



2011 Performance Report

Introduction

Accountability to both the Whitewater Common Council and the citizens of Whitewater is an important value to the management team leading the City of Whitewater. As city staff, we strive to be ever responsive and responsible to the Whitewater Community. The City as an organization is continually working to improve the services and programs that we provide.

In the 2011 Management Plan, the various departments and agencies of the City set forward objectives to be accomplished during the course of the past year. These objectives were set as part of the annual budget-making process addressing the eight strategic points contained in the Whitewater Next! Strategic Plan adopted by the Common Council in December, 2005. Further, these objectives serve as a method of measuring how well our Whitewater City Government is performing.

Of a total of 133 objectives set for 2011, 114 or 85.7% were completed or achieved. In most cases, those objectives not met during the year have been carried forward to be accomplished during 2012. A few objectives have been abandoned due to either lack of citizen interest in the program or activity that the City wanted to continue or initiate or due to funding restrictions.

As the City struggles financially to meet the requirements of State Acts 10 and 12, there needs to be a renewed emphasis on performance. Indeed, one of the key City objectives for 2012 is the development of a performance management system that will better reward City employees for their contributions as well as to better recognize those City services and programs which are cost-effective and efficiently operated.

On behalf of the management team working for the City of Whitewater, I wish to thank the Common Council and all of our many stakeholders for the privilege of serving them this last year!

Kevin M. Brunner
City Manager
February 1, 2012

City Values, Vision, and Mission

Values

Our City

- We value history and culture.
- We support the wise and creative use of our financial, human and natural resources.
- We promote a high quality of life and place – commerce, education, housing, safe environment and sustainable growth.
- We embrace a spirit of teamwork, cooperation, collaboration, open communication and citizen involvement.
- We are a friendly, caring, diverse community.

Our Organization

- We work as a team to accomplish our mission and goals through open and honest communication, close coordination and collaboration between departments and recognition of community needs and expectations.
- We promote pride and ownership in our municipal organization and in the Whitewater community.

Each Other

- We are committed to professionalism.
- We are fully accountable to the citizens we serve and to each other.
- We are committed to the highest level of professional standards by recruiting and developing highly trained, skilled, and motivated employees.
- We are positive in our relationships and promote a positive attitude.
- We truly believe that each member of the City staff and all elected and appointed members of the Common Council, Boards and Commissions can make significant contributions.

Vision

Building upon our rich history, we will continue to be a welcoming, safe, and dynamic community. We will embrace the cultural and educational opportunities that the presence of a thriving university and an increasingly diverse population offers.

We will seek to continually improve and make Whitewater strong by fostering public trust and confidence in our government. We will encourage a community characterized by a spirit of openness and fairness that encourages individuals to participate publicly and prosper personally. We will maintain a high quality of life through careful stewardship of all our many resources.

Mission

The City of Whitewater provides efficient and high quality services which support living, learning, playing and working in an exceptional community.

Administration

City Manager

1. Develop with City Council an update to the City Whitewater Next! Strategic Plan by October 1. **Strategic planning process will begin in early 2012**
2. Complete all TIF and CIP Projects on time and within budget including any remaining work related to the Whitewater University Technology Park Projects. **Completed**
3. Foster/negotiate at least two Development Agreements (targets Whitewater Business Park and TID District #6). **On-going – Two projects under discussion**
4. With Downtown Whitewater Inc. Economic Restructuring Committee reduce downtown Whitewater commercial space vacancy rate by 10%. **Current rate is 13%**
5. With CDA and University Technology Park Board, develop Business Park/Technology Park Marketing Plan during first quarter. **Draft Completed**
6. Continue to develop collaborative community partnerships to foster community betterment enhancement particularly with Downtown Whitewater Inc., Whitewater Arts Alliance and Whitewater Chamber of Commerce. **On-going**
7. Facilitate completion of 2025 Energy Independence Community Plan with presentation/adoption by City Council by January 31. **Completed – Plan adopted by Common Council**
8. With CDA, facilitate formation of housing sub-committee to address foreclosed and abandoned properties in the city as well as to develop long term housing strategies by April 30. **Sub-Committee completed work – Six properties have either been remediated or in process**
9. Continue work with Neighborhood Associations/Groups to improve city neighborhoods. **On-going**
10. Develop and implement a practical performance measurement & management system for city departments, and draft a performance report to be published as a standalone document or as part of the 2012 budget. **2012 budget objective**
11. With Fire/EMS, develop plan for Paramedic Intercept changes at Fort Memorial Hospital to maintain current level of service. **Fort Health Care has dropped plans to discontinue Paramedic Intercept service**



City Clerk

1. Complete ward boundary redistricting by September 1. **Council adopted in August**
2. Create and make available a spreadsheet listing all ordinances for purpose of creating a searchable database. **Completed. The spreadsheet is available on the shared drive**
3. Ongoing cross-training between second floor clerical staff. **On-going**
4. Improve City Clerk webpage and provide more information on website. **2012 Objective**
5. Creation of searchable database of all Planning Commission cases/decisions. **2012 Objective – Neighborhood Services**

6. Updated City rental property registration list.

Human Resources

1. Complete and distribute employee total compensation reports by March 1. **Completed**
2. Complete the negotiation process and successfully approve collective bargaining agreements with all City bargaining units. **Delayed to first quarter of 2012 for WPPA and Teamsters (Dispatch)**
3. Work with City Staff to develop additional training programs for employees throughout the organization. **Staff development Training program initiated in 2011; affiliation with CVMIC will allow development of a three year plan early in 2012.**
4. Complete a classification and compensation study for select AFSCME positions. **Not completed. Placed on hold due to State law changes**
5. Look for new ways to streamline HR processes within the City. **Ongoing. This year many steps in the hiring process, especially for seasonal employees, were delegated to the management staff in corresponding departments in an effort to streamline the process and provide the Assistant to the City Manager with more time to address other projects. Similar improvements are expected in 2012.**
6. **Development of Personnel Policy Manual Amendments to comply with Acts 10 and 32. Completed.**

Community TV/Media

1. Increase filmed events to more than 220 through staff and volunteers. **247 events were recorded**
2. Build new computer editor. **Completed**
3. Stream TV Channel. **Not completed due to copyright concerns and dedicated feed expenses**
4. Continue with filming of training videos for staff. **Seven (7) training sessions for DPW were filmed. In addition, at least 20 sanitary sewer inspection videos have been converted from VHS to DVD for better storage and access.**
5. Teach Regular Digital Storytellers Classes with the Public. **One session was taught**
6. Increase on-line video content which would include educating citizens about services (Public Service Announcements) and Digital Storytelling projects. **2012 objective**
7. Assist in maintaining social networking site with the assistance of Tim Nobling and Cameron Clapper. **On-going**
8. **Increase on-line video content (Alan to provide additional date)**

Community Development Authority

1. Develop long-term CDA financing program by June, 2011. **In process/2012 objective**
2. Review City Municipal Code, Chapter 2.48 Industrial Development Commission. **Had City Attorney review in April, follow up still necessary with CDA Board**
3. Conduct Retention Visits at all large Businesses in Whitewater. **Completed. Simonswerk – successful recruitment**
4. Complete Technology Park Projects on time and within budget. **Completed**



Technology Park Innovation Center



Innovation Center Lobby

5. Work with various stakeholder groups to develop Community Marketing Plan including components for the Business Park, Technology Park, Retail Development and Tourism by April, 2011. **Held stakeholder meeting with various groups, plan development in process**
6. Develop alternative development strategies for the East Towne Market site. – **Plans completed by City Planner and were sent to the property owners and listing agents**
7. Work with Downtown Whitewater to develop and implement an Outdoor Café Furniture Program. **Had discussion with DTW but no resolution**
8. Conduct Outreach Programs to include a Business Counseling: Lunch and Learn Series (working with the Chamber of Commerce) and continue First Time Homebuyer program as requested. **Discussion with Chamber, on-going**
9. Facilitate formation of housing sub-committee to address foreclosed and abandoned properties in the city as well as to develop long term housing strategies by April 30. **Six abandoned homes/properties have been removed, other strategies are being implemented**
10. Facilitate Distressed TID Amendment by March 31, 2011. **Completed and approved by the Joint Review Board on time, then approved by State Department of Revenue**
11. Create Annual Report by January 31, 2011. **Completed**
12. Complete DNR Closure of the former Alpha Cast site/North Jefferson Street Property and list for sale by October 1, 2011. **Completed**

Department of Public Works

Streets Division

1. Street Repair Fund monies (\$185,000) will be committed to street maintenance and repair as identified by the PASER street rating program. **Main Street downtown was paved in May. Targeted crack filling completed. Seal coating completed in northeast portion of City and Walworth Avenue.**
2. Complete asphalt patches of utility repairs in a timely fashion. **Completed**



Arbor Day May 2010

3. Continue the update of sign replacements to meet the reflectivity standards required to be completed by 2013. **All stop signs completed/adverse warnigh signs 40% completed**
4. Maintain snow removal/ice control operations to meet established standards. **Control operations occurred and met the established standards**

Wastewater Division

1. Operate and maintain the facility in a manner consistent with the requirements in the WPDES (Wisconsin Pollution Discharge Elimination System) permit. Maintain current 4.0 rating. **WWTP received a 4.0 rating**
2. Complete the Equipment Replacement Project along with employee training by June 1. **Equipment replacement project to be completed by February 28, 2012. Employee training on-going**
3. Work with project engineer to design the bio-gas boiler system and complete Clean Water Fund application by June 1. Complete construction by end of year. **The City will receive funding for this project including a 10% grant from the Cleanwater Fund and a Focus on Energy grant. Project substantial completion date is April 27, 2012**
4. Complete the Compliance Maintenance Annual Report (CMAR) by April 1. **Completed**

Water Division

1. Monitor and assist in the installation of the Automatic Meter Reading system. Complete installation by June 1. **Project is complete.**
2. Digitize meter testing and replacement schedule by June 1. **Completed**
3. Inspect and renovate Well 8. Complete by December 1. **Project funds moved to Well #6 because of the failure of Well #6. Completed in November**
4. Complete all DNR and EPA mandated testing as required. **Completed**
5. Complete Water Rate Study by May 12. **Completed – WPSC approved water rates went into effect in November**



Stormwater Utility

1. Complete annual permit reporting by March 31. **Completed.**
2. Monitor NR151 revision and make necessary changes to management of utility as required. **The 40% removal requirement has been abolished. City is in compliance for 20% removal**
3. Educate and promote Street Obstruction Ordinance. **On-going – will be emphasis in 2012**
4. Update the stormwater management plan (SLAMM Model) by March 31. **Completed**
5. Complete maintenance of catch basins (50% completion in spring and 50% completion in fall). **Spring and Fall maintenance has been completed.**

Finance

1. Complete audit by April 15. Present to Council in May. **Audit completed/presented in May**
2. Automate the payroll system for all city staff by 4th quarter. **No progress to date/2012 objective due to changes in Finance staff**

3. Have AMR installed and operating for utility billing by July 1. **AMR installed/on-line operable**
4. Bi-monthly billing for utilities by September 1. **Monthly billing initiated in October**
5. Implement GASB Statement No. 54 - Fund Balance. **Objective to be completed as part of 2011 audit.**
6. Close out grant reimbursements for city – EDA, etc. **Final EDA reimbursement request/grant closeout completed in January, 2012**
7. Close out Whitewater bio-gas/treatment loan/grant. **Completed-grant/loan package received. Bio-gas project still in progress at year end.**
8. Train utility employee starting in summer 2011. **Employee hired/training on-going**
9. Monitor/report on state budget implications as it relates to the city. **Bi-monthly reports to Council**
10. RFP for audit services for 2011, then 2013. **RFP solicited in August/selection made September**
11. RFP for Water Rate Study/PSC hearing/revised water rates by September 1. **Completed-new water rates went into effect in November**

Information Technology

1. Migrate/Update BadgerTracs from testing phase into implementation phase with the Police Department's Records Management System. **95% completed. On-going training**
2. Install Latest Adobe Acrobat Professional Software on 9 essential desktops. Assemble and implement a completely digital process from start to finish for agendas, minutes, etc. **Completed.**
3. Migrate City of Whitewater website to new hosting solution. Also migrate overall ci.whitewater.wi.us references to the city's new domain - whitewater-wi.gov. **Completed**
4. Install/Implement the GFI Languard Suite of Software. This includes, but is not limited to the following: Power Management, Patch Management, Inventory Management, and several other key network maintenance utilities. **Completed**
5. Create/Implement an open source work order/maintenance system for the Parks/Streets departments. **Completed**
6. Create an open source mobile version of the city website. Also look to incorporate new features into the website as identified. (Not limited to but possibly including: message boards, social media integration, video streaming, etc.) **Completed – some improvement still needed**
7. Implement/set up AMR system with the Water Department. (Includes configuring backend communications and server configurations). **Completed**
8. Updating of the Firewalls at the utilities to allow for expanded management/remote access functions. **New firewalls installed for the Streets, Water, and Wastewater facilities**



Library

1. Continue progress on library addition building project. **Completed**
 - a. Plan the library's 20th anniversary celebration as a tie-in to the library building project.
2. Increase community awareness and use of library resources.
 - a. Hold a program with two sessions for people to learn about the library's iPad and e-readers. **Completed**
 - b. Start a Book a Librarian program for people to book one-on-one training time with administrative staff. **Had twenty people sign up for an Ancestry training session**
3. Provide a high-quality library staff.
 - a. Provide a basic computer knowledge and troubleshooting workshop for staff. **Not completed**
 - b. Provide the opportunity for staff to take an online reference course through UW-Madison. **Not completed-focus shifted to on-line catalog**
4. Increase Internet availability to the public.
 - a. Eliminate the majority of the reference collection, either through withdrawal or moving to the circulation collection, and add more computers. **Completed**
5. Increase library programming for all ages, but particularly adults.
 - a. Have a Hearts and Chocolate program for Library Lovers Month. **Completed**
 - b. Have a poetry slam for young adults. **Cancelled due to lack of registrations**
 - c. Have a Family Gaming Day. **Scheduled for January, 2012**
 - d. Have a summer reading program for adults. **Completed. Very successful!**
 - e. Participate in the Bike Rack promotional event sponsored by Downtown Whitewater. **Completed**
 - f. Have a Host a Murder Party to kick off a new adult mystery book club. **Scheduled for February 29, 2012**
 - g. Solicit recipes from staff, community members, and authors for a library cookbook to be ready for sale in November, proceeds going toward the library building project. **In progress.**

Neighborhood Services

City Building/Grounds Maintenance

1. Complete library roof replacement project by May 1. **Completed**
2. Update library interior and exterior lighting fixtures to LEED by July 1. **Completed**
3. Complete public safety roof replacement by March 15. **Completed**
4. Complete the city-owned parking lot/walkway light conversion to LEED by May 1. **Completed**
5. Complete old train depot restoration project by December 1. **Project scheduled for re-bid in February, 2012 due to bids coming in over budget. Project completion scheduled for Summer, 2012**



Whitewater Train Depot

6. Complete salvage/demolition of library rental property (407/409 West Center) by September 1. **Not scheduled yet**

Planning

1. Review/update Zoning Ordinance by July 1 (Better reflect adopted City Comprehensive Plan). **Completed consultant selection-Began re-write process in October**
2. Present plan for Subdivision Ordinance amendments (City installation of public improvements and better reflect adopted City Comprehensive Plan). **Not completed – 2012 objective**
3. Complete RFQ/selection for City Planner services. New contract by January 30. **Completed**
4. Complete review of developer planning fees. Implement changes by April 1. **Completed**
5. **Began process of transitioning to in-house planning services with hiring of new Neighborhood Services Manager in October.**

Zoning/Code Enforcement

1. Convert in-house code violation tracking software to Fire House software by April 1. **Change in plans – 2012 objective to collaborate with Police and Finance to develop spreadsheet solution linked to GIS**
2. Respond to all service calls within 48 hours (2 working days). **In process**
3. On-going enforcement of distressed property removal/razing and repair. **Completed-distressed properties disposed of as planned**
4. Monitor foreclosed properties. Take prescriptive action where appropriate. **Action taken**
5. Working with CDA Housing Subcommittee, implement recommendations. **Completed**
6. Complete neighborhood information flyer (distribute through Foresee Committee and neighborhood associations) by April 1. **Completed August 1**

Parks and Recreation

1. Review non-resident fee policy with Parks and Recreation Board and incorporate proposed changes in 2012 City Budget. **Policy enacted to apply to non-residents of Whitewater Unified School District.**
2. Expand wellness/fitness offerings within the community (minimum of 4 activities) through involvement with W3 by October 1, 2011. **What's on Your Plate? Beginning Indoor Cycling, Nordic Walking, Whitewater Walks and One Day Wellness Series began during year**
3. Implement changes to youth sports sponsorship to ensure all teams are sponsored and that sponsors value involvement by September 1, 2011. **Payment structure changed and was well received by sponsors/sponsors received recognition plaques**
4. Add a minimum of two new recreation programs per season/brochure. **Little Picasso's, De-Clutter Workshops, Kids in the Kitchen-No Bake, Summer Youth Field Trips (5), Silk Scarf Dyeing, Cycling**
5. Expand and broaden a minimum of two "Seniors



Starin Park Community Building

- in the Parks” programs to include participants of all ages by December 1, 2011. **Clutter Coach, Pole Walking Instruction and Walking groups began during year**
6. Establish sinking fund for facility rentals by working with Neighborhood Services Director, Finance Director, and Common Council to establish funding mechanism for equipment replacement and facility maintenance by September 1, 2011. **Objective for 2012**
 7. Complete comprehensive bike plan update and Safe Routes to School Plan by December 1, 2011. **RFP solicited/contract negotiations underway at year end**
 8. Complete all park improvement projects on time and within budget. **Completed**
 9. Explore marketing enhancements to create greater exposure of parks and available recreation programs. **Branding concept in development**
 10. Explore grant writing, fundraising efforts, and facility design as related to the Treyton Kilar Field of Dreams. **Conceptual plan developed/fundraising at approximately 67% of goal**
 11. **Successful transfer of City facility management responsibilities to department.**

Police

1. To Ensure Our Status as an Accredited Law Enforcement Agency

In 2011, we will undergo an extensive reaccreditation process which is designed to ensure ongoing compliance with comprehensive accreditation standards set forth by the Wisconsin Law Enforcement Accreditation Group (WILEAG).

The formal extension was granted by WILEAG for the Whitewater Police Department to seek reaccreditation in June 2012. The department remains on target for the June 2012 reaccreditation process, preparing our newly promoted Captain to begin learning the accreditation process. We anticipate hosting a mock-on-site in May as an informal checks and balances system prior to our formal on-site accreditation process with the WILEAG assessors. During the mock-on-site accreditation managers from outside agencies will perform a modified accreditation process to ensure the agency files are in order and adequate proofs are documented in each of the files.



Safety Fair

2. To Improve Our Technological Infrastructure
 - a. Enhance our technological infrastructure by putting on-line the Badger TraCS Information System. This system allows for immediate data entry in the squad car. Driver/vehicle information can be shared among forms, eliminating duplication of entry. Officers will be able to complete traffic citations, warnings, and accident reports directly at their mobile data terminals. The information will be sent directly to the Wisconsin Department of Transportation. The Badger TraCs System will also facilitate our compliance with the mandate for all law enforcement agencies in the State of Wisconsin to transmit race-based information directly to the Department of Justice. The system has been financed through a Federal Grant.

- b. Comply with the Federal Communications Commission mandate for all law enforcement, fire, emergency medical, and public works entities in the United States to narrowband their radio frequencies. Using narrowband channels will ensure that agencies take advantage of more efficient technology and, by reducing channel width, will allow additional public safety channels to exist within the same spectrum space. Walworth County Emergency Management is asking that all public safety entities in the County to comply with the mandate by the end of this year.

The department has continued to experience a number of setbacks regarding Badger TraCK's equipment, specific to the various networks, hardware and scanners needed to operate the software and mobile data computers. We have worked closely with Chief Information Officer Nobling and in December all officers were required to complete a number of written warnings in Badger TraCKs throughout December and January. The new scanners arrived January 26th and have been installed into the mobile data computers. Chief Information Officer Nobling was also able to combine several network logins so that offices now only need to log into one network that will manage the different links into the software, NCIC, CIB and eventually the department's software system. We anticipate going live with the citation system no later than March 1, 2012, then expand into the accident reporting system and eventually end with Badger TraCKs populating the data into our Badge software system.

The department has already begun to work with Radicom to begin modifying the radio frequencies so we are ready to transition once the Narrowbanding equipment has been installed. The City Council successfully passed the dedicated financial support that will be necessary to comprehensively enhance the portable and squad radios, towers, bay stations and voters to ensure the department's communication capabilities remain strong as the department transitions into the narrow banding mandate.

3. To Accomplish Annual Patrol/Team Objectives

Per policy, on an annual basis each shift of officers formulates and then seeks to accomplish team goals and objectives. Objectives generally include attention to three areas (traffic enforcement and safety, anti-crime/problem solving, and community policing/crime prevention). In 2011, we intend to focus our resources on thwarting unlawful car entries, conducting underage alcohol abatement operations, preventing frauds against our elderly citizens, and enhancing our traffic safety efforts (particularly on West Main Street). All of these goals include very specific objectives for each team (shift) of officers to accomplish over the next twelve months.

Below, noted in red, is a final report from each sergeant on the successful completion of each of their shift team objective.

FIRST SHIFT PATROL: Sergeant Ciardo:

TEAM GOAL: Specific to crime prevention officers will assist and educate vulnerable adults in the community who have been targeted by scam artists either by telephone, in person or over the internet. Specific to traffic enforcement dayshift officers will focus traffic enforcement on

vehicles failing to stop or otherwise yield to traffic signs/signals with the goal being to enforce, educate and reduce the frequency of accidents in these areas.

Officers of the day shift conducted approximately 80 hours of stationary traffic patrol and observation throughout Whitewater with most emphasis being placed on the intersections of Milwaukee and Newcomb, Janesville and Walworth, Starin and Franklin, Center and Prairie and the Elizabeth Street school corridor. During these targeted activities, officers issued approximately 45 citations for failing to obey signs and issued verbal/written warnings to nearly 85 others. Mitigation efforts to remove tree limbs and other obstructions around stop signs, as well as a report to DPW on the chronic visibility issues surrounding the Milwaukee/Newcomb Street intersection were directly related to the above officer observations. As of this writing, new signs/poles are being placed at the Milwaukee/Newcomb Street intersection. With the reconfiguration of the “Five Points” intersection, it was observed that speeds have been reduced both in and out bound, especially when the drop-down stops signs are in use. It is our collective recommendation that permanent four way stops signs be used at this intersection in the future. This not only would reduce speeding, it could allow for the removal of the school crossing guard at that location as well as offer continuity of traffic flow for regular drivers using this intersection.

SECOND SHIFT PATROL: Sergeant Uhl:

TEAM GOAL: The 2nd shift team has come up with two goals to enhance the safety of citizens in Whitewater as well as increase officer visibility in the community. Traffic goal was to increase motor vehicle contacts to a minimum of 15 contacts per work week, per officer. Specific to public safety officers dedicated patrol to bicycle safety.

This year, 2nd shift officers focused their attention on traffic/bicycle enforcement in the City. The purpose was to increase visibility in the community, enforce traffic laws and reduce vehicle/pedestrian/bike accidents in order make our streets safer!

Year to date, 2nd shift officers have done an amazing job! They have “unofficially” made over 2,300 stops. This resulted in over 1,000 citations, over 1,400 warnings and led to over 50 arrests, from warrants to other crimes such as drugs arrests. They have stopped almost 50 bicyclists because of unsafe riding or not have the proper lighting equipment at night.

Second shift officers were also asked to focus on “hot spots” by citizens and the City Council. Some of these areas of concern were, W. Starin Road. N. Tratt Street, W. Walworth Avenue and W. Main Street. While some of these areas are still have some speeding concerns, it has dramatically decreased with enforcement. W. Starin Road was a concern because of the stop sign violations at N. Franklin Street. These have also been reduced dramatically because of our enforcement.

Unfortunately, traffic accidents have not been reduced from last year. This may be an indicator that other factors such as driver condition, failure to yield, and poor decision making are greater contributors to traffic accidents than speed.

Below is a copy of the spreadsheet that officers keep on a regular basis of their stops.

	Warnings	Citations	Other Arrests	Bicycles	Starin Rd Warnings	Starin Rd Citations	Starin Rd # Other Arrests	Actual Stops
Uhl Totals	214	134	13	6	5	2	0	341
Reif Totals	433	315	17	16	5	3	0	682
Matteson Totals	234	214	15	6	2	0	0	437
Ludlum Totals	250	156	5	11	16	8	0	390
Meyer Totals	343	194	4	7	1	0	0	521
Shift Totals	1474	1013	54	46	29	13	0	2371

THIRD SHIFT PATROL: Sergeant Bradford

TEAM GOAL: As a community policing effort 3rd shift focused on deterring thefts from unlocked vehicles through the use of “Vehicle Security and Anti-Theft” flyers. As a crime prevention initiative officers will continue to facilitate alcohol abatement operation specific to large scale underage alcohol parties who are selling the alcohol without licenses and continued efforts to have tavern owners and patrons comply with applicable ordinances and state statutes.

1. CRIME PREVENTION: In an effort to reduce thefts from vehicles and residential burglaries, Crime Prevention officers from the 3rd and 8-4 shifts developed a Contact – Security Check Information Form during 2011. This form was designed to make citizens aware of security issues (strong points and deficiencies) relating to their personal vehicles and homes.

During the first half of 2011, distribution of these forms was conducted late at night on the east side of town, where a significant number of residential burglaries had occurred in the late spring. Approximately 100 forms were delivered during that period. During the second half of 2011, crime prevention forms were distributed in all remaining districts of the City with locations recorded on a dedicated spreadsheet. A special focus was placed on vehicles that were parked in lots adjacent to large apartment complexes. Approximately 138 forms were delivered during the second half of the year.

2. TAVERN ENFORCEMENT: During the first half of 2011, officers engaged in undercover operations and targeted foot patrols in the downtown tavern district with the intent of increasing compliance with Alcohol Statutes by tavern owners, employees, and patrons. During the second half of 2011, officers formalized a Tavern Compliance Check Protocol, which detailed the manner in which undercover tavern enforcement operations would be conducted. Two tavern compliance operations were conducted under this protocol. The first showed tavern compliance at a nominal 57%, and warning letters were sent out to owners. Months later, a second operation was conducted and a much improved 83% compliance rate was obtained. Overall arrests are detailed below.

- Licensee Responsible for Acts of Employees: 3 (20110144 – Hawk’s Nest, 20111817 – Downstairs, 20112978 – Mad Boar)
- Misrepresentation of Age: 12

- Possession of Fraudulent ID: 7
- Presence in Place Prohibited: 3

Other tavern enforcement initiatives are described as follows. Crime prevention officers developed and distributed a laminated police poster showing commonly violated alcohol ordinances and corresponding fine amounts. Tavern owners were encouraged to display this poster where patrons and employees are able to see the listed consequences for violating alcohol laws. Meetings with tavern owners and police were conducted with agenda items focusing on cooperation between all parties involved in maintaining a safe/legal tavern environment in the City of Whitewater.

3. UNDERAGE ALCOHOL PARTY ABATEMENT: During the first half of 2011, officers targeted several known party houses with a particular focus on citing the residents who host such events. A reduction in the number of illegal underage drinking parties also reduces the occurrence of disorderly conduct, vandalism, and residential noise in the neighborhoods where such parties are held. The following is a list of citations issued during the entire year.

- Residential Noise 11
- Furnishing Alcohol to Underage 18
- Failure to Prevent Underage Consumption 34
- Sale of Alcohol without License 5

It should be noted that two significant incidents, in file numbers 20111300 and 20113352, accounted for 16 and 33 arrests respectively. These houses had residents who hosted repeated underage parties and were especially uncooperative with follow up investigation. As an example, in file number 20111300, residents intentionally barricaded guests inside so they could not speak with police, and they refused to cooperate in any way with police investigation at the scene or later. Lastly, two dedicated alcohol abatement operations were conducted during the year (overlapping 2nd shift and 3rd) and resulted in citing numerous guests and party hosts. Those totals are not included in the above list.

SWING SHIFT PATROL: Sergeant Gempler

TEAM GOAL: Community policing goal in an effort to counter the recent rashes of car entries over the past year that involve unlocked vehicles, seeking to educate those who are creating an opportunity to be victimized and will result in getting the officers out on foot more often and perhaps lead to the prevention of other issues.

As you know, the Evening Shift goal of creating a “security check card” was based off of Officer Elder’s idea. I believe that one of the greatest successes of this goal was that an officer expressed a very ingenuous and valuable crime prevention idea. It is very rewarding to see an officer recognize the ongoing problem of car entries and property theft from residences that so greatly affects the residents of this city, and then to have the officer develop an idea to address the problem by utilizing a crime prevention method. Equally rewarding was to have another officer, John Kleinfeldt, become so deeply involved in the development of the cards and then implementation of the program. This was certainly a goal that officers strongly believed in and

were dedicated to seeing it through. It seemed to me to be a very good example of dedication to a worthy goal and of teamwork to bring the goal to success.

The update on the goal I provided in August explained the process the officers went through to implement the security check card program, including the initial idea, the research and development of the card itself, the notification of the public and the initial steps in the actual deployment of the cards.

To continue on from where the update left off, as officers had opportunities in the evening and late hours, they continued to target particular areas and place the cards on vehicles and at residences as they found security concerns. Officer Kleinfeldt created a spreadsheet to document the number of cards placed on a particular date. The spread sheet became a work in progress as first the dates of deployment were documented, then the number of cards, and lastly the area of focus. In the two months between the last part of August through the end of October, the officers documented the placement of 138 cards.

In the end, this goal provided a very useful and unique service to the public. It also became an important project that the newly organized crime prevention team was able to research and see through to implementation. It displayed the abilities of individual officers to recognize issues that greatly affect the community and to then thoughtfully create ways to combat those issues. The security check card program will now be available for deployment at any time the department recognizes the need, and probably should be used on an ongoing basis. I am pleased by the participation of all officers on the evening and late shifts that took part in the goal, and as stated previously I am very pleased with the work Officers Elder and Kleinfeldt put into it.