

**CITY OF WHITEWATER
COMMON COUNCIL AGENDA**

Common Council Meeting

Tuesday, June 3, 2014 – 6:30 p.m.

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

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

CONSENT AGENDA

CA-A	Approval of Council Minutes of 4/3/14, 4/15/14 and 4/29/14.	Page 1
CA-B	Approval of Payment of Invoices Processed through 5/28/14.	Page 16
CA-C	Acknowledgment of Receipt and Filing of the Following: *Irvin L. Young Memorial Library Board Minutes of 4/14/14 and 4/21/14.	Page 21
CA-D	Expedited approval of the following items, per City Staff Recommendation: R-1, C-1, C-6	Various – see below

STAFF REPORTS: None.

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	Adoption of Compliance Maintenance Annual Report / Resolution. (Asst. City Manager Request).	Page 26
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ORDINANCES – First Reading - None

ORDINANCES – Second Reading – None.

CONSIDERATIONS:

*C-1	Approval of renewal of 2014-2015 Alcohol Licenses. (City Clerk Request).	Page 57
C-2	Approval of Task Order with Strand Associates relating to Woodland Drive stormwater issues. (Asst. City Manager Request).	Page 65
C-3	Report on July 1 st Strategic Plan Workshop. (City Manager Request).	Page 66
C-4	Consideration of the creation of a Parking Summit Task Force and possible direction regarding the same and Report on timeline for Parking Summit. (Asst. City Manager Request).	Page 68
C-5	Appointment of Councilmember representative to Neighborhood Services Position Interview Panel. (City Manager Request).	Page 69
*C-6	Action on request for partial Street closures for the purpose of holding the Whitewater Police Department K-9 run. (Police Chief Request).	Page 70
C-7	Councilmember Requests for Future Agenda Items.	n/a
C-8	Adjournment.	n/a

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

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

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

April 3, 2014

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

PAYMENT OF INVOICES. It was moved by Binnie and seconded by Abbott to approve payment of city invoices in the total sum of \$153,347.57. AYES: Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Frawley, Winship.

STAFF REPORTS: Cable Coordinator Luckett reported on Charter Communications' intent to provide only digital programming. Downtown Whitewater reported on their upcoming Jack Hanna program.

**RESOLUTION AUTHORIZING GRANT SUBMISSION FOR WHITEWATER CREEK,
STORMWATER DETENTION LOCATION NORTH OF ANN STREET, AND DEVELOPMENT
OF TOTAL MAXIMUM DAILY LOAN COMPLIANCE PLAN, AND AUTHORIZATION TO
SUBMIT GRANT APPLICATION FOR URBAN AND NONPOINT SOURCE STORMWATER
MANAGEMENT AND AUTHORIZATION TO ENTER INTO INTERGOVERNMENTAL
AGREEMENT WITH UNIVERSITY TO INCORPORATE UNIVERSITY IN APPLICATION
FOR TDML COMPLIANCE PLAN.**

URBAN NONPOINT SOURCE GRANT PROGRAM

A RESOLUTION authorizing the submittal of a state grant application by the City of Whitewater and the subsequent appropriation of City funds for Urban Nonpoint Source projects for planning, design, and construction of streambank stabilization measures along Whitewater Creek and a stormwater detention facility located south of Ann Street and for development of a Total Maximum Daily Load (TMDL) Compliance Plan.

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

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

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

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

IT IS THEREFORE RESOLVED THAT:

The Whitewater City Council requests the funds and assistance available from the Wisconsin Department of Natural Resources under the Urban Nonpoint Source Grant Program, will comply with state rules for the program, and,

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

Resolution introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Bregant. AYES: Abbott, Binnie, Singer, Bregant, and Kidd. NOES: None. ABSENT: Frawley and Winship. ADOPTED: April 3, 2014

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

AUTHORIZING SUBMITTAL OF STATE GRANT APPLICATION ON BEHALF OF ROCK RIVER STORMWATER GROUP.

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

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

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

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

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

Resolution introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Abbott. AYES: Abbott, Binnie, Singer, Bregant, and Kidd. NOES: None. ABSENT: Frawley and Winship. ADOPTED: April 3, 2014

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

WISCONSIN STREET PARKING. Parks and Recreation Director Amundson indicated that during staff discussion of the East Gate project, it was determined that the City should explore the elimination of parking on Wisconsin Street, from Milwaukee to the entrance of Trippe Lake Park. Affected residents were given an opportunity to express their thoughts. Some residents expressed approval of eliminating parking on one side and providing a bike lane, while others were opposed to parking elimination, Council requested that Matt Amundson and Ken Kidd discuss options that might be considered, reach out to area residents and businesses for suggestions, and bring back recommended options to the Council.

BEFORE AND AFTER SCHOOL PROGRAMMING. Parks and Recreation Director Amundson indicated that he has been working with the School District to explore the possibility of their Department providing before and after school programming. Amundson cited numerous advantages to have the City in charge of this programming, and indicated that revenue received will offset direct expenses, as well as achieve the Parks and Recreation Department's 110% fee recovery policy. No formal action was taken, but Council consensus was supportive of the programming.

LAKES MANAGEMENT. Parks and Recreation Director Amundson indicated that in 2014, the City will be harvesting aquatic plants on both Cravath and Trippe Lakes. Amundson indicated that the contract has been awarded to Midwest Aquatics of Germantown, Wisconsin. The weeds will be harvested then trucked to a nearby disposal site. Amundson indicated that the City will be applying for DNR grant funding in year 2015 for the purpose of completing a feasibility study related to dredging of the Lakes. No formal action was taken.

NEIGHBORHOOD SERVICES POSITION AND RECRUITMENT PROCESS. City Manager Clapper indicated that with the resignation of Neighborhood Services Director Birkeland, there is a need to establish a process for providing the services Birkeland previously supervised. Discussions regarding amendment of the contract with Kahube, LLC (Municipal Zoning and Inspection Services – Greg Noll) have taken place, and Noll is willing to take on additional duties until such time as the Neighborhood Services position is filled.

WEIGHTS AND MEASURES ORDINANCE DISCUSSION. It was noted that the Weights and Measures ordinance in the Code has never been implemented. Implementation would result in businesses who use weighing devices being “charged back” for the fee the City pays for annual inspections. Council requested that staff come back with the number of businesses that would be affected by the change, information on the practice of other municipalities, and a proposed ordinance amendment that would reflect the city's current practice.

SOLACOM 9-1-1 SOFTWARE AND EQUIPMENT. Police Chief Otterbacher requested permission to purchase new 911 software and equipment through Solocom Company. The current software is no longer supported and purchase of the software was included in the 2014 Capital Improvement plan. Otterbacher indicated that this is the same software used by the Walworth County Communications Center. Lengthy discussion ensued. . It was determined that further information will be coming to a future meeting.

PRO-PHOENIX RECORDS MANAGEMENT SOFTWARE. Chief Otterbacher requested permission to purchase Pro-Phoenix, a records management software (“RMS”). The computer aided dispatch portion of the software would provide shared access for the Whitewater Police Department, Walworth County Sheriff's Office, and UW-Whitewater Police services. The quote of \$104,135 does not include a Fire Department component. An additional annual maintenance fee of \$9,775 would be needed. It was noted that this purchase was budgeted for in the Capital Improvement Plan (“CIP”). Lengthy discussion ensued. It was agreed that further information will be coming to a future meeting.

2015 BUDGET DISCUSSION AND DOCUMENT. City Manager Clapper indicated that the Government Finance Officers Association has a program to assist governments to prepare budget

documents of the very highest quality. Clapper would like to begin incorporating some of those practices into the City’s budget making process. Clapper indicated that the budget process will begin earlier in the year for future budgets, and improvements will be made to the document.

FUTURE AGENDA ITEMS. Councilmember Kidd requested a future discussion on communication issues. Councilmember Singer requested an update from the Janesville Transit Service (Innovation Bus) and Stephanie Abbott requested that an update about the “Parking Summit” be brought forth.

EXECUTIVE SESSION. At 8:32 p.m., it was moved by Singer and seconded by Binnie to adjourn to Closed Session, **TO RECONVENE APPROXIMATELY 30 MINUTES AFTER ADJOURNMENT TO CLOSED SESSION,** per Wisconsin Statutes 19.85(1)(e): “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” And Wisconsin Statutes 19.85(1)(g): “Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved” and 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.”

Items to be Discussed:

Settlement Agreements and strategy discussions concerning acquisition of property interests in the following property for the East Gateway Transportation Project:

<u>Plat #.</u>	<u>Tax Key No.</u>	<u>Address</u>	<u>Owner</u>
5	/WUP 00257A	108 W. Main St.	Donna J. Henry
7	/BIRW 00001	116 East Main Street	Frawley Enterprises
8	/TRA 00001	202 East Main St.	Ruth Walton Rentals, LLC
	/TRA 00002	210 East Main St.	Ruth Walton Rentals, LLC
11	/WUP 00266	227 East Main St.	Donna J. Henry
12	/ES 0007	230 East Milwaukee St.	D&R Partnership, LLC
13	/A 70900001	203 East Milwaukee St.	FCCU
15	/TRA 00003	212 East Main St.	Donna J. Henry
17	/TRA 00032, /TRA 00033	211 East Main St.	Dean L. Zweifel
18	/TRA 00036	113 East Main St.	EA Investments, Inc.

AND

Discussion of status of Elkhorn Road Ventures, LLC tax foreclosure for property located at intersection of Elkhorn Road and Bluff Road

AYES: AYES: Abbott, Binnie, Singer, Bregant, and Kidd. NOES: None. ABSENT: Frawley and Winship.

RECONVENE INTO OPEN SESSION. (9:20 p.m.)

AGREEMENTS BETWEEN CITY AND PROPERTY OWNERS AFFECTED BY EAST GATEWAY PROJECT. City Attorney McDonell indicated that the City is acquiring an interest in nine different properties for construction – none of which are displacing owners. McDonell indicated he

has been able to reach oral agreements on price with all properties, three of which are owned by Donna Henry. McDonell is still negotiating with her attorney on some of these issues. Purchase prices were approved as presented. It was moved by Binnie and seconded by Abbott to approve purchase agreements between the City and the property owners affected by the East Gate project. (See listing of property owners as set forth in Closed Session discussion). AYES: Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Frawley, Winship.

ADJOURNMENT. It was moved by Binnie and seconded by Abbott to adjourn the meeting. Motion carried by unanimous voice vote. The meeting adjourned at 9:30 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**

April 15, 2014

The organizational meeting of the Common Council was called to order by City Manager Clapper. MEMBERS PRESENT: Frawley, Abbott, Winship, Binnie (by telephone), Singer, Bregant, Kidd. MEMBERS ABSENT: None.

SWEARING IN OF NEWLY-ELECTED COUNCIL MEMBERS. City Clerk Michele Smith administered the oath to newly-elected council member at large Kenneth Kidd; Councilmember Aldermanic District 1 Phil Frawley; Councilmember Aldermanic District 2 Stephanie Abbott; and Councilmember Aldermanic District 4, Lynn Binnie (Oath for Councilmember Binnie administered by conference telephone call).

ELECTION OF COUNCIL PRESIDENT AND COUNCIL PRESIDENT PRO TEM. Councilmembers Winship and Kidd nominated Patrick Singer to serve as Council President. No other nominations were received. AYES: Frawley, Abbott, Winship, Binnie, Bregant, Kidd. NOES: None. ABSTAIN: Singer. Councilmembers Winship and Kidd nominated Councilmember Binnie to serve as Council President Pro Tem. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd. NOES: None. ABSTAIN: Binnie.

APPOINTMENT OF COUNCIL REPRESENTATIVES TO CITY BOARDS AND COMMISSIONS: It was moved by Abbott and seconded by Bregant to make the following councilmember appointments to City boards and commissions:

Alcohol Licensing Committee – Bregant, Abbott, Singer; **Aquatic Center Board** – Frawley; **Birge Fountain Committee** – Frawley; **Cable TV Committee** – Binnie; **Community Development Authority** – Singer, Winship; **Landmarks Commission** – Bregant; **Library Board** – Winship; **Parks and Recreation Board** – Kidd; **Plan Commission** – Binnie as regular member – Abbott as alternate member; **Police and Fire Commission** – Kidd; **Technology Park Board** – Bregant. (Kidd and Frawley retained existing appointments to the **Fire Department / Rescue Squad Task Force Committee**). AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

ACKNOWLEDGEMENT OF RECEIPT AND FILING OF MINUTES. It was moved by Abbott and seconded by Bregant to acknowledge receipt and filing of the following: Fire and Rescue Task Force Minutes of 2/13/14 and 2/27/14; Financial Reports for March, 2014; and Report of Manually-Produced Checks for March 2014. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd, Binnie. NOES: None.

APPROVAL OF PAYMENT OF INVOICES. It was moved by Abbott and seconded by Bregant to approve payment of city invoices in the total sum of \$49,122.47. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd, Binnie. NOES: None.

STAFF REPORTS: City Manager Clapper and Council representatives presented plaques in recognition of the following UW-Whitewater Teams: UW-Whitewater Men’s Wheelchair Basketball Team; UW-Whitewater Women’s Wheelchair Basketball Team; UW-Whitewater Men’s Basketball Team; UW-Whitewater Women’s Gymnastics Team. A Proclamation in recognition of National Public Safety Telecommunications Week (April 14 – 20th) was presented. Assistant City Manager McDonell provided an update on Whitewater’s Make a Difference Day scheduled for Saturday, April 26th.

CITIZEN COMMENTS. None.

RESOLUTION AUTHORIZING OFFICIAL DEPOSITORIES. The annual resolution authorizing official depositories was presented to Council for approval.

RESOLUTION AUTHORIZING OFFICIAL DEPOSITORIES

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

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

Resolution introduced by Councilmember Abbott and seconded by Councilmember Bregant, who moved its adoption. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd, Binnie. NOES: None. ABSENT: None. ADOPTED: April 15, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

RESOLUTION AUTHORIZING OFFICIAL NEWSPAPER. The annual resolution authorizing official newspaper was presented for council approval.

RESOLUTION ADOPTING WHITEWATER REGISTER AS OFFICIAL NEWSPAPER

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

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

Resolution introduced by Councilmember Abbott and seconded by Councilmember Bregant, who moved its adoption. AYES: Frawley, Abbott, Winship, Singer, Bregant, Kidd, Binnie. NOES: None. ABSENT: None. ADOPTED: April 15, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

RESOLUTION AMENDING SANITARY SEWER RATES.

RESOLUTION ADOPTING SANITARY SEWER USER & CONNECTION FEES

WHEREAS, the Common Council of the City of Whitewater has reviewed all fiscal year cost breakdowns and budgets for sewer service in accordance with Chapter 16.14 and 16.20 of the Municipal Code; and

WHEREAS, the Common Council determined a need to revise the rates for users of the sewer service to fairly allocate the costs of sewer service and maintain the sewer fund on a sound fiscal basis.

NOW, THEREFORE, BE IT RESOLVED by the Common Council that the following tariffs are hereby established, effective June 24, 2014.

DOMESTIC SEWAGE CUSTOMERS

<u>Meter Size</u>	<u>Monthly Facilities Charge</u>
5/8"	9.56
3/4"	9.56
1"	15.23
1 1/2"	24.68
2"	36.02
3"	62.46
4"	98.28
6"	195.02
8"	308.07

Volume Charge: \$6.57 per 1,000 gallons

NON DOMESTIC SEWAGE CUSTOMERS

Monthly Facilities Charge: Same as Domestic Sewage Customers
Volume Charge: Same as Domestic Sewage Customers

Surcharge per lb. over Domestic Strength Sewage:

B.O.D.	(over	300	mg/1)
\$0.58	per pound	T.S.S. (over	300 mg/1)
\$0.55	per pound	NH3-N (over	300 mg/1)
\$0.99	per pound	Total Phosphorus (over	12 mg/1)
\$7.57 per pound			

New Building Connection

Fee:

(a) Per family dwelling or R.E.U. without individual laundry Facilities-per unit or R.E.U.	\$1,824.00	(b) Multiple family dwellings
(c) All others:	\$1,368.00	
	\$1,824 per each 275 gls per day of usage (Minimum \$1,824 per unit or R.E.U.).	

Other Sewage Customer

S:
Holding Tank Waste \$17.00 per 1,000 gls Septic Tank Waste
\$46.00 per 1,000 gls Grease

Resolution introduced by Councilmember Kidd and seconded by Councilmember Winship. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ADOPTED: April 15, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

RESOLUTION AUTHORIZING THE CITY MANAGER AND CITY CLERK TO SIGN AN ENERGY SAVINGS PERFORMANCE CONTRACT WITH TRANE, USA, INC. FOR CITY FACILITY IMPROVEMENTS.

Very lengthy discussion regarding the projects included in the Scope ensued. Concerns about replacing units that have not reached their life expectancy, as well as what should actually be included in a performance contract were expressed. After a very lengthy discussion regarding the scope of the project, it was moved by Binnie and seconded by Winship to remove armory windows from the proposed contract. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant. NOES: Kidd. ABSENT: None. It was then moved by Binnie and seconded by Abbott to remove the municipal building and Armory roofs from the proposal. AYES: Frawley, Abbott, Binnie, Singer. NOES: Winship, Bregant, Kidd.

RESOLUTION AUTHORIZING THE CITY MANAGER AND CITY CLERK TO SIGN AN ENERGY SAVINGS PERFORMANCE CONTRACT WITH TRANE USA, INC.

WHEREAS, the City of Whitewater has reviewed the information concerning recommendations for the amount the City of Whitewater should spend on energy conservation and facility improvement measures on various City facilities, and after said review, the City Council hereby makes the following finding.

FINDING

The City Council hereby finds that the amount the City of Whitewater would spend on the energy conservation and facility improvement measures recommended in the report from Trane USA Inc. is not likely to exceed the amount to be saved in energy and operation costs over the remaining useful life of the facilities to which the measures apply.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, hereby authorizes the City Manager and the City Clerk to sign the contract and any other documents approved by the City Attorney necessary to enter into an energy savings performance contract with Trane USA, Inc.

It was moved by Binnie and seconded by Winship to approve the contract as amended (remove the municipal building and armory roofs from the contract, the armory windows, and approve the remainder of the contract contingent upon final edits to be approved by the City Manager and City Attorney, with reaffirmation that the Starin Park building metal roof, bathroom upgrades and siding be removed from the contract). AYES: Frawley, Winship, Binnie, Bregant, Singer, Kidd. NOES: Abbott. ADOPTED: April 15, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

ORDINANCES: None.

DOWNTOWN WHITEWATER REQUEST FOR SPONSORSHIP OF JACK HANNA PROGRAM.

Downtown Whitewater representatives indicated that profits from the Jack Hanna show would fund the façade grant program administered by Downtown Whitewater. The fund is currently out of money. The profits would also fund Streetscape improvements. Downtown Whitewater received a grant to develop a plan and has been working with UW Madison. It was noted that the Hanna program grossed \$30,900. The cost to host the event was approximately \$22,000. Profit proceeds of \$9,000 will go towards future façade improvement grants or streetscape improvements. Downtown Whitewater requested a contribution from the City to assist with the façade and Streetscape grants. Council determined that since the donation was not budgeted, it would have to be paid from the City's contingency fund. Councilmember Kidd questioned whether there was funding for Streetscaping. Downtown Whitewater representative David Saalsa indicated there was not. Councilmember Singer questioned whether the Community Development Authority was going to be asked to contribute. Councilmember Binnie expressed support for Downtown Whitewater, but indicated it would be helpful

for those seeking sponsorships to make the request in advance of a project. Councilmember Winship expressed concern about requests being received after the City's annual budget has been adopted. He continued by stating that if the \$3,100 request were approved, the city funds would have to be taken from the City's contingency account. It was noted that the Council would welcome a request for funds when the Streetscaping project is started. Councilmember Abbott expressed frustration over the fact that it was indicated the venue was better (University) but that the profits were less. She is not convinced the venue is better. Abbott believes the Council is being asked to make up for a fundraiser that did not generate as much revenue as was expected. Abbott continued by stating that a donation at this point would not seem fair to the other groups out of budget season. Councilmember Kidd indicated that too much time was being spent criticizing the efforts of well-intended volunteers. Downtown Whitewater representative Saalsa indicated that the request for funding was due to a lapse in a staff member getting an agenda item on in time.

JANESVILLE TRANSIT SERVICE ("JTS") PRESENTATION (INNOVATION BUS). JTS representative Smith informed the Council that when UWW students learned about the reduction in Saturday hours, they recognized value of that service and wanted it continued. As a result, the Residence Life and Residence Hall student associations are sponsoring two trips every Saturday during the school year. Smith also indicated that meetings are being set up with industrial employers. Councilmember Bregant indicated that it is difficult to analyze which routes are most beneficial when counts occur only when passengers board. Smith indicated that an annual survey is also completed. Councilmember Abbott expressed frustration about the statistics given. She would like more detail. Smith indicated that the type of statistics could be looked at and possibly changed in the future. Abbott expressed frustration with the fact that detailed information has been asked for on more than one occasion. Abbott believes the City is spending a great deal of money for approximately 14 boarding passengers per day.

City Manager Clapper indicated that there has not yet been discussion with Generac regarding their contribution. Clapper has no indication that they will not support the service in the future. Councilmember Winship suggested that information regarding the new Blackhawk Technical College in Milton, and what effect that will have on the service, be obtained. Councilmember Abbott asked how the route will be affected when students are on break. Smith indicated that there will be changes in the Fall, once Blackhawk Technical School in Milton opens.

STORMWATER PROJECTS AND STORMWATER PROJECT BORROWING. Assistant City Manager McDonnell reported that Strand recently completed several drainage studies. The Woodland Drive Drainage study identified improvement alternatives to mitigate flooding issues that are being experienced along Woodland Drive. Conceptual drawings and cost estimates for each alternative is included in Strand's study. A study on Basin 15 provided an update to the Basin 15 Stormwater study that was prepared in December of 2002. City staff have recommended pursuing the Woodland Drive project Alternative No. 4 in 2014. This includes a 100 year pipe capacity with 24" sanitary sewer between 256 and 248 Woodland Drive with no overland route established. The cost would be \$86,000. The advantage of this is it will add additional piping and stormwater inlets to the existing piping and inlets at the location. Also noted was a Church Street / Whitewater Street problem area (as identified in the Basin 15 Drainage Study). If this project were to be completed in 2014, it would be additional cost of \$600,000 for a 100-year solution to the current problem.

No formal action was taken, although Council was very supportive of resolving the problems. Further information will be forthcoming.

WATER RATE INCREASE. Finance Director Saubert indicated that effective 6/24/14, he is seeking a water rate increase effective 6/24/14. Saubert presented documentation as to why the increase should occur. Council consensus was to bring the rate increase back for approval at the next meeting. Saubert indicated that the average increase for a residential customer will be 64 cents per month. It was moved by Winship and seconded by Bregant to bring forth the Resolution to increase the water rates by 3% as

requested. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

AWARD OF CONTRACT FOR DOWNTOWN EAST GATEWAY PROJECT. Assistant City Manager McDonell stated that three bids for the Downtown East Gateway project were received, and bids came in lower than expected. The low bid of \$1,778,910.50 was submitted by Forest Landscaping of Lake Mills, Wisconsin. It was noted that the City was recently awarded a grant from the Wisconsin Department of Natural Resources Municipal Dam Grant program. This grant requires a 50% match. The grant will cover up to \$115,591 of costs for improvements related to abandonment of the existing Mill Race facilities and replacement with a new Mill Race culvert and control structure. The bid also includes \$75,000 for disposal of contaminated soils that may be encountered during the constructions. The estimate for this disposal could vary. It was moved by Abbott and seconded by Bregant to approve a contract with Forest Landscaping of Lake Mills, Wisconsin, to complete the Downtown East Gateway project. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

DOWNTOWN EAST GATEWAY PROJECT STREET LIGHT PURCHASE. It was moved by Abbott and seconded by Frawley to approve the street lights and bollards purchase from Enterprise Lighting, Ltd., of Waukesha, Wisconsin in the sum of \$69,295.50. In response to Council questions, it was noted that no comparative quotes have been obtained, as the product needed to match existing lights is proprietary to this Company. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

STRAND ASSOCIATES TASK ORDER 13-03 (UPDATE OF STRAND DOWNTOWN EAST GATEWAY PROJECT SCOPE OF SERVICE). Presented for approval was Strand's agreement. Assistant City Manager McDonell indicated that by the end of March, Strand exceeded their approved engineering fee. An amendment is needed to cover costs associated with additional engineering services that were not anticipated or included in the original agreement. The total estimated cost for Amendment No. 1 to Task Order 13-03 is \$183,250. Strand will bill the city based on an hourly rate. It was moved by Winship and seconded by Abbott to approve an amendment to Task Order 13-03 with Strand Associates. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

COMMUNICATIONS CENTER (DISPATCH) OPTION REVIEW. Brief overview began with discussion of staffing in communications center. Otterbacher indicated that they are at maximum for existing staffing. It was indicated that if things continue as are, they would need to increase the number of employees. Review of alternatives began. Otterbacher recommended a "communication bridge," which allows linking into Walworth County's system. Otterbacher continued by stating that the City would be better equipped to service needs. She indicated that the University is supportive of the communications bridge option. She indicated that there would be a reduced cost if the University would be willing to contribute a portion of funding once everything is set up. Otterbacher indicated that she has met with Walworth County representatives, and they are not yet ready to combine resources. She indicated that Walworth County would be unable to effectively assume the dispatch service as they are understaffed for such a role. Now there is a lack of adequate software to make that happen. Otterbacher stated that County Sheriff Graves would require a Feasibility Study before going further, but Otterbacher believes relocating current dispatch services to the County would not be "free" for the City of Whitewater. UWW Police Chief Kiederlen stated that if the County decided to go with a specific set of protocols, local Police would have to go with their policies, and that could be a problem.

Concern about lack of communication with the Fire and Rescue groups was expressed. Councilmember Binnie did not agree that it was likely that Whitewater would be charged an "extra" fee for dispatching services as all County residents get that service as part of their tax bill payment. It was agreed that the Solacom software purchase would be delayed until a complete picture could be reviewed.

Police Chief Otterbacher inquired what would come of all of the extra non-emergency duties that dispatchers take on, if transfer of the 911 services to the County were to occur. It was moved by Kidd and seconded by Winship to move ahead towards the communications bridge, which will require work. Direction should be given to the County so that further details can be brought forth. No vote was taken on this motion. It was then moved by Winship and seconded by Kidd to endorse the Communications Bridge concept and ask Whitewater (City), County, and UWW to move forward with a detailed study, and report findings back to the Council by July 1st. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

SOLACOM 9-1-1 SOFTWARE PURCHASE. Details regarding costs and which license we should have are questions that need to be answered. The variation in price could be as large as an \$80,000 difference. It was agreed to delay a decision on the software purchase.

AMENDMENT TO PROFESSIONAL SERVICES CONTACT WITH MUNICIPAL ZONING INSPECTION SERVICES. City Manager Clapper recommended amendment of the existing contract with Greg Noll of Municipal Zoning Inspection Services to incorporate additional duties Noll will now be responsible for since the resignation of Latisha Birkeland. There is a \$2,000 per month retainer. Councilmember Binnie expressed concern about contract language referring to portions of the contract being “temporary.” It was noted that until the skill set of Birkeland’s replacement is known, final negotiation of the duties is pending. City Attorney McDonell indicated that Noll understands that when a replacement employee is hired, the contract will be revisited. It was moved by Abbott and seconded by Abbott to approve the contract with Municipal Zoning Inspection Services. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

AMENDMENT TO PROFESSIONAL SERVICES CONTACT WITH GRAEF (TO DEVELOP A PARKING SUMMIT). City Manager Clapper indicated that a Parking Summit is being prepared to address parking concerns that relate directly to the proposed zoning code updates. Per Council and Plan Commission direction at a zoning rewrite meeting, parking changes will be handled as a separate matter. Councilmember Abbott supports the Parking Summit concept, but does not believe it must be done through a consultant. Graef of Milwaukee, Wisconsin presented proposals to 1) Continue and complete the zoning update; 2) Facilitate discussions and recommendations for parking regulations, policies, compliance and enforcement; and 3) Prepare supporting amendments to the Comprehensive Plan. It was moved by Winship and seconded by Abbott to approve proposal #1 and also proposal #2, only as it relates to parking. AYES: Frawley, Abbott, Winship, Binnie, Bregant, Singer, Kidd. NOES: None.

ZONING REWRITE ORDINANCE TIMELINE AND PARKING SUMMIT. Timeline specifics are not yet available. Potential discussion of the timeline will occur at the first Council meeting in May. Further information will be forthcoming.

NEIGHBORHOOD SERVICES DIRECTOR POSITION DUTIES, JOB DESCRIPTION AND AUTHORIZATION TO COMMENCE HIRING PROCESS. City Manager Clapper presented the job description for the recently vacated Neighborhood Services Director position. Clapper indicated that there will be a well-rounded interview panel to allow for good feedback. No formal action was taken, although the Council consensus was to begin the hiring process as soon as possible.

REEB CERTIFIED SURVEY MAP. It was moved by Singer and seconded by Abbott to waive the requirement for a 72 hour notice on approval of the Reeb Certified Survey Map (“CSM”), and to approve the CSM as submitted. AYES: Frawley, Abbott, Singer, Bregant, Kidd, Winship. NOES: None. ABSTAIN: Binnie.

COUNCILMEMBER REQUESTS FOR FUTURE AGENDA ITEMS. None.

EXECUTIVE SESSION. **EXECUTIVE SESSION.** It was moved by Singer and seconded by Abbott to adjourn to Closed Session, **NOT TO RECONVENE** per Wisconsin Statutes 19.85(1)(e): “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” And Wisconsin Statutes 19.85(1)(g): “Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved” and 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.”
 Items to be Discussed:

Settlement Agreements and strategy discussions concerning acquisition of property interests in the following property for the East Gateway Transportation Project:

<u>Plat #.</u>	<u>Tax Key No.</u>	<u>Address</u>	<u>Owner</u>
5	/WUP 00257A	108 W. Main St.	Donna J. Henry
11	/WUP 00266	227 East Main St.	Donna J. Henry
15	/TRA 00003	212 East Main St.	Donna J. Henry

(Due to the lateness of the meeting, the City Manager Performance Evaluation will take place at a future meeting). (Note – The agenda indicated that the Council would reconvene into open session, but the circumstances changed, and the Council moved “not to reconvene.”)

AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. The regular portion of the meeting adjourned at 10:45 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.**

April 29, 2014

The special meeting of the Common Council was called to order at 6:30 p.m. by Council President Singer. MEMBERS PRESENT: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. MEMBERS ABSENT: None.

LIBRARY VISION, INC. PRESENTATION. Rick McCarthy of Library Vision, Inc. of Elgin, Illinois was present to discuss the Visioning and Master Plan for the Irvin L. Young Memorial Library. The Mission of the Library is to provide quality materials in all media, provide quality services from trained information professionals, serve as a cultural, educational, informational and life-enriching resource center for the Whitewater area, ensure that all members of the community have equal access to information, and provide life-long educational opportunities for all people, regardless of age, background or means. McCarthy explained that the Library Board has been working diligently on obtaining information to continue the progress on the library addition building project. McCarthy indicated that with the changes occurring in today's society, there is a need for a vision and a new methodology in the way in which libraries are planned. Demographics and recognition of social trends have been incorporated in the Plan. The Plan focuses on public events spaces, meeting rooms, tutoring spaces, small business meeting spaces, and Maker Space type opportunities. McCarthy stressed that the Plan is preliminary and certainly subject to change. Further information will be forthcoming.

BOARD AND COMMISSION APPOINTMENTS. Nominations Committee members Patrick Singer (Council President) and City Manager Clapper made the following recommendations for appointments of citizen members to Boards and Commissions:

BIRGE FOUNTAIN COMMITTEE – James Allen; **BOARD OF ZONING APPEALS** – Koller Stettler and Tim Hinspater as regular members; **DISABILITY RIGHTS COMMITTEE** – Laura Morrow Jacobs; **COMMUNITY DEVELOPMENT AUTHORITY** – James Allen; **LIBRARY BOARD** – Julie Caldwell and Richard Helmick; **PLAN AND ARCHITECTURAL REVIEW COMMISSION** – Kristine Zaballos, regular member and Jon Tanis, alternate member, and **URBAN FORESTRY COMMISSION** – Sherry Stanek. It was moved by Singer and seconded by Abbott to approve the slate of board members as recommended by the Nominations Committee. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

EXECUTIVE SESSION. It was moved by Singer and seconded by Abbott to adjourn to Closed Session, **not to reconvene**, per Wisconsin Statutes 19.85(1)(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Item to be Discussed: City Manager Evaluation. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. The regular portion of the meeting adjourned at 7:35 p.m.

Respectfully submitted,

Michele R. Smith, Clerk

5/30/14

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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
ABENDROTH WATER COND						
502	ABENDROTH WATER COND	502-060414	WASTEWATER/WATER SUPPL	06/04/2014	186.86	620-62840-340-000
Total ABENDROTH WATER COND:					186.86	
ALL PEST CONTROL						
4613	ALL PEST CONTROL	2014-1423	GEN BLDG/COMMUNITY BLDG	06/04/2014	120.00	100-51600-245-000
Total ALL PEST CONTROL:					120.00	
AROPA DESIGNS INC						
880	AROPA DESIGNS INC	35571	REC/BASEBALL JERSEYS	06/04/2014	388.80	100-55300-341-000
Total AROPA DESIGNS INC:					388.80	
AT&T LONG DISTANCE						
4746	AT&T LONG DISTANCE	4746-060414	SAFETY BLDG/LONG DIST	06/04/2014	967.89	100-51450-225-000
4746	AT&T LONG DISTANCE	4746-060414	CABLE/LONG DISTANCE	06/04/2014	17.71	200-55110-225-000
Total AT&T LONG DISTANCE:					985.60	
BALL, RICHARD						
1033	BALL, RICHARD	33054	INNOVATION CTR/MATS & TOW	06/04/2014	449.50	920-56500-250-000
1033	BALL, RICHARD	33083	STREET/MATS & TOWELS	06/04/2014	106.14	100-53230-340-000
Total BALL, RICHARD:					555.64	
BROWN CAB SERVICE INC						
47	BROWN CAB SERVICE INC	1059	CAB SVC/APRIL SVC	06/04/2014	12,647.44	235-51350-295-000
Total BROWN CAB SERVICE INC:					12,647.44	
DIVERSIFIED BENEFIT SVC INC						
4192	DIVERSIFIED BENEFIT SVC INC	183599	FINANCE/MAY FLEX SVC	06/04/2014	266.32	100-51500-217-000
Total DIVERSIFIED BENEFIT SVC INC:					266.32	
DONOHUE & ASSOCIATES INC						
7077	DONOHUE & ASSOCIATES INC	12600-05	WASTEWATER/FACILITY PLAN	06/04/2014	9,646.90	620-62820-219-000
Total DONOHUE & ASSOCIATES INC:					9,646.90	
DUNSMOOR DOORS INC						
74	DUNSMOOR DOORS INC	4184	GEN BLDG/DOOR REPAIR AT C	06/04/2014	148.95	100-51600-355-000
Total DUNSMOOR DOORS INC:					148.95	
FARM PLAN CORPORATION						
17	FARM PLAN CORPORATION	IC13014A	PARKS/POWER PRUNER CARB	06/04/2014	42.03	100-53270-242-000
17	FARM PLAN CORPORATION	IC13368	PARKS/POWER PRUNNER	06/04/2014	1.06	100-53270-242-000
17	FARM PLAN CORPORATION	UW32461	PARKS/#51 REPAIRS	06/04/2014	14.36	100-53270-242-000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total FARM PLAN CORPORATION:					57.45	
FORT HEALTHCARE						
151	FORT HEALTHCARE	IVC001774	SENIORS/CPR CARDS	06/04/2014	12.00	100-46733-55
Total FORT HEALTHCARE:					12.00	
GABBEY, ROBERT						
1945	GABBEY, ROBERT	JUNE 2014	FIRE/CELL PHONE REIMBURSE	06/04/2014	20.00	100-52200-225-000
Total GABBEY, ROBERT:					20.00	
JIM'S KEY SHOP LLC						
4833	JIM'S KEY SHOP LLC	3120	GEN BLDG/2 CYLINDERS & KEY	06/04/2014	79.96	100-51600-340-000
4833	JIM'S KEY SHOP LLC	3123	GEN BDLG/LOCK REPAIRS	06/04/2014	19.36	100-51600-340-000
Total JIM'S KEY SHOP LLC:					99.32	
JOHNSON BLOCK & CO INC						
4258	JOHNSON BLOCK & CO INC	414902	FINANCE/AUDIT THRU 4-30-14	06/04/2014	2,500.00	100-51500-214-000
4258	JOHNSON BLOCK & CO INC	414902	WATER/AUDIT THRU 4-30-14	06/04/2014	1,000.00	610-61923-210-000
4258	JOHNSON BLOCK & CO INC	414902	WASTEWATER/AUDIT THRU4-3	06/04/2014	1,000.00	620-62810-219-000
4258	JOHNSON BLOCK & CO INC	414902	STORMWATER/AUDIT THRU 4-3	06/04/2014	500.00	630-63300-214-000
4258	JOHNSON BLOCK & CO INC	414902	CDA/AUDIT THRU 4-30-14	06/04/2014	750.00	900-56500-219-000
Total JOHNSON BLOCK & CO INC:					5,750.00	
K.A.S. CUSTOM CLEANING						
6868	K.A.S. CUSTOM CLEANING	15788	CRAVATH LAKEFRONT/APRIL S	06/04/2014	1,047.00	100-51600-246-000
6868	K.A.S. CUSTOM CLEANING	15788	CRAVATH LAKEFRONT/EXTRA	06/04/2014	94.00	100-51600-246-000
6868	K.A.S. CUSTOM CLEANING	15788	ARMORY/APRIL SVC	06/04/2014	840.00	100-51600-246-000
6868	K.A.S. CUSTOM CLEANING	15788	INNOVATION CTR/APRIL CLEA	06/04/2014	750.00	920-56500-246-000
6868	K.A.S. CUSTOM CLEANING	15788	LIBRARY/APRIL CLEANING	06/04/2014	1,375.00	100-55111-246-000
6868	K.A.S. CUSTOM CLEANING	15788	CITY HALL/APRIL SVC	06/04/2014	3,280.00	100-51600-246-000
6868	K.A.S. CUSTOM CLEANING	15788	STARIN COMM BLDG/APRIL SV	06/04/2014	1,175.00	100-51600-246-000
6868	K.A.S. CUSTOM CLEANING	15788	STARIN COMM BLDG/RENTAL	06/04/2014	141.00	100-51600-246-000
Total K.A.S. CUSTOM CLEANING:					8,702.00	
KB SHARPENING SERVICES INC						
110	KB SHARPENING SERVICES IN	80393	PARKS/LAWN MOWER BLADES	06/04/2014	18.00	100-53270-242-000
Total KB SHARPENING SERVICES INC:					18.00	
LINDNER & MARSACK SC						
79	LINDNER & MARSACK SC	104821	LEGAL/PHONE CONF J SWAIN	06/04/2014	102.50	100-51300-219-000
Total LINDNER & MARSACK SC:					102.50	
MADISON TRUCK EQUIPMENT INC						
1461	MADISON TRUCK EQUIPMENT I	15789	EQUIPMENT REPLACEMENT/D	06/04/2014	6,856.00	215-53560-820-000
1461	MADISON TRUCK EQUIPMENT I	15794	EQUIPMENT REPLACEMENT/D	06/04/2014	5,990.00	215-53560-820-000
1461	MADISON TRUCK EQUIPMENT I	15796	EQUIPMENT REPLACEMENT/D	06/04/2014	3,400.00	215-53560-820-000
1461	MADISON TRUCK EQUIPMENT I	15800	EQUIPMENT REPLACEMENT/D	06/04/2014	4,826.00	215-53560-820-000
1461	MADISON TRUCK EQUIPMENT I	15805	EQUIPMENT REPLACEMENT/D	06/04/2014	8,806.00	215-53560-820-000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
Total MADISON TRUCK EQUIPMENT INC:					29,878.00	
MENARD INC						
494	MENARD INC	63091	PARKS/GARDEN HOSE	06/04/2014	69.90	100-53270-213-000
Total MENARD INC:					69.90	
MILPORT ENTERPRISES INC						
1408	MILPORT ENTERPRISES INC	207278	WASTEWATER/ALUM	06/04/2014	5,802.32	620-62840-341-000
Total MILPORT ENTERPRISES INC:					5,802.32	
NELSON'S BUS SERVICE INC						
9	NELSON'S BUS SERVICE INC	84734	SENIORS/BROOM & LED BULB	06/04/2014	20.49	100-46733-55
Total NELSON'S BUS SERVICE INC:					20.49	
PAXXO						
7225	PAXXO	F14-132	WASTEWATER/COMPACTOR B	06/04/2014	433.27	620-62850-357-000
Total PAXXO:					433.27	
PUBLIC SERV COMM OF WI						
348	PUBLIC SERV COMM OF WI	1404-I-06520	WATER/2014 SIMPLIFIED RATE	06/04/2014	239.11	610-61923-210-000
Total PUBLIC SERV COMM OF WI:					239.11	
RADICOM BUSINESS COMMUNICATION						
795	RADICOM BUSINESS COMMUNI	99578	STREET/SCANNER	06/04/2014	825.00	100-53230-340-000
Total RADICOM BUSINESS COMMUNICATION:					825.00	
S & H TRUCK SERVICE						
388	S & H TRUCK SERVICE	11753	STREET/#98 HUB CAP	06/04/2014	53.40	100-53230-352-000
Total S & H TRUCK SERVICE:					53.40	
STRAND ASSOCIATES INC						
358	STRAND ASSOCIATES INC	0104227	STORMWATER/WHITEWATER	06/04/2014	344.04	630-63440-821-000
358	STRAND ASSOCIATES INC	0104228	STORMWATER/JAMES ST DET	06/04/2014	381.51	630-63440-882-000
358	STRAND ASSOCIATES INC	0104335	FIELD OF DREAMS/APRIL SVC	06/04/2014	732.50	450-57500-863-000
Total STRAND ASSOCIATES INC:					1,458.05	
TRI COUNTY COOLING & HEATING LLC						
5283	TRI COUNTY COOLING & HEATI	1911	GEN BLDG/STARIN COMM BLD	06/04/2014	615.22	100-51600-244-000
5283	TRI COUNTY COOLING & HEATI	1912	GEN BLDG/CRAVATH LAKEFRO	06/04/2014	147.00	100-51600-244-000
Total TRI COUNTY COOLING & HEATING LLC:					762.22	
UW WHITEWATER						
8	UW WHITEWATER	20344	INNOVATION CTR/FLAG	06/04/2014	15.23	920-56500-250-000
8	UW WHITEWATER	20344	LIBRARY BLDG/JANITORIAL SU	06/04/2014	26.49	100-55111-355-000
8	UW WHITEWATER	20344	LIBRARY BLDG/JANITORIAL SU	06/04/2014	17.68	100-55111-355-000
8	UW WHITEWATER	20344	GEN BLDG/JANITORIAL SUPPLI	06/04/2014	54.67	100-51600-340-000
8	UW WHITEWATER	20344	GEN BLDG/JANITORIAL SUPPLI	06/04/2014	33.62	100-51600-340-000
8	UW WHITEWATER	20344	WASTEWATER/BALLASTS	06/04/2014	130.05	620-62860-357-000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
8	UW WHITEWATER	20344	STREET/BULBS	06/04/2014	279.26	100-53300-405-000
8	UW WHITEWATER	20344	STREET/BALLAST	06/04/2014	131.01	100-53300-405-000
8	UW WHITEWATER	20344	GEN BLDG/DISPENSER	06/04/2014	18.90	100-51600-340-000
8	UW WHITEWATER	20399	WASTEWATER/JANITORIAL SU	06/04/2014	81.54	620-62840-340-000
8	UW WHITEWATER	20399	GEN BLDG/LIGHT BULBS	06/04/2014	62.13	100-51600-340-000
8	UW WHITEWATER	20399	GEN BLDG/JANITORIAL SUPPLI	06/04/2014	126.03	100-51600-340-000
8	UW WHITEWATER	20399	LIBRARY/JANITORIAL SUPPLIE	06/04/2014	111.70	100-55111-355-000
8	UW WHITEWATER	20399	GEN BLDG/JANITORIAL SUPPLI	06/04/2014	21.04	100-51600-340-000
8	UW WHITEWATER	20399	INNOVATION CTR/SOAP	06/04/2014	93.27	920-56500-250-000
8	UW WHITEWATER	20399	STREET/GARBAGE BAGS & BA	06/04/2014	150.89	100-53300-405-000
8	UW WHITEWATER	SO000983	REC/AFTERSCHOOL AD	06/04/2014	108.00	100-55300-341-000
Total UW WHITEWATER:					1,461.51	
VISU-SEWER INC						
1506	VISU-SEWER INC	25705	STORMWATER/FREMONT ST E	06/04/2014	2,047.50	630-63440-350-000
Total VISU-SEWER INC:					2,047.50	
WALMART COMMUNITY						
1507	WALMART COMMUNITY	1507-060414	GEN ADMN/NOTE CARDS	06/04/2014	14.91	100-51400-790-000
1507	WALMART COMMUNITY	1507-060414	POLICE ADMN/OPERATING SU	06/04/2014	35.98	100-52100-340-000
1507	WALMART COMMUNITY	1507-060414	LIBRARY/OFFICE SUPPLIES	06/04/2014	66.81	220-55110-310-000
1507	WALMART COMMUNITY	1507-060414	LIBRARY/ADULT PROGRAM SU	06/04/2014	7.96	220-55110-341-000
1507	WALMART COMMUNITY	1507-060414	LIBRARY/JUVENILE PROGRAM	06/04/2014	25.89	220-55110-342-000
1507	WALMART COMMUNITY	1507-060414	WASTEWATER/CLEANING & OF	06/04/2014	60.54	620-62840-340-000
1507	WALMART COMMUNITY	1507-060414	WASTEWATER/LAB SUPPLIES	06/04/2014	15.41	620-62870-340-000
Total WALMART COMMUNITY:					227.50	
WALWORTH COUNTY CLERK						
2816	WALWORTH COUNTY CLERK	4-1-14 ELECTI	GEN ADMN/ELECTION BALLOT	06/04/2014	529.08	100-51400-310-000
Total WALWORTH COUNTY CLERK:					529.08	
WHITEWATER FIRE DEPT						
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/WALMART	06/04/2014	88.88	100-52200-340-000
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/WALMART	06/04/2014	160.00	100-52200-810-000
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/PRACTICAL FIRE EQUIPM	06/04/2014	1,515.00	100-52200-810-000
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/FIRE ENGINEER	06/04/2014	565.00	100-52200-211-000
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/COURTYARD BY MARRIO	06/04/2014	875.85	100-52200-211-000
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/EMBASSY SUITES	06/04/2014	764.49	100-52200-211-000
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/MEIJER INC	06/04/2014	59.00	100-52200-211-000
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/AMAZON	06/04/2014	166.87	100-52200-242-000
284	WHITEWATER FIRE DEPT	APR 2014 CRE	FIRE/WITMER PUBLIC SAFETY	06/04/2014	339.98	100-52200-242-000
284	WHITEWATER FIRE DEPT	FARM & FLEE	CRASH CREW/VEHICLE MAINT	06/04/2014	13.27	100-52210-241-000
284	WHITEWATER FIRE DEPT	REI	FIRE/CARABINER	06/04/2014	375.90	100-52210-810-000
Total WHITEWATER FIRE DEPT:					4,924.24	
WILLISON, DONALD						
457	WILLISON, DONALD	8263	STREET/#9 REPAIRS	06/04/2014	65.00	100-53230-352-000
Total WILLISON, DONALD:					65.00	
WINCHESTER TRUE VALUE HARDWARE INC						
24	WINCHESTER TRUE VALUE HA	24-060414	GEN ADMN/USP SHIPPING	06/04/2014	13.50	100-51400-310-000
24	WINCHESTER TRUE VALUE HA	24-060414	GEN BLDG/REPAIR SUPPLIES	06/04/2014	54.93	100-51600-355-000

Vendor	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	GL Account Number
24	WINCHESTER TRUE VALUE HA	24-060414	FIRE/CREDIT	06/04/2014	42.23	100-52200-241-000
24	WINCHESTER TRUE VALUE HA	24-060414	RESCUE/#1220 REPAIRS	06/04/2014	17.99	100-52300-241-000
24	WINCHESTER TRUE VALUE HA	24-060414	PARKS/OPERATING SUPPLIES	06/04/2014	337.89	100-53270-340-000
24	WINCHESTER TRUE VALUE HA	24-060414	STREET/TRAFFIC SUPPLIES	06/04/2014	54.00	100-53300-354-000
24	WINCHESTER TRUE VALUE HA	24-060414	REC/PROGRAM SUPPLIES	06/04/2014	109.79	100-55300-341-000
24	WINCHESTER TRUE VALUE HA	24-060414	WATER/METER MAINTENANCE	06/04/2014	198.70	610-61653-350-000
24	WINCHESTER TRUE VALUE HA	24-060414	WATER/RAT TRAP	06/04/2014	13.16	610-61935-350-000
24	WINCHESTER TRUE VALUE HA	24-060414	WASTEWATER/HARDWARE	06/04/2014	24.47	620-62830-353-000
24	WINCHESTER TRUE VALUE HA	24-060414	WASTEWATER/SEWER MAINTENANCE	06/04/2014	36.97	620-62830-355-000
24	WINCHESTER TRUE VALUE HA	24-060414	WASTEWATER/GROUNDS SUP	06/04/2014	52.55	620-62860-357-000
24	WINCHESTER TRUE VALUE HA	24-060414	WASTEWATER/UPS SHIPPING	06/04/2014	13.75	620-62870-295-000
Total WINCHESTER TRUE VALUE HARDWARE INC:					885.47	
Grand Totals:					89,389.84	

Dated: 05/28/2014Finance Director: DOUG SAUBERT

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.



Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
Community Room
Monday, April 14, 2014, 6:30 pm

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

1. President Anne Hartwick called the meeting to order at 6:35 p.m.
2. Motion was made to go into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." Item to be discussed: (1) Annual evaluation of the library director. MSC (Caldwell/Winship) Helmick, Hartwick, Watson, Hudson. Noes: None.
3. Meeting adjourned at 7:53 p.m. MSC (Windship/Hudson) Helmick, Hartwick, Watson, Caldwell. Noes: None.

Minutes submitted by Sally Taylor Watson, Board of Trustees Secretary

Sally Taylor Watson



Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
Community Room
Monday, April 21, 2014, 6:30 pm

Present: Julie Caldwell, Richard Helmick, Sally Watson, Danielle Hudson, Jim Winship

Absent: Sharon Knight, Anne Hartwick

Aministrative Staff Present: Stacey Lunsford, Diane Jaroch

1. Vice President Julie Calwell called the meeting to order at 6:31 p.m.

OLD BUSINESS

c) SHARE Consortium ~ Discussion. Director, Sue Cantrell explained issues with the SirsiDynix system and separating from the Lakeshores consortium. The process will void the current 5 year contract to renegotiate a new one. Market value accommodations will be made for technology reallocation. Data services will be supported by new cloud server hosting technology. The time-line and logistics are evolving to facilitate these changes.

2. CONSENT AGENDA The consent agenda was approved as presented. MSC

(Helmick/Winship) Caldwell, Watson, Hudson. Noes: None

3. Acknowledgment of receipt of circulation, service, Mango, and Boopsie statistics reports for March 2014. MSC (Hudson/Helmick) Caldwell, Watson, Winship. Noes: None

4. Acknowledgment of receipt of treasurer's report for March 2014. Postponed until next meeting.

5. HEARING OF CITIZEN COMMENTS ~ None.

6. OLD BUSINESS

a) Library Building Expansion Project ~ There will be a special council meeting on April 29th for the architect to present the project to the council. A one page summary handout and web materials will be made available for patrons.

b) Council and Community Communications ~ None

7. NEW BUSINESS

a) Kraege memorial tree and plaque ~ A motion was made to approve the donation as presented. MSC (Winship/Hudson) Caldwell, Helmick, Watson. Noes: None

b) Kraege notebooks ~ Board members toured the new collection which is now available for patron use.

c) PLA Conference ~ Report Stacey gathered information on recycling materials during construction and other green library information. Staff competencies for new technologies for library personnel are necessary for the strategic plan and policies growth plan. Explore the possibilities of adding "ready animation" application for the maker space. Building libraries through education and replacing outdated terminology for library functions to increase support.

c) Review and approval of revised Patron Privacy & Confidentiality policy ~ A motion was made to approve the revised Patron Privacy and Confidentiality policy. MSC (Winship/Helmick) Caldwell, Watson, Hudson. Noes: None

e) Approval to close for ½ a day on Friday, May 2 for staff training ~ MSC (Helmick/Hudson) Caldwell, Watson, Winship. Noes: None

f) Sales Tax ~ Postponed until May.

g) Chapter One of *Trustees Essentials* ~ Postponed until May.

8. DIRECTOR'S REPORT as presented by Stacey Lunsford

- a) We have finally ordered the security cameras and recorder that was approved for last year's budget. There was some delay when the company that is currently providing this type of equipment to the city did not provide a quote as early as I would have liked and then the price tag was too high. As it is, we will acquire five cameras and a recorder for \$6,745, just under the \$7000 we budgeted.
- b) Through the grapevine, I heard that Jan Bilgen had about 20 students in need of a project for Make a Difference Day so I offered them the opportunity to clean up the library grounds and landscaping. Make a Difference Day is Saturday, April 26. We could use some extra rakes.
- c) The City installed a water bottle refilling station at our bubbler location. It tracks how many plastic bottles we have saved by refilling reusable water bottles.
- d) We opened the Maker Space on Friday, April 11. It will be open Monday Thursday, 2:30 - 5:30 pm to start. We will most likely expand the hours as we get people familiar and comfortable with the equipment and they can work without assistance.
- e) Diane and I met with the other four libraries that applied for a LSTA (Library Services and Technology Act) grant and received \$20,000 for a mobile makerspace lab. The other libraries are Hustisford, Palmyra, East Troy, and Lomira. We decided to purchase the tools, equipment, books, and consumables from the grant list in modules so that during the first year, we will be offering programs to demonstrate the lab with the intention of making it a full-fledged mobile maker lab during the second year. We will be having training on the equipment with Shannon Barniskis, formerly the director of the Lomira public library, and a doctoral student at UW-Milwaukee. To learn more about Shannon's extensive experience and research with makerspaces, you can visit her website at www.shannonbarniskis.com.
- f) As we look forward to starting our Seed Library, I have been in contact with Brienne Brown of the Whitewater Makerspace about partnering for a program on building your own seed separator and with Danielle about a joint program with the Whitewater Community Garden, and with W3 to do a program on health and wellness as it relates to growing your own food. I have not heard from W3 but we will definitely be partnering with Whitewater Makerspace and Whitewater Community Garden for some of our programs. We have determined that the tallest and nicest-looking card catalog in the basement will fit in the space at the end of the DVD shelving, where the book display unit currently sits. We will be utilizing the former printer table next to the public Internet computers for displays once we remove the book display unit and replace it with the card (seed) catalog.
- g) I have been attending the meetings of the Project 202s/Whitewater Literacy Group at Winther Hall on Mondays. We have tentatively blocked off Monday mornings for six weeks starting on June 23 for the 16 families to use the Community Room as part of the initial literacy skills-building project originally conceived of for the grant.
- h) We continue to discuss the progress of Mid-Wisconsin Federated Library System separating itself from SHARE. New names are being discussed for the consortium as well. I have again reiterated my urgent concern that we have a positive and professionally coordinated public relations campaign to present this split to our communities. I do not believe that we are going to get any such thing from the system. Certainly some librarians in Dodge County have expressed that they don't see that their patrons will care much one way or another, so there is a lack of urgency the further one gets from the Walworth County border. I would like to pursue the possibility of having one or two students from the university who are studying in this field take this on as a project just for us, although if other libraries want to use it we would, of course, be happy to share.

9. ADULT SERVICES REPORT as presented by Diane Jaroch

I attended the PLA (Public Library Association) conference in Indianapolis on March 10th. The conference was in session March 11th through March 15th. This was a great conference and I am very glad I had the opportunity to attend it. Many of the sessions I attended were about adult programming and maker spaces in libraries. A unique, informative and fun session I attended was about improving customer service by using improve techniques with staff. I think this would be fun to try with our staff, and perhaps we could incorporate it into a staff meeting at some point in the future.

At the conference I had the honor of attending the author luncheon with the young adult author John Green, and even managed to choke him (and myself) up by sharing a personal story that related to his book "The Fault in Our Stars". The perfect ending to the conference was getting to hear the author David Sedaris speak at the closing program. If you are able to leave any conference in tears from laughing so hard you can hardly breathe, you know it was a success!

We had 6 people attend the Maker Monday program on March 17th. Participants made an origami candy dish.

10 people attended Crime Club met on March 19th and discussed the book *The Complaints* by Ian Rankin.

A Medicare program for information and referrals was provided.

On May 1st we have an author program on UFO's and government involvement.

10. YOUTH SERVICES REPORT

- a) Attendance for all three storytimes was slightly down in March but this was partly due to spring break, the weather, and also I took one week off to attend the PLA convention. Attendance for March was 274.
- b) Lego Club was held on March 18, 2014 and 26 children attended.
- c) Diane and I had Maker Monday on March 17th and there were 4 people in attendance.
- d) I led the discussion for Crime Club on Wednesday, March 19th. At the PLA convention, I attended a mystery/author session. Six authors gave a brief introduction of themselves and also a brief discussion of their newest book. Very interesting. Everyone who attended also received copies of these books and the authors signed them. I started the Crime Club discussion by giving a brief summary of what the authors said and a brief summary of the books. For May, the group chose one these authors for the discussion. The author's name is Jeff Abbott. The book is *Adrenaline*, and it's the first book in his Sam Capra series.
- e) The Donuts with Dad program was held on Saturday, March 22, 2014 from 10:00 -11:00 AM.
- f) I'm happy to report that it was a huge success. There were about 63 people in attendance.
- g) Sherry and I made a book called *Donuts with Dad*. The kids and their dads had to fill in the blanks and do a little coloring. I thoroughly enjoyed watching Dads and their children interacting. The next project was making their families out of marshmallows, toothpicks, and pretzel sticks. They even made their family pets. The final activity was tying a tie on Dad. This was followed by refreshments: coffee, juice, milk, donuts, and donut holes. Yum. I do plan on a program in May which will be called Muffins with Mom.
- h) Jerry Grant from the Kiwanis Club contacted Stacey about an Adopt-A-Book program. The
- i) Kiwanis Club has donated \$400 for the purchase of children's picture books. I ordered and cataloged the books for this project and Sue Johnson made book plates. Each book

has one of these book plates inside it. We then gave the books to Jerry. Every time the Kiwanis Club has a speaker, he or she signs one of the books. As an added bonus, most of the speakers have added a little note as well. The books are then returned to the library. I put a circulation note on all the books' records that these books are to be shelved in a special display.

- j) The final activity for March was YA Gaming Night which was held on Thursday, March 27. Only 6 teens attended but they had fun. I didn't realize that it was spring break week.
 - k) I also finished an online course through UW Madison on budget programming.
 - l) PLA Convention. This had to be the best convention that I have ever attended. There were so many beneficial sessions and I come home with many ideas/programs that I could use for this coming summer reading program. There were so many ideas presented at the various sessions which resulted in Stacey, Diane and I having many interesting conversations about the library, the staff, and how we can best serve the patrons.
11. Board member reports ~ Richard Helmick noticed cracks in the basement. Should they be addressed?
 12. Board member requests for future agenda items ~ None
 13. Confirmation of next meeting on May 19, 2014, 6:30 pm.
 14. Adjournment into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1) (c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

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

Roll call vote to go into closed session.

Aye: Caldwell, Helmick, Watson, Hudson, Winship.

No: None

Minutes submitted by Sally Taylor Watson, Board of Trustees Secretary





City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **6/03/2014**

ITEM: **Wastewater Utility Compliance Maintenance
Annual Report (CMAR)**

PRESENTER: **Wastewater Superintendent**

PREVIOUS ACTION, IF ANY: **None**

SUMMARY OF ITEM BEING PRESENTED:

In compliance with the WI Dept. of Natural Resources (WDNR) I have included our 2013 CMAR for your review. The CMAR is designed to help address any shortcomings or deficiencies in the facility and its infrastructure. The report helps monitor utility management but also serves to inform city administration and elected officials of its operating level. CMAR scores can help direct time, effort and dollars invested into the utility. On the “Grading Summary”, located on page 27 of the report, you will see that the utility received “A’s” in all ten categories. This rating also indicates the level of dedication and pride that utility staff has regarding facility operation and maintenance. Despite this positive review I must point out that we still have some large deficiencies to tackle. Fortunately, we have been able to avoid major compliance issues. We must remain diligent and work to improve the infrastructure we have for human health and safety reasons as well as for environmental quality. As always I invite anyone with specific questions or comments to contact me at any time.

BUDGET IMPACT, IF ANY: **None**

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

STAFF RECOMMENDATION: **Recommend the passing of the resolution as presented and as required by the WDNR.**

RECOMMENDED MOTION: **Motion to approve the resolution acknowledging the 2013 Wastewater Utility Compliance Maintenance Annual Report (CMAR).**

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

**2013 WDNR eCMAR
2013 CMAR Resolution**

FOR MORE INFORMATION CONTACT:

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

City of Whitewater
Wisconsin Department of Natural Resources
Compliance Maintenance Annual Report Resolution
2013

WHEREAS, it is a requirement under a Wisconsin Pollutant Discharge Elimination System (WPDES) permit issued by the Wisconsin Department of Natural Resources to file a Compliance Maintenance Annual Report (CMAR) for its wastewater facilities under Wisconsin Administrative Code NR 208;

WHEREAS, it is necessary to acknowledge that the governing body has reviewed the CMAR;

WHEREAS, it is necessary to provide recommendations or an action plan for all CMAR section grades of "C" or less and/or an overall grade point average <3.00;

BE IT RESOLVED, the city council in the City of Whitewater informs the Department of Natural Resources that the 2013 CMAR was reviewed and this resolution was voted on as follows:

Adopted the 3 of June, 2014

Ayes:

Noes:

Absent:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:

Reporting Year: 2013

Influent Flow and Loading

Questions								
1.	Monthly average flows and (C)BOD loadings.							
	InFluent No.701	Influent Monthly Average Flow, MGD	X	Influent Monthly Average (C)BOD Concentration mg.l	X	8.34	=	Influent Monthly Average(C) BOD Loading, pounds/day
	January	1.150	X	205	X	8.34	=	1963
	February	1.475	X	218	X	8.34	=	2683
	March	1.589	X	189	X	8.34	=	2508
	April	2.962	X	169	X	8.34	=	4176
	May	2.014	X	138	X	8.34	=	2316
	June	2.286	X	157	X	8.34	=	2992
	July	1.932	X	100	X	8.34	=	1604
	August	1.292	X	179	X	8.34	=	1924
	September	1.218	X	269	X	8.34	=	2731
	October	1.169	X	248	X	8.34	=	2414
	November	1.178	X	228	X	8.34	=	2242
	December	1.082	X	233	X	8.34	=	2104
2.	Maximum month design flow and design (C)BOD loading.							
		Design	X	%	=	% of Design		
	Max Month Design Flow, MGD	3.65	x	90	=	3.285		
			x	100	=	3.65		
	Design (C)BOD, lbs./day	11415	x	90	=	10273.5		
			x	100	=	11415		
3.	Number of times the flow and (C)BOD exceeded 90% or 100% of design, points earned, and score							

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:

Reporting Year: 2013

Influent Flow and Loading (Continued)

	Months of Influent Flow	Number of times flow was greater than 90% of design	Number of times flow was greater than 100% of design	Number of times (C)BOD was greater than 90% of design	Number of times (C)BOD was greater than 100% of design	
January	1	0	0	0	0	
February	1	0	0	0	0	
March	1	0	0	0	0	
April	1	0	0	0	0	
May	1	0	0	0	0	
June	1	0	0	0	0	
July	1	0	0	0	0	
August	1	0	0	0	0	
September	1	0	0	0	0	
October	1	0	0	0	0	
November	1	0	0	0	0	
December	1	0	0	0	0	
Points per each exceedance		2	1	3	2	
Exceedances		0	0	0	0	
Points		0	0	0	0	
Total Number of Points						0

4. Was the influent flow meter calibrated in the last year?

Yes Enter last calibration date, MM/DD/YYYY 08/14/2013

No -explain

5. Sewer Use Ordinance

5.1 Did your community have a sewer use ordinance that limited or prohibited the discharge of excessive conventional pollutants ((C)BOD, SS, or pH) or toxic substances to the sewer from industries, commercial users, hauled waste, or residences?

Yes

No

If No, please describe:

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:

Reporting Year: 2013

Influent Flow and Loading (Continued)

5.2 Was it necessary to enforce?

Yes

No

If Yes, please describe:

Illegal sump pump connections were noted and followed up on by code enforcement.

6. Septage Receiving

6.1 Did you have requests to receive septage at your facility?

Septic Tanks	Holding Tanks	Grease Traps
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No

6.2 Did you receive septage at your facility? If yes, indicate volume in gallons

Septic Tanks	Holding Tanks	Grease Traps
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No	<input checked="" type="radio"/> Yes <input type="radio"/> No
459,950 gal	1,430,910 gal	41,120 gal

6.2.1 If yes to any of the above, please explain if plant performance is affected when receiving any of these wastes

At this time, given these volumes, we have not had any issues.

7. Pretreatment

7.1 Did your facility experience operational problems, permit violations, biosolids quality concerns or hazardous situations in the sewer system or treatment plant that were attributable to commercial or industrial discharges in the last year?

Yes

No

If Yes, describe the situation and your community's response:

7.2 Did your facility accept hauled industrial wastes, landfill leachate, etc?

Yes

No

If yes, describe the types of wastes received and any procedures or other restrictions that were in place to protect the plant from the discharge of hauled industrial wastes.

We processed 268,500 gallons of leachate from the abandoned Valley Meadows landfill. In addition, we processed 6,770 gallons of what we term "pit water". Those items which are not really holding or septic.

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:

Reporting Year: 2013

Influent Flow and Loading (Continued)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:

Reporting Year: 2013

Influent Flow and Loading (Continued)

Total Points Generated	
Score (100 - Total Points Generated)	
Section Grade	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Whitewater Wastewater Treatment Facil**

Last Updated:
5/28/2014

Reporting Year: **2013**

Effluent Quality and Plant Performance ((C)BOD)

Questions

1. Monthly average effluent values, exceedances, and points for (C)BOD:

Outfall No.001	Monthly Average C(BOD) Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average C(BOD) (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	20	18	1	1	0	0
February	20	18	0	1	0	0
March	20	18	1	1	0	0
April	20	18	8	1	0	0
May	10	10	1	1	0	0
June	10	10	2	1	0	0
July	10	10	2	1	0	0
August	10	10	2	1	0	0
September	10	10	3	1	0	0
October	10	10	4	1	0	0
November	20	18	2	1	0	0
December	20	18	0	1	0	0

* Equals limit if limit is <=10

Months of Discharge/yr	12		
Points per each exceedance with 12 months of discharge:		7	3
Exceedances		0	0
Points		0	0
Total Number of Points			0

NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge.

Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$

2. If any violations occurred, what action was taken to regain compliance?

3. Was the effluent flow meter calibrated in the last year?

Yes - enter last calibration date, MM/DD/YYYY:

08/14/2013

No - explain:

5/30/14

33 of 80

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

**Last Updated:
5/28/2014**

Reporting Year: 2013

Effluent Quality and Plant Performance ((C)BOD) (Continued)

4.	<p>What problems, if any, were experienced over the last year that threatened treatment?</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>During April of 2013 we had an event that caused elevated effluent BOD's for 3 consecutive days. April 22 thru 24th. Our BOD test only could conclude greater than values. Given the greater than values the week 4 average effluent BOD was 18.71mg/L.</p> </div>
5.	<p>Other Monitoring and Limits</p> <p>5.1 At any time in the past year was there an exceedance of a permit limit for any other pollutants such as metals, pH, residual chlorine, or fecal coliform?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>
	<p>5.2 At any time in the past year was there an effluent acute or chronic whole effluent toxicity (WET) test?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>Acute and chronic (WET) testing was completed in August of 2013. Acute results were 1 TUA for both Ceriodaphnia and Fathead minnows. Chronic results were 1.00rTUC for both as well.</p> </div>
	<p>5.3 If the biomonitoring (WET) test did not pass, were steps taken to identify and/or reduce source(s) of toxicity?</p> <p> <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> NA </p> <p>Please explain unless not applicable:</p> <div style="border: 1px solid black; height: 20px; margin-top: 5px;"></div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Whitewater Wastewater Treatment Facil**

Last Updated:
5/28/2014

Reporting Year: **2013**

Effluent Quality and Plant Performance (Total Suspended Solids)

Questions						
1.	Monthly average effluent values, exceedances, and points for TSS:					
Outfall No.001	Monthly Average TSS Limit (mg/L)	90% of Permit Limit >10 (mg/L)*	Effluent Monthly Average TSS (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance	90% Permit Limit Exceedance
January	20	18	1	1	0	0
February	20	18	2	1	0	0
March	20	18	2	1	0	0
April	20	18	6	1	0	0
May	10	10	2	1	0	0
June	10	10	5	1	0	0
July	10	10	1	1	0	0
August	10	10	1	1	0	0
September	10	10	2	1	0	0
October	10	10	3	1	0	0
November	20	18	3	1	0	0
December	20	18	2	1	0	0
* Equals limit if limit is <=10						
Months of Discharge/yr				12		
Points per each exceedance with 12 months of discharge:					7	3
Exceedances					0	0
Points					0	0
Total Number of Points						0
<p>NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$</p>						
2.	If any violations occurred, what action was taken to regain compliance?					

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:
5/28/2014

Reporting Year: 2013

Effluent Quality and Plant Performance (Ammonia = NH3)

Questions

1. Monthly and weekly average effluent values, exceedances, and points for NH3:

Outfall No.001	Monthly Average NH3 LIMIT (mg/L)	Weekly Average NH3 LIMIT (mg/L)	Effluent Monthly Average NH3 (mg/L)	Monthly Permit Limit Exceedance	Effluent Weekly Average for Week 1	Effluent Weekly Average for Week 2	Effluent Weekly Average for Week 3	Effluent Weekly Average for Week 4	Weekly Permit Limit Exceedance
January	4.4		0.1	0					
February	4.4		0.0	0					
March	4.8		0.0	0					
April	4.3		0.0	0					
May	4		0.0	0					
June	3.2		0.1	0					
July	3		0.0	0					
August	3		0.1	0					
September	3		0.4	0					
October	4.1		0.2	0					
November	4.5		0.1	0					
December	4.4		0.0	0					

Points per each exceedance of monthly average:	10
Exceedances, Monthly:	0
Points:	0
Points per each exceedance of weekly average(when there is no monthly average):	2.5
Exceedances, Weekly:	0
Points:	0
Total Number of Points:	0

Note: Limit exceedances are considered for monthly OR weekly averages but not both. When a monthly average limit exists it will be used to detect exceedances and generate points. This will be true even if a weekly limit also exists. When a weekly average limit exists and a monthly limit does not exist, the weekly limit will be used to detect exceedances and generate points.

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:
5/28/2014

Reporting Year: 2013

Effluent Quality and Plant Performance (Ammonia = NH3) (Continued)

2.	If any violations occurred, what action was taken to regain compliance?
	<div style="border: 1px solid black; height: 40px; width: 600px; margin: 5px 0;"></div>

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:
5/28/2014

Reporting Year: 2013

Effluent Quality and Plant Performance (Phosphorus)

Questions					
1.	Monthly average effluent values, exceedances, and points for Phosphorus:				
	Outfall No.001	Monthly Average phosphorus Limit (mg/L)	Effluent Monthly Average phosphorus (mg/L)	Months of Discharge with a Limit	Permit Limit Exceedance
	January	1	0.3	1	0
	February	1	0.4	1	0
	March	1	0.5	1	0
	April	1	0.7	1	0
	May	1	0.6	1	0
	June	1	0.6	1	0
	July	1	0.6	1	0
	August	1	0.8	1	0
	September	1	0.9	1	0
	October	1	0.8	1	0
	November	1	0.7	1	0
	December	1	0.6	1	0
	Months of Discharge/yr			12	
	Points per each exceedance with 12 months of discharge:				10
	Exceedances				0
	Total Number of Points				0
	<p>NOTE: For systems that discharge intermittently to waters of the state, the points per monthly exceedance for this section shall be based upon a multiplication factor of 12 months divided by the number of months of discharge. Example: For a wastewater facility discharging only 6 months of the year, the multiplication factor is $12/6 = 2.0$</p>				
2.	If any violations occurred, what action was taken to regain compliance?				

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Whitewater Wastewater Treatment Facil**

Last Updated:
5/27/2014

Reporting Year: **2013**

Biosolids Quality and Management

	Questions	Points						
1.	<p>Biosolids Use/Disposal:</p> <p>1.1 How did you use or dispose of your biosolids?(Check all that apply)</p> <p> <input checked="" type="checkbox"/> Land Applied Under Your Permit <input type="checkbox"/> Publicly Distributed Exceptional Quality Biosolids <input type="checkbox"/> Hauled to Another Permitted Facility <input type="checkbox"/> Landfilled <input type="checkbox"/> Incinerated <input type="checkbox"/> Other </p> <p>NOTE:If you do not remove biosolids from your system annually, please describe your system type such as lagoons, reed beds, recirculating sand filters, etc, and if biosolids were land applied last year, please also check top box above.</p> <p>1.1.1 If you checked Other, Please describe: <input style="width: 400px; height: 20px;" type="text"/></p>							
2.	<p>Land Application Site:</p> <table border="1" style="width: 100%; margin: 10px 0;"> <tr> <td colspan="2" style="text-align: center;">Last Year's Approved and Active Land Application Sites</td> </tr> <tr> <td style="width: 50%;">2.1.1 How many acres did you have?</td> <td style="width: 50%;">2.1.2 How many acres did you use?</td> </tr> <tr> <td style="text-align: center;">2877.50 acres</td> <td style="text-align: center;">121 acres</td> </tr> </table> <p>2.2 If you did not have enough acres for your land application needs, what action was taken? <input style="width: 400px; height: 20px;" type="text"/></p>	Last Year's Approved and Active Land Application Sites		2.1.1 How many acres did you have?	2.1.2 How many acres did you use?	2877.50 acres	121 acres	
Last Year's Approved and Active Land Application Sites								
2.1.1 How many acres did you have?	2.1.2 How many acres did you use?							
2877.50 acres	121 acres							
	<p>2.3 Did you overapply nitrogen on any of your approved land application sites you used last year?</p> <p> <input type="radio"/> Yes(30 points) <input checked="" type="radio"/> No </p>	0						
	<p>2.4 Have all the sites you used last year for land application been soil tested in the previous 4 years?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) <input type="radio"/> N/A </p>	0						
3.	<p>Biosolids Metals</p> <p>Number of biosolids outfalls in your WPDES permit = 1</p> <p>3.1 For each outfall tested, verify the biosolids metal quality values for your facility during the last calendar year</p>							
5/30/14	BIOSOLIDS METALS CHARACTERISTICS	39 of 80						

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

**Last Updated:
5/27/2014**

Reporting Year: 2013

Biosolids Quality and Management (Continued)

Outfall:002 - Liquid Sludge

Parameter	80% of Limit	H.Q. Limit	Ceiling Limit	mg/kg on a dry weight basis												Times Exceeded			
				Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	80% Value	High Quality	Ceiling	
arsenic		41	75		29													0	0
cadmium		39	85		1.5													0	0
copper		1500	4300		880													0	0
lead		300	840		37													0	0
mercury		17	57		0													0	0
molybdenum	60		75		29												0		0
nickel	336		420		34												0		0
selenium	80		100		0												0		0
zinc		2800	7500		59													0	0

3.1.1 Number of times any of the metals exceeded the high quality limits OR 80% of the limit for molybdenum, nickel or selenium = 0

Exceedance Points		
<input checked="" type="radio"/>	0	0 Points
<input type="radio"/>	1-2	10 Points
<input type="radio"/>	> 2	15 Points

3.1.2 If you exceeded the high quality limits, did you cumulatively track the metals loadings at each land application site? (check applicable box)

- Yes
- No (10 points)
- NA. Did not exceed limits or no HQ limit applies (0 points)
- NA. Did not land apply biosolids until limit was met(0 points)

3.1.3 Number of times any of the metals exceeded the ceiling limits = 0

Exceedance Points		
<input checked="" type="radio"/>	0	0 Points
<input type="radio"/>	1	10 Points
<input type="radio"/>	> 1	15 Points

3.1.4 Were biosolids land applied which exceeded the ceiling limit?

- Yes(20 points)
- No (0 points)

3.1.5 If any metal limit (high quality or ceiling) was exceeded at any time, what action was taken? 40 of 80

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:
5/27/2014

Reporting Year: 2013

Biosolids Quality and Management (Continued)

	Has the source of the metals been identified?																	
4.	Pathogen Control(per outfall):																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td>002</td> </tr> <tr> <td>Biosolids Class:</td> <td>B</td> </tr> <tr> <td>Bacteria Type and Limit</td> <td>F</td> </tr> <tr> <td>Sample Dates:</td> <td>01/01/2013 12:00:00 AM - 12/31/2013 12:00:00 AM</td> </tr> <tr> <td>Density:</td> <td>42000</td> </tr> <tr> <td>Sample Concentrator Amount:</td> <td>CFU/G TS</td> </tr> <tr> <td>Process:</td> <td>ANAER</td> </tr> <tr> <td>Process Description:</td> <td>grab sample each day from mixed tank.</td> </tr> </table>	Outfall Number:	002	Biosolids Class:	B	Bacteria Type and Limit	F	Sample Dates:	01/01/2013 12:00:00 AM - 12/31/2013 12:00:00 AM	Density:	42000	Sample Concentrator Amount:	CFU/G TS	Process:	ANAER	Process Description:	grab sample each day from mixed tank.	
Outfall Number:	002																	
Biosolids Class:	B																	
Bacteria Type and Limit	F																	
Sample Dates:	01/01/2013 12:00:00 AM - 12/31/2013 12:00:00 AM																	
Density:	42000																	
Sample Concentrator Amount:	CFU/G TS																	
Process:	ANAER																	
Process Description:	grab sample each day from mixed tank.																	
	4.1 If exceeded Class B limit or did not meet the process criteria at the time of land application(40 Points)																	
	<p>4.1.1 Was the limit exceeded or the process criteria not met at any time?</p> <p> <input type="radio"/> Yes <input checked="" type="radio"/> No </p> <p>If yes, what action was taken?</p> <div style="border: 1px solid black; height: 20px; width: 400px; margin-top: 5px;"></div>																	
5.	Vector Attraction Reduction(per outfall):0																	
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">Outfall Number:</td> <td>002</td> </tr> <tr> <td>Method Date:</td> <td>02/13/2013 12:00:00 AM</td> </tr> <tr> <td>Option Used To Satisfy Requirement:</td> <td>VSR</td> </tr> <tr> <td>Limit (if applicable):</td> <td>38</td> </tr> <tr> <td>Results (if applicable):</td> <td>59</td> </tr> </table>	Outfall Number:	002	Method Date:	02/13/2013 12:00:00 AM	Option Used To Satisfy Requirement:	VSR	Limit (if applicable):	38	Results (if applicable):	59							
Outfall Number:	002																	
Method Date:	02/13/2013 12:00:00 AM																	
Option Used To Satisfy Requirement:	VSR																	
Limit (if applicable):	38																	
Results (if applicable):	59																	
	5.1 If the limit or criteria was exceeded at the time of land application, 40 point																	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Whitewater Wastewater Treatment Facil**

Last Updated:
5/27/2014

Reporting Year: 2013

Biosolids Quality and Management (Continued)

	5.1.1 Was the limit exceeded or the process criteria not met at any time? <input type="radio"/> Yes <input checked="" type="radio"/> No If yes, what action was taken? <div style="border: 1px solid black; height: 20px; width: 400px;"></div>	0
6.	Biosolids Storage:0	
	6.1 How many days of actual, current biosolids storage capacity did your wastewater treatment facility have either on-site or off-site? <input checked="" type="radio"/> >+ 180 days (0 points) <input type="radio"/> 150 - 179 days (10 points) <input type="radio"/> 120 - 149 days (20 points) <input type="radio"/> 90 - 119 days (30 points) <input type="radio"/> < 90 days (40 points) <input type="radio"/> Not Applicable (0 points)	0
	6.2 If you check Not Applicable above, explain why. <div style="border: 1px solid black; height: 20px; width: 400px;"></div>	
7.	Issues:	
	7.1 Describe any outstanding biosolids issues with treatment, use or overall mgt? <div style="border: 1px solid black; height: 20px; width: 400px;"></div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Whitewater Wastewater Treatment Facil**

Last Updated:
5/27/2014

Reporting Year: 2013

Staffing and Preventative Maintenance (All Treatment Plants)

Questions	Points
<p>1. Was your wastewater treatment plant adequately staffed last year?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If No, please describe:</p> <div style="border: 1px solid black; height: 20px; width: 600px; margin-bottom: 10px;"></div> <p>Could use more help/staff for:</p> <div style="border: 1px solid black; height: 20px; width: 600px;"></div>	
<p>2. Did your wastewater staff have adequate time to properly operate and maintain the plant and fulfill all wastewater management tasks including recordkeeping?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No. Explain </p> <div style="border: 1px solid black; height: 20px; width: 600px; margin-top: 10px;"></div>	
<p>3. Did your plant have a <u>documented AND implemented</u> plan for preventative maintenance on major equipment items?</p> <p> <input checked="" type="radio"/> Yes (Continue with questions below) <input type="radio"/> No (40 points and go to question 6) </p> <p>If No, explain:</p> <div style="border: 1px solid black; height: 20px; width: 600px; margin-top: 10px;"></div>	0
<p>4. Did this preventative maintenance program depict frequency of intervals, types of lubrication, and other tasks necessary for each piece of equipment?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> No (10 points) </p>	0
<p>5. Were these preventative maintenance tasks, as well as major equipment repairs, recorded and filed so future maintenance problems can be assessed properly?</p> <p> <input checked="" type="radio"/> Yes <input type="radio"/> (Paper file system) <input checked="" type="radio"/> (Computer program) <input type="radio"/> (Both Paper and Computer) <input type="radio"/> No (10 points) </p>	0
<p>6. Did your plant have a detailed O&M Manual that was used as a reference when needed?</p>	13 of 80

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:
5/27/2014

Reporting Year: 2013

Staffing and Preventative Maintenance (All Treatment Plants) (Continued)

	<input checked="" type="radio"/> Yes <input type="radio"/> No	
7.	Rate the overall maintenance of your wastewater plant.	
	<input type="radio"/> Excellent <input checked="" type="radio"/> Very Good <input type="radio"/> Good <input type="radio"/> Fair <input type="radio"/> Poor	
	Describe your rating: <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> Given the age of our plant, staff has done an excellent job of maintaining its proper operation. We are in the midst of a Facility Plan to prepare for the next 20 years(May 2014). </div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Whitewater Wastewater Treatment Facil**

Last Updated:
5/27/2014

Reporting Year: 2013

Operator Certification and Education

	Questions	Points
1.	Did you have a designated operator-in-charge during the report year?	0
	<p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p> <p>Name: <input style="width: 500px;" type="text" value="TIM REEL"/></p> <p>Certification No: <input style="width: 500px;" type="text" value="31525"/></p>	
2.	In accordance with Chapter NR 114.08 and 114.09, Wisconsin Administrative Code, what grade and subclass(es) were required for the operator-in-charge to operate the wastewater treatment plant and what grade and subclass(es) were held by the operator-in-charge?	
	<p>Required: <input style="width: 500px;" type="text" value="4 - ABEFHIJ; A - PRIMARY SETTLING; B - TRICKLING FILTER/RBC; E - DISINFECTION; F - ANAEROBIC DIGESTION; H - FILTRATION; I - PHOSPHORUS REMOVAL; J - LABORATORY"/></p> <p>Held: <input style="width: 500px;" type="text" value="4 - ABCEFGHIJ; 4 - A=PRIMARY SETTLING GRADE 4; B=TRICKLING FILTER/RBC GRADE 4; C=ACTIVATED SLUDGE GRADE 4; E=DISINFECTION GRADE 4; F=ANAEROBIC DIGESTION GRADE 4; G=MECHANICAL SLUDGE GRADE 4; H=FILTRATION GRADE 4; I=PHOSPHORUS REMOVAL GRADE 4; J=LABORATORY GRADE 4"/></p>	
3.	Was the operator-in-charge certified at the appropriate level to operate this plant?	0
	<p> <input checked="" type="radio"/> Yes (0 point) <input type="radio"/> No (20 points) </p>	
4.	In the event of the loss of your designated operator-in-charge, did you have a contingency plan to ensure the continued proper operation & maintenance of the plant that includes one or more of the following options (check all that apply):	0
	<p>4.1 <input checked="" type="checkbox"/> one or more additional certified operators on staff</p> <p>4.2 <input type="checkbox"/> an arrangement with another certified operator</p> <p>4.3 <input type="checkbox"/> an arrangement with another community with a certified operator</p> <p>4.4 <input type="checkbox"/> an operator on staff who has an operator-in-training certificate for your plant and is expected be certified within one year</p> <p>4.5 <input type="checkbox"/> a consultant to serve as your certified operator</p> <p>4.6</p>	
	5/30/14	45 of 80

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:
5/27/2014

Reporting Year: 2013

Operator Certification and Education (Continued)

	<input type="checkbox"/> None of the above (20 points) Explain: Tom Kutz, Lab Manager, serves as the operator in charge during my absence.	
5.	If you had a designated operator-in-charge, was the operator-in-charge earning continuing education credits at the following rates?	
	Grades T, 1, and 2: <input type="radio"/> Averaging 6 or more CEUs per year <input type="radio"/> Averaging less than 6 CEUs per year Grades 3 and 4: <input checked="" type="radio"/> Averaging 8 or more CEUs per year <input type="radio"/> Averaging less than 8 CEUs per year Not applicable: <input type="radio"/> See Question 1.	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

**Last Updated:
5/28/2014**

Reporting Year: 2013

Financial Management

Questions		Points						
1.	Person Providing This Financial Information							
	<table border="1" style="width: 100%;"> <tr> <td style="width: 25%;">Name:</td> <td>Doug Saubert</td> </tr> <tr> <td>Telephone:</td> <td>(262) 473-1380</td> </tr> <tr> <td>E-Mail Address(optional):</td> <td>dsaubert@whitewater-wi.gov</td> </tr> </table>	Name:	Doug Saubert	Telephone:	(262) 473-1380	E-Mail Address(optional):	dsaubert@whitewater-wi.gov	
Name:	Doug Saubert							
Telephone:	(262) 473-1380							
E-Mail Address(optional):	dsaubert@whitewater-wi.gov							
2.	Are User Charge or other Revenues sufficient to cover O&M Expenses for your wastewater treatment plant AND/OR collection system ?	0						
	<p> <input checked="" type="radio"/> Yes (0 points) <input type="radio"/> No (40 points) </p> <p>If No, please explain:</p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>							
3.	When was the User Charge System or other revenue source(s) last reviewed and/or revised? Year: 2013	0						
	<p> <input checked="" type="radio"/> 0-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable (Private Facility) </p>							
4.	Did you have a special account (e.g., CWFP required segregated Replacement Fund, etc.) or financial resources available for repairing or replacing equipment for your wastewater treatment plant and/or collection system?	0						
	<p> <input checked="" type="radio"/> Yes <input type="radio"/> No (40 points) </p>							
REPLACEMENT FUNDS(PUBLIC MUNICIPAL FACILITIES SHALL COMPLETE QUESTION 5)								
5.	Equipment Replacement Funds							
	5.1 When was the Equipment Replacement Fund last reviewed and/or revised? Year: 2012	0						
	<p> <input checked="" type="radio"/> 1-2 years ago (0 points) <input type="radio"/> 3 or more years ago (20 points) <input type="radio"/> Not Applicable Explain: </p> <div style="border: 1px solid black; height: 20px; width: 60%; margin-left: 20px;"></div>							
	5.2 What amount is in your Replacement Fund? Equipment Replacement Fund Activity							
	5.2.1 Ending Balance Reported on Last Year's CMAR:	\$1759811						
	5/30/14	47 of 80						

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

**Last Updated:
5/28/2014**

Reporting Year: 2013

Financial Management (Continued)

	5.2.2 Adjustments if necessary (e.g., earned interest, audit correction, withdrawal of excess funds, increase making up previous shortfall, etc.)	+	\$0.00
	5.2.3 Adjusted January 1st Beginning Balance		\$1,759,811.00
	5.2.4 Additions to Fund (e.g., portion of User Fee, earned interest, etc.)	+	\$2,414.00
	5.2.5 Subtractions from Fund (e.g., equipment replacement, major repairs - use description box 5.2.5.1 below*)	-	\$5,884.00
	5.2.6 Ending Balance as of December 31st for CMAR Reporting Year		\$1,756,341.00
(All Sources: This ending balance should include all Equipment Replacement Funds whether held in a bank account(s), certificate(s) of deposit, etc.) *5.2.5.1. Indicate adjustments, equipment purchases and/or major repairs from 5.2.5 above <div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> Funds in 2013 were used to replace the facility portable sampler and laboratory muffle furnace. </div>			

	5.3 What amount should be in your replacement fund?	\$1,094,900.00
(If you had a CWFP loan, this amount was originally based on the Financial Assistance Agreement (FAA) and should be regularly updated as needed. Further calculation instructions and an example can be found by clicking the HELP option button.)		

	5.3.1 Is the Dec. 31 Ending Balance in your Replacement Fund above (#5.2.6) equal to or greater than the amount that should be in it(#5.3)? <input checked="" type="radio"/> Yes <input type="radio"/> No Explain: <div style="border: 1px solid black; height: 20px; width: 100%; margin-top: 5px;"></div>	
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6. Future Planning

	6.1 During the next ten years, will you be involved in formal planning for upgrading, rehabilitating or new construction of your treatment facility or collection system? <input checked="" type="radio"/> Yes (If yes, please provide major project information, if not already listed below) <input type="radio"/> No										
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Project Description</th> <th style="width: 20%;">Estimated Cost</th> <th style="width: 20%;">Approximate Construction Year</th> </tr> </thead> <tbody> <tr> <td>We are in the midst of completing our Facility Plan. We will be submitting preliminary plans and specs. for principle forgiveness by Sept. 30, 2014. The plants secondary treatment process has been in operation since 1981 and is in need of replacement to maintain treatment reliability and future permit flexibilities. In addition facility infrastructure needs will need to be addressed as well (i.e. electrical, HVAC etc.)</td> <td style="text-align: center;">\$18,000,000.00</td> <td style="text-align: center;">2015</td> </tr> <tr> <td>Compliance for new phosphorus regulations.</td> <td style="text-align: center;">\$5,000,000.00</td> <td style="text-align: center;">2019</td> </tr> </tbody> </table>			Project Description	Estimated Cost	Approximate Construction Year	We are in the midst of completing our Facility Plan. We will be submitting preliminary plans and specs. for principle forgiveness by Sept. 30, 2014. The plants secondary treatment process has been in operation since 1981 and is in need of replacement to maintain treatment reliability and future permit flexibilities. In addition facility infrastructure needs will need to be addressed as well (i.e. electrical, HVAC etc.)	\$18,000,000.00	2015	Compliance for new phosphorus regulations.	\$5,000,000.00	2019
Project Description	Estimated Cost	Approximate Construction Year									
We are in the midst of completing our Facility Plan. We will be submitting preliminary plans and specs. for principle forgiveness by Sept. 30, 2014. The plants secondary treatment process has been in operation since 1981 and is in need of replacement to maintain treatment reliability and future permit flexibilities. In addition facility infrastructure needs will need to be addressed as well (i.e. electrical, HVAC etc.)	\$18,000,000.00	2015									
Compliance for new phosphorus regulations.	\$5,000,000.00	2019									
5/30/14		48 of 80									

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

**Last Updated:
5/28/2014**

Reporting Year: 2013

Financial Management (Continued)

7.	Financial Management General Comments:	
	<div style="border: 1px solid black; width: 80%; margin: 0 auto;"></div>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Whitewater Wastewater Treatment Facil**

Last Updated:
5/28/2014

Reporting Year: 2013

Sanitary Sewer Collection Systems

	Questions	Points
1.	<p>Do you have a Capacity, Management, Operation & Maintenance(CMOM) requirement in your WPDES permit?</p> <p style="margin-left: 40px;"> <input type="radio"/> Yes <input checked="" type="radio"/> No </p>	
2.	<p>Did you have a <u>documented</u> (written records/files, computer files, video tapes, etc.) sanitary sewer collection system operation & maintenance or CMOM program last calendar year?</p> <p style="margin-left: 40px;"> <input checked="" type="radio"/> Yes (go to question 3) <input type="radio"/> No (30 points) (go to question 4) </p>	0
3.	<p>Check the elements listed below that are included in your Operation and Maintenance (O&M) or CMOM program.:</p> <p><input checked="" type="checkbox"/> Goals: Describe the specific goals you have for your collection system: <div style="border: 1px solid black; padding: 5px; margin-left: 20px;">To increase our ability to identify, track, prioritize and remedy collection system concerns.</div> </p> <p><input checked="" type="checkbox"/> Organization: Do you have the following written organizational elements (check only those that you have):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Ownership and governing body description <input checked="" type="checkbox"/> Organizational chart <input checked="" type="checkbox"/> Personnel and position descriptions <input checked="" type="checkbox"/> Internal communication procedures <input type="checkbox"/> Public information and education program <p><input checked="" type="checkbox"/> Legal Authority: Do you have the legal authority for the following (check only those that apply):</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Sewer use ordinance Last Revised MM/DD/YYYY <div style="border: 1px solid black; padding: 2px; margin-left: 10px;">01/01/1980</div> <input type="checkbox"/> Pretreatment/Industrial control Programs <input checked="" type="checkbox"/> Fat, Oil and Grease control <input checked="" type="checkbox"/> Illicit discharges (commercial, industrial) <input checked="" type="checkbox"/> Private property clear water (sump pumps, roof or foundation drains, etc) <input type="checkbox"/> Private lateral inspections/repairs <input type="checkbox"/> Service and management agreements <p><input checked="" type="checkbox"/> Maintenance Activities: details in Question 4</p> <p><input checked="" type="checkbox"/> Design and Performance Provisions: How do you ensure that your sewer system is designed and constructed properly?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> State plumbing code <input type="checkbox"/> DNR NR 110 standards <input checked="" type="checkbox"/> Local municipal code requirements <input checked="" type="checkbox"/> Construction, inspection and testing <input type="checkbox"/> Others: 	

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: **Whitewater Wastewater Treatment Facil**

Last Updated:
5/28/2014

Reporting Year: 2013

Sanitary Sewer Collection Systems (Continued)

	<p><input checked="" type="checkbox"/> Overflow Emergency Response Plan: Does your emergency response capability include (check only those that you have):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Alarm system and routine testing <input checked="" type="checkbox"/> Emergency equipment <input checked="" type="checkbox"/> Emergency procedures <input type="checkbox"/> Communications/Notifications (DNR, Internal, Public, Media etc) <p><input checked="" type="checkbox"/> Capacity Assurance: How well do you know your sewer system? Do you have the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Current and up-to-date sewer map <input checked="" type="checkbox"/> Sewer system plans and specifications <input checked="" type="checkbox"/> Manhole location map <input checked="" type="checkbox"/> Lift station pump and wet well capacity information <input checked="" type="checkbox"/> Lift station O&M manuals <p>Within your sewer system have you identified the following?</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Areas with flat sewers <input checked="" type="checkbox"/> Areas with surcharging <input checked="" type="checkbox"/> Areas with bottlenecks or constrictions <input checked="" type="checkbox"/> Areas with chronic basement backups or SSO's <input checked="" type="checkbox"/> Areas with excess debris, solids or grease accumulation <input checked="" type="checkbox"/> Areas with heavy root growth <input checked="" type="checkbox"/> Areas with excessive infiltration/inflow (I/I) <input type="checkbox"/> Sewers with severe defects that affect flow capacity <input type="checkbox"/> Adequacy of capacity for new connections <input checked="" type="checkbox"/> Lift station capacity and/or pumping problems <p><input type="checkbox"/> Annual Self-Auditing of your O&M/CMOM Program to ensure above components are being implemented, evaluated, and re-prioritized as needed.</p> <p><input checked="" type="checkbox"/> Special Studies Last Year(check only if applicable):</p> <ul style="list-style-type: none"> <input type="checkbox"/> Infiltration/Inflow (I/I) Analysis <input type="checkbox"/> Sewer System Evaluation Survey (SSES) <input type="checkbox"/> Sewer Evaluation and Capacity Management Plan (SECAP) <input type="checkbox"/> Lift Station Evaluation Report <input checked="" type="checkbox"/> Others: <div style="border: 1px solid black; padding: 5px; margin-top: 5px;"> <p>- Smoke tested approx. 52,000 lineal feet of sanitary sewer. - Began developing a Sanitary Sewer Maintenance Plan (SSMP) with Baxter & Woodman. The goal of the plan is to develop guidelines to prioritize necessary and cost effective I & I reduction efforts in the collection system.</p> </div>	
--	---	--

4. Did your sanitary sewer collection system maintenance program include the following maintenance activities? Complete all that apply and indicate the amount maintained:

Cleaning	<input style="width: 100%;" type="text" value="21.46"/>	% of system/year
Root Removal	<input style="width: 100%;" type="text" value="2.28"/>	% of system/year
Flow Monitoring	<input style="width: 100%;" type="text" value="0"/>	% of system/year
Smoke Testing	<input style="width: 100%;" type="text" value="18.94"/>	% of system/year

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

**Last Updated:
5/28/2014**

Reporting Year: 2013

Sanitary Sewer Collection Systems (Continued)

Sewer Line Televising	4.73	% of system/year
Manhole Inspections	24.90	% of system/year
Lift Station O&M	2	# per L.S./year
Manhole Rehabilitation	1.29	% of manholes rehabed
Mainline Rehabilitation	0.30	% of sewer lines rehabed
Private Sewer Inspections	0	% of system/year
Private Sewer I/I Removal	0	% of private services
Please include additional comments about your sanitary sewer collection system below:		
We do have inflow concerns associated with heavy rainfall events. Identifying these areas is going to be our first priority.		

5. Provide the following collection system and flow information for the past year:

43.16	Total Actual Amount of Precipitation Last Year
34.49	Annual Average Precipitation (for your location)
52	Miles of Sanitary Sewer
8	Number of Lift Stations
0	Number of Lift Station Failure
0	Number of Sewer Pipe Failures
5	Number of Basement Backup Occurrences
29	Number of Complaints
1.612	Average Daily Flow in MGD
2.962	Peak Monthly Flow in MGD(if available)
10.085	Peak Hourly Flow in MGD(if available)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:
5/28/2014

Reporting Year: 2013

Sanitary Sewer Collection Systems (Continued)

LIST OF SANITARY SEWER OVERFLOWS (SSO) REPORTED				
	Date	Location	Cause	Estimated Volume (MG)
1.	06/26/2013 9:15:00 AM to 06/26/2013 9:30:00 AM	TFO- Secondary Scum Pit	Rain	0.0020
<p>** If there were any SSO's that are not listed above, please contact the DNR and stop work on this section until corrected.</p> <p>What actions were taken, or are underway, to reduce or eliminate SSO occurrences in the future?</p> <div style="border: 1px solid black; padding: 5px;"> We have boosted our televising from a typical ~13,000' to 46,000' this year(2014). In addition, we have almost completed the issue list developed with the smoke testing program. No major issues were found. We also continued our MH rehabilitation program and will do our first CIPP lining project this year. In addition we will be injection grouting at 5 locations this year. Last year we found and grouted an issue that saved approx. 120,000gpd. in one service area. </div>				
PERFORMANCE INDICATORS				
0.00	Lift Station Failures(failures/ps/year)			
0.00	Sewer Pipe Failures(pipe failures/sewer mile/yr)			
0.02	Sanitary Sewer Overflows (number/sewer mile/yr)			
0.10	Basement Backups(number/sewer mile)			
0.56	Complaints (number/sewer mile)			
1.8	Peaking Factor Ratio (Peak Monthly:Annual Daily Average)			
6.3	Peaking Factor Ratio(Peak Hourly:Annual daily Average)			
6.	Was infiltration/inflow(I/I) significant in your community last year?			
<p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 5px;"> We have found two service areas with significant I&I that we are working to remedy. </div>				
7.	Has infiltration/inflow and resultant high flows affected performance or created problems in your collection system, lift stations, or treatment plant at any time in the past year?			
<p style="text-align: center;"> <input checked="" type="radio"/> Yes <input type="radio"/> No </p> <p>If Yes, please describe:</p> <div style="border: 1px solid black; padding: 5px;"> The TFO reported in June of 2013 was the result of I & I issues in the collection system. In addition we have two lift stations that have developed capacity issues. </div>				
8.	Explain any infiltration/inflow(I/I) changes this year from previous years?			
<div style="border: 1px solid black; padding: 5px;"> Increased wet weather events have driven up the frequency and duration of these events. </div>				

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

**Last Updated:
5/28/2014**

Reporting Year: 2013

Sanitary Sewer Collection Systems (Continued)

9.	What is being done to address infiltration/inflow in your collection system?	
	<p>We are developing many items to help us minimize the affects of I & I. We have begun a data collection program using ArcGIS Online and will be adding MH inspection data and mainline age data this coming summer. It is our hopes that this data driven tool, along with our maintenance options, will begin improving the state of our collections system.</p>	

Total Points Generated	0
Score (100 - Total Points Generated)	100
Section Grade	A

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:

Reporting Year: 2013

WPDES No.0020001

GRADING SUMMARY				
SECTION	LETTER GRADE	GRADE POINTS	WEIGHTING FACTORS	SECTION POINTS
Influent Loadings		0.0	3	0
Effluent Quality:BOD	A	4.0	10	40
Effluent Quality:TSS	A	4.0	5	20
Effluent Quality:Ammonia	A	4.0	5	20
Effluent Quality:P	A	4.0	3	12
Biosolids Mgt.	A	4.0	5	20
Prev.Maintenance.Staffing	A	4.0	1	4
Operator Certification	A	4.0	1	4
Financial Management	A	4.0	1	4
Collection Systems	A	4.0	3	12
TOTALS			37	136
GRADE POINT AVERAGE(GPA)=4.00		4.00		

Notes:

- A = Voluntary Range
- B = Voluntary Range
- C = Recommendation Range (Response Required)
- D = Action Range (Response Required)
- F = Action Range (Response Required)

COMPLIANCE MAINTENANCE ANNUAL REPORT

Facility Name: Whitewater Wastewater Treatment Facil

Last Updated:

Reporting Year: 2013

Resolution or Owner's Statement

NAME OF GOVERNING BODY OR OWNER	DATE OF RESOLUTION OR ACTION TAKEN
City of Whitewater	06/03/2014
RESOLUTION NUMBER	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO SPECIFIC CMAR SECTIONS (Optional for grade A or B. Required for grade C, D, or F. Regardless of grade, required for Collection Systems if SSO's were reported):	
Influent Flow and Loadings: Grade=	
Effluent Quality: BOD: Grade=A	
Effluent Quality: TSS: Grade=A	
Effluent Quality: Ammonia: Grade=A	
Effluent Quality: Phosphorus: Grade=A	
Biosolids Quality and Management: Grade=A	
Staffing: Grade=A	
Operator Certification: Grade=A	
Financial Management: Grade=A	
Collection Systems: Grade=A	
ACTIONS SET FORTH BY THE GOVERNING BODY OR OWNER RELATING TO THE OVERALL GRADE POINT AVERAGE AND ANY GENERAL COMMENTS (Optional for G.P.A. greater than or equal to 3.00, required for G.P.A. less than 3.00) G.P.A. = 4.00	

City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: 6/3/14

ITEM: Alcohol License Renewals

PRESENTER: Michele Smith, Clerk

PREVIOUS ACTION, IF ANY: N/A

SUMMARY OF ITEM BEING PRESENTED:

On July 1st of each year, Alcohol Licenses must be renewed. The majority of license holders have submitted their renewal applications. (The ones who have not submitted renewal paperwork are not included on the chart attached). Applicants must go through a Police background check annually, and Fire Department and a Building Inspection annually.

BUDGET IMPACT, IF ANY:

None

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY:

N/A

STAFF RECOMMENDATION:

Request for approval of all renewals submitted, contingent upon all required paperwork being filed with Clerk and with all required inspections.

RECOMMENDED MOTION:

Approval of alcohol license applications, contingent upon Clerk's receipt of all required documents.

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

Listing of applications for license renewals.

FOR MORE INFORMATION CONTACT: Michele Smith,

Clerk (262) 473-0102

BUSINESS	LEGAL BUSINESS NAME AGENT	TYPE LICENSE APPLIED FOR	CODE ENFORCEMENT / INSPECTION RESULTS	FIRE INSPECTION RESULTS	POLICE / AGENT BACKGROUND CHECK (violations occurring on or after 6/01/2011)	COMMITTED MINIMUM HOURS OPEN	OTHER
Campus Quick Shop	Campus Quick Shop Inc. Jason McArdle Michael McArdle John McArdle	Class A Beer	Inspection Not Required	Inspection Not Required	Ok	Sun - Wed 7 am - 10 pm Thurs - Sat 7 am - midnight	
Campus Quick Shop - Five Points	Campus Quick Shop Inc. Jason McArdle Michael McArdle John McArdle	Class A Beer	Inspection Not Required	Inspection Not Required	Ok	7 days a week 5 am - midnight	
Eastsider	Frawley Oil Co., Inc. John Frawley Michael Frawley, agent Betty Frawley	Class A Beer	Inspection Not Required	Inspection Not Required	Ok	24 hours per day, 7 days per week	
Raceway Food Mart II	Wish Enterprises, LLC Pankaj Kalra, Agent. Mohan Singh	Class A Beer	Inspection Not Required	Inspection Not Required	Pending	Mon – Fri 6 am – 11 pm Sat – Sun 7 am – 10:30 pm	
The Station	SBL Petro Inc. Amar Nath	Class A Beer	Inspection Not Required	Inspection Not Required	Ok	7 days a week - 6:00 a.m. - 10:00 p.m.	
Walgreens	Walgreen Co. Kathy Schultz, agent	Class A Beer	Inspection Not Required	Inspection Not Required	Ok	7 days a week 8 am – 10 pm	
Whitewater Gas Mart, Inc.	Harjinder Singh Samra, President Amrit Singh Gill, Agent	Class A Beer	Inspection Not Required	Inspection Not Required	Ok	Mon – Sun 7 am – 12 am	
Acorn Beverages	Hartmann's Acorn Beverages, Inc. Richard A. Hartmann	Class A Beer & Liquor	Inspection Not Required	Inspection Not Required	Previous Violations: 11/10/12 LRAE - Furnish to Underage Persons 11/10/12 LRAE - Furnish to Underage Persons <i>LRAE = Licensee Responsible for Acts of Employees</i>	Mon - Sun 8 am - 9 pm	

BUSINESS	LEGAL BUSINESS NAME AGENT	TYPE LICENSE APPLIED FOR	CODE ENFORCEMENT / INSPECTION RESULTS	FIRE INSPECTION RESULTS	POLICE / AGENT BACKGROUND CHECK (violations occurring on or after 6/01/2011)	COMMITTED MINIMUM HOURS OPEN	OTHER
Sentry Foods	Daniels of Whitewater, LLC Terry Daniels Dennis Riley, Agent	Class A Beer & Liquor	Inspection Not Required	Inspection Not Required	Ok	Not provided	
Wal-Mart Store 1274	Richard W. Gunderson, II, Agent	Class A Beer & Liquor	Inspection Not Required	Inspection Not Required	Ok	7 days a week 7 am – 9 pm (Liquor & Wine) 7 am – 11 pm (Beer)	
Westsider Liquor	Frawley Oil Co., Inc John Frawley Michael Frawley, agent Betty Frawley	Class A Beer & Liquor	Inspection Not Required	Inspection Not Required	Ok	7 days a week Store 5 am – 11 pm Liquor 9 am – 9 pm	
Gus' Pizza Palace		Class B Beer	No violations observed	Inspection Pending	Ok	Mon - Sat 4:30 pm - 12:00 am Sunday 4:30 pm - 11:00 pm	
Pizza Hut	PH Hospitality Group LLC Mark Dillon, President Laura A. Coder, Agent	Class B Beer	No violations observed	Inspection Pending	Ok	Sun – Sat 11 am – 12 am	
Rocky Rococo's	TRH Whitewater Restaurant Inc. Kenneth Dahnert	Class B Beer	No violations observed	Inspection Pending	Ok	Sun – Thurs 11 am – 9 pm Fri – Sat 11 am – 10 pm	
San Jose Mexican Store	Jose J. Barajas	Class B Beer		Inspection Pending	Ok	Not provided	
La Preferida	Luis Islas Martinez	Class B Beer		Inspection Pending	Not Checked Yet		
Beer Here	Cordio Inc. John Cordio Michelle Cordio	Class B Beer & Liquor	No violations observed	Inspection Pending	Ok		

BUSINESS	LEGAL BUSINESS NAME AGENT	TYPE LICENSE APPLIED FOR	CODE ENFORCEMENT / INSPECTION RESULTS	FIRE INSPECTION RESULTS	POLICE / AGENT BACKGROUND CHECK (violations occurring on or after 6/01/2011)	COMMITTED MINIMUM HOURS OPEN	OTHER
Blackthorn Scribe, LLC	Patrick Monahan	Class B Beer & Liquor	Construction has not begun. *Approval conditioned upon proper completion of construction and on approved occupancy permit.	Inspection Not Required	Pending	Not Provided	
Brass Rail	R & B Brass Rail Corp. David Bergman David Pellmann	Class B Beer & Liquor	No violations observed		Ok	Not Provided	
Casual Joe's	Fine Food Culture LLC Tyler Sailsbery	Class B Beer & Liquor	Construction has not begun. *Approval conditioned upon proper completion of construction and on approved occupancy permit.	Inspection Not Required	Ok	7 days a week 11 am to 11 pm	
College Pub	College Pub, LLC Kirk Rasmussen, Agent Julie Rasmussen	Class B Beer & Liquor	No violations observed	Inspection Pending	Previous Violations: 11/11/12 LRAE - Furnish to Underage Persons 11/11/12 LRAE - Furnish to Underage Persons 06/03/12 LRAE – Furnish to Underage Persons <i>LRAE = Licensee Responsible for Acts of Employees</i>	Mon - Thurs 9 pm - 2 am Fri & Sat 8:30 pm - 2:30 am	
Coyote Grill	Coyote Grill, L.L.C. Dennis Salverson	Class B Beer & Liquor	No violations observed	Inspection Pending	Pending	7 days a week 11 am - 2 am	
Cozumel	Ramon Lopez Jose Jesus Lopez, Agt.	Class B Beer & Liquor	No violations observed	Inspection Pending		Mon - Sat 11 am - 10 pm Sunday 11 am - 9 pm	

BUSINESS	LEGAL BUSINESS NAME AGENT	TYPE LICENSE APPLIED FOR	CODE ENFORCEMENT / INSPECTION RESULTS	FIRE INSPECTION RESULTS	POLICE / AGENT BACKGROUND CHECK (violations occurring on or after 6/01/2011)	COMMITTED MINIMUM HOURS OPEN	OTHER
Denny K's	Dennis Knopp	Class B Beer & Liquor	No violations observed	Inspection Pending	Ok	Mon - Sun 10 am - 2 am Fri - Sat 10 am - 2:30 am	
Fat Jack's Roadhouse	WMED, LLC Mark T. Wokasch, agent	Class B Beer & Liquor	No violations observed	Inspection Pending	Previous Violations: 11/18/12 Disorderly Conduct – Fighting 11/21/11 Warrant – Other Department	Mon - Sun 11 am - 2:00 am	
Hawk Bowl	DLK Enterprises, Inc. Laurence Kachel Michael Kachel, agent	Class B Beer & Liquor	No violations observed	Inspection Pending	Ok	Sept - April Thurs - Sat 5 pm - midnight May - August Private Bookings	
Hawks Nest Bar & Grill	Hale T. Evans Clint D. Evans Matt B. Golden	Class B Beer & Liquor	No violations observed	Inspection Pending	Ok	Mon - Thurs 3 pm - 2 am Fri - Sat 3 pm - 2:30 am Sunday 3 pm - 2 am	
Jessica's Restaurant	Ilimi Shabani, Agent	Class B Beer & Liquor	No violations observed	Inspection Pending	Pending	Mon - Sat 6 am - 9 pm Sunday 7 am - 3 pm	

BUSINESS	LEGAL BUSINESS NAME AGENT	TYPE LICENSE APPLIED FOR	CODE ENFORCEMENT / INSPECTION RESULTS	FIRE INSPECTION RESULTS	POLICE / AGENT BACKGROUND CHECK (violations occurring on or after 6/01/2011)	COMMITTED MINIMUM HOURS OPEN	OTHER
Mad Boar Pub	Mad Boar Pub LLC Nicolas A. Marietta	Class B Beer & Liq.	No violations observed	Inspection Pending	Previous Violations: 07/27/12 LRAE – Underage on Premises 08/28/12 LRAE – Underage on Premises 12/09/11 LRAE - Furnish Alcohol to Underage Persons <i>LRAE = Licensee Responsible for Acts of Employees</i>	Open every day except Christmas Eve, Christmas, Easter and random Sundays and Wednesdays in the summer.	
Mitchell's/Pumpers	GAC Enterprises LLC Greg Condos	Class B Beer & Liquor	No violations observed	Inspection Pending	09/11/13 LRAE – Underage on Premises Previous Violation: 04/26/12 LRAE - Underage on Premises <i>LRAE = Licensee Responsible for Acts of Employees</i>	Mon - Thurs 9 pm - 2 am Fri - Sat 9 am - 2:30 am St. Pat's Day & Homecoming noon - 6 am Closed Sunday	
Randy's Supper Club	Fun Hunters, L.L.C. Patricia Cruse, Agent Randolph Cruse	Class B Beer & Liquor	No violations observed	Inspection Pending	Ok		
Rick's Eastside Pub and Grill	Richard A. Hartmann	Class B Beer & Liquor	No violations observed	Inspection Pending	Previous Violations: 11/10/12 LRAE - Furnish to Underage Persons 11/10/12 LRAE - Furnish to Underage Persons <i>LRAE = Licensee Responsible for Acts of Employees</i>	Mon – Sat 11 am - ?? Sun 10 am – 10 pm	

BUSINESS	LEGAL BUSINESS NAME AGENT	TYPE LICENSE APPLIED FOR	CODE ENFORCEMENT / INSPECTION RESULTS	FIRE INSPECTION RESULTS	POLICE / AGENT BACKGROUND CHECK (violations occurring on or after 6/01/2011)	COMMITTED MINIMUM HOURS OPEN	OTHER
Split Decision	DLK Enterprises, Inc. Laurence Kachel Michael Kachel, agent	Class B Beer & Liquor	No violations observed	Inspection Pending	Ok	Sept – Dec 15 Wed, Thurs, Sat 7 pm – 1 am Jan 20 – April 20	
Station 1	Fire Station 1 LLC Patrick Wellnitz Diane L. Wellnitz	Class B Beer & Liquor	No violations observed	Inspection Pending	Previous Violations: 11/11/12 LRAE - Furnish to Underage Persons 11/11/12 LRAE - Furnish to Underage Persons <i>LRAE = Licensee Responsible for Acts of Employees</i>	Mon – Thur 3 pm – 2 am Fri – Sun 10 am – 2:30 am	
The Black Sheep	Fine Food Culture LLC Tyler Sailsbery	Class B Beer & Liquor	No violations observed	Inspection Pending	Ok	7 days a week 11 am – 12 am	
Wanda's Lakefront	Wanda K. Milnamow	Class B Beer & Liquor	Advised to keep electric panels clear of debris in front.	Inspection Pending	Ok	(Banquets, Partys, Weddings, Funerals) Sun. - Sat. 6:00 a.m. - 2:00 a.m. Restaurant/bar Fri. - Sat. 4:00 p.m. - 2:30 a.m. Sun. - Thurs. 4:00 p.m. - 2:00 a.m.	
Randy's Fun Hunters Brewery	Randy's Funhunters Brewery, Inc. Patricia Cruse, agent Randolph Cruse	Wholesale Beer	No violations observed	Inspection Pending	Ok	Tues - Sun 11 am - 10:30 pm	

BUSINESS	LEGAL BUSINESS NAME AGENT	TYPE LICENSE APPLIED FOR	CODE ENFORCEMENT / INSPECTION RESULTS	FIRE INSPECTION RESULTS	POLICE / AGENT BACKGROUND CHECK (violations occurring on or after 6/01/2011)	COMMITTED MINIMUM HOURS OPEN	OTHER



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **06/3/2014**

ITEM: **Strand Associates Task Order – Woodland Drive Storm Sewer**

PRESENTER: **Assistant City Manager**

PREVIOUS ACTION, IF ANY: **None**

SUMMARY OF ITEM BEING PRESENTED:

On April 1, 2014, Strand Associates completed a Woodland Drive Drainage study. The study provided four alternatives to address flooding in the area. The City Council gave direction to staff to pursue Alternative No. 4, which includes approximately 300 linear feet of storm sewer and related restoration.

We would like to proceed with this project in 2014. The following is a preliminary schedule for this project:

City Council Approval Engineering Services	June 3, 2014
Complete Topographic Survey	June 10, 2014
Complete Drawings and Specifications	July 3, 2014
Advertise for Bids	July 10, 2014
Open Bids	July 29, 2014
City Council Award of Construction Contract	August 5, 2014
Begin Construction	September 2, 2014
Complete Construction	September 30, 2014

In order to begin design work for the project, Task Order No. 14-01 must be approved by City Council.

BUDGET IMPACT, IF ANY:

The total estimated cost for Task Order No. 14-01 is \$17,600. As with current practice, Strand will bill the city based on an hourly rate, so this total cost is just an estimate.

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

STAFF RECOMMENDATION: Staff recommends approving Task Order No. 14-01

RECOMMENDED MOTION: To approve Task Order No. 14-01 for design, bidding-related, and construction-related services from Strand Associates for the Woodland Drive Storm Sewer improvements.

ATTACHMENT(S) INCLUDED (If none, please state that) Task Order No. 14-01

FOR MORE INFORMATION CONTACT:

Chris McDonell, cmcdonell@whitewater-wi.gov, 262.473.0139.



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **06/03/14**

ITEM: **Report on July 1st Strategic Plan Workshop**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **This will be the second year in which staff and the common council have held a joint workshop as part of the planning process for the annual budget.**

SUMMARY OF ITEM BEING PRESENTED:

The strategic planning workshop for the common council and management staff will be held on July 1. Staff is currently working to secure a location for the meeting. Rick Bayer from Cities and Villages Mutual Insurance Company (CVMIC) will facilitate the meeting. The focus of the workshop will be to update the strategic priorities identified in last year's workshop. The strategic priorities and/or goals established at the workshop will help guide each department in identifying department goals and objectives for the 2015 budget year and beyond.

Staff is requesting that an earlier starting time be considered and is recommending 5:30pm or 6:00pm.

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

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

STAFF RECOMMENDATION: **N/A**

RECOMMENDED MOTION: **N/A**

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

2014 Strategic Priorities as defined in the 2013 workshop

FOR MORE INFORMATION CONTACT:

Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.

Short-term Priorities (Top Five)

1. Housing
 - a. affordable single-family homes
 - b. preservation of single-family neighborhoods
 - c. responsible student housing development
2. Infrastructure/Services
 - a. engage in sustainable long-term capital planning to address current and future infrastructure needs in all areas (streets, utilities, buildings, parks)
 - b. Library expansion
 - c. Fire/Rescue organization analysis and building expansion
 - d. promote city services/communication
3. Business Development
 - a. clarify and streamline the development process
 - b. employment opportunities
4. Global Review of Budget Priorities
 - a. quality vs. quantity
 - b. data driven strategic planning
5. UW-Whitewater Relations
 - a. recognize and build on UWW resources available to the community
 - b. maintain communication

Long-term Priorities (Top Five)

1. Healthcare
 - a. availability of services
 - b. employee wellness programs
2. Infrastructure/Services
 - a. engage in sustainable long-term capital planning to address current and future infrastructure needs in all areas (streets, utilities, buildings, parks)
 - b. Library expansion
 - c. Fire/Rescue organization analysis and building expansion
 - d. promote city services/communication
3. Quality of Life
 - a. consumer choice (expansion)
 - b. hotel market
 - c. entertainment (students on weekends)
 - d. public recreation/education facilities
4. Global Review of Budget Priorities
 - a. quality vs. quantity
 - b. data driven strategic planning
5. UW-Whitewater Relations
 - a. recognize and build on UWW resources available to the community
 - b. maintain communication



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **06/03/14**

ITEM: **Parking Summit Task Force Discussion**

PRESENTER: **City Manager**

PREVIOUS ACTION, IF ANY: **At the May 20 meeting of the common council, staff and the common council discussed a rough timeline for the parking summit and requested that the discussion and organization of a task force be brought to the June 3 meeting.**

SUMMARY OF ITEM BEING PRESENTED:

The idea of a parking summit was first proposed by the common council at a joint meeting of the plan commission and common council on October 8, 2013. In light of the complexity of the parking issue and the various interests involved, the discussion of parking was removed from the zoning rewrite project in favor of a more detailed evaluation of parking and parking code alternatives to include a parking summit meeting. With the approval of the proposed changes to chapter 19 of the municipal code at the May 20 meeting of the common council, staff is now ready to commence the parking summit project.

In preparation for a summit on parking, key stakeholders should be identified and invited to participate in the summit.

It has been the expectation of staff and the consultant that this summit would encompass up to two special meetings with stakeholders. The first meeting would be similar in style to a focus group and would be part of an initial site visit for the consultant. This meeting would be an opportunity for stakeholders to share concerns about parking in the whitewater community and to identify specific geographic areas of concern. Given the busy schedule of many who would/could be involved, this meeting could likely take the form of several smaller meetings throughout a day-long site visit. The second meeting would be held after the consultant's analysis and would be to hear and provide feedback on any proposed alternatives for parking. Based on the feedback provided, the proposed alternative(s) for parking would then be brought before the common council for review and approval.

BUDGET IMPACT, IF ANY: N/A

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

STAFF RECOMMENDATION: Identify key stakeholders or stakeholder groups that should be involved in any summit meetings.

RECOMMENDED MOTION: N/A

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

FOR MORE INFORMATION CONTACT:

Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.



City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: **06/03/14**

ITEM: **Neighborhood Services Director Recruitment**

PRESENTER: **City Manager**

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

SUMMARY OF ITEM BEING PRESENTED:

Staff has received several applications for the Neighborhood Services Director position and will be selecting candidates for the interview process in the near future. Staff requests the participation of at least one member of the common council in the interview process.

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

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

STAFF RECOMMENDATION: **N/A**

RECOMMENDED MOTION: **N/A**

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

FOR MORE INFORMATION CONTACT:

Cameron Clapper, cclapper@whitewater-wi.gov, 262-473-0100.

City of Whitewater Council Agenda Item Information Sheet

MEETING DATE: 6/3/14

ITEM: Police Department K-9 Run

PRESENTER: Chief Otterbacher (Memo Prepared by Clerk Smith)

PREVIOUS ACTION, IF ANY: None.

SUMMARY OF ITEM BEING PRESENTED:

Police Department will be holding their K-9 run on Saturday, June 7. They have requested partial closure of Streets on the route. The Police Department has submitted their request for a main route, but is also requesting approval of an alternate route. Note that the Police Department is NOT requesting closure of any portion of Whitewater Street.

Labels for affected property owners have been prepared, and a mailing will be sent to all affected people within the next couple of days.

BUDGET IMPACT, IF ANY:

None.

BOARD, COMMISSION, OR COMMITTEE RECOMMENDATION, IF ANY:

N/A

STAFF RECOMMENDATION:

Request to close Streets per map submitted for a couple of hour period. Request also requested for alternate route approval should the Police Department deem it appropriate.

RECOMMENDED MOTION:

See Staff Recommendation

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

Map for route as well as map for alternate route; e-mail

defining Street closures in more detail.

FOR MORE INFORMATION CONTACT:

Police Chief Otterbacher – 262-473-0555, Extension 170

CSO at Wisconsin and Clay St. intersection to direct traffic N/B

Route actually proceeds up driveway to Tripp Beach (mapping software would not allow this for some reason)

Volunteers used to direct runners on proper route.

CSO will be at Wisconsin St. and Parkside Dr. to stop traffic when runners cross from S/B lane of Wisconsin St. onto Parkside Dr.

Local traffic only will be allowed onto Parkside Dr.

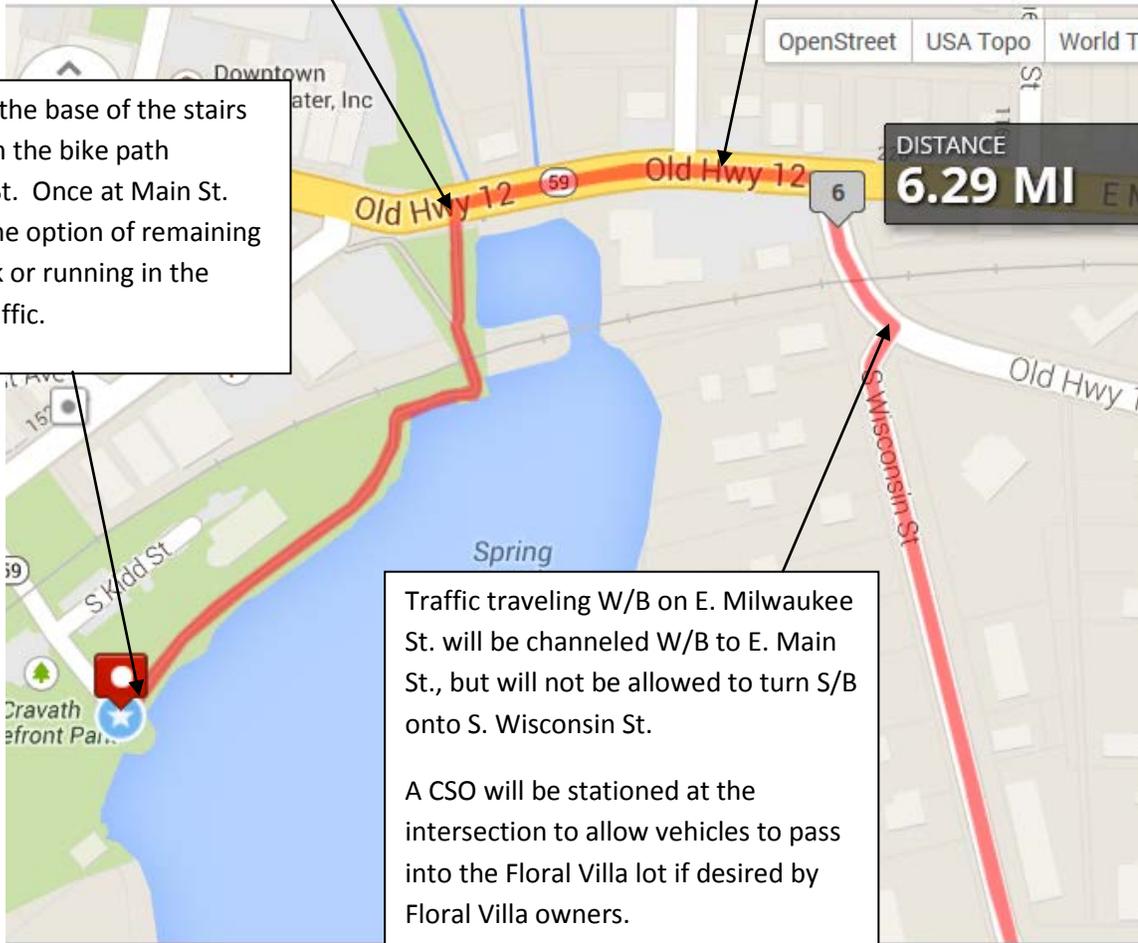


Barricades and Cones used to funnel traffic into left E/B lane

Center E/B lane on E. Main St. will be open allowing traffic to proceed E/B on E. Main St.

The right E/B lane will be closed preventing vehicles from traveling E/B onto E. Milwaukee St.

Route starts at the base of the stairs and runs E/B on the bike path towards Main St. Once at Main St. runners have the option of remaining on the sidewalk or running in the right lane of traffic.



Traffic traveling W/B on E. Milwaukee St. will be channeled W/B to E. Main St., but will not be allowed to turn S/B onto S. Wisconsin St.

A CSO will be stationed at the intersection to allow vehicles to pass into the Floral Villa lot if desired by Floral Villa owners.

The 5K and 10K routes use the same road/path. The 10k makes the loop in the Parkside Dr. neighborhood along with a second loop from Tripp Beach, S/B on Wisconsin St., and up to Parkside dr.

Equipment Needed:

15 Barricades

Numerous Cones (provided by campus)

Michele Smith

From: James Elder
Sent: Wednesday, May 28, 2014 5:25 AM
To: Michele Smith
Subject: FW: Whitewater K9 5K Race Route Approval

Michelle,

Heidi just forwarded me this e-mail so I want to make sure you have all the info you need...We will be bringing the eastbound lanes of Main St. down to 1 lane by blocking the right eastbound lane for runners from the intersection of W. Main St. and Whitewater St. to Main St. and Wisconsin St. The right turn lane will be blocked to traffic, so everyone will need to go eastbound at the intersection of Main and Wisconsin. The southbound lane of S. Wisconsin St. will be blocked to traffic from Main St. to Parkside Dr. We will have a CSO stationed at the intersection of E. Milwaukee St. and Wisconsin St., E. Clay St. and Wisconsin St. and Wisconsin St. and Parkside Dr. Traffic will be able to come and go from the neighborhood up Wisconsin St. by traveling northbound on Wisconsin St. One thing I forgot to add to the maps is I'd like to post no parking signs on Parkside Dr. the day before the run. If you need any additional clarification please let me know.

Thanks,

Jim

From: Heidi Gempler
Sent: Wednesday, May 28, 2014 5:17 AM
To: James Elder
Subject: FW: Whitewater K9 5K Race Route Approval

From: Michele Smith
Sent: Tuesday, May 27, 2014 8:48 AM
To: Heidi Gempler
Subject: RE: Whitewater K9 5K Race Route Approval

Thanks, Heidi. The maps are great, but since we have to prepare labels and do a mailing to affected property owners, could you also define any Streets (or portions of Streets) where there will be blocked off areas? This all has to be sewn up before 4:30 tomorrow (Wednesday) as it has to go into the Council packet.

Thank you.

Michele

From: Heidi Gempler
Sent: Friday, May 23, 2014 4:33 PM
To: Michele Smith
Subject: FW: Whitewater K9 5K Race Route Approval

From: James Elder
Sent: Thursday, May 15, 2014 9:10 PM
To: Heidi Gempler
Subject: Whitewater K9 5K Race Route Approval

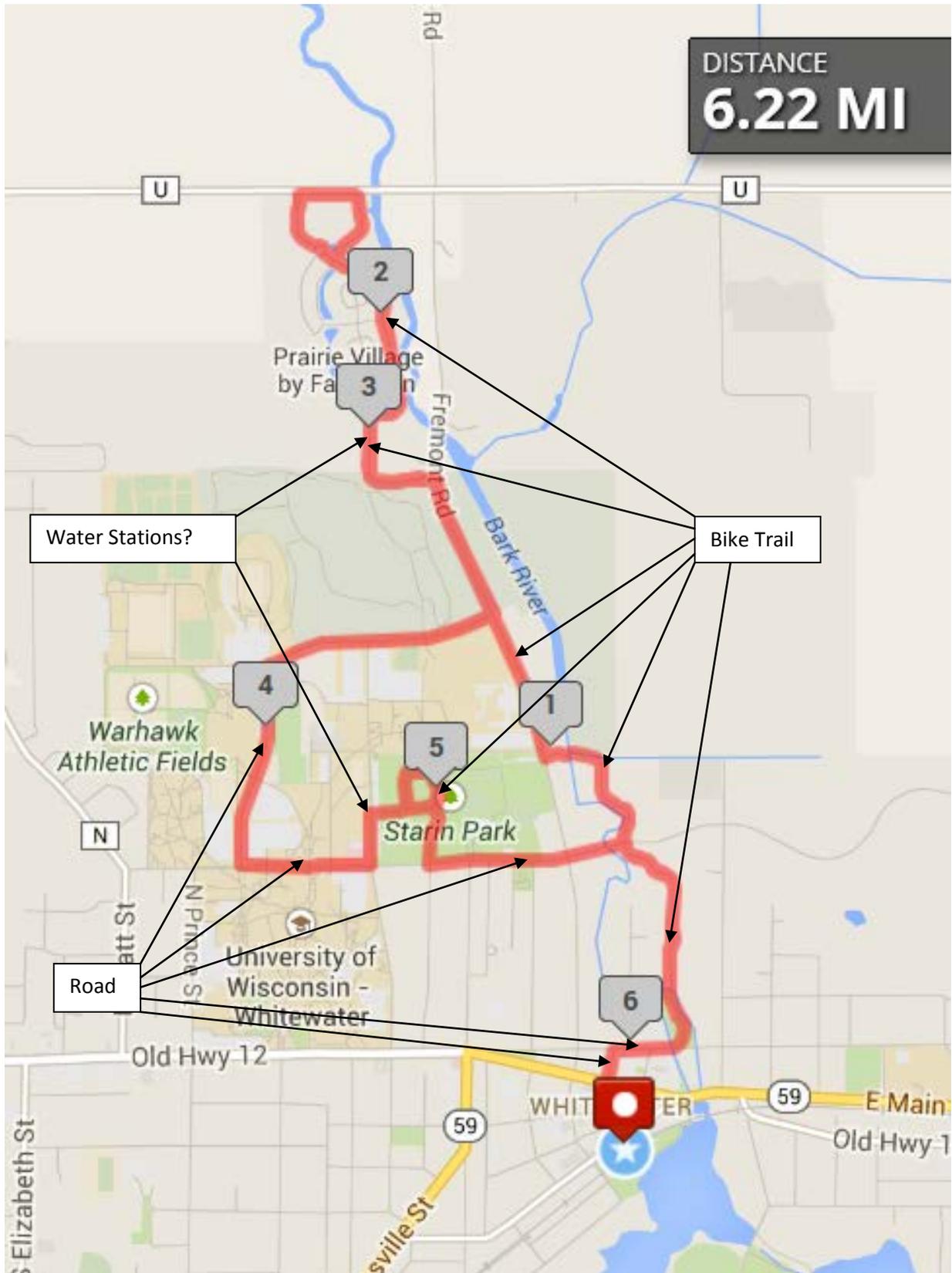
Hello Everyone,

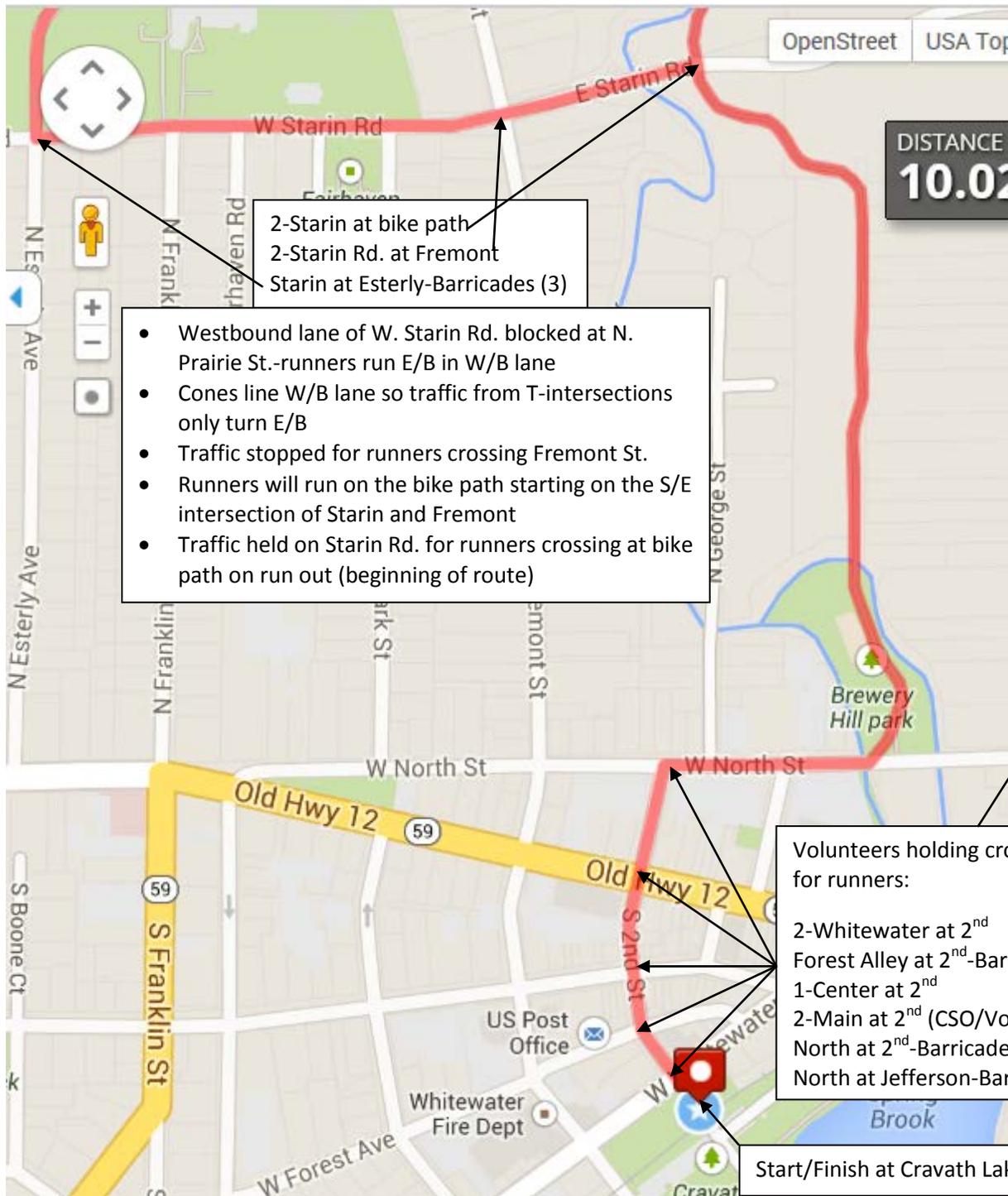
After getting in contact with Chris it sounds like the East gate project will be starting the day after the race (June 9). Because of this, I'd like to have last year's race route approved for this years race, with the only major change being the race will no longer run on Whitewater St. If possible, I'd also like to have an alternative route approved, which runs up to Starin Park from the Cravath Lakefront. Instead of trying to explain in narrative form the roads and paths each route uses I attached documents with maps that highlight the route. I also included notes regarding some of the intersections affected and the necessary Volunteers/Cones/Barricades needed. If anyone has any questions please let me know.

Thanks for your time,

Jim

10k route





2-Starin at bike path
 2-Starin Rd. at Fremont
 Starin at Esterly-Barricades (3)

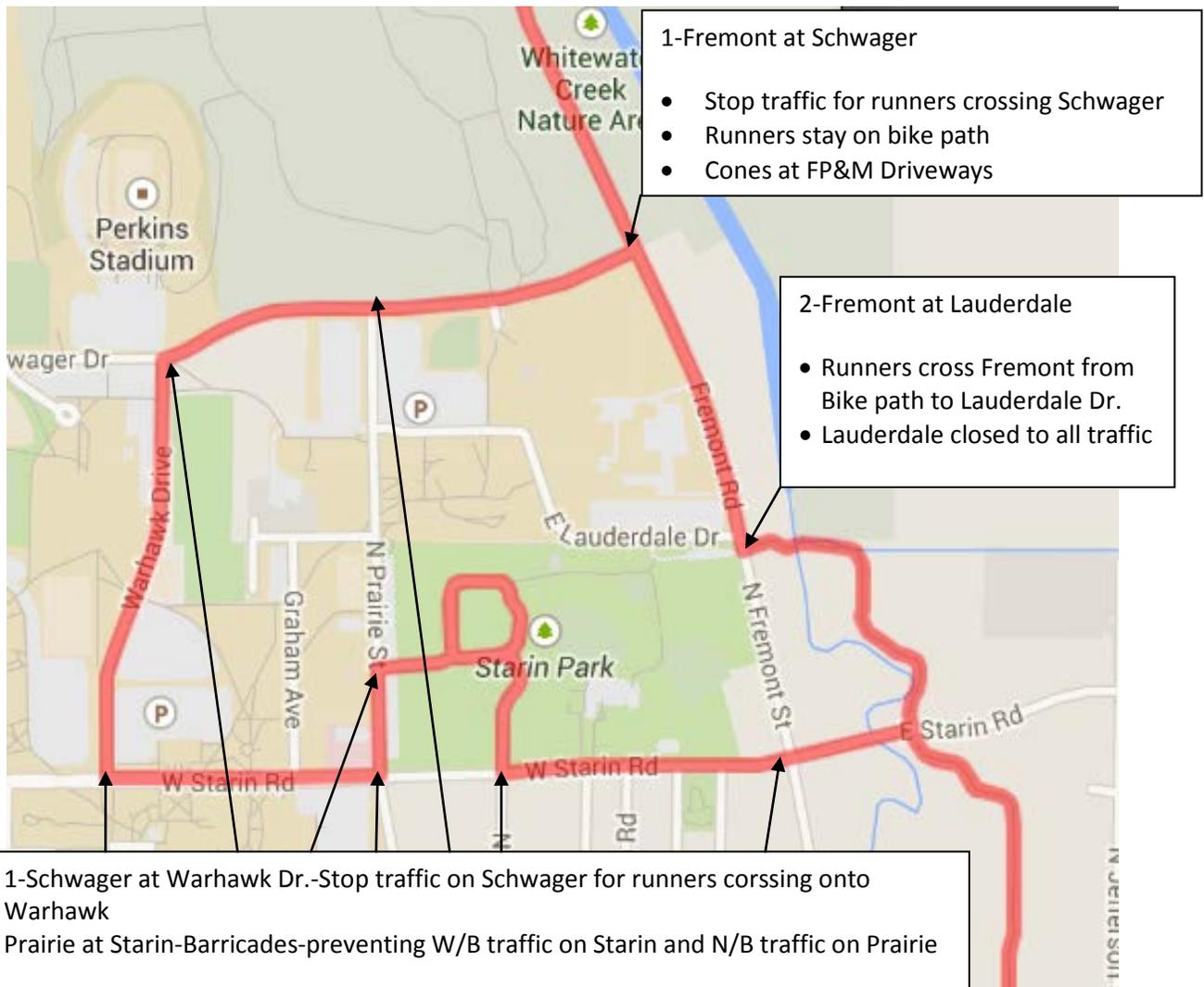
- Westbound lane of W. Starin Rd. blocked at N. Prairie St.-runners run E/B in W/B lane
- Cones line W/B lane so traffic from T-intersections only turn E/B
- Traffic stopped for runners crossing Fremont St.
- Runners will run on the bike path starting on the S/E intersection of Starin and Fremont
- Traffic held on Starin Rd. for runners crossing at bike path on run out (beginning of route)

- Volunteers holding cross traffic for runners:
- 2-Whitewater at 2nd
 - Forest Alley at 2nd-Barricades(4)
 - 1-Center at 2nd
 - 2-Main at 2nd (CSO/Volunteer)
 - North at 2nd-Barricades (3)
 - North at Jefferson-Barricades (2)

Start/Finish at Cravath Lakefront Arch

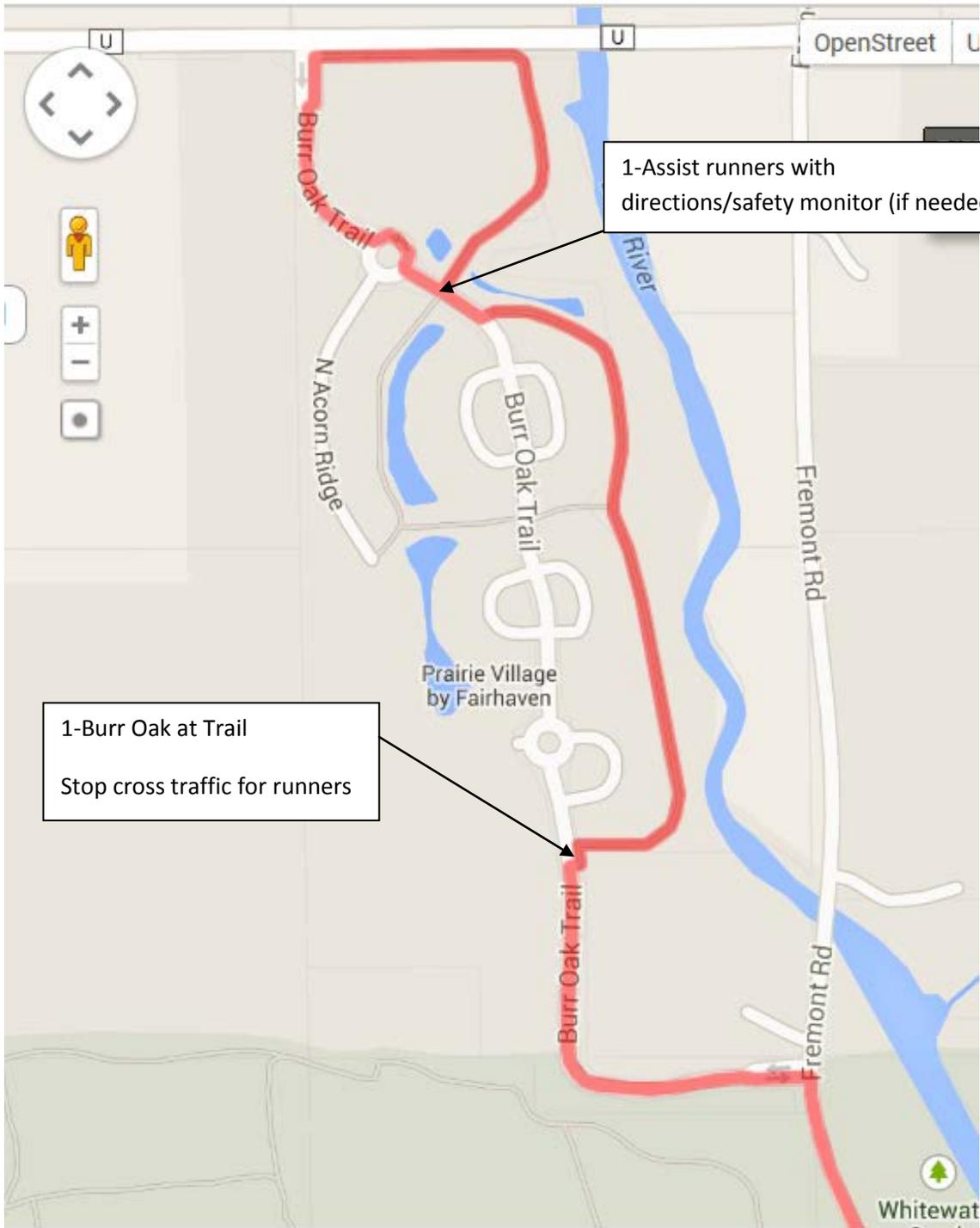
- Race Starts at Cravath Lakefront Arch and travels northbound
- Northbound lane of 2nd St. closed from Whitewater St. to W. North St.
- Volunteers and/or CSO posted at intersections stopping cross traffic when runners cross.
- Eastbound traffic on W. North St. blocked at 2nd St. (2 Barricades)
- Westbound traffic on W. North St. blocked at Jefferson St. (2 Barricades)
- Lot J traffic directed eastbound-(2 Barricades)

- A lane will be made with cones allowing for traffic from N. George St. to travel in W/B on W. North St. in the E/B lane so they can come and go as needed.
- Northbound lane of 2nd St will be lined with cones to indicate closure



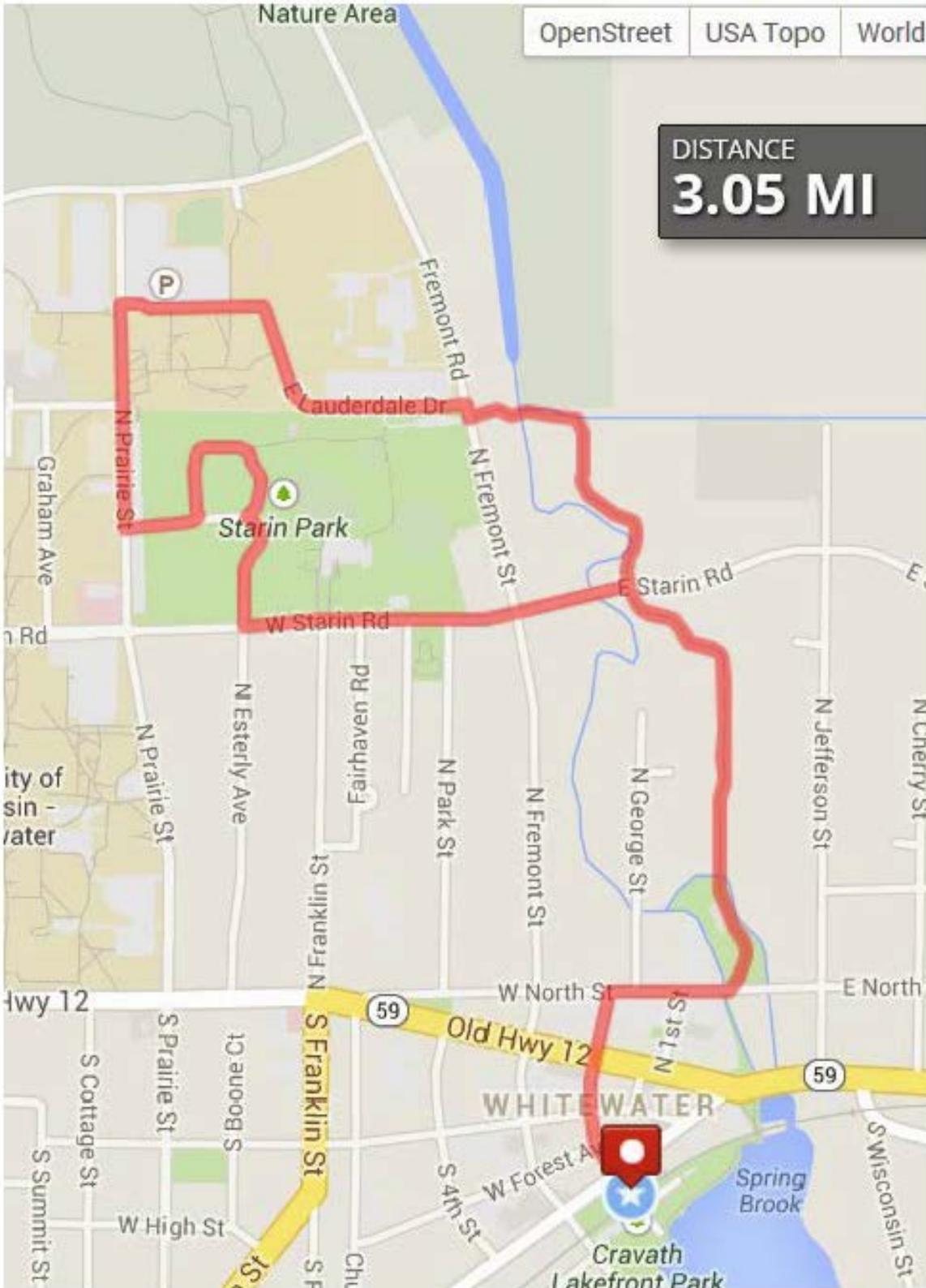
- 1-Schwager at Warhawk Dr.-Stop traffic on Schwager for runners crossing onto Warhawk
 Prairie at Starin-Barricades-preventing W/B traffic on Starin and N/B traffic on Prairie
- N/B lane of Warhawk Dr. closed-lined with cones & 3 barricades at Starin and Warhawk to direct runners into W/B lane of Starin and close N/B lane of Warhawk
 - Traffic in W/B lane of Starin blocked from Warhawk to Prairie St.-Cones block traffic from entering w/b lane at driveways in the median on Starin
 - 3 Barricades blocking traffic from entering Prairie St. at Schwager
 - 3 Barricades blocking traffic from entering Prairie St. at Starin & blocking westbound lane of Starin.
 - 3 Barricades blocking westbound lane of Starin at Fremont
 - Cones lining Starin from Esterly to Fremont to indicate westbound lane closure
 - Runners re-enter bike path on S/E corner of Starin and Fremont

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5k Route

All intersections and road closures are accounted for in the 10k route



Volunteers Needed (including CSOs)-15
Barricades Needed-12+few extra, just in case
Cones-A LOT (Campus?)