

City of
WHITEWATER

COMMON COUNCIL AGENDA

Common Council Meeting

City of Whitewater Municipal Building – Community Room
312 W. Whitewater St., Whitewater WI 53190

Tuesday, November 2, 2021 - 6:30 p.m.

**This will be an IN PERSON MEETING as well as a VIRTUAL MEETING
Citizens are welcome (and encouraged) to join us in person, or via computer, smart phone,
or telephone. Citizen participation is welcome during topic discussion periods.**

You are invited to a Zoom webinar.

When: Nov 2, 2021 06:30 PM Central Time (US and Canada)

Topic: Common Council Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/89739981654?pwd=VXg1N240NW10QnRLWmtPdVRHeEZIUT09>

Passcode: 224631

Or One tap mobile :

**US: +13017158592,,89739981654#,,, *224631# or
+13126266799,,89739981654#,,, *224631#**

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

**US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1
346 248 7799 or +1 669 900 6833 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free)
or 833 548 0276 (Toll Free) or 833 548 0282 (Toll Free)**

Webinar ID: 897 3998 1654

Passcode: 224631

International numbers available: <https://us06web.zoom.us/j/89739981654>

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number:

262-473-0108

All agenda items are subject to discussion and/or action.

CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE

CONSENT AGENDA:

CA-A	Approval of payment of invoices processed through 10/27/21.	P. 1
CA-B	Acknowledgement of Receipt and Filing of the Following: *Irvin L. Young Memorial Library Board minutes of 9/20/21.	P. 3
CA-C	Expedited Approval of the Following Items, per City Staff Recommendation: O-4, O-5, O-6, O-7	n/a

STAFF REPORTS:

Representative Don Vruwink presentation of awards to Officer Michelle Martin; Fire Department Member and EMT Marc Taylor and Citizen Virginia Coburn.

Whitewater Unified School District Presentation

CITY MANAGER UPDATE.

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.

*To make a comment during this period, or during any agenda item: **On a computer or handheld device**, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. **On a traditional telephone**, dial *6 to unmute your phone and dial *9 to raise your hand.*

RESOLUTIONS: None.

ORDINANCES – First Reading

O-1	Amending Chapter 1.06, Aldermanic Districts, to create new districts based on 2020 census data (City Manager Request).	P. 15
O-2	Amending Section 9.18.010, to prohibit feeding of wild animals. (Neighborhood Services Director Request).	P. 20
O-3	Amending Chapter 11.16.050 to reduce parking area on south side of Walton Drive, from Tratt Street thence northeast. (DPW Director).	P. 23

ORDINANCES – Second Reading

*O-4	Amending Chapter 5.20 to increase quota for “Class A” Beer and Liquor licenses from four to six. (to allow Kwik Trip to obtain licenses to sell beer and liquor] (City Manager Request).	P. 27
*O-5	Adoption of ordinance allowing operation of All-Terrain Vehicles (ATV) and Utility Terrain Vehicles (UTV) on Whitewater Streets located in Jefferson County (excluding City Streets located within the boundaries of the University of Wisconsin – Whitewater campus). (Councilmember Majkrzak request)	P. 29

*O-6	Amending Section 1.21.010, Schedule of Deposits, establishing a fine for violation of Operation of All-Terrain Vehicles and Utility Terrain Vehicles (UTV) on City Streets.	P. 33
*O-7	Amending Chapter 11.16.150 to prohibit parking on Fraternity Lane. (East side from a point 95 feet south of the right-of-way line for Court A for a distance of 50 feet to the south). (DPW Director Request)	P. 34

CONSIDERATIONS:

C-1	Appointment of citizen members to Boards and Commissions. (City Manager Request).	n/a
C-2	Request for authorization to use TID funds for expansion of private driveway to private Street (Arch Development on N. Tratt Street) [DPW Director Request].	P. 37
C-3	Presentation of 2022-2023 City of Whitewater biennial budget. (Finance Director Request)	P. 44
C-4	Councilmember Requests for Future Agenda Items and/or Future POLCO questions.	n/a
C-5	<u>EXECUTIVE SESSION.</u> Adjournment to Closed Session, to reconvene , per Wisconsin Statutes 19.85 (1) (e): “Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Items to be Discussed: 1) Development Agreement with Midwest WI LLC; 2) Negotiation of Sale of Real Estate (Howard Road and Greenway Drive) to David & Goliath, and 3) Update on renegotiation of agreement with Whitewater Fire Department.	n/a
C-6	Request for Approval of Development Agreement with Midwest WI LLC for development of property near roundabout. (City Manager Request).	n/a
C-7	Possible action on sale of city-owned property located at Howard Road and Greenway Drive to David & Goliath Inc. and approval of Development Agreement. (CDA Director Request).	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.**

Report Criteria:

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

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
ENTERPRISE LIGHTING LTD					
3263	ENTERPRISE LIGHTING LTD	10-190W LED 25000L	10/15/2021	1,933.20	100-53230-310
Total ENTERPRISE LIGHTING LTD:				1,933.20	
MACQUEEN EQUIPMENT					
9331	MACQUEEN EQUIPMENT	NEW JET/VAC TRUCK 5%WITHHELD FOR PUNCHLIST	10/15/2021	390,027.25	620-62810-821
Total MACQUEEN EQUIPMENT:				390,027.25	
MARTELLE WATER TREATMENT INC					
8957	MARTELLE WATER TREATMEN	CHLORINE AND FLUORIDE	10/15/2021	1,501.94	610-61630-341
Total MARTELLE WATER TREATMENT INC:				1,501.94	
NEENAH FOUNDRY CO					
326	NEENAH FOUNDRY CO	9 DET.WARN.PLATE, 8 INLET FRAME & GRATES, CURB B	10/18/2021	3,883.40	630-63300-310
326	NEENAH FOUNDRY CO	ROLL FRAME, GRATE	10/19/2021	1,708.80	630-63300-310
Total: NEENAH FOUNDRY CO:				5,592.20	
SYMBIONT					
5807	SYMBIONT	WW GIS SUPPORT	10/14/2021	360.00	620-62820-219
Total: SYMBIONT:				360.00	
WATER WELL SOLUTIONS WI LLC					
4323	WATER WELL SOLUTIONS WI L	WELL#5 FILTER REPAIR	10/19/2021	10,900.00	610-61630-350
Total WATER WELL SOLUTIONS WI LLC:				10,900.00	
WINCHESTER TRUE VALUE HARDWARE INC					
24	WINCHESTER TRUE VALUE HA	C BATTERIES	10/19/2021	16.99	610-61935-350
24	WINCHESTER TRUE VALUE HA	TOP POST BATT TERM KIT	10/19/2021	7.99	100-25520
24	WINCHESTER TRUE VALUE HA	GALV NIPPLE, SEAL TAPE, 90DEG ELBOW	10/19/2021	55.27	610-61935-350
24	WINCHESTER TRUE VALUE HA	ROPE, BASKET, PAINT	10/19/2021	20.27	620-62830-355
24	WINCHESTER TRUE VALUE HA	60A FLUSH OUTLET	10/19/2021	8.99	100-51600-245
24	WINCHESTER TRUE VALUE HA	GRASS SEED, STRAW	10/19/2021	58.99	620-62860-357
24	WINCHESTER TRUE VALUE HA	STRAW	10/19/2021	13.50	620-62860-357
24	WINCHESTER TRUE VALUE HA	2GAL SPRAYER	10/19/2021	28.99	620-62850-357
24	WINCHESTER TRUE VALUE HA	15A DPLX OUTLET	10/19/2021	3.99	610-61620-310
24	WINCHESTER TRUE VALUE HA	8 S HOOKS	10/19/2021	31.92	247-55700-355
24	WINCHESTER TRUE VALUE HA	COAX CABLE COUPLER, COAX CABLE	10/19/2021	60.06	100-51600-355
24	WINCHESTER TRUE VALUE HA	DRAIN AUGER	10/19/2021	29.99	610-61935-350
24	WINCHESTER TRUE VALUE HA	BELT, UTILITY KNIFE	10/19/2021	20.98	610-61620-350
24	WINCHESTER TRUE VALUE HA	LIGHTBULBS, 90 FITTING, 15A SOCKET	10/19/2021	23.27	100-51600-310
24	WINCHESTER TRUE VALUE HA	DOWEL	10/19/2021	5.99	100-53270-359
24	WINCHESTER TRUE VALUE HA	CLEANER, CLEAN PADS, MOP	10/19/2021	45.97	247-55800-310
24	WINCHESTER TRUE VALUE HA	CLAW HAMMER	10/19/2021	13.99	610-61935-350
Total WINCHESTER TRUE VALUE HARDWARE INC:				447.15	

Vendor	Vendor Name	Description	Invoice Date	Net Invoice Amount	GL Account Number
Grand Totals:				410,759.74	

Dated: 10/27/2021

Finance Director: Steve Hatton

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
Online Virtual Meeting
Monday, September 20, 2021, 6:30 pm

MINUTES

Mission Statement:

We will have the space and the stuff to do the things that you want.

Our Values: Safe & welcoming; Trust; Diversity; Fun; Lifelong learning and creativity; Making connections; Service excellence

1. Call to Order at 6:31 p.m.

Present: Doug Anderson, Kathy Retzke, Jaime Weigel, Jim Winship, Brienne Diebolt-Brown
(arrived at 6:46 PM)

Absent: Anne Hartwick, Jennifer Motszko

Staff: Stacey Lunsford, Diane Jaroch, Deana Rolfsmeyer

2. Friends of The Library Board Meeting
 - a. The Friends of the Library Board meeting will be from 6:30-7:00 p.m. before the regular Library Board of Trustees meeting. Doug Anderson will present information on other Friends of the Library groups that he investigated on behalf of the Friends Board of Directors.
 - b. Approval of Minutes of The Friends of The Library Board of Directors

MSC Jaime Weigel/Doug Anderson to approve the Minutes of the Friends of the Library Board of Directions

Ayes: Doug Anderson, Kathy Retzke, Jim Winship

Nays: none

Abstain: Jaime Weigel

- c. Acceptance of The Financial Report of The Friends of The Library Treasurer

MSC Doug Anderson/Kathy Retzke to approve the Financial Report of the Friends of the Library Board of Directions

Ayes: Doug Anderson, Brienne Diebolt-Brown, Kathy Retzke, Jaime Weigel, Jim Winship

Nays: none

- d. Report on Other Friends of The Library Groups

- i. Doug Anderson will present the information he gathered on revitalizing Friends of the Library groups from other Wisconsin libraries ~ see attachment
 - Doug shared feedback received from the Friends of the Library groups at Lancaster, Watertown, and Fort Atkinson public libraries.
 - All three groups stressed the importance of having a dedicated treasurer and utilizing social media to get the word out.
 - For the next Friends meeting in January, it was decided to add discussion of the Friends of the Library mission statement to the agenda. Stacey agreed to send out an email in December to remind Board members and encourage them to bring ideas to the January meeting.
 - Stacey suggested having someone outside of the Library Expansion Committee to serve as a coordinator for the Friends group. It was then decided to add Friends to next month's Board meeting to discuss with more Board members present.

3. Consent Agenda

- a. Approval of Minutes Approval of the minutes of the regular meeting on August 16, 2021*
- b. Acknowledgment of Receipt of Financial Reports*
- c. Acknowledgment of Payment of Invoices for August 2021*
- d. Acknowledgment of Receipt of Statistical Reports for August 2021*
- e. Acknowledgment of Receipt of Treasurer's Reports

MSC Brienne Diebolt-Brown/Kathy Retzke to approve the Consent Agenda.

Ayes: Doug Anderson, Brienne Diebolt-Brown, Kathy Retzke, Jaime Weigel, Jim Winship

Nays: none

4. Hearing of Citizen Comments

- a. No formal Library Board action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three-minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Library Board discusses that particular item.

5. Old Business

5.I. Library Building Project

5.I.i. Review of Library Assets ~ see attachment

- Currently the library has just over \$1 million in total assets.

- Stacey recently discussed the Library's fund balance with Steve Hatton. The fund balance is money that has accumulated over the years from unspent budgets. The fund balance is roughly \$236,000.
- At a minimum, Stacey believes that we'd have to raise \$750,000 for the expansion project.

5.I. ii. Discussion of Ways to Highlight the Library's Activities and Programs (Winship Request)

- Jim suggested setting up a Finance Committee to serve on the capital gains campaign and brought up the need to discuss possible messaging. He proposed having another meeting for the Library Expansion Committee. Stacey will send out a Doodle Poll to set that meeting up.
- Suggestions to highlight library activities included promoting the recent grants in the news and advertising the delivery service in the Whitewater Banner.

6. New Business

6.I. Approval of the 2022 Budget

- We were not able to add the new position to the library budget for 2022. This is a status quo budget.

MSC Doug Anderson/Brienne Diebolt-Brown to approve the 2022 Budget

Ayes: Doug Anderson, Brienne Diebolt-Brown, Kathy Retzke, Jaime Weigel, Jim Winship

Nays: none

6.II. Review and Approval of Draft Revision of The Records Retention Policy

- I missed one section of the policy for last month's meeting. Several organizations have changed or been disbanded so the records retention policy pertaining to them is no longer relevant.

MSC Jaime Weigel/Brienne Diebolt-Brown to approve the Draft Revision of The Records Retention Policy

Ayes: Doug Anderson, Brienne Diebolt-Brown, Kathy Retzke, Jaime Weigel, Jim Winship

Nays: none

6.III. Review and Approval of Draft Revision of The Teachers Packs Policy

- We are now offering delivery of teacher packs so the policy has been revised to remove reference to teachers picking them up being required.

MSC Kathy Retzke/Doug Anderson to approve the Draft Revision of The Teachers Packs Policy as revised.

Ayes: Doug Anderson, Brienne Diebolt-Brown, Kathy Retzke, Jaime Weigel, Jim Winship

Nays: none

7. Staff & Board Reports

7.I. Director's Report ~ see attached

7.II. Adult Services Report ~ see attached

7.III Youth Educational Services Report ~ see attached

7.IV. Programming & Makerspace Librarian Report ~ see attached

7.V Board Report

- Report on Trustee Training Week: Self-awareness for Social Justice Allyship (Brienne Brown)
 - Brienne shared that a big takeaway from the training she attended is that self-awareness is an important and on-going process that can lead to a better understanding of one's privilege/power. Being an effective ally also takes a lot of work. Slides from the presentation were shared out in the chat box and to the Board via email.

7.V.I Bridges Library System Staff Report ~ see attached

- This year's Trustee Appreciation event will be on October 6th. It will be virtual this year.

8. Board Request for Future Agenda Items

- a. If the board has any questions they want to put to the community through the City's Polco online survey system, they will be collected at this time or can be emailed to Stacey. Polco is a civic engagement, survey and polling platform.

Confirmation of the next meeting on October, 18 2021 at 6:30 p.m. Adjourned at 7:21 p.m.

Comments in the Chat Box:

- These are some great slides from the presentation from the Bridges Trustees Building Social Justice training (Link to slides was included, she also said she'll email these out).

Minutes respectfully submitted by Jaime Weigel on September 21, 2021

I. ADMINISTRATION

- a. Eight work orders were submitted in August.
 - i. Two public laptops needed maintenance.
 - ii. Two carts of discarded books needed to be removed.
 - iii. A memorial plaque needed to be installed.
 - iv. Broken glass on the sidewalk needed to be removed.
 - v. Moldy shelves in the basement needed to be removed.
 - vi. The battery in the security panel on the emergency exit needed to be replaced.

II. BUDGET

- a. The City Manager, Finance Director and Director of Public Works continue to work on balancing the 2022-2023 budget.

III. PERSONNEL

- a. None.

IV. LIBRARY COLLECTION

- a. The adult fiction collection has been completely weeded.

V. PUBLIC AND COMMUNITY RELATIONS

- a. These are outlined in the other staff reports.

VI. LIBRARY BOARD RELATIONS

- a. None.

VII. LAISING WITH CITY, STATE, COUNTY, AND SYSTEM GROUPS

- a. A revision to the city ordinance governing the composition of the library board will be submitted for the first reading at the Common Council meeting of Tuesday, September 21. The current ordinance states: *Members shall be residents of the municipality, except that not more than two members may be residents of towns adjacent to the municipality.* President Hartwick consulted with the Department of Public Instruction's Public Library Development Team about this, as a prospective board member lives in a non-adjacent municipality. Shannon Schultz, the public library consultant for the state, told her that the state statute does not allow for discriminating based on residence in library board composition. Based on that conversation, I spoke with both the City Manager and the City Attorney. We agreed that the city ordinance should simply reference Chapter 43 of the state statutes regarding library board composition as we should not have anything in the ordinance that differs from the statute.

VIII. PROFESSIONAL DEVELOPMENT

- a. None.

IX. STRATEGIC PLAN

- a. None.

X. PANDEMIC RESPONSE

- a. As of September 1, the City requires all staff to wear masks in public-facing areas. Staff are allowed not to wear masks if they are in their own workspace.

Adult Services Report September 2021

Upcoming Programs:

September 23: Author Peggy Race at 6:00 p.m.

October 11: Virtual Gardening at 10:00 a.m.

Report:

I administered a Circulation Quiz to the circulation staff on Staff Work Day on August 20th.

Collection Development:

The following sections of the collection have been weeded:

- Books on CD
- Playaway
- Music CD
- DVD
- Blu-Ray
- Graphic Novels
- Reference
- College

Virtual Meetings/Webinars/Training Sessions Attended:

August 11: SEWI Adult Services meeting

August 11: Library Expansion Committee meeting

August 12: Anti-harassment training for supervisors

August 16: Library Board meeting

August 18: Staff meeting with Stacey and Torrie

August 20: Staff Work Day

August 20: Infosec training; Just the Facts: Media & CYOA #3

August 25: Staff Meeting with Stacey, Deana, Torrie

September 01: Staff Meeting with Stacey, Deana, Torrie

September 08: Staff Meeting with Stacey, Deana, Torrie

Youth Educational Services Report September 2021

YAAASSS Bags

The YAAASSS Bags continue to be popular, with several teens now requesting one each month. We have seen a dip in September as teens return to school, but I expect the numbers to increase once teens adjust to their school schedule. We received 16 requests in August and 7 requests this month. All but two for September were repeat customers. We are already receiving requests for October.

Teacher Packs

I would like to add delivery to our teacher pack service. If the board approves, I will change the form to reflect that educators with a public library card can have their teacher pack delivered to their school. Deliveries will only be available to teachers within the Whitewater School District area.

Story time

I will continue to offer story time outside through mid-October. Numbers have dipped since the school year started, but this is typical.

Welcome Back Postcards

I designed and delivered postcards to all of the teachers within the school district. The postcards listed the library's contact information, as well as some of the services teachers can utilize including Libby, HelpNow, and Teacher Packs.



Library Card Sign Up Month

I used Library Aware to create a series of social media posts for Library Card Sign Up Month. The posts are scheduled to release all throughout September.

Meetings and Trainings

August 20th: Staff work day. I facilitated a book discussion on “Stamped: Racism, Anti-racism, and You” by Jason Reynolds and Ibram X. Kendi.

August 26th: End of Summer Celebration with Bridges Youth Services staff.

August 27th: Completed training for the Community Conversations Grant.

September 1st: Staff meeting with Stacey, Diane, and Torrie.

September 8th: Staff meeting with Stacey, Diane, and Torrie.

September 14th: Anti-Harassment Training.

Programming and Makerspace Report September 2021

Coming soon...

Programs

9/27 Craft Time for Kids
9/30 Fiber Therapy Craft Group
10/11 Craft Time for Kids
10/18 Craft Time for Adults
10/25 Craft Time for Kids
10/26 Healthy Cooking for Kids! Presented by WIC of Walworth County
10/28 Fiber Therapy Craft Group
11/1 Craft Time for Adults
11/2 Nature Writing Series part I
11/8 Craft Time for Kids
11/9 Nature Writing Series part II
11/11 Searching for Bigfoot in Wisconsin
11/15 Craft Time for Adults
11/16 Nature Writing Series part III
11/18 Fiber Therapy Craft Group
11/22 Craft Time for Kids
11/29 Craft Time for Adults

Outreach

10/13 Community Conversation at the Middle School
10/16 Storytelling Festival
10/30 Humane Society of Jefferson County's Trunk or Treat

August 2021

Programs

Date	Program	In-person attendance	Zoom attendance	1-Minute+ recording views	Kits distributed
8/2	Craft Time for Kids	4		18	46
8/7	Storytime with the Author	16			
8/9	Craft Time for Adults	0		44	60
8/16	Craft Time for Kids	3		24	41
8/17	Landlord and Tenant Rights		2		
8/18	Organizing Your Life with Kids	0	4		
8/23	Craft Time for Adults	6		28	54
8/26	Fiber Therapy		3		
8/30	Craft Time for Kids	3		16	47

Outreach

8/10 Attended the fee collection day at all 3 elementary schools.
8/25 Attended open-house at Washington Elementary School
8/31 Attended Hawk Fest at the University

Trainings

8/12 Anti-Harassment Training
8/20 Staff Training Day

Projects

- We were awarded the NASA @ My Library grant from ALA – we will be hosting 3 NASA related programs over the next year. The purpose of this grant is to increase and enhance STEAM learning opportunities for populations that are underrepresented in STEM education and professions. For Whitewater, this is the Hispanic/Latino community.
- Received a grant from Generac for the Makerspace. We will be using the funds to purchase a new laptop, microphone, and headphones. The new laptop will have a wider variety of audio-visual editing software than the makerspace previously offered.
- We won the Human Society of Jefferson County's Penny War! Our Library raised the most money for the Humane Society so the Irvin L. Young Memorial Library is an official sponsor of the Humane Society's annual fund raiser. Which means we get our name and logo on some stuff.

Meetings

8/6 Met with Kellie from the City Chamber to discuss plans for the Storytelling Festival
8/6 Met with Deana to discuss Middle School Conversation grant
8/25 Met with representatives of WIC Walworth County

Makerspace Use

8/3 VHS to Digital
8/3 VHS to Digital
8/5 VHS to Digital
8/12 VHS to Digital
8/13 Cricut Maker
8/16 Craft supplies
8/17 Craft supplies
8/17 Craft supplies
8/19 VHS to Digital
8/26 VHS to Digital



Council Agenda Item

Meeting Date: 11/2/21 and 11/16/21

Agenda Item: Adoption of Aldermanic Districts

Staff Contact (name, email, phone): Michele Smith (262) 473-0102 msmith@whitewater-wi.gov

BACKGROUND

(Enter the who, what when, where, why)

Every 10 years, after completion of the Federal Census, the City is required to adopt new wards, and subsequently create new aldermanic districts. Normally this is completed in the Summer, but due to the late arrival of census information as a result of covid, the process was delayed. The City adopted the Wards at their October 5, 2021 meeting. Wards are the smallest units of combined census tracts that are used as building blocks to create other districts. Currently the Counties are reconciling the city-created wards with their County Supervisory Districts. That process should be finalized approximately November 10. However, to keep things moving in light of Whitewater’s two-reading of an ordinance requirement, the City must preliminarily adopt their aldermanic districts. Attached is the City’s proposal for the new districts, which would be effective with the 2022 elections. Council is being asked to approve a first reading on November 2, with a Public Hearing and second reading of the ordinance adopting the districts on November 16. Candidates can begin circulating paperwork for Council seats on December 1st, so if anyone has concerns about the proposal, it would be appreciate if you could bring them up as soon as possible. In drawing the lines, I was able to consolidate the dorms into one aldermanic district, so that all dorm residents can vote on campus during large elections. The proposed plan does not displace any current council members. For 2022, Councilmembers Schreiber, Binnie and Allen are up for re-election.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

Adoption of Wards – October 5, 2021

FINANCIAL IMPACT

(If none, state N/A)

N/A - administrative

STAFF RECOMMENDATION

Request adoption of ordinance creating aldermanic districts for City of Whitewater.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Maps of Jefferson and Walworth County aldermanic districts
2. Ordinance
3. Population data sheet

**AN ORDINANCE AMENDING CHAPTER 1.06 OF THE CITY OF WHITEWATER
MUNICIPAL CODE ENTITLED “ALDERMANIC DISTRICTS”**

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

Chapter 1.06 of the Whitewater Municipal Code is amended as follows:

SECTION 1:

Section 1.06.020, First District, shall be amended to read as follows: The First Aldermanic District shall consist of Wards 1, 2 and 3.

SECTION 2:

Section 1.06.030, Second District, shall be amended to read as follows: The Second Aldermanic District shall consist of Wards 9 and 10.

SECTION 3:

Section 1.06.040, Third District, shall be amended to read as follows: The Third Aldermanic District shall consist of Wards 4 and 5.

SECTION 4:

Section 1.06.050, Fourth District, shall be amended to read as follows: The Fourth Aldermanic District shall consist of Wards 6, 7 and 8.

SECTION 5:

Section 1.06.060, Fifth District, shall be amended to read as follows: The Fifth Aldermanic District shall consist of Wards 11, 12 and 13.

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

AYES:

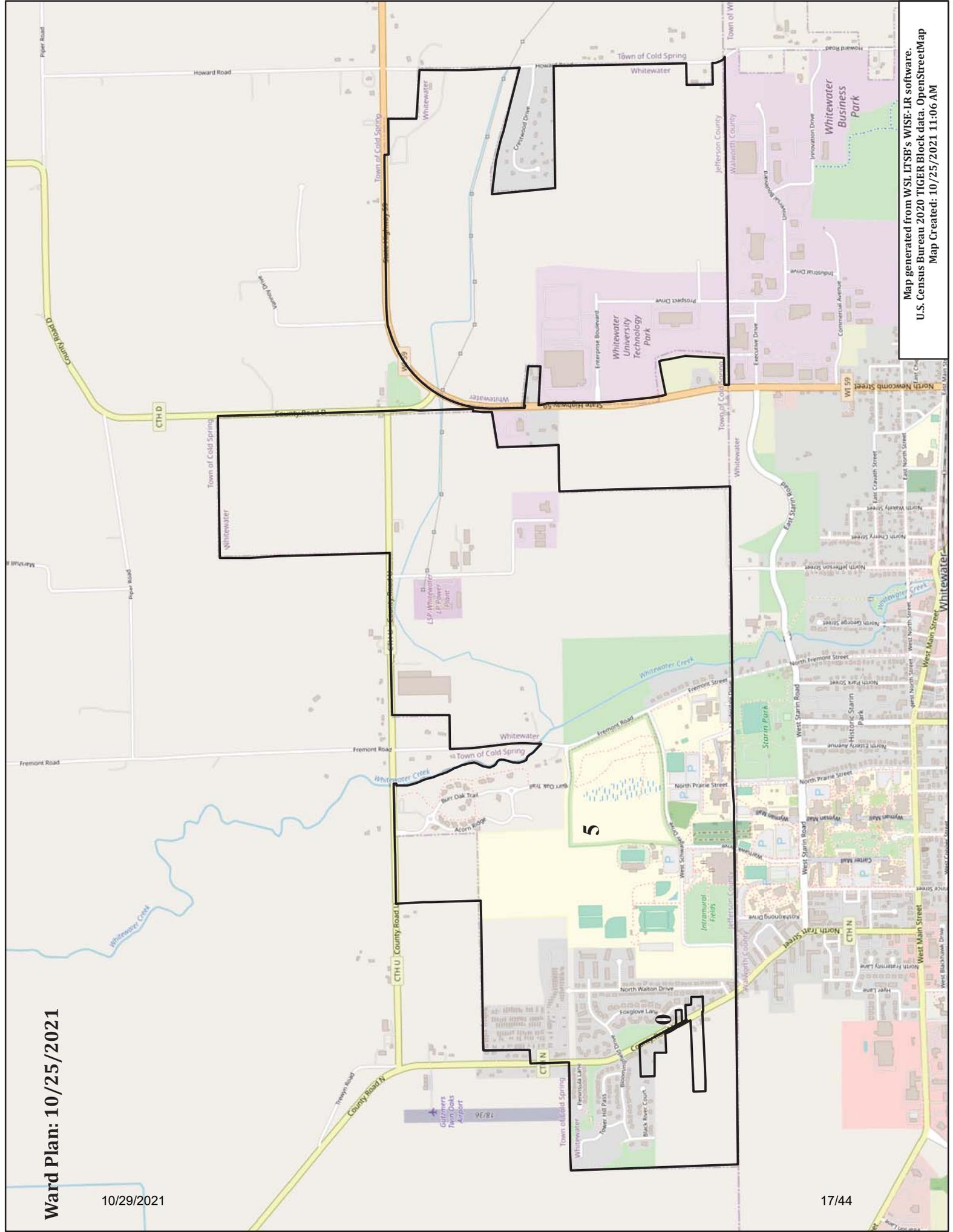
NOES:

ABSENT:

ADOPTED:

Cameron L. Clapper, City Manager

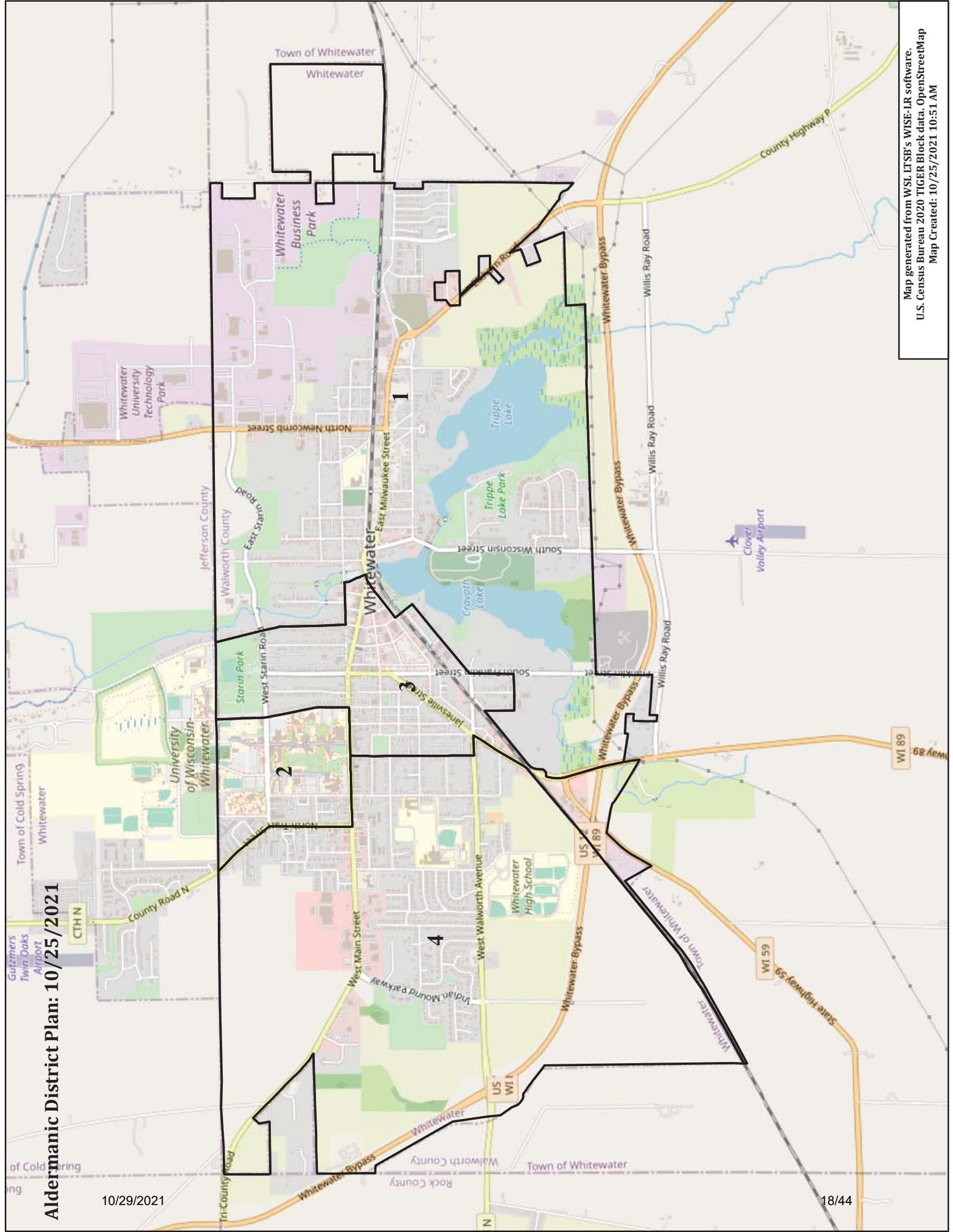
Michele R. Smith, City Clerk



Aldermanic District Plan: 10/25/2021

10/29/2021

18/44



PROPOSED WARDS, ALDERMANIC DISTRICTS, AND POPULATIONS: (updated 10/5/21)

Ward Number (Population Range to be between 600 – 2100)	Ward Population	County Supervisory District	Assigned to Aldermanic District Number:	Grand Total Aldermanic District Population
1	910	3	1	.
2	1234	3	1	.
3	865	4	1	3009
4	769	4	3	.
5	2024	4	3	2793
6	1167	4	4	.
7	953	4	4	.
8	869	4	4	2989
9	931	4	2	.
10	1999	4	2	2930
11	279	24	5	
12	1234	25	5	
13	1655	25	5	3168

*Ward 13 does not meet minimum population requirement; however, due to County Supervisory District boundary requirements, this is the only option for this ward and the minimum population requirement is waived. ALDERMANIC DISTRICT 1 is made up of Wards 1, 2 & 3; ALDERMANIC DISTRICT 2 is made up of Wards 9 & 10; ALDERMANIC DISTRICT 3 is made up of Wards 4 & 5; ALDERMANIC DISTRICT 4 is made up of Wards 6, 7 & 8; ALDERMANIC DISTRICT 5 is made up of Wards 11, 12 & 13 (Jefferson County)



Council Agenda Item

Meeting Date:	Nov. 2, 2021
Agenda Item:	Chapter 9.18 - Feeding of Wild Waterfowl
Staff Contact (name, email, phone):	Cameron Clapper - CClapper@whitewater-wi.gov – (262) 473-0100 Chris Bennett – cbennett@whitewater-wi.gov – (262) 473-0143

BACKGROUND

(Enter the who, what when, where, why)

Chapter 9.18 concerns the feeding of wild waterfowl. At the City Manager's request, the ordinance is being amended to also prohibit feeding wild animals. The list of wild animals included is from state statute, as are the statements regarding feeding birds and crops left standing. The existing ordinance and proposed amended ordinance are included.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

None.

FINANCIAL IMPACT

(If none, state N/A)

None.

STAFF RECOMMENDATION

First reading – offer feedback.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

Original ordinance and amended ordinance from City Attorney's office.

Chapter 9.18 - FEEDING OF WILD WATERFOWL

Sections:

9.18.010 - Prohibited.

No person shall feed wild waterfowl within the corporate city limits of the city.

(Ord. 1256(part), 1993).

9.18.020 - Penalty for violation.

Any person, firm or organization who violates the provisions of this chapter shall forfeit and pay to the city a penalty of \$10.00 for the first offense and \$25.00 for each subsequent offense.

(Ord. 1256(part), 1993).

ORDINANCE No. _____
AN ORDINANCE AMENDING CHAPTER 9.18 FEEDING OF WILD ANIMALS

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

SECTION 1. Whitewater Municipal Code Chapter 9.18 is hereby amended to read as follows:

9.18.010 – Feeding of Wild Animals

The feeding of wild animals is prohibited within the city. No person shall give, place, expose, deposit, distribute, or scatter any edible material with the intention of feeding, attracting, or enticing wildlife or wild animals, including any animal which is not normally domesticated in this state, including but not limited to deer, foxes, rodents, groundhogs, opossums, raccoons, skunks, and waterfowl. This ordinance does not prohibit the feeding of wild birds by use of bird feeding devices and structures. This ordinance does not prohibit crops planted and left standing as wildlife food plots that may be used by wild animals.

Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

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

Cameron Clapper, City Manager

Michele R. Smith, City Clerk



Council Agenda Item

Meeting Date:	November 2, 2021
Agenda Item:	Walton Dr No Parking
Staff Contact (name, email, phone):	Brad Marquardt, bmarquardt@whitewater-wi.gov , 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

A request was received from the property owner at 500 N. Walton Drive asking for the “No Parking” area to be reduced on the south side of Walton Drive to allow for some additional on street parking. Currently, the ordinance states “No parking, both sides, commencing at the east curb line of Tratt St, northeast to a point 134 feet northeast”. On the south side of Walton Drive this is located about 12 feet south of a pedestrian ramp, leaving not enough room for a legally parked vehicle. Therefore, the “No Parking” sign is located just beyond the pedestrian ramp. The property owner is requesting the “No Parking” sign be moved to the south, to a point 115 feet northeast of the curb line. This would result in an area between the two pedestrian ramps open to parking.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The Public Works Committee, at their October 12, 2021 meeting, recommended approval to amend the “No Parking area on the south side of Walton Drive from 134 feet to 115 feet.

FINANCIAL IMPACT

(If none, state N/A)

There is no cost, only staff time, in moving the sign already in place.

STAFF RECOMMENDATION

Staff recommends approval of the ordinance change reducing the south side distance from 134 feet to 115 feet for “No Parking”.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Walton Dr Email Request
2. Walton Dr Sign Locations
3. Walton Dr Ordinance

Brad Marquardt

From: johncalebaugh@aol.com
Sent: Friday, October 1, 2021 8:25 AM
To: Brad Marquardt
Subject: Sign Relocation - Walton Dr.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Mr. Marquardt:

This is John Calebaugh, property owner at 500 N. Walton Dr., Whitewater. Pursuant to our conversation this morning in review of the parking situation and placement of No parking signs, I am requesting that the City relocate the "No Parking from Here to Corner" Sign from its current location to the Eastern side of the pedestrian ramp from the corner of N. Tratt at Walton Dr. This will permit some visitor/Guest street parking on Walton Dr.

Thank You in advance for your time and consideration.

John Calebaugh

Jefferson County Land Information



- | | | |
|-----------------------|--------------------|-------------------------------|
| Description | Rail Right of Ways | Tax Parcels |
| Municipal Boundaries | Road Right of Ways | raster.SDE.ORTHOS_2018 |
| Parcel Lines | Section Lines | Red: Band_1 |
| Property Boundary | Surface Water | Green: Band_2 |
| Old Lot/Meander Lines | Map Hooks | Blue: Band_3 |



ORDINANCE No. _____
 AN ORDINANCE AMENDING SUBSECTION 11.16.150
 STREET INDEX OF PARKING RESTRICTIONS

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

SECTION 1. Whitewater Municipal Code Chapter 11.16 Subsection 11.16.150 is hereby amended by deleting the following from the Street Index of Parking Restrictions:

	<u>Walton Dr</u>	<u>Both sides, commencing at the east curbline of Tratt St, northeast to a point 134 feet northeast</u>	<u>11.16.080</u>	<u>No parking</u>
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And adding the following to the Street Index of Parking Restrictions:

	<u>Walton Dr</u>	<u>North side, commencing at the east curbline of Tratt St, northeast to a point 134 feet northeast</u>	<u>11.16.080</u>	<u>No parking</u>
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	<u>Walton Dr</u>	<u>South side, commencing at the east curbline of Tratt St, northeast to a point 115 feet northeast</u>	<u>11.16.080</u>	<u>No parking</u>
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Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

AYES:
 NOES:
 ABSENT:
 ADOPTED:

 Cameron Clapper, City Manager

 Michele R. Smith, City Clerk



Council Agenda Item

Meeting Date: 10/19/21

Agenda Item: Ordinance Increasing "Class A" Beer and Liquor License Quota

Staff Contact (name, email, phone): Cameron Clapper cclapper@whitewater-wi.gov

BACKGROUND

(Enter the who, what when, where, why)

The City has maintained a self-imposed limit on "Class A" Beer and Liquor licenses (packaged beer and liquor license) for well over 30 years. With Kwik Trip preparing to open their facilities on December 9 and January 20, they have contacted the City to begin the process of obtaining their beer and liquor licenses. The licenses would allow them to sell packaged beer, wine and liquor at each of their locations.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

No formal actions.

FINANCIAL IMPACT

(If none, state N/A)

The City will receive \$350 per year per license once they are issued.

STAFF RECOMMENDATION

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Recommendation to adopt ordinance increasing the quota for "Class A" Beer and Liquor licenses from four to six.

ORDINANCE No. _____
AN ORDINANCE AMENDING SUBSECTION 5.20.050
ALCOHOL LICENSE—QUOTAS

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

SECTION 1. Whitewater Municipal Code Chapter 5.20 Subsection 5.20.050 is hereby amended to read as follows:

5.20.050 – License—Quotas

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

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

Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

AYES:
NOES:
ABSENT:
ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk



Council Agenda Item

Meeting Date:	Tuesday, October 19, 2021
Agenda Item:	Ordinance 11.45 ATV/UTV & Ordinance 1.21.010 Amendment
Staff Contact (name, email, phone):	Cameron Clapper, cclapper@whitewater-wi.gov , 262.473.0104

BACKGROUND

(Enter the who, what when, where, why)

Councilmember Majkrzak has requested consideration of the use of ATVs and UTVs on routes within the Jefferson County portion of Whitewater, excluding UW-Whitewater property.

Ordinance 11.45 provides for the use of ATVs and UTVs in the Jefferson Portion of the City of Whitewater. Under this ordinance, ATVs and UTVs would be allowed to operate on the extreme right side of roadways, on paved surfaces only, at posted speeds or less when appropriately insured, with fully functional headlights, taillights and brake lights. The ordinance also provides the requirement for valid licensing of vehicles, obligation to yield right-of-way to automobiles, and prohibition of ATV/UTV use between 10 PM and 5 AM.

Ordinance amending 1.21.010 provides an update to accommodate a fine for violation of Ordinance 11.45.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The common council received a thorough presentation of information related to ATVs and UTVs from councilmember Majkrzak on October 5. The common council expressed support of staff moving forward on producing an ordinance with Majkrzak for consideration.

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Recommendation #1: Staff recommends the adoption of Ordinance 11.45 with any adjustments the common council sees fit to include based on Tuesday’s discussion.

Recommendation #2: Staff recommends the adoption of Ordinance 1.21.010 amendment.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

- Draft Ordinance 11.45
- Draft Ordinance Amending 1.21.010

ORDINANCE No. _____

**AN ORDINANCE CREATING CHAPTER 11.45
Allowing the Operation of All-Terrain Vehicles (ATV) and Utility Terrain Vehicles (UTV)
on Whitewater Streets Located in Jefferson County (Excluding City Streets Located
Within the Boundaries of the University of Wisconsin – Whitewater Campus)**

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

SECTION 1. Whitewater Municipal Code Chapter 11.45, is hereby created to read as follows:

11.45.010 **General.** This ordinance is enacted pursuant to sections 62.11 (5) and 23.33 Wis. Stats., and the provisions of Wisconsin Administrative Code NR 64 regulating ATV and UTV operation, which is hereby adopted and incorporated herein.

11.45.020 **Applicability and Enforcement.** The provisions of this Ordinance shall apply to all streets, roads and highways, hereinafter at times referred to as City Streets, in the City of Whitewater, Jefferson County, Wisconsin (except City streets located within the boundaries of the University of Wisconsin - Whitewater campus) and the provisions of this ordinance shall be enforced by the City of Whitewater Police Department.

Adoption of this ordinance shall not prohibit any law enforcement officer or DNR warden from proceeding under any other ordinance, regulation, statute, law or order that pertains to the subject matter addressed in this Chapter.

11.45.030 **Limitations.** The following limitations apply to all areas of operation designated in this Ordinance:

(a) Operators and passengers of ATVs/UTVs shall comply with all federal, state and local laws, orders, regulations, restrictions and rules, including, but not limited to, section 23.33 Wis. Stats. and Wisconsin Administrative Code NR 64.

(b) This Ordinance incorporates by reference all definitions under section 23.33 Wis. Stats. and Wisconsin Administrative Code NR 64 and any other applicable Wisconsin Law defining ATVs/UTVs and regulating ATV/UTV use unless this Ordinance states otherwise.

(c) ATVs/UTVs shall be operated on the paved surface on the extreme right side of the roadway.

(d) ATVs/UTVs may be operated on paved surfaces only, unless yielding the right of way.

(e) ATVs/UTVs operators are required to have applicable liability insurance.

(f) ATVs/UTVs shall not be operated at a speed greater than the posted speed limits.

(g) ATVs/UTVs may not be operated on any city street without fully functional headlights, taillights and brake lights.

(h) ATVs/UTVs may not be operated on any city street between the hours of 10:00 p.m. and 5:00 a.m.

(i) No person may operate an ATV/UTV on any city street without a valid driver's license and shall display the license on demand from any law enforcement officer or official described in section 23.33 (12) Wis. Stats.

(j) The operation of an ATV/UTV shall be limited to traveling on a direct route from the initial starting point of the vehicle to a Jefferson County highway, or from a Jefferson County highway to a specific destination in the City of Whitewater, Jefferson County, Wisconsin. Operating ATV/UTV vehicles on City streets for other purposes is prohibited.

11.45.040 **Routes.**

(a) Any modification to the routes designated for ATV/UTV use shall be approved by the Common Council.

(b) The routes designated as an ATV/UTV vehicle route shall be as follows: streets, roads and highways in the City of Whitewater, Jefferson County, Wisconsin (excluding City streets located within the boundaries of the University of Wisconsin - Whitewater campus).

(c) The City Manager or his or her designee shall have the authority to suspend operation on any route or segment thereof due to hazards, construction, emergency conditions, road damage or any other issue deemed appropriate for public safety. Routes subsequently removed as an ATV/UTV vehicle route will be posted on the City of Whitewater website.

11.45.050 **Route Signs.**

(a) All initial route signs will be installed and maintained by the City of Whitewater Public Works Department in cooperation with the Jefferson County Highway Department.

(b) No person may erect or remove any official designated route sign unless authorized by the City of Whitewater Public Works Department in writing.

(c) No person shall operate an ATV/UTV contrary to any authorized and official posted sign.

11.45.060 **Penalties.**

(a) This Ordinance shall be enforced by the City of Whitewater Police Department, or any other law enforcement official as set forth in section 23.33 (12) Wis. Stats., including the issuance of citations under section 66.0113 Wis. Stats.

(b) The penalties set forth in section 23.33 (13) (a) Wis. Stats., are adopted and incorporated by reference herein.

11.45.070 **Severability.**

(a) Should any subsection, clause or provision of this ordinance be declared by any court of competent jurisdiction to be invalid, the same shall not affect the validity of this ordinance as a whole or any part thereof, other than the part declared invalid.

11.45.080 **Maintenance.**

(a) Designation of City of Whitewater streets and roads as ATV/UTV routes does not impose upon the City of Whitewater a greater duty of care or responsibility for maintenance of those segments than that required for any other street or road. Operators of ATV/UTVs on City streets assume all the usual and normal risks of ATV/UTV operation.

11.45.090 **Council Review.** This ordinance is enacted to operate in conjunction with Jefferson County Ordinance number 2021-01. Jefferson County will begin a review process of its ordinance on November 30, 2022 for the purpose of determining if Jefferson County's experience with its ordinance has been positive. The City of Whitewater Public Works Committee shall monitor Jefferson County's review process and provide the City Council with a report on Jefferson County's findings and actions no later than March 1, 2023.

Ordinance introduced by Council Member Majkrzak, who moved its adoption.

Seconded by Council Member McCormick.

AYES:
NOES:
ABSENT:
ADOPTED:

Cameron Clapper, City Manager

Michele R. Smith, City Clerk

ORDINANCE NO. _____
 AN ORDINANCE AMENDING SECTION 1.21.010 SCHEDULE OF DEPOSITS
 ESTABLISHING A FINE FOR VIOLATION OF CHAPTER 11.45 OPERATION OF ALL-
 TERRAIN VEHICLES (ATV) AND UTILITY TERRAIN VEHICLES (UTV) ON CITY
 STREETS

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

SECTION 1: Whitewater Municipal Code Section 1.21.010 is hereby amended by adding the following:

<u>CHAPTER OR SECTION NUMBER</u>	<u>OFFENSE</u>	<u>DEPOSITS AND COSTS</u>
Chapter 11.45	Violation of Operation of ATV or UTV on City Streets Ordinance	1 st Offense - \$100.00 plus statutory penalty assessment, jail assessment, court costs and crime lab assessment. 2 nd and Subsequent Offenses - \$150.00 plus statutory penalty assessment, jail assessment, court costs and crime lab assessment.

SECTION 2: This ordinance shall take effect upon passage and publication as provided by law.

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

AYES:

NOES:

Cameron Clapper, City Manager

ABSENT:

Michele R. Smith, City Clerk

ADOPTED:



Council Agenda Item

Meeting Date: October 19, 2021

Agenda Item: Fraternity Lane No Parking

Staff Contact (name, email, phone): Brad Marquardt, bmarquardt@whitewater-wi.gov, 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

A request was received from Mike Ciardo, representing DLK Enterprise, to have a portion of N. Fraternity Lane marked for “No Parking”. DLK has three garbage dumpsters on the west side of Fraternity Lane. One is in line with A Court and another is in line with B Court. The third is positioned in between. The garbage dumpsters are fixed 8 yard dumpsters, meaning they cannot be rolled. The garbage truck can utilize A Court and B Court to maneuver to align with those two dumpsters. However, if cars are parked on the east side of Fraternity Lane across from the middle dumpster, there is not enough room for the garbage truck to maneuver to get to this dumpster. The request is to post the area across from the middle dumpster as “No Parking”.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

At some point in the past, approval was granted to place the dumpsters in their current locations. The Public Works Committee discussed this item at their August 10, 2021 meeting and recommended approval of posting an area across from the middle garbage dumpster as “No Parking Wednesday 5:00 am – Noon”.

FINANCIAL IMPACT

(If none, state N/A)

There is minimal financial impact for the City to make and install two “No Parking Wednesday 5:00 am – Noon” signs.

STAFF RECOMMENDATION

Staff recommends approval of the amended ordinance.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Fraternity Lane Dumpster Locations.
2. Fraternity Lane No Parking Ordinance.

ORDINANCE No. _____
 AN ORDINANCE AMENDING SUBSECTION 11.16.150
 STREET INDEX OF PARKING RESTRICTIONS

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

SECTION 1. Whitewater Municipal Code Chapter 11.16 Subsection 11.16.150 is hereby amended by adding the following to the Street Index of Parking Restrictions:

<u>N</u>	<u>Fraternity Ln</u>	<u>East side from a point 95 feet south of the right-of-way line for Court A for a distance of 50 feet to the south.</u>	<u>11.16.080</u>	<u>No parking</u> <u>Wednesday 5 a.m. -</u> <u>Noon</u>
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Ordinance introduced by Council Member _____, who moved its adoption.

Seconded by Council Member _____.

AYES:
 NOES:
 ABSENT:
 ADOPTED:

 Cameron Clapper, City Manager

 Michele R. Smith, City Clerk



Council Agenda Item

Meeting Date:	November 2, 2021
Agenda Item:	Arch Development- Private Drive to Public
Staff Contact (name, email, phone):	Brad Marquardt, bmarquardt@whitewater-wi.gov , 262-473-0139

BACKGROUND

(Enter the who, what when, where, why)

Campus Edge Apartments, LLC is proposing a development west of Tratt Street near the Walton Street intersection. The development is showing a 24 foot wide private driveway that would serve the 1st Phase of the development. City staff have met and discussed the benefits of having this private driveway turned into a public street. The public street would provide additional access to other vacant lands to the north, west and south of the proposed development. The additional access to these other areas would provide for better vehicular and pedestrian circulation in the future. To develop the private driveway into a public street, additional excavation, basecourse and asphalt would be required. Additionally, curb & gutter, sidewalk and storm sewer would be required. Also, the city is requesting water main be extended beyond the development's needs, to the south property line for future looping.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The Public Works Committee, at their October 12, 2021 meeting, discussed this item. They recommended the full Council discuss this item and make a determination. Minutes from their October 12th meeting are attached.

FINANCIAL IMPACT

(If none, state N/A)

The estimated cost to improve the private street to a public street include \$165,100 for items such as excavation and fill, basecourse, curb & gutter, sidewalk and asphalt; and \$76,400 for storm sewer and storm water management. The additional water main extension is estimated at \$14,600. Costs for the public street and storm water management include land acquisition.

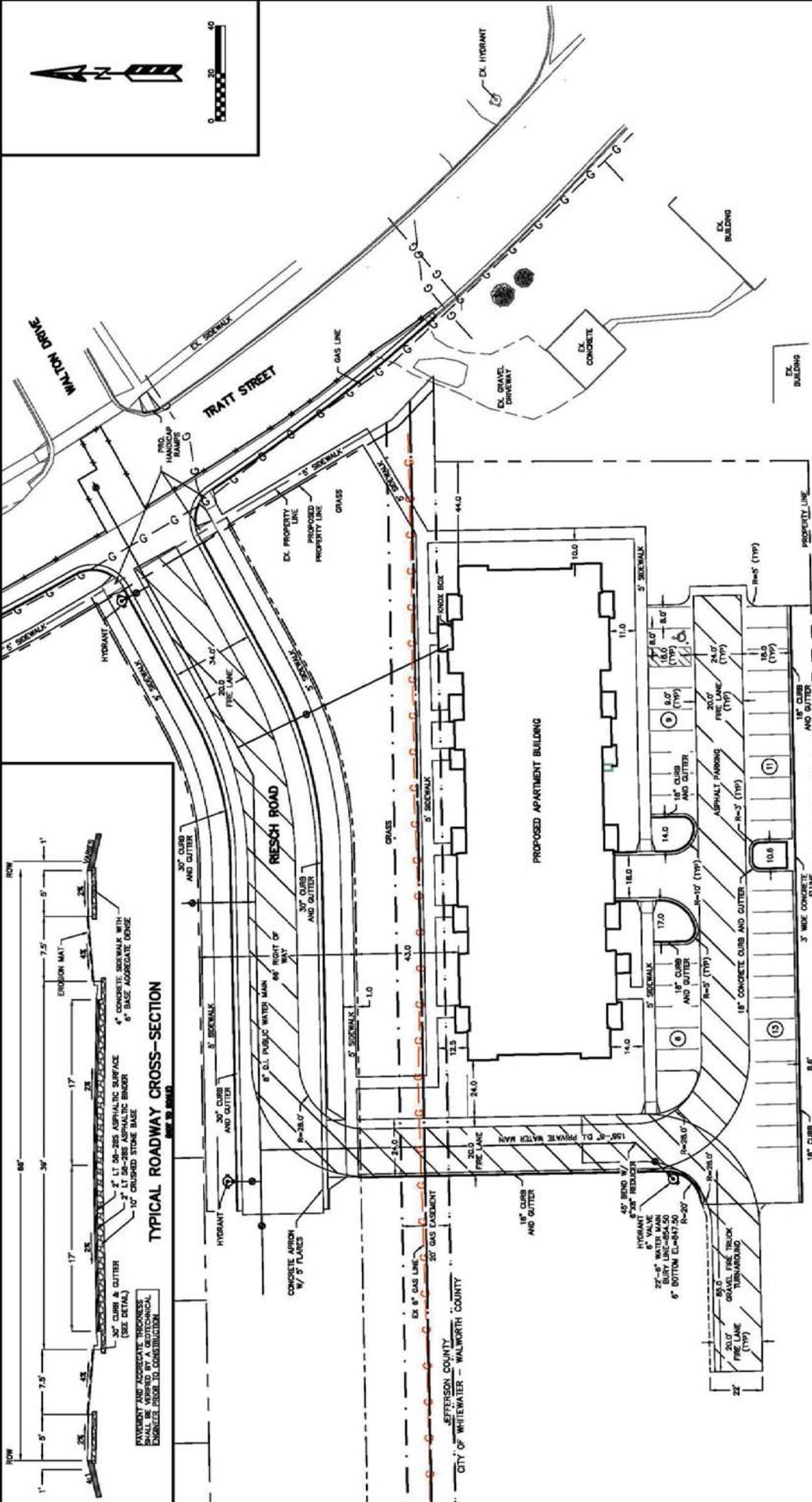
STAFF RECOMMENDATION

Staff is recommending the City use TID dollars for improving the private driveway to a public street, including storm sewer and storm water management, and the installation of additional water main. The improvements were identified and included as a project in the TID 14 Project Plan. Staff recommends a Developers Agreement be formulated and brought to Council for final action.

ATTACHMENT(S) INCLUDED

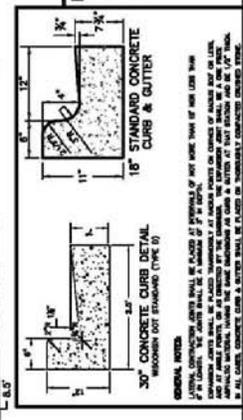
(If none, state N/A)

1. Public Street Plan
2. Adjacent Wetland Map
3. Future Subdivision Street Concept
4. Public Works Committee Draft Minutes



HUGHES AND COYLE DEVELOPMENT
APARTMENTS LOT - PROPOSED SITE &
FIRE LANE PLAN (PUBLIC ALT)
 SHEET C-25
 DATE: FEBRUARY 23, 2021

QUAM ENGINEERING, LLC
 Residential and Commercial Design Consultants
 www.quamengineering.com
 4604 Sigelkow Road, Suite A - McFarland, Wisconsin 53558
 Phone (608) 838-7750; Fax (608) 638-7752



GENERAL NOTES:

1. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

2. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

3. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

4. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

5. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

6. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

7. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

8. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

9. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

10. ALL CURB, CONCRETE CURB & GUTTER SHALL BE PLACED IN UNBLENDED CONCRETE (TYPE II).

Draft Minutes from October 12, 2021 Public Works Meeting

c. Discussion and Possible Action regarding the use of TID dollars for the expansion of a private drive to a public street, Arch Development.

Marquardt stated this development has been in the works for a couple of years. Campus Edge Apartments, LLC is proposing a private drive off of Tratt St., which would be the first phase of their development. City staff have been talking about this for a while. It started out should the water main and sanitary sewer be public or private and what's it going to serve in the future. They believe in the City's best interest, that long-term, water and sewer would be public because it's going to be serving multiple buildings and extended to possible multiple other parcels of land. The discussion turned to streets and if it should be a public road or not. Again, City staff believes, that long-term, it would be in the City's best interest for it to be a public street to help serve other areas to the north, west and south of this development.

Marquardt handed out two maps at this meeting. The first map showed areas of the wet land, which was the yellow dotted areas on the surface water data viewer map. He could not highlight where the development was on this map because it was provided through the DNR website. The second map provided a conceptual layout of what additional streets might look like with future developments. The thicker red line, on the concept layout map, would be the proposed public street as part of this development. And the cyan lines would be a conceptual layout of possible streets. It shows how extending the road off Walton Dr., to the west as a public street, could help with development to the north, south and west. Marquardt also included a connection down to the south to Indian Mound Parkway and Main St., as it is a long-range City plan. He used the wet land map to help layout where that street might be located based on impacting the least amount of wet lands. He thinks that would be long-term because with the wet lands that really impacts development on both sides of that street.

The City asked the developer to provide some numbers for the extra cost to go from what they were proposing for a private road, to what was needed to make it a public street, the extra width, the extra excavation, fill, base coarse, curb and gutter, sidewalks and asphalt; including some storm sewer work. The City would also like the water main extended further south than what is being proposed on the private development. The developers are installing water to the south of their building to provide fire protection, per the fire department. However, the City would like that extended further south, to the south property line. The City could eventually loop that around and tie in with a dead-end water main that is located off of Tratt St., that serves an apartment building area. That would be beneficial to the City but would be an extra cost the developer would not have to pay for because the City would like it extended. The preliminary numbers to improve the private street to a public street include \$165,000 for street work, storm sewer work would be \$76,400, and \$14,600 for the additional water main.

Marquardt asked for discussion on this agenda item with this committee, to see if they can get a recommendation on the item to continue or not. Marquardt stated again that the City does believe it is in the best interest of the City long-term. He stated with approval he could continue working with the developer to put together a developer agreement to bring back to the Public Works Committee for more discussion and eventually to Council, if that is the wish from this committee.

McCormick's first question was if this is the Hughes development project? Marquardt stated, yes, it is. Marquardt stated they would be installing their private road to serve the first phase. McCormick asked if the City is asking to extend that as a public road. Marquardt stated, not yet. What the City is asking for is to improve that private drive that they are showing to a public street. In the future, that public street would be extended as development occurs. McCormick stated that Hughes owns all of the properties. Marquardt confirmed. Allen commented that Kachel owns west and he said they have no plans to develop that area. Marquardt stated that Mike Kachel called him a couple of years ago and said at that time they were looking at a possible subdivision layout on one of their properties off of Tratt St., just to the north. Then COVID hit.

Allen stated his biggest concern is money. He stated they just committed \$1 million in TIF money for the water tower and we don't have any income in our TIF. Allen stated it could be considered TIF related but thinks there are going to be some more important things that could be better TIF related that he would rather see the City spend money on. Marquardt stated this would be funded through the development that is being proposed. So, if the development doesn't go in, the public street wouldn't go in. The monies would be there from this project to help for the public street improvement portion. He stated there was a project listed in the TID project plan, along with additional infrastructure to serve adjacent vacant land, for future subdivisions. Allen stated it was quite controversial as well.

McCormick asked if we are willing to commit to a public street at this time knowing what this private entity is going to be doing. Allen said he would like to see the CDAs take on it first. McCormick thinks that Hughes should be taking on some of the weight of the spending cost. Marquardt stated Hughes is paying for water main and sanitary sewer and the initial fill and road materials to build the private drive. Marquardt said we need to be looking long-term right now as it will cost more in the future to expand this private drive. Allen stated if we knew we had something coming into the west, then yes, but that could be 50 years down the road. He doesn't foresee the road going all the way to Indian Mound. Marquardt stated he added that connection to the map because it is in their comprehensive plan. Allen stated it would be nice but it is really not buildable land. Marquardt stated he could have left it off and Allen thinks it is not really feasible. Allen stated if it is going to be 50 years and we put it now, will we end up ripping it all up and redoing it when we finally get the development. He said by then it will be old and falling apart. Allen asked how long does something like that last before having to redo it. Marquardt stated for sewer and water, with the material now, we are looking at 80 to 100 years; especially with the technology where we can go in and line the pipes and don't have to dig them up. Water is newer to this technology but it is a possibility. Street construction can last from 50 to 70 years with maintenance done properly. That would be with curb and gutter staying in place and asphalt that would need to be replaced once or twice in that timeframe.

Marquardt stated he understands that we don't know what the future holds but feels we are hindering ourselves with future development. He stated we want different kinds of housing and if we don't help ourselves now by putting in the infrastructure to move us forward, we are at a standstill. Allen stated Marquardt brought up another point. We might have a higher number of freshmen right now, but juniors and seniors are down by 500 or 600 and those are the ones that live off campus. He stated we have vacancies all over. The City doesn't need, what is essentially going to be, student apartments. Allen said he hears all the time how professors are going to come and live in Whitewater and

they never do. Marquardt said he is looking how to serve the land to the north and west that is going to be more residential and single-family housing. He knows there is some hesitancy toward the apartment building and whether it should be built or not, but he has taken that out of the equation. He is just looking at infrastructure and how we can best serve future development for the City.

McCormick asked if we are just looking for developing an agreement, at this time, and not committing funds? Marquardt stated that tonight he is just looking for a yes, we are open to making that a public street, so he can continue working on a developer agreement, and bring it back to this committee for further discussion. McCormick stated this a discussion that needs to be made at the Council level as well. Marquardt thinks we need something more substantial to take to Council. Allen said with the vacancy rates as high as they are right now, he can't support sending this through right now. McCormick commented to Allen that she didn't know if vacancy rates really have anything to do with it since they are looking at a single-family home development. She stated we are not looking at college development down the road. Allen stated the chance of a single-family home development is not great and there isn't a lot of room for it. Marquardt has heard that developers around the state need help with developments. One way to do this is for a City to provide the infrastructure. Marquardt understands the vacancy issue but wanted Allen to take the apartment building out of the picture and focus on infrastructure for residential development to the west and north.

Allen asked if Marquardt's numbers reflect the cost of what we would be trying to build. Would it be a thoroughfare all the way to Indian Mound? Marquardt stated now it is shown as a 34 ft. wide asphalt pavement, which would be wide enough for parking on both sides. However, that is something we could review. The way Marquardt has it laid out is not a true connection from Main St. up to Tratt St., like Indian Mound. He stated we do have an ordinance regarding street widths, etc. He would review this to make sure we comply. He commented right now it is not set up as a thoroughfare.

McCormick asked what action was needed for this item. Marquardt stated a recommendation to keep pursuing the street as a public street and the potential for a developer's agreement. He stated they could always say no at a later date. McCormick stated she would recommend, at this point, to keep it as an agreement with no definitive action and let the Council weigh in on it regarding their thoughts on changing it from a private road to a public road. Marquardt stated they are only talking about the first phase right now. Allen supported McCormick at this time with moving this item on to Council.



Council Agenda Item

Meeting Date:	November 2, 2021
Agenda Item:	2022-2023 Municipal Budget
Staff Contact (name, email, phone):	Steve Hatton, shatton@whitewater-wi.gov , 262-473-1380

BACKGROUND

(Enter the who, what when, where, why)

The 2022-2023 Municipal Budget has been developed through the efforts of staff over the past four months. Funding requests for Operating and Capital needs for each area of city and utility operations have been compiled and reviewed in detail by the management team before being presented to the Common Council on October 5th in draft form. All sections were then reviewed in detail with the Finance Committee and the staff responsible for each area of City operations.

A bound budget document proposed for approval will be presented to the Common Council on Tuesday, November 2th along with an overview of the changes resulting from the Finance Committee review of the draft proposal presented on October 5th.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

- 10/5/21: City Manager Budget Proposal delivered to Common Council
- 10/7/21: 1st detailed Finance Committee review focusing on Park and Recreation, Administration, Capital Improvement Program, Debt Service, Transfers;
- 10/12/21: 2nd detailed Finance Committee review focusing on, Police Dept., Fire and Rescue, Library;
- 10/14/21: 3rd detailed Finance Committee review focusing on Public Works, Utilities, Economic Development, Tax-Increment Districts, Sinking Funds. Recommended to Common Council as amended for feedback provided during review.

FINANCIAL IMPACT

(If none, state N/A)

Budget is balanced across all funds and represents a thoroughly considered plan for municipal operations in 2022-2023 as further detailed in the full budget document.

STAFF RECOMMENDATION

Approve 2022-2023 Municipal Budget as submitted.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. None. Bound document to be distributed on November 2, 2021.