY OF

**In re the Matter of the Application
for a Beverage Operator's License:**

of

BRYANT S. PLANK

FINDINGS OF FACT, CONCLUSIONS OF LAW AND RECOMMENDATION

The City of Whitewater Alcohol Licensing Review Committee having met on November 18, 2013, for the purpose of considering Bryant S. Plank's application for a beverage operator's license; and the Committee having heard testimony and received information, and having been fully advised in the premises, hereby makes the following:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. On November 18, 2010, the applicant, Bryant S. Plank, was found guilty and fined for underage alcohol consumption.
2. On June 29, 2011, the applicant, Bryant S. Plank, was found guilty and fined for underage alcohol consumption.
3. On February 4, 2012, the applicant, Bryant S. Plank, was found guilty and fined for underage alcohol consumption and failure to obey officer.
3. The above incidents do not substantially relate to the circumstances of a beverage operator's license.
4. Bryant S. Plank is a fit and proper person to be granted a beverage operator's license in the City of Whitewater.

RECOMMENDATION

Based upon the above and foregoing Findings of Fact and Conclusions of Law, it is hereby recommended that Bryant S. Plank be granted a beverage operator's license in the City of Whitewater.

Dated this _____ day of November, 2013.

Committee Chairman
Alcohol Licensing Committee
City of Whitewater, Wisconsin

S.L. MAC WILLIAMS COMPANY

107 South Main Street Oregon, WI 53575

AUTHORIZATION FOR APPRAISAL SERVICE

In consideration of this Employment Agreement between The S. L. Mac Williams Company Inc. hereinafter referred to as the appraiser, and City of Whitewater, Wisconsin, referred to as the employer. Said parties do hereby agree as follows:

The appraiser agrees to complete before and after value appraisals for the 15 owners identified on the Schedule of Lands & Interests Required.

PURPOSE OF THE APPRAISAL

The purpose of this appraisal assignment is to estimate the compensation due the identified owners of the properties for property and property rights required for the completion of Transportation Project 1407-075 City of Whitewater Downtown East Gateway, Main Street Project.

ADDITIONAL SERVICES

Should additional services of the appraiser be requested by the employer, his agent, his attorney, or the court, such as pre-trial conferences, court appearances, court preparation, etc., the employer agrees to compensate the appraiser at the rate of \$200.00 per hour for such court preparation, testimony, and travel time to and from court; provided such additional services are performed within one year after delivery of said report. In the event that such services shall be required more than one year after delivery of said report, the compensation shall be at the customary per hour rate charged by said appraisers as of that date.

The cost of preparing exhibits for court, photo enlargements, maps, etc., shall be borne by employer, and the appraiser shall, in addition to his compensation, be reimbursed by the employer for such costs advanced by the appraiser.

APPRAISAL FEES

In return for said services and appraisal reports, employer hereby agrees a non refundable retainer of \$3,000 upon the signing of the contract for services. Appraisal fees for the individual appraisals are detailed below and are due in full upon submission of the appraisal reports.

3	R&B Brass Rail Corp.	\$2,000
5	Donna JoAnne Henry	\$2,200
6	Roderick O. & Mary M. Dalee	\$2,000
7	Frawley Enterprises Limited Partnership	\$2,000
8	Ruth Walton Rentals LLC.	\$2,000
9	BLGL LLC.	\$1,500
10	Joshua D. & Opala C. Bilhorn	\$1,500
11	Donna JoAnne Henry	\$1,500
12	D & R Partnership LLC.	\$2,500
13	Fort Community Credit Union	\$2,200
14	Land & Water Investments LLC.	\$1,500
15	Donna JoAnne Henry	\$1,500
16	Gerald Shroble Estates LLC.	\$1,500
17	Dean Zweifel	\$2,500
18	EA Investments Inc.	\$3,000
		\$29,400

CANCELLATION

In the event that employer desires to cancel this authorization, written notice thereof shall be delivered to the appraiser and it is agreed that the appraiser shall receive compensation from the employer for all services rendered at the rate of \$150.00 per hour for the time actually spent prior to receipt of written notice to stop work plus all costs advanced in connection with said Consultation Report prior to receipt of such written notice. It is further understood that neither the employment to make the Consultation Report nor the compensation therefore is contingent upon the amount of the valuation.



Scott L. MacWilliams
State of Wisconsin Certified General Appraiser #91
Appraiser Qualifications Board USPAP Instructor 10635
November 20, 2013

Client Signature

Date



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **December 3, 2013** ITEM: **Award of Ride-Share Taxi Service Contract**

A

PRESENTER: **Finance Director**

PREVIOUS ACTION, IF ANY: **None**

SUMMARY OF ITEM BEING PRESENTED:

2014 is a bid year for the Shared-Ride Taxi Services. An RFP was placed thru the State of Wisconsin Vendor Net website. The contract period is for 5 years. The City is required to bid out the services every 5 years. Thru the RFP process, 2 bids were received for the service. They were Brown Cab Service out of Fort Atkinson and F.D.S. Enterprises out of Hudson, Wi. Thru the evaluation factors(criteria) and rating & scoring process, it was clearly determined that the contract should be awarded to Brown Cab Services out of Fort Atkinson.

BUDGET IMPACT, IF ANY: **As budgeted for 2014**

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

STAFF RECOMMENDATION:

Award initial contract to Brown Cab Service for 24 months commencing on January 1, 2014 thru December 31, 2015.

The contract contains three 1-year renewal options, each beginning on January 1 of 2016, 2017, 2018.

RECOMMENDED MOTION:

Award to Brown Cab Service

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

None

FOR MORE INFORMATION CONTACT:

Doug Saubert, dsaubert@whitewater-wi.gov, 262.473.1380

**2014-2015 SHARED RIDE TAXI OPERATING CONTRACT
BETWEEN THE CITY OF WHITEWATER AND
BROWN CAB SERVICE**

This Contract is made by and between City of Whitewater, hereinafter referred to as "City" and Brown Cab Service hereinafter referred to as "Contractor."

PRELIMINARY STATEMENT

The City sponsors a Shard-Ride Taxi Service as a public transportation program to serve its residents. The City solicited proposals for the operation of this service from the period commencing January 1, 2014 and ending on December 31, 2015 and Brown Cab Service proposal was deemed to be most advantageous to the City and was accepted.

This contract shall include all the necessary performance standards outlined in the RFP and the Contractor's response to that RFP by reference, including, but not limited to, service area, service standards, hours of service, service levels, fares schedule, handling of revenues, reservation policies, maintenance, insurance, licensing, complaint handling, promotion and publicity and other requirements.

CONTRACT CONDITIONS

The contractor shall, throughout the term of this contract, be responsible for maintaining proper licensing for operation as a taxicab company in the service area described in the RFP. All revenues collected by the provider, shall belong to the City and shall be shown as a separate line item on each invoice.

The Contractor shall submit invoices for the total number of hours of service provided to the City no more frequently than monthly, and the City shall review said invoice and reimburse the Contractor within 20 working days after receipt of a properly submitted invoice.

Additionally, the Contractor shall provide to the City within 25 days of the conclusion of any calendar month, the following reports as detailed in the RFP:

A monthly report showing total passenger trips, passenger revenue, package delivery revenue, total miles operated and total driver hours worked. The Contractor is also responsible for preparing and submitting to the City quarterly and annual reports required by the Wisconsin Department of Transportation.

The Contractor shall maintain and retain for a period of three years driver logs and dispatch records to allow the City or the Wisconsin Department of Transportation to verify any data reported or billed to the City.

The City reserves the right to discontinue the contract's remaining option years at any time and may elect to re-bid the contract in whole or in part when changes in scheduled hours or hourly

costs are not mutually acceptable between the Contractor and the City. Any such discontinuation of the contract shall have at least 120 days written notice to the Contractor, including the decision to not exercise an option year.

The City may terminate this contract with 120 days written notice to the Contractor. This contract shall not be assigned, transferred or encumbered in any manner without the prior written consent of the City, which consent shall not be unreasonably withheld.

The maximum amount of funding for this contract shall be \$446,793 based on 7,987 hours of service at the rate of \$27.97 per hour.

All Federal Certifications, Assurances and Clauses included in the RFP document and certified by the Contractor shall be included in this contract by reference.

Dated this _____ day of _____, 2013

Municipality

Contractor

Authorized Official

Authorized Representative

CITIZEN SERVICE INFORMATION FORM

Name (Print): Hansberry Sarah Elizabeth Date: 11/19/2013
Last First Middle

Home Address: 215 East Clay Street , Unit 39 . Whitewater WI 53190

Business Name: _____

Business Address: _____

Telephone (Home): 608-931-4937 (Work): 608-322-4268

E-mail address: Shansberry12@gmail.com

How long have you lived in the City of Whitewater?: 6 years

Which Boards, Commissions, and/or Committees interest you?

Park & Recreation Board

Please give a brief overview of your background, experience, interest, or concerns in the above areas:

I have a extensive background in the business field and leadership experience

I have worked on many projects within my current position with Metso and personal involvement outside of work

I have a drive to take lead and work closely with other on projects for the greater good of our objective

I have such pride for the community I live in and would like opportunity to contribute to the growth of our parks program. Whitewater is such a wonderful community.

References:

1. Isabel Descary Phone: 608-364-7757
1280 Willowbrook Road
Beloit WI 53511 , known since 2007

2. Tammie Lyons Phone: 608-364-7766
1280 Willowbrook Road
Beloit WI 53511 , known since 2007

Return this form to:
City Clerk
312 W. Whitewater Street
Whitewater, WI 53190
msmith@ci.whitewater.wi.us

Sarah Hansberry
Signature 

Revised 3/18/05



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: 12/03/2013

ITEM: **Collection System Maintenance Plan**

PRESENTER: **Wastewater Superintendent**

PREVIOUS ACTION, IF ANY: **None**

SUMMARY OF ITEM BEING PRESENTED: The Wastewater Utility (“Utility”) has been trying to raise awareness regarding sanitary system deficiencies. One of the driving concerns has been the unnecessary increase in flow at the Utility during periods of wet weather. Couple this with the growing age of our infrastructure and there is great incentive to proactively address the Sanitary System. The Sanitary System is valued at approximately \$17M dollars and reinvestment will be necessary to maintain this asset. The idea behind the Sanitary Sewer Maintenance Plan is that it will serve as a guidance document for the Utility to strategically plan maintenance and needed improvements in an economical, prioritized and targeted fashion. The Plan will offer four technical memorandums touching on existing condition assessment, data capture and utilization recommendations, prioritization methods for future capital expenditures and overall maintenance efficiencies and ordinance review. Tentative completion date of this project is August 30, 2014.

BUDGET IMPACT, IF ANY: This project was planned for in the 2014 Wastewater Utility budget under Professional Services (Acct. No. 620-62820-219).

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: The Selection Committee unanimously chose Baxter & Woodman Consulting Engineers as the preferred candidate.

STAFF RECOMMENDATION: The Wastewater Superintendent concurs with the Selection Committees preferred candidate.

RECOMMENDED MOTION: To award the Sanitary Sewer Maintenance Plan project contract, subject to changes negotiated, to Baxter & Woodman in the amount of \$34,900.00.

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

Engineers Services Contract

Engineering Services Work Order

FOR MORE INFORMATION CONTACT:

Tim Reel, treel@whitewater-wi.gov, 262.473.5920.

BUILDING A WORLD OF DIFFERENCE

ENERGY PERFORMANCE CONTRACTING

STEVE TARALLO

NORTH AMERICA BUSINESS LEAD
SUSTAINABLE WATER AND ENERGY SOLUTIONS



BLACK & VEATCH
Building a world of difference.®

WHAT IS AN ENERGY SERVICE COMPANY (ESCO) ?

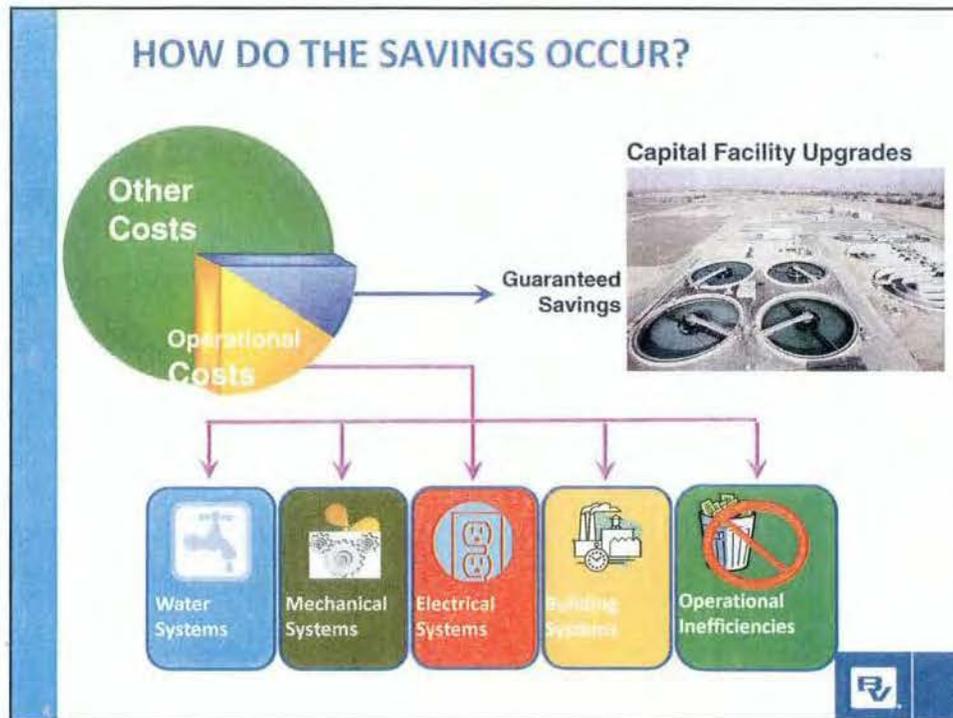
- State specific procurement legislation for Energy Performance Contracts
- ESCO's must be registered in state
- Historically focused on institutional facilities (universities, schools, hospitals, government buildings)
- ESCOs include:
 - Energy systems group (ESG)
 - Johnson Controls
 - ConEd Solutions
 - Schneider Electric



ENERGY SERVICE COMPANIES AND ENERGY PERFORMANCE CONTRACTING

- ESCO provides improvements (through a turn-key, design build contract) to reduce plant operating costs
- Owner pays ESCO for capital improvements
- ESCO *guarantees* annual savings to the Owner
- Annual savings equal or exceed debt service for capital improvements
 - Pay back the capital investment
 - Reinvested for capital upgrades
- ESCO provides annual verification of savings over the life of the project (typically 7 to 15 years)
- O&M savings are used to:
- ESCO is responsible to pay if project savings fall short.



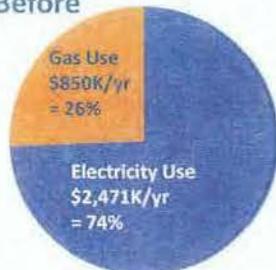


TYPICAL ENERGY CONSERVATION MEASURES (ECMS) AT WASTEWATER PLANTS

- Blower modifications/replacement
- Aeration system modifications/DO Control
- Digester gas cogen
- Codigestion
- VFDs
- "right size" pumps
- Pump rebuild/replace
- Hydraulic improvements
- Operational efficiencies

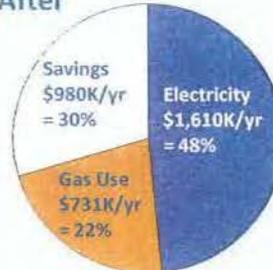
EXAMPLE OF SAVINGS – UPPER OCCOQUAN SERVICE AUTHORITY (UOSA)

Energy Consumption Before



Total Energy =
\$3,321K/yr

Energy Consumption After



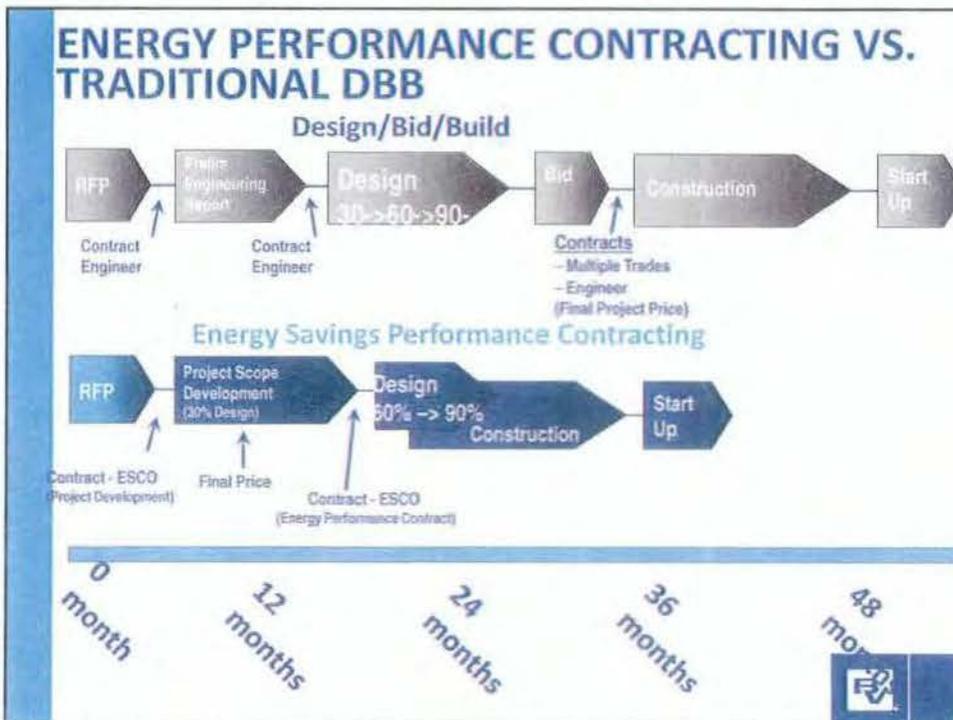
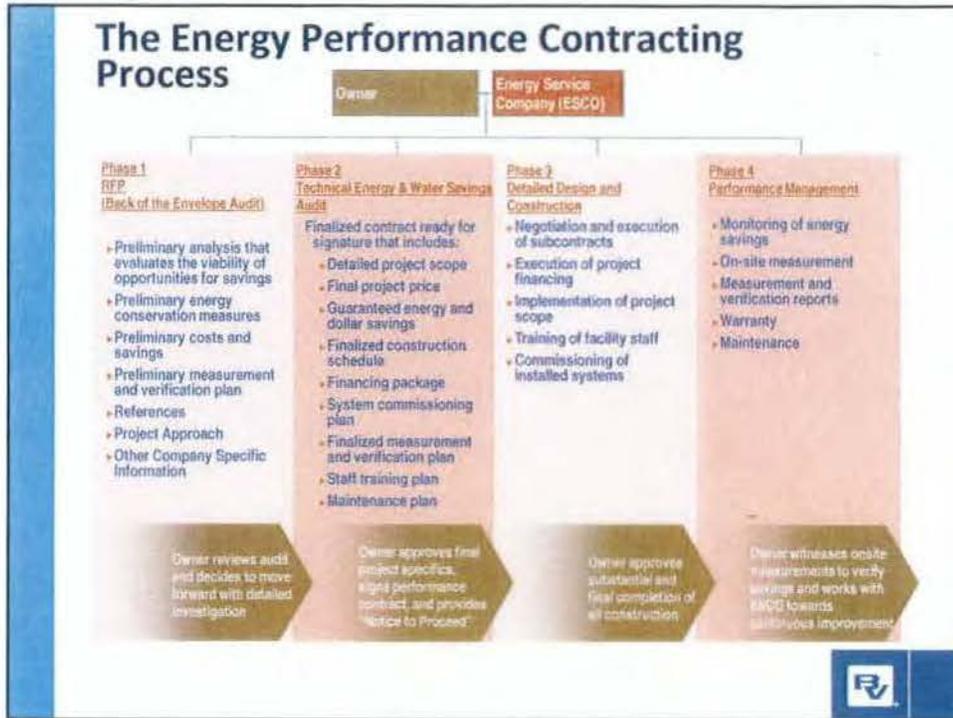
Total Energy =
\$2,341K/yr

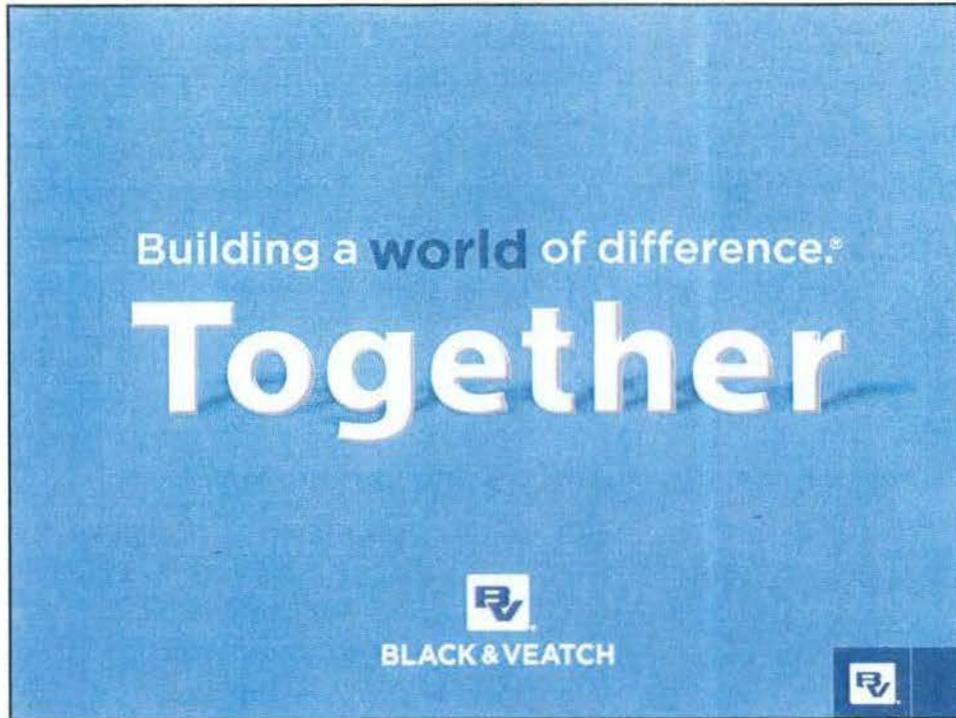


BENEFITS OF ENERGY PERFORMANCE CONTRACTING FOR WASTEWATER CLIENTS

- Performance guarantee reduces risk to the Utility
- Lower operating costs reduce future fee increases
- Turnkey approach - Collaborative/cooperative process between owner and project team
 - Can shorten delivery schedule
- More control of selection of specific equipment and subcontractors
- Single contract with an Energy Service Company (ESCO)
- Usually a GMP contract with “no” change orders by ESCO







**CITY OF WHITEWATER, WISCONSIN
COLLECTION SYSTEM MAINTENANCE PLAN (2013 AND 2014)
ENGINEERING SERVICES
WORK ORDER**

ENGINEERS' PROJECT NO. 130755.30

Project Description:

The Project consists of engineering services to assist the City with the preparation of their Collection System Maintenance Plan, as described in Attachment A of this Work Order.

Engineering Services:

The general provisions for engineering services provided under this Work Order are enumerated in the Engineering Services Agreement between the City and the Engineers dated _____, 2013. The scope of services for this Project is listed in Attachment A of this Work Order.

Compensation:

Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated _____, 2013. The Engineers' fee will be based upon standard hourly rates of compensation for actual work time performed plus reimbursement of out-of-pocket expenses including travel costs, which in total will not exceed **\$34,900**.

Submitted by: **Baxter & Woodman, Inc.**

By: Robert W. Benson
Robert W. Benson, P.E.

Title: Vice President

Date: NOVEMBER 21, 2013

Approved: **City of Whitewater, WI**

By: _____
Cameron Clapper

Title: City Manager

Date: _____

Additional Comments and Conditions: None.

Project Description

This Project will provide engineering services to assist the City of Whitewater with the development of a Collection System Maintenance Plan. The Collection System Maintenance Plan will provide a framework for managing the assets in the City's collection system. At the present time these include 52 miles of gravity sewer, 1.6 miles of force main and 8 collection system lift stations. The Project will provide a review of the recently promulgated Capacity, Management, Operation, and Maintenance (CMOM) requirements for the City of Whitewater. The Project elements will be delivered in a series of technical memos which are summarized under the scope of services below.

This Project does not include GIS data collection, or any sewer capacity system modeling which would be addressed with separate work orders should the City request that these services be provided.

The Project will be completed by August 30, 2014.

Scope of Services

This Project includes the following Scope of Services:

1. ATTEND MEETINGS

Attend meetings with the City of Whitewater to present information to elected officials. A total of one (1) meeting to present to elected officials is included in this Scope of Services.

2. TECHNICAL MEMO 1 - Level of Service, System Priorities and GIS Baseline

Technical Memo 1 will include:

- A summary of the project kick-off meeting during which we will review the desired levels of service for the collection system and overall system priorities for the City.
- A summary of the metrics which the City will use to evaluate the success of investments in the collection system.
- Definition of the priorities for operation and maintenance.
- Review of the current status of the City's existing GIS system.
- An overview of the new Wisconsin CMOM requirements as they apply to the City of Whitewater.
- A baseline review of infiltration/inflow.

3. TECHNICAL MEMO 2 - GIS Data Requirements

Technical Memo 2 will outline the recommended components for the GIS system that will manage collection system data, including:

- A review of the data requirements for the GIS based collection system maintenance plan.
- The methods for data input and retrieval.
- Summary of the key reports and graphics to be included in the system.
- Address the key issues for implementation of a GIS based data management system.

4. TECHNICAL MEMO 3 - Collection System Improvements Prioritization

Technical Memo 3 will outline the procedures for prioritizing collection system improvements based on system need, availability of funding, impact on system operation, and coordination with other utilities including water, streets, and storm water infrastructure. This memo will also include:

- A summary of all existing lift stations capacity and condition including recommendations for improvements.
- A review of the proposed 2014 to 2018 capital improvement plan and identify other potential projects for consideration in future capital improvement plans.
- A summary of the financing options and/or grants that may be available for collection system improvements.

5. TECHNICAL MEMO 4 - Management Strategies & Ordinance Revisions

This memo will review current collection system operating practices and provide recommendations for management strategies to increase both the efficiency and effectiveness of collection system staff. A Baxter & Woodman team member will spend one day with City staff to become familiar with City operations. Existing ordinances related to sewer use and zoning will be reviewed and recommendations made for language changes to improve removal of private infiltration/inflow.

6. EXECUTIVE SUMMARY

The executive summary will provide a summary of the Collection System Maintenance Plan Recommendations for presentation to the City Council.

7. DELIVERABLES

The executive summary and technical memos will be provided to the City in electronic forms ("pdf" and "word") and also in hard copy form.

CITY OF WHITEWATER, WISCONSIN

ENGINEERING SERVICES AGREEMENT

THIS AGREEMENT is made this _____ day of _____ 2013, by and between the City of Whitewater, Wisconsin, hereinafter referred to as the City, and Baxter & Woodman, Inc., Consulting Engineers, hereinafter referred to as the Engineers, for engineering services required by City.

WITNESSETH that in consideration of the covenants herein, these parties agree as follows:

SECTION 1. Professional services will be provided on a project-by-project basis when directed and authorized by the City. These services may include serving as the City's representative in all phases of the assigned projects, providing consultation and advice, and furnishing engineering and construction-related services, as will be enumerated in each Project Work Order.

SECTION 2. The City shall compensate the Engineers for the professional services as follows:

2.1 The Engineers' fee for engineering services will be included in each Project Work Order and shall be negotiated between the parties to this Agreement on a project by project basis. The fee for engineering services requested by the City may be based on the Engineers' standard hourly rates, a lump-sum fee, or cost reimbursement plus fixed fee arrangement as negotiated between the Engineers and the City.

SECTION 3. The parties hereto further mutually agree:

3.1 The City may request services in the following manners:

- 3.1.1 Verbal request by the Wastewater Superintendent or City Manager followed by written confirmation of the request by the Engineers by e-mail, letter, Work Order, or Engineering Services Agreement.
- 3.1.2 Written request by the Wastewater Superintendent.

3.2 Work Orders will be used for most projects requiring more than eight hours of effort. Work Orders shall follow the general format shown in Exhibit A, attached hereto.

3.3 For projects utilizing outside sources of funding, and for special services not included in this Agreement, a written, project-specific agreement will be prepared and submitted to the City for acceptance.

3.4 The Engineers may submit requests for periodic progress payments for services rendered. Payments shall be due and owing by the City upon receipt of the Engineers' invoice for services. Payments to the Engineers after (45) consecutive calendar days from the date of the Engineers' invoice for services shall include an additional late payment charge computed at an annual rate of twelve percent (12%) from date of the Engineers' invoice and the Engineers may, after giving seven (7) days written notice to the City, suspend services under this Agreement until the Engineers have been paid in full all amounts due for services, expenses, and late payment charges.

3.5 This Agreement may be terminated, in whole or in part, by either party if the other party substantially fails to fulfill its obligations under this Agreement through no fault of the terminating party; or the City may terminate this Agreement, in whole or in part, for its convenience. However, no such termination may be effected unless the terminating party gives the other party (1) not less than ten (10) calendar days written notice by certified mail of intent to terminate, and (2) an opportunity for a meeting with the terminating party before termination. If this Agreement is terminated by either party, the Engineers shall be paid for services performed to the effective date of termination, including reimbursable expenses. In the event of contract termination, the Village shall receive reproducible copies of Drawings, Specifications and other documents completed by the Engineers.

3.6 The Engineers agree to hold harmless and indemnify the City and each of its officers, agents and employees from any and all liability claims, losses, or damages including reasonable attorney's fees to the extent that such claims, losses, damages or expenses are caused by the Engineers' negligent errors, acts or omissions, but not including liability, claims, losses or damages due to the negligence of the City or other consultants, contractors or subcontractors working for the City, or their officers, agents and employees.

In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of the Engineers and the City they shall be borne by each party in proportion to its negligence.

The City acknowledges that the Engineers is a Business Corporation and not a Professional Service Corporation, and further acknowledges that the corporate entity, as the party to this contract, expressly avoids contracting for individual responsibility of its officers, directors, or employees.

The City and Engineers agree that any claim made by either party arising out of any act of the other party, or any officer, director, or employee of the other party in the execution or performance of the Agreement, shall be made solely against the other party and not individually or jointly against such officer, director, or employees.

3.7 For the duration of the Agreement, the Engineers shall procure and maintain insurance for protection from claims under worker's compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims or damages because of injury to or destruction of property including loss of use resulting therefrom, alleged to arise from the Engineers' negligence in the performance of services under this Agreement. The Village City shall be named as an additional insured on the Engineers' general liability insurance policy. The limits of liability for the insurance required by this Subsection are as follows:

(1)	Worker's Compensation:	Statutory Limits
(2)	General Liability	
	Per Claim:	\$1,000,000
	Aggregate:	\$2,000,000
(3)	Automobile Liability	
	Combined Single Limit:	\$1,000,000
(4)	Excess Umbrella Liability	
	Per Claim and Aggregate:	\$5,000,000
(5)	Professional Liability	
	Per Claim and Aggregate:	\$5,000,000/\$5,000,000

3.8 Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, the total liability, in the aggregate, of the Engineers and their officers, directors, employees, agents, and any of them, to the City and anyone claiming by, through or under the City, for any and all claims, losses, costs or damages whatsoever arising out of, resulting from or in any way related to the City's projects or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty express or implied of Engineers or their officers, directors, employees, agents or any of them, hereafter referred to as the City's Claims", shall not exceed the total insurance proceeds available to pay on behalf of or to the Engineers by their insurers in settlement or satisfaction of City's Claims under the terms and conditions of Engineers' insurance policies applicable thereto, including all covered payments made by those insurers for fees, costs and expenses of investigation, claims adjustment, defense and appeal.

The City and Engineers agree to waive against each other all claims for special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the City's projects.

3.9 The Engineers are responsible for the quality, technical accuracy, timely completion, and coordination of all Designs, Drawings, Specifications, Reports, and other professional services furnished or required under this Agreement. The Engineers shall endeavor to perform such services to the same degree of knowledge, skill and diligence normally employed by professional engineers performing the same or similar services.

3.10 The City may, at any time, by written order, make changes within the general scope of this Agreement in the services to be performed by the Engineers. If such changes cause an increase or decrease in the Engineers' fee or time required for performance of any services under this Agreement, an equitable adjustment shall be made and this Agreement shall be modified in writing accordingly. No service for which an additional compensation will be charged by the Engineers shall be furnished without the written authorization of the City.

3.11 All Reports, Drawings, Specifications, other documents, and electronic media prepared or furnished by the Engineers pursuant to this Agreement are instruments of service in respect to the City's Projects, and the Engineers shall retain the right of reuse of said documents and electronic media by and at the discretion of the Engineers whether or not a

project is completed. Reproducible copies of the Engineers' documents and electronic media for information and reference in connection with the use and occupancy of a project by the City and others shall be delivered to and become the property of the City upon request; however, the Engineers' documents and electronic media are not intended or represented to be suitable for reuse by the City or others on additions or extensions of a project, or on any other project. Any such reuse without verification or adaptation by the Engineers for the specific purpose intended will be at the City's sole risk and without liability or legal exposure to the Engineers, and the City shall indemnify and hold harmless the Engineers from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any furnishing of additional copies and verification or adaptation of the Engineers' documents and electronic media will entitle the Engineers to claim and receive additional compensation from the City. Electronic media are furnished without guarantee of compatibility with the City's software or hardware, and the Engineers' sole responsibility for such media is to furnish replacements of defective disks within 30 days after initial delivery.

3.12 Any provision or part thereof of this Agreement held to be void or unenforceable under any law shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the parties. The parties agree that this Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.

3.13 This Agreement contains and embodies the entire and integrated agreement between parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral.

IN WITNESS WHEREOF, the parties hereto have caused the execution of this Agreement by their duly authorized officers as of the day and year first above written.

BAXTER & WOODMAN, INC.

CITY OF WHITEWATER, WISCONSIN

By Robert W. Benson
Vice President

By _____
City Manager

NOVEMBER 21, 2013
Date of Signature

Date of Signature

ATTEST:

Julie M. Crayton
Deputy Secretary

ATTEST:

Clerk

Attachment

I:\Madison\WHITC\130755-Coll Sys\Contract\Master Contract.doc

**CITY OF WHITEWATER, WISCONSIN
ENGINEERING SERVICES AGREEMENT**

**EXHIBIT A
EXAMPLE WORK ORDER FORMAT**

Engineers' Project No. _____	
Project Description: (insert brief project description).	
Engineering Services: The general provisions of this contract are enumerated in the Engineering Services Agreement between the City and Engineers dated _____. A detailed scope of services for this Project is listed in Attachment A of this Work Order.	
Compensation: Compensation for the services to be provided under this Work Order will be in accordance with the Engineering Services Agreement dated _____. The Engineers' fee shall be based upon _____ and will not exceed _____ without prior authorization by the City.	
Submitted by: Baxter & Woodman, Inc. By: _____ Title: _____ Date: _____	Approved by: City of Whitewater, WI By: _____ Title: _____ Date: _____
Additional Comments and Conditions:	



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **12/03/2013**

ITEM: **Wastewater Performance Contracting Discussion**

PRESENTER: **Wastewater Superintendent**

PREVIOUS ACTION, IF ANY: **None**

SUMMARY OF ITEM BEING PRESENTED: The Wastewater Utility has been investigating means to more efficiently use its available digester capacity. Through discussions with an engineering firm, Black & Veatch, performance contracting was identified as an option that might be attractive to the City. The City was already having discussions with Trane for other facility needs. Trane became aware of this project through conversations with Black & Veatch. All parties are interested and believe a digester energy recovery and utilization project shows great merit. City staff will be presenting an overview of this potential project and is seeking input from the City Council on this matter.

BUDGET IMPACT, IF ANY: **none**

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY: **none**

STAFF RECOMMENDATION: The Wastewater Superintendent is looking for direction whether or not the City should proceed in discussions with Black & Veatch and Trane regarding a performance contracting option at the Wastewater Utility for future energy savings.

RECOMMENDED MOTION: **none**

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

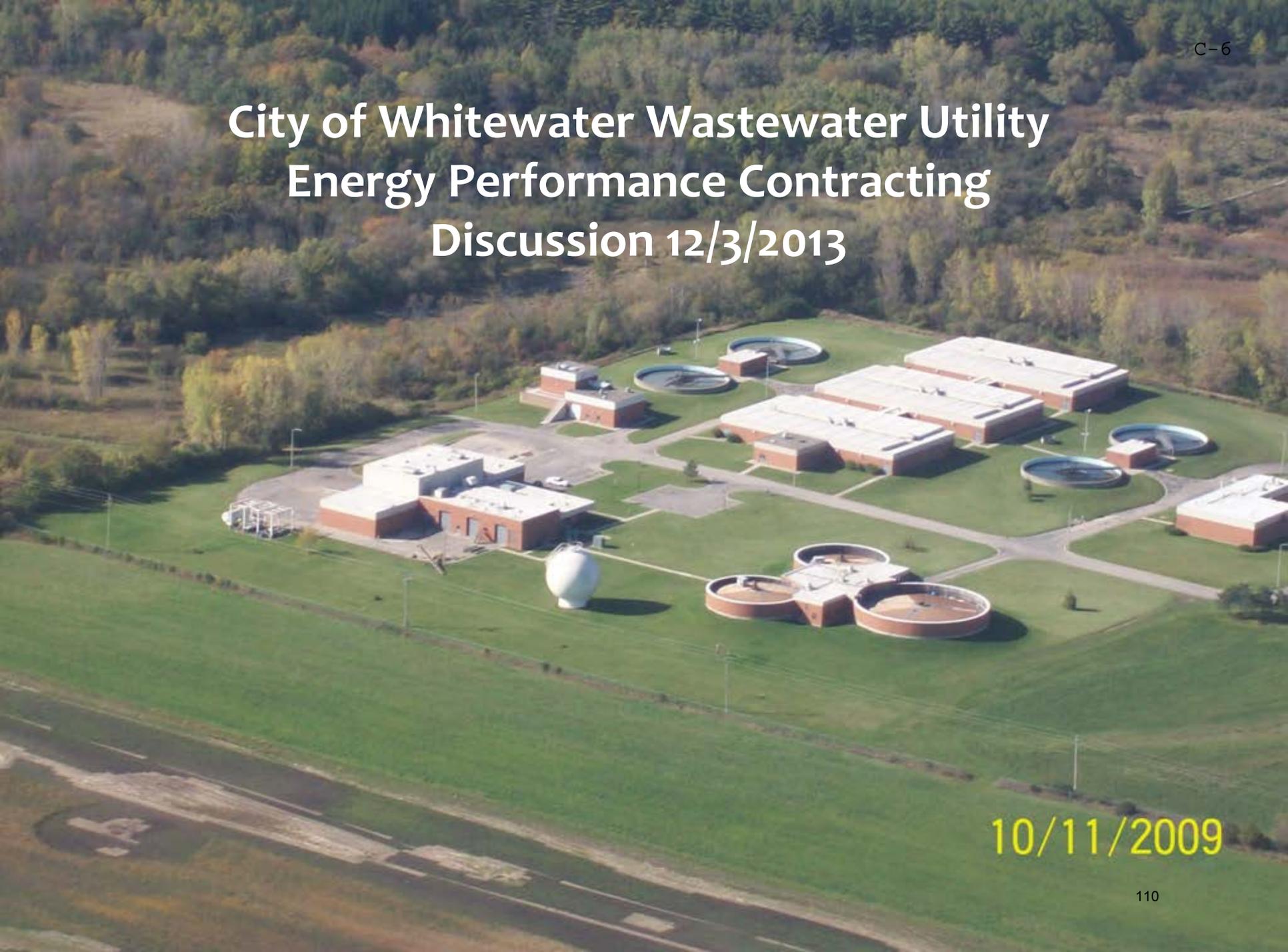
Black & Veatch presentation slides

Wastewater Superintendent powerpoint presentation

FOR MORE INFORMATION CONTACT:

Tim Reel, treel@whitewater-wi.gov, 262.473.5920.

City of Whitewater Wastewater Utility Energy Performance Contracting Discussion 12/3/2013



10/11/2009

Background....

- PPP (2004), Green Energy Partners (GEP), and now Performance Contracting
- RFP process for Facility Plan & Sanitary Sewer Maintenance were underway
- Black & Veatch has national experience with digester improvement projects
 - 4 meetings to date and numerous phone conversations

Performance Contracting?

- ◎ The savings/income realized would fund borrowing for capital expenditures
- ◎ Who are the key entities?
 - Trane – fiscal risk, guarantee provider
 - Black & Veatch – consultant, design engineer
 - City – owner

Performance Contracting?

- ◎ Disadvantages
- ◎ Advantages
 - Minimal risk to the City. Trane assumes risk if savings are not realized
 - Ability to utilize “design build” construction method

Why Whitewater?...Why now?

- ◎ Significant capacity
 - Facility was designed with dairy waste flows
- ◎ Markets
 - Digester projects are becoming more numerous
 - Waste streams may not be available in the future
- ◎ Potential impact on future facility upgrade

What next....

- ◎ Are we interested?
 - Thoughts, questions, discussion
- ◎ Presentation by key personnel
 - Tentatively planned for Dec. 17th, 2013
 - Questions for Trane/Black & Veatch?
- ◎ Technical Energy Audit
 - Contractual agreement to determine hard numbers for viability and ROI
 - If approved this cost rolls into project costs

Additional Thoughts....

- ⦿ The value of the unused digester is estimated at \$3M.
- ⦿ This is a fundamental shift in our perception of Wastewater Facilities
- ⦿ Sustainable rates
- ⦿ We are not alone...
 - Regionalization of environmental concerns and solutions
 - Secondary partnerships are possible



MEETING DATE: December 3, 2014

ITEM: Consideration

PRESENTER: Chief Otterbacher

TITLE: Communications Center Options

PREVIOUS ACTION: None

ISSUE SUMMARY:

The objective for the study was to determine the appropriate level of staffing (number of employees) required to effectively handle emergency services in the Communication Center. In response to the staff study and the goal to enhance dispatch coverage several options were presented to the City Council in July of 2013. Shortly thereafter Captain Williams of the Walworth County Communications Center suggested a communications bridge between the City of Whitewater Police Department and the Walworth County Communications Centers as an additional alternative for consideration. From July through September the concept was researched specific to feasibility and implementation costs of the bridge concept.

On September 16th the Communications Bridge alternative was discussed before several key stakeholders to include the City Manager, UW-W Chancellor and Assistant Chancellor, Walworth County Sheriff and Undersheriff, Chief Kiederlen and support staff, Chief Otterbacher and support staff.

The attached power point presentation is a summary of the original three options presented in July as well as an overview of the new bridge concept.

BUDGET IMPACT: Budget impact is dependent on which option is selected; power point slides # 8 and #35-38 outline the different budget impacts for each alternative.

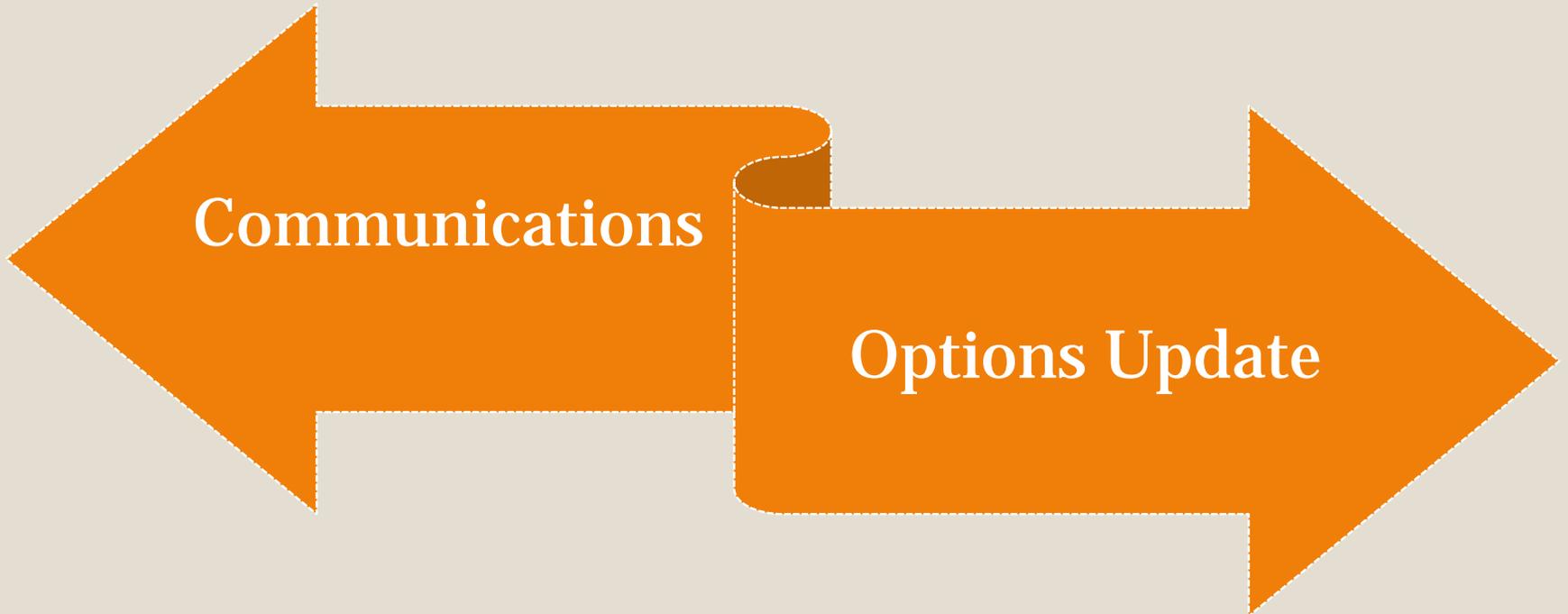
BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION: Thus far, based on committee discussion the best option is to research the communications bridge to remain within the current budget, enhance support coverage in the communications center and maximize the use of new technology.

STAFF RECOMMENDATION:

RECOMMENDED MOTION: I believe the best option is to pursue the communications bridge. There are significant positives and negatives to each of the alternative concepts. One of the most significant factors to focus on is the many critical tasks that are unrelated to the 911 center that may be lost and will need to be backfilled with support staff. The bridge concept maintains a communication center that will continue to serve and support the local needs and services of the community. The bridge concept, when jointly supported by the University, will reduce current budgetary costs and provide the necessary support coverage in the communications center without hiring additional personnel.

ATTACHMENT(S): Power Point presentation that outlines each of the four alternatives.

COMMUNICATIONS OPTIONS UPDATE



COMMUNICATIONS OPTIONS UPDATE



APCO results presented to the city Council
on June 18TH



Changes in the communications center
based on recommendations outlined in the
staff study.



New concept “Bridge Option”



Collaborative discussion on bridge concept
with key stakeholders.

COMMUNICATIONS OPTIONS UPDATE



Stand alone
9-1-1 Center

Walworth County
Sheriff
Department

Combined
Services: WPD,
UWPS, WFD,
WRS

Bridge
Communications
Centers

COMMUNICATIONS OPTIONS UPDATE



ALTERNATIVE #1

**Stand alone 9-1-1
Center**

COMMUNICATIONS OPTIONS UPDATE



ALTERNATIVE #2

**Walworth County
Sheriff's Department**

COMMUNICATIONS OPTIONS UPDATE



Walworth County Communications Center

Walworth County Administrator's email dated 6/6/13

County Code 2.193(c)(3).

“Unless budgetary or other considerations make it impractical, the County will provide emergency dispatch services for any municipality”

Walworth County Administrator indicates dispatch services would be free with the Sheriff determining how the service would be provided.

COMMUNICATIONS OPTIONS UPDATE

C-7

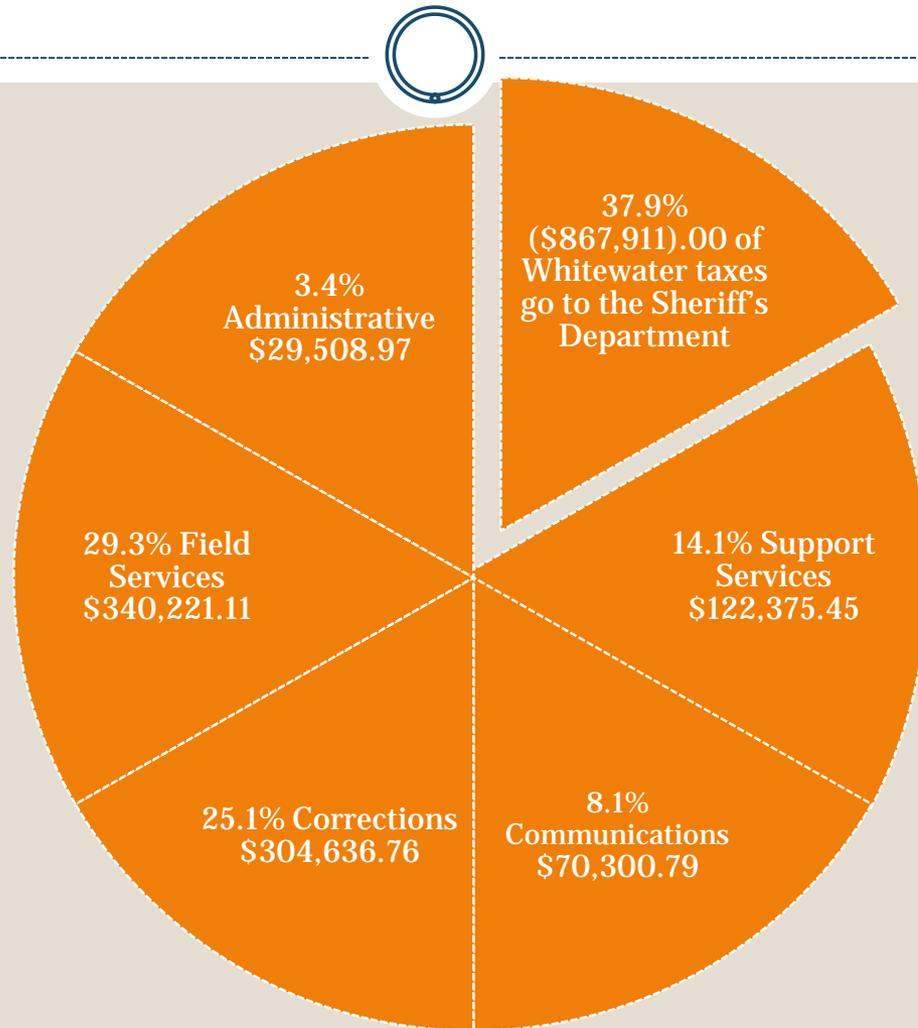
A large, stylized orange arrow pointing to the left, with a white dashed outline. It has a ribbon-like tail on the right side that overlaps with the right-pointing arrow.

Walworth County
Communications
Center

A large, stylized orange arrow pointing to the right, with a white dashed outline. It overlaps with the left-pointing arrow.

Tax Allocation &
Dispatch Services

COMMUNICATIONS OPTIONS UPDATE



In 2013 Whitewater residents paid \$2,290,005.59 to support overall county operations.

COMMUNICATIONS OPTIONS UPDATE



WCSO
Service

- Answer emergency and non-emergency phone calls

WCSO
Service

- Dispatch police, fire and EMS (paging and radio communications)

WCSO
Service

- Enter calls for service into Pro Phoenix CAD system

WCSO
Service

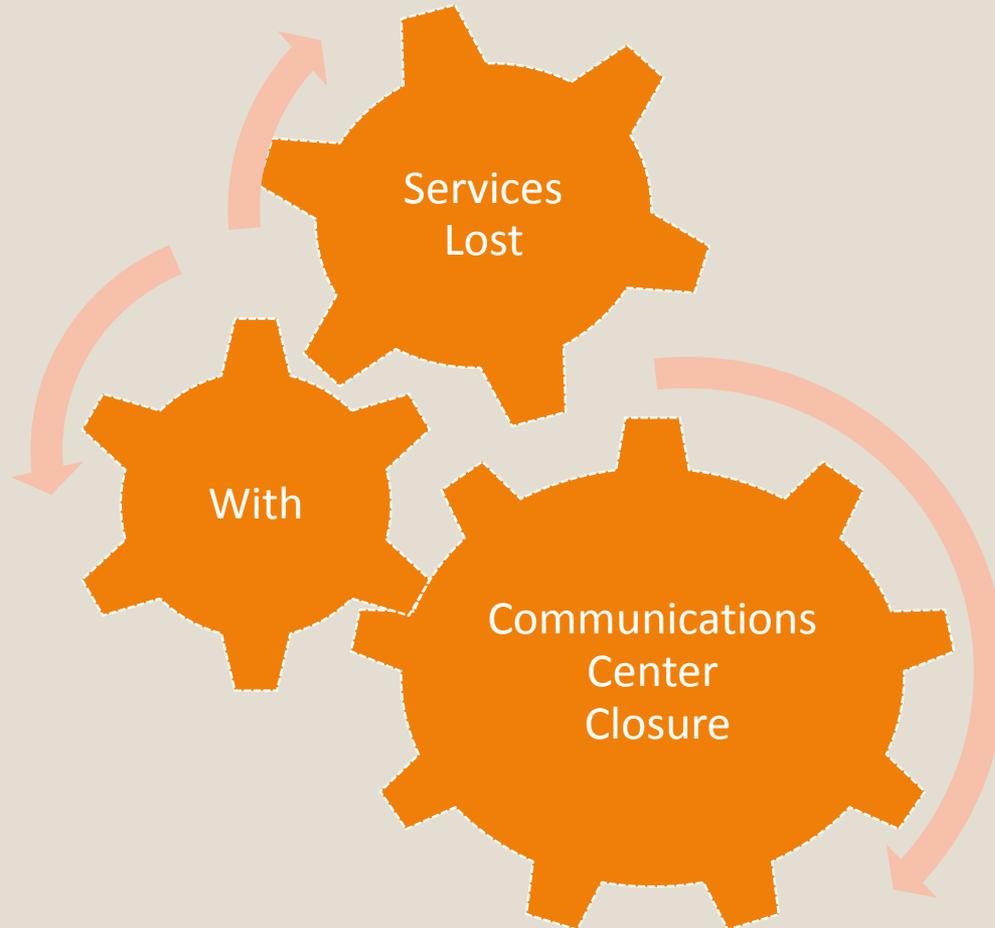
- Run TIME system requests (warrants, drivers license checks and vehicle registration, etc.)

WCSO
Service

- Maintain list of on-call contacts for emergencies; water department, streets department, etc.

These offered services are consistent with the police department's that are currently dispatched by the county

COMMUNICATIONS OPTIONS UPDATE



COMMUNICATIONS OPTIONS UPDATE



24 hour services; phone, payment collections, window traffic, building access



Loss of calls for service and potential loss of statistical data in our current records management system



TIME system AAI's, warrant processing, and validation

WHAT IS LOST IF WHITEWATER COMMUNICATIONS CENTER IS CLOSED

COMMUNICATIONS OPTIONS UPDATE



Pulse of what the local community needs; maintain immediate connection with DPW, Water, Streets, city building issues



Loss of parking ticket entry, posting of payments, late notices and suspensions



Central repository of video for police lock-up, vestibules, library, and weather emergency alarms

WHAT IS LOST IF WHITEWATER COMMUNICATIONS CENTER IS CLOSED

COMMUNICATIONS OPTIONS UPDATE



Positives

- A portion of the current budgetary financial burden would be reduced.
- Will not need to update CML 911 software
- Shared radio communications between agencies.
- If we purchase the County's record management system (RMS), the software link would populate MDC and Whitewater's RMS.
- Elimination of transfer 911 cellular calls.

COMMUNICATIONS OPTIONS UPDATE



Negatives

- Only core essential needs of communication center are met, need to retain staff for operational and support needs.
- No local central call center.
- No local oversight, no input on upgraded/changed equipment (radio & RMS) and software.
- Loss of video monitoring
- Loss of administrative control.
- Loss of local resource for information.
- Financial cost of support equipment/software.

COMMUNICATIONS OPTIONS UPDATE



Unknowns

- Input regarding operations
- County ordinance can be modified.
- Elected officials may change.
- Services offered can change (currently @ 8.1%).
- Emergency Siren alerting system (businesses, schools, Senior living residential facilities alert notifications may be lost)
- “Pay per service” fee has not been officially discussed at a county level.
- Higher use of equipment = frequent replacement costs.
- If additional county staff is needed and/or if reconstruction of dispatch center is necessary to handle higher volume of activity it could result in additional costs.

COMMUNICATIONS OPTIONS UPDATE



Revised radio control system

New RMS/CAD system

Paging for Fire and Rescue Services

City will need to restructure incoming administrative calls for all city offices.

COMMUNICATIONS OPTIONS UPDATE



RMS Pro Phoenix &
includes WDA –
MDC, Map Point
software)

\$100,000

\$15,000

\$1,400.00

Radio infrastructure
link (city, campus,
fire & rescue linked
w/County)

\$25,000

GPS (port into
MDCs)

\$235.00

COMMUNICATIONS CENTER



ALTERNATIVE #3

**Combined Services:
WPD, UWPS, WFD, WRS**

COMMUNICATIONS OPTIONS UPDATE



ALTERNATIVE #3—COMBINED SERVICES

- The City of Whitewater has provided dispatch services to UW Police Services since 1996.
- The City of Whitewater also dispatches for the Whitewater Fire Department and Rescue Squad and LaGrange Fire Department.

COMMUNICATIONS OPTIONS UPDATE



Positives for Combined Services

- Span of control is addressed through increased staffing level
- Shared financial costs.
- Updated RMS
- Maintain emergency alert system for entire UW-Whitewater
- Monitored cameras; front doors, jail, booking
- Local knowledge of community and jurisdiction.
- Existing system, equipment & personnel are maintained.
- No radio equipment modifications.
- Allows officers to independently enter and disposition self initiated calls for service.
- Allows dispatch and officer communication via MDC for sensitive complaints via the MDC
- Reduces dispatch redundancy for repeating call information
- Consideration for some IT services to be shared between City and University.

COMMUNICATIONS OPTIONS UPDATE



Negatives

- Less savings than county offer to cover city's dispatching services.
- Incur annual costs to maintain additional dispatchers.
- Increased cost to purchase new RMS & GPS.
- Still requires CML 911 mandatory upgrade
- Dedicated funding from the University is needed.
- Loss of some administrative control.

COMMUNICATIONS OPTIONS UPDATE



Unknowns

- Expenses/costs; what % of use would be applied.
- Infrastructure of communication's center and personnel impact.
- If transition to a fully shared center, what additional services may be added
- Township contracts to determine any possible Fire/EMS contributions.

COMMUNICATIONS OPTIONS UPDATE



Hire Dispatch personnel

New RMS/CAD

Update 911 phone system

MOU agreement for 1/3 payment for services

COMMUNICATIONS OPTIONS UPDATE



6 PT dispatch
personnel

6
dispatchers
PT @
\$18.94 hr
for 20
hours a
week =
\$118,248
annual
salary

RMS Pro
Phoenix &
includes WDA –
MDC, Map Point
software)

\$100,000

\$15,000

\$1,400.00

Upgraded CML
911

\$150,000

GPS (port into
MDCs

\$235.00

COSTS NEEDED FOR TRANSITION~ Alternative #3

COMMUNICATIONS OPTIONS UPDATE



ALTERNATIVE #4

Bridged Communication Centers

COMMUNICATIONS OPTIONS UPDATE



911 Cellular and Land-line Calls

- **CURRENT:** WCSO receives wireless 911 calls and transfers call to WW Dispatch.
- **BRIDGE:** In lieu of a transfer, bridge provides option to transfer call or to enter 911 cell call into CAD then dispatch officers via MDC.

COMMUNICATIONS OPTIONS UPDATE



NON-Emergency and Administrative lines

- **CURRENT:** WCSO does not currently answer non-emergency or administrative lines.
- **BRIDGE:** Proposed bridge with WCSO could facilitate answering of non-emergency line, dispatch officers and enter call/complaint into CAD

COMMUNICATIONS OPTIONS UPDATE



Radio Communication

- **CURRENT:** WCSO Communications Center does not have the capability to communicate via radio on WWPD radio frequency.
- **BRIDGE:** Proposed bridge WCSO Communications center could create a radio communication link between WPD and WCSO that would be effective.

COMMUNICATIONS OPTIONS UPDATE



Mobile Data Computers

- **CURRENT:** WCSO does not have the capability to perform CAD or MDC services for WPD.
- **BRIDGE:** A software upgrade of CAD and RMS would enable WCSO Communications Center to dispatch a call for service via the CAD to an MDC.

COMMUNICATIONS OPTIONS UPDATE



Positives

Lists compiled by stakeholders at the joint meeting

- Comprehensive back-up system
- WPD Communication Center equipment & personnel are maintained.
- Provides staffing with no additional personnel costs
- Most expenses are implementation costs, not reoccurring
- Equipment sharing can eliminate some redundancies
- Cost savings through some shared services.

COMMUNICATIONS OPTIONS UPDATE



Positives

Lists compiled by stakeholders at the joint meeting

- Monitor internal and external cameras
- Local knowledge of community events and surrounding county jurisdictions.
- Allows officers to independently enter and disposition self initiated calls for service.
- Allows dispatch and officer communication via MDC for sensitive complaints via the MDC
- Allows officers to independently enter and disposition self initiated calls for service.
- Allows dispatch and officer communication via MDC for sensitive complaints via the MDC
- Reduces dispatch redundancy for repeating call information
- Data Sharing; populate records systems in county, city and campus

COMMUNICATIONS OPTIONS UPDATE



Negatives

Lists compiled by stakeholders at the joint meeting

- Less savings than county offer to cover dispatching services.
- Costly upfront expenses.
- Dedicated funding from the University is required.
- Loss of some administrative control.
- Currently communications center is not jointly funded.

COMMUNICATIONS OPTIONS UPDATE



Unknowns

Lists compiled by stakeholders at the joint meeting

- Timeline and drivers that could change (MOU, CML, 911).
- Unconfirmed financial contributions by users.
- What percentage of county dispatch support would be utilized.
- The infrastructure of communication's center and personnel impact.
- Unified data entry, shared operations and procedures.
- What additional services/technology may be added.
- Possible township contracts for possible Fire/EMS contributions.

COMMUNICATIONS OPTIONS UPDATE



Revised radio control system

CML 911 Upgrade

Shared RMS/CAD/GPS

Mirrored polices & data entry procedures

MOU agreement for overflow of landline 9-1-1 calls routed to WCSO. MOU includes AT&T

COMMUNICATIONS OPTIONS UPDATE

RMS Pro Phoenix &
includes WDA – MDC,
Map Point software)

\$100,000

\$15,000

\$1,400.00

Radio infrastructure link
(city, campus, fire &
rescue linked w/County)

\$25,000

Next Gen 911 Phone
Solocom & mapping
(city's current CML 911)
add 2 positions to
county existing system.
(VOIP, text & picture
messaging)

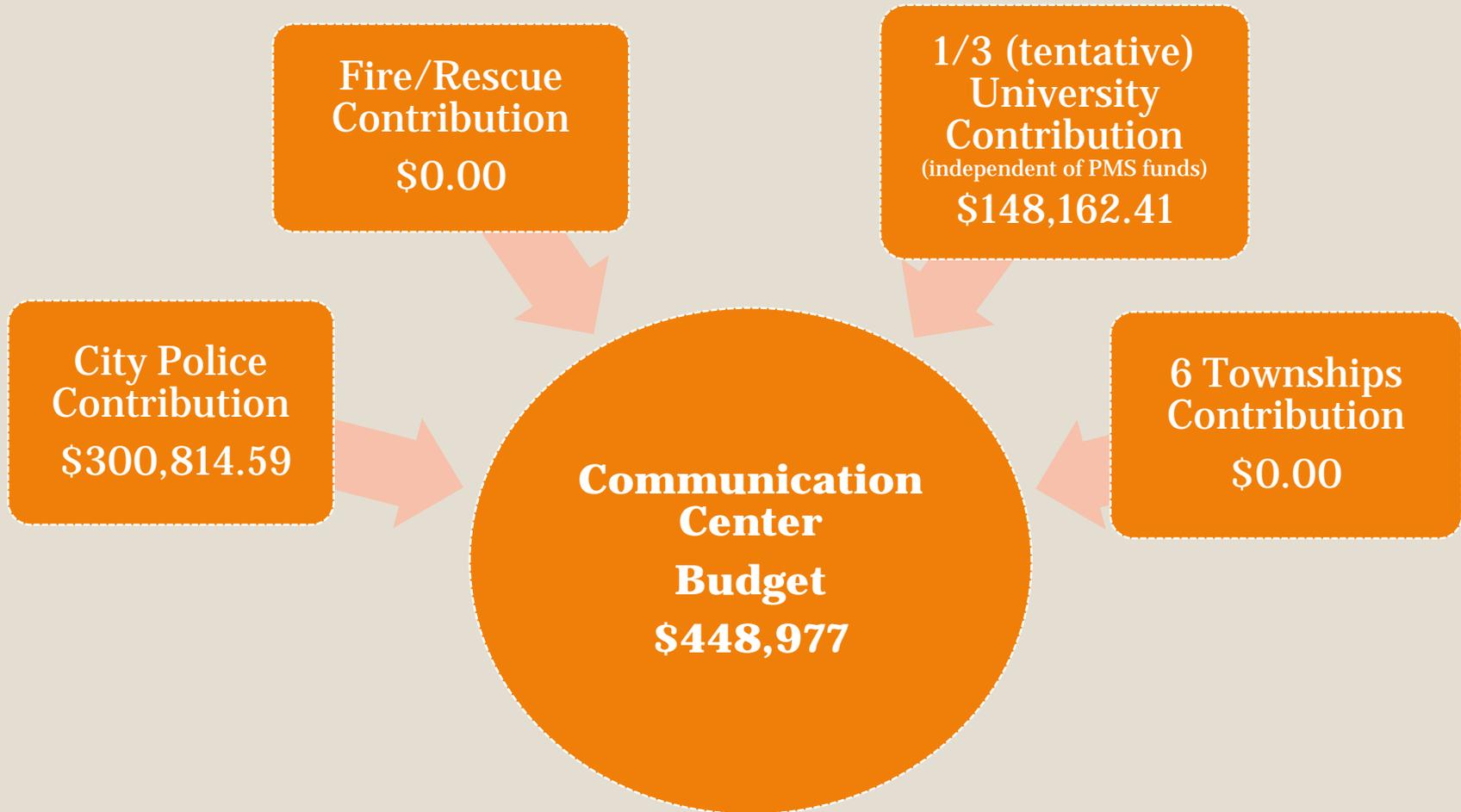
\$150,000

GPS (port into MDCs)

\$235.00

COSTS NEEDED FOR BRIDGE ~ Alternative #4

COMMUNICATIONS OPTIONS UPDATE



COMMUNICATIONS COST COMPARISON



WCSO DISPATCH CENTER

RMS	\$116,635
RADIO LINK	\$25,000
3 FTE, 1 LTE	\$127,836.80
PROPHOENIX ANNUAL MAINT. \$10,000	
TOTAL	\$279,496.13

COMBINED DISPATCH CENTER

RMS/CAD	\$116,635
CML 9-1-1	\$150,000
6 LTE POSITIONS	\$109,574.40
PROPHOENIX ANNUAL MAINT. \$10,000	
TOTAL	\$687,023.99 (includes annual dispatch budget)

BRIDGED DISPATCH CENTER

RMS/CAD	\$116,635
SOLOCOM 9-1-1	\$150,000
RADIO LINK	\$25,000
PROPHOENIX ANNUAL MAINT. \$10,000	
TOTAL	\$582,449.59 (includes annual dispatch budget)

COMMUNICATIONS COST COMPARISON AFTER YEAR ONE

WCSO DISPATCH CENTER

3 FTE, 1 LTE
\$127,861.13

PROPHOENIX
ANNUAL MAINT.
\$10,000

TOTAL
\$137,861.13

COMBINED DISPTACH CENTER

6 LTE POSITIONS
\$109,574.40

PROPHOENIX
ANNUAL MAINT.
\$10,000

TOTAL
\$420,388.99
(includes dispatch annual
budget)

BRIDGED DISPATCH CENTER

PROPHOENIX
ANNUAL MAINT.
\$10,000

TOTAL
\$310,814.59
(includes dispatch annual
budget)

COMMUNICATIONS OPTIONS UPDATE



In the collaborative meeting with city, county and University key stakeholders the Bridge was the preferred option.

Stakeholders are present tonight to answer any questions.

COMMUNICATIONS OPTIONS UPDATE



Recommended First Steps

Determine which option is the most effective

Budget considerations in moving forward

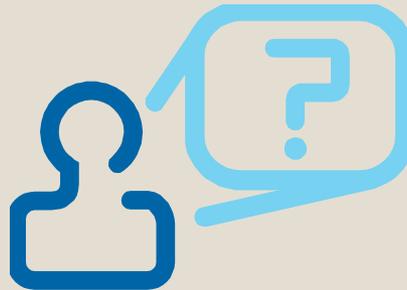
Establish an MOU

Develop a timeline for equipment, operating procedures and training

COMMUNICATIONS OPTIONS UPDATE



QUESTIONS



Services offered by Walworth County Dispatch Center, these are services that are consistent with the police department's that are currently dispatched by the county

- Answer emergency and non-emergency phone calls
- Dispatch police, fire and EMS (paging and radio communications)
- Enter calls for service into Pro Phoenix CAD system
- Run TIME system requests (warrants, drivers license checks and vehicle registration, etc.)
- Maintain list of on-call contacts for emergencies; water department, streets department, etc.

Services lost / replaced with fewer personnel (3.5) if the Whitewater Communications center was disbanded.

- No local central 24 hour point of contact; court, directions, local knowledge of the community, evenings, nights, holidays and weekends
- Window traffic / walking traffic / building access and security (open meetings) receive complaints, answer questions, make payments, collect bond and manage release paperwork
- Lost safe-haven for physical threats or environment emergencies
- Local Land-line 911 now transferred to county
- Non-emergency police department phone (473-0555) calls directed to a voice mail
- Transfer lines from throughout the city offices that currently default to the communications center directed to voice mail.
- Central key access point for forgot keys, janitorial service, city personnel.
- City facility concerns directed to voice mail.
- Basic data entry (CAD, parking, licenses, permits)
- Clerical support with brochures, crime prevention support
- Loss of TIME system, hard copies of teletypes for evidence in court
- AAI; agency assigned instructors to maintain officers' TIME certifications in-house by our dispatchers.
- Without transition to new RMS, Loss of calls for service data into records management system.
- Officers would have to warrant hit confirmations within 10 minutes.
- Personnel to validate warrant processes
- Loss of parking ticket entry, posting of payments, late notices and suspensions
- Warrants, entry and validation.
- Loss of central repository of video, both in real-time and immediate playback.
- Monitor video booking room for officer safety
- Monitor video in Jail for any concerns between officer's checking the jail cells.
- Monitor external video; Library, public cameras, surveillance cameras
- Future monitor may include public schools active shooter & ability for dispatch to view into a school and identify where a shooter may be.
- Loss of business, residential facility and school severe weather emergency alarms testing & activation
- Loss of central repository of radio, audio and 911 calls, both in real-time and immediate playback. Each would now require a records request and corresponding time lag.