



City of
WHITEWATER
COMMON COUNCIL AGENDA
Common Council Meeting

Mission Statement

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

Vision Statement

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.

Tuesday, May 2, 2023 - 6:30 p.m.

This will be an IN PERSON and a VIRTUAL MEETING. (not in person).
Citizens are welcome (and encouraged) to join us via computer, smart phone, or telephone.
Citizen participation is welcome during topic discussion periods.

You are invited to a Zoom webinar.

When: May 2, 2023 06:30 PM Central Time (US and Canada)

Topic: Common Council Meeting (In Person and Virtual Meeting)

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/88580517081?pwd=ZmpzQWptNkV5d3JoRDZBY2gweHNMQ>

T09

Passcode: 965531

Or Telephone: +1 312 626 6799 US

Webinar ID: 885 8051 7081

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

CONSENT AGENDA:

CA-A	Acknowledgement of Receipt and Filing of: CDA minutes from 02/16/2023 CDA minutes from 03/16/2023 Library board minutes from 03/20/2023 Parks and Recreation Board minutes from 03/15/2023	P. 1 P. 3 P. 9 P. 20
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CITY MANAGER REPORT

STAFF REPORTS:

Public Works Director – Prairie Street/Main Street Traffic Signal Update
Park & Rec Director – Cattail Cutting and Removal 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.

RESOLUTIONS:

R-1		
R-2		
R-3		

ORDINANCES:

First Reading – None.

Second Reading -None

*O-1		
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CONSIDERATIONS:

C-1	Initial review of Alcohol License Applications (City Clerk Request)	P. 24
C-2	2023-24 Strategic Planning Review and adoption (City Manager Request)	P. 25
C-3	Combining of Pedestrian and Bicycle Committee with Parks and Recreation Board (Park & Re Director Request)	P. 26
C-4	Removal of Citizen Board & Committee	P. 27
C-5	Citizen Committee Appointments	P. 28
C-6	Councilmember Requests for Future Agenda Items. Questions.	
C-7	CLOSED SESSION. Adjourn to closed session, TO RECONVENE, pursuant to Chapter 19.85(1)(e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.” Item to be discussed: 1) Negotiating Vacant Land Offer to Purchase with Becker & Bolton, LLC regarding parcel of land located at 501 N. Prospect Dr. in the Business Park Tax Parcel No. 292 0515 3434 001; 2) Deliberate Development Agreement with Becker & Bolton, LLC regarding proposed project to be located at 501 N. Prospect Dr. Tax Parcel No. 292 0515 3434 001; 3) Lease and option agreement with ClearPath Energy LLC for a solar energy project to be constructed on the City of Whitewater closed landfill site located at the end of the north terminus of Jefferson Street, Parcel Number: 292-0515-3343-000 and 292-0515-3342-000; 4) Lease Agreement with Cellco Partnership for tower and ground space to erect, operate and maintain communication facilities at the Southwest Water Tower located at 797 Indian Mound Parkway, Parcel Number: /A277200001; 5) Fire Chief Employment Agreement 6) Negotiation of Aquatic and Fitness Center Agreement with School District.	
C-8	Reconvene into Open Session	
C-9	Possible action on resolution approving lease and option agreement with ClearPath Energy LLC for a solar energy project to be constructed on the City of Whitewater	

	closed landfill site located at the end of the north terminus of Jefferson Street, Parcel Number: 292-0515-3343-000 and 292-0515-3342-000	
C-10	Possible action on resolution approving Vacant Land Offer to Purchase with Becker & Bolton, LLC regarding parcel of land located at 501 N. Prospect Dr. in the Business Park Tax Parcel No. 292 0515 3434 001	
C-11	Possible action on resolution approving Development Agreement with Becker & Bolton, LLC regarding proposed project to be located at 501 N. Prospect Dr. Tax Parcel No. 292 0515 3434 001	
C-12	Possible action on resolution approving Lease Agreement with Cellco Partnership for tower and ground space to erect, operate and maintain communication facilities at the Southwest Water Tower located at 797 Indian Mound Parkway, Parcel Number: /A277200001	
C-13	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.**



**Community Development Authority
Board of Directors Meeting**

MINUTES

Thursday, February 16, 2023

1) Administrative Items.

- a) **Call to Order:** Vice Chair Jim Allen called the meeting to order at 5:30 p.m.
- b) **Roll Call:** PRESENT: Jim Allen, Lisa Dawsey-Smith, Joe Kromholz, Jason Gleason, Jon Kachel; ABSENT: Patrick Singer. STAFF: John Weidl (City Manager); Brad Marquardt (Director of Public Works); Bonnie Miller (Administrative Assistant); Kristen Fish-Peterson, Consultant (Redevelopment Resources).
- c) **Declaration of Conflict of Interest:** Would any member(s) of the Board wish to declare any known conflict of interest with the items presented on today's CDA Board Agenda? None stated.
- d) **Hearing of Citizen Comments:** No formal CDA Action will be taken during this meeting although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time. None.

- 2) Approval of Minutes:** Moved by Dawsey-Smith to approve the Minutes of the January 19, 2023 CDA Board Meeting; seconded by Gleason. AYES: All by voice vote (5); NOES: None; ABSENT: Singer.

3) Review and Acknowledge Financial Statements:

Financials for Period Ending January 31, 2022 (Pending).

4) Action Items:

- a) Moved by Dawsey-Smith to acknowledge resignation of Board Member Jake Gildemeister effective 02-03-2023; seconded by Kachel. AYES: All by voice vote (5); NOES: None; ABSENT: Singer.

Note: Singer enters the meeting.

- b) Moved by Dawsey-Smith to approve the Second Amendment to Cash Rent Farm Lease regarding approximately 90.2 acres of tillable land in the Whitewater Business and Technology Park; seconded by Allen. AYES: All by voice vote (6); NOES: None; ABSENT: None.

5) Updates and Discussion:

- a) City Manager Weidl introduced Kristen Fish-Peterson of Redevelopment Resources who has been engaged by the City to help determine what the most important things our next CDA Director will need to handle and to be with us through the recruitment process. Discussion included what is most important for the CDA to do as a part of that process. Ms. Fish-Peterson

discussed project analysis, the difference between Community or publicly driven development and development of publicly-owned property, the components of area planning, and the eight steps to the development process and potential obstacles to (re)development. (Meeting video can be found at: <https://vimeo.com/799695570>).

- b) Economic Development Activity Report. Weidl stated that a Development Agreement discussed at 02/16/2023 CDA meeting has been sent to the developer for review and signature. Next step would be a referral to Common Council for approval.

6) Board Member Requests for Future Agenda Items:

- a) Create policy between the CDA and City regarding transfers of residual equity from the CDA to the City.
- b) Improvement of the physical condition of Lot 9B in the Business Park.
- c) CDA Alternative Revenue Streams.
- d) Director to visit (virtual/in-person) with Whitewater's employers.
- e) Recruit Developer that would include a grocery merchant.

(The above matters may be discussed at this meeting but no substantive action will be taken.)

7) EXECUTIVE SESSION. Moved by Singer to adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Items to be discussed:

(a) Deliberating acquisition of 126 North Jefferson Street (Tax Parcel /BIRW 00002) and Vacant Land at 104 East Main Street (Tax Parcel /BIRW 00002).

(b) Letter of Intent regarding potential mixed-use development on East Main Street/Jefferson Street.

Seconded by Allen. Kristen Fish-Peterson, two representatives from the Whitewater Gro-Co, and Jon Tanis were invited to join the closed session to make brief statements to the Board and then were dismissed from closed session prior to discussion and deliberation of closed session items. AYES: Kachel, singer, Allen, Gleason, Kromholz, Dawsey-Smith; NOES: None. ABSENT: None.

8) RECONVENE INTO OPEN SESSION. Moved by Dawsey-Smith to reconvene into open session for possible action on Closed Session items; seconded by Kachel. AYES: All by voice vote (6); NOES: None; ABSENT: None.

Moved by Allen to make an offer to purchase not to exceed \$150,000 to purchase vacant land at 104 East Main Street and commercial property at 126 North Jefferson Street to Rod and Mary Dalee. Seconded by Gleason. AYES: Dawsey-Smith, Singer, Gleason, Kachel, Kromholz, Allen; NOES: None; ABSENT: None.

Moved by Allen to accept the Letter of Intent to Tanis Properties, LLC; seconded by Dawsey-Smith. AYES: Kromholz, Kachel, Allen, Dawsey-Smith, Gleason, Singer; NOES: None; ABSENT: None.

9) Adjournment. Moved by Allen and second by Kachel to adjourn. AYES: All by voice vote (6); NOES: None; ABSENT: None. Meeting adjourned.

Respectfully submitted,
Bonnie Miller, Recorder

Minutes approved on March 16, 2023.



**Community Development Authority
Board of Directors Meeting
MINUTES**

Thursday, March 16, 2023

1) Administrative Items.

- a) **Call to Order:** Vice Chair Allen called the meeting to order at 5:34 p.m.
- b) **Roll Call:** Jim Allen, Lisa Dawsey-Smith, Joe Kromholz, Jon Kachel; ABSENT: Jason Gleason, Patrick Singer. STAFF: John Weidl (City Manager), Steve Hatton (Finance Director), Brad Marquardt (Public Works Director), Wally McDonell (City Attorney), Bonnie Miller (CDA Administrative Assistant); OTHER: Kristen Fish-Peterson (Redevelopment Resources).
- c) **Declaration of Conflict of Interest:** Would any member(s) of the Board wish to declare any known conflict of interest with the items presented on today's CDA Board Agenda? None.
- d) **Hearing of Citizen Comments:** No formal CDA Action will be taken during this meeting although issues raised may become a part of a future agenda. Items on the agenda may not be discussed at this time. None.

2) Approval of Minutes: Moved by Dawsey-Smith to approve the Minutes of the February 16, 2023 CDA Board Meeting; seconded by Kromholz. AYES: All by voice vote (4); NOES: None; ABSENT: Gleason, Singer. Motion passed.

- a) **Review and Acknowledge Financial Statements:** Hatton stated that as we are closing out fiscal year 2022, this is the first the Board was receiving January and February financials for Funds 900 and 910. Hatton further stated that there was nothing noteworthy to call out. **Moved by Dawsey-Smith to acknowledge the Financial Statements for Periods Ending January 31, 2023 and February 28, 2023; seconded by Kachel. AYES: All by voice vote (4); NOES: None; ABSENT: Singer, Gleason. Motion passed.**

3) Action Item:

- a) **CDA Loan Programs – Establishment of 2022 Loan Loss Reserves:** Hatton stated that no action would be required for this item and provided an update documenting the status of Liz Eversoll's three Meeper loans. Eversoll has reported that Meeper has gone from a viable entity in 2021 to a non-viable entity in 2022. For accounting purposes, we are deeming those to be unrecoverable and are applying the write-offs as they already exist on the balance sheet and establishing reserves where they were not sufficient to satisfy all three of the Meeper loans on the books. Kromholz asked for clarification. Hatton referred to the memorandum included in the agenda packet which stated that Meeper had lost a significant order in their distribution channel and were ceasing operations. Hatton stated that we will continue to pursue recovery but can no longer carry them on the balance sheet. No action was taken.

4) Updates and Discussion:

- a) **Presentation and update by City Attorney concerning conflict of interest regulations and policies:** City Attorney McDonell provided a summary of regulations concerning conflicts of interest and perceived conflicts of interest. McDonell stated that the initial test is common sense. McDonell summarized policies covering receipt of gifts and participation in an action regarding an organization you are affiliated with or have a financial interest in. Weidl requested clarification of the definition of "member of an organization" as opposed to a "subscriber of an

organization". McDonnell stated that if an organization that you are a member of or you have an affiliation with that would cause a substantial financial gain or assistance from the action to your family or yourself would be considered a conflict of interest. McDonnell contacted the State Attorney for clarification who stated that if a board member had at least a 10% interest in an organization, or is a board member or officer of an organization, a conflict of interest would exist, and further stated that being merely a member of an organization would not establish a conflict of interest. McDonnell further stated that generally, if you are considering something whereby you, as a member of the community, would be affected in the same way it would affect the general public, a conflict would not exist. McDonnell further stated that when there is an appearance of a conflict or ethical violation, it is often times better to stay out of the action. Kromholz commented that the rules materials provided in the Agenda Packet provides a helpful resource.

- b) Affordable Housing Policy: Overview and Public Input Plan.** Kristen Fish-Peterson of Redevelopment Resources provided a summary of the draft Affordable Housing Policy. Ms. Fish-Peterson worked with Chris Bennet of Neighborhood Services to prepare the Policy for review by the Board. Ms. Fish-Peterson summarized the Policy as consisting of three major components: (1) down-payment assistance to low-income borrowers; (2) incentives to developers at \$25,000 per unit developed, with a maximum of \$500,000 total (20 homes); and (3) adding funds to the CDA's Homeowner Rehabilitation Program. Based on her research, 60% of Whitewater's residential stock is rental housing, therefore, she did not include incentives in the Policy for rental housing. Ms. Fish-Peterson recommended that efforts be focused on single-family housing. As an example, Ms. Fish-Peterson used Washington County's program that just started which has a similar emphasis on single-family housing. Fish-Peterson and Bennett contacted an actual contractor/developer to see what would make a difference to them, what would be an incentive to them to build affordable single-family homes. Their feedback was that they would need some sort of subsidy or land grant. Land up-front and the \$25,000 per-house incentive would help.

Ms. Fish-Peterson went on to address the process for receiving public input in addition to input from the Board and City Council and stated that an open house for the public would be published on social media and confirmed that she would be there to chair the event. The CDA Board and City Council would be welcome to attend as well to hear the public input. Kachel voiced his concern for more review of the policy before being released to the community and suggested forming a subcommittee to include Larry Kachel, Jeff Knight and Jim Caldwell to review and make recommendations to the CDA. Kromholz stated his support of the process included in the proposal as presented rather than delegate the authority of the CDA Board to a subcommittee. Allen expressed support for forming the subcommittee. Dawsey-Smith stated that posting of the Policy to the website would provide an opportunity for feedback from anyone in the community, would not preclude anyone in the community from offering inciteful feedback based on experience within the community, and would give the assurance to the entire community that their voices would be heard as well. Kachel asked if we were under a timeline. Weidl stated that it is his responsibility as City Manager make sure this Policy makes it to the City Council. Allen stated that we have been talking about getting housing together for two years, and that we have a small group of people who have offered to kick-start the process. Weidl directly stated that, without a motion from the Board to do that, he would not be doing that. Weidl further stated that he would be following the consultants plan, vetting this using an open house and then taking it to the City Council. Fish-Peterson stated that she was asked to do this when she was hired, and that she has studied the SEWRPAC Report and other information provided to her. She studied other examples that are out there in other communities and decided that what makes sense for Whitewater is the three components that she offered up.

She stated that she hesitated to put money in the revolving loan fund because we are really not making a dent in the property tax base by helping people fix up their homes, however, that fund is kind of paralyzed because it is out of money. She recommended adding \$200,000 to that fund. She recommended down-payment assistance because that's where a lot of first-time homebuyers possibly have a problem coming up with a down-payment and would help homebuyers directly. She further summarized what she considered would make a difference to contractors or developers. She stated that multi-family is usually what gets built, but to create some opportunities for Whitewater residents to own single-family homes in the community, this is where she recommended focusing the efforts of the \$1.9 million in TIF increment. She further stated that there would be other increment available as other Districts close. She has presented to the CDA for input first, and now that the policy has been made public, anyone interested can provide feedback via an open house. Weidl stated that Fish-Peterson was hired by the City Manager since the contract was under \$25,000.

Kachel renewed his request to form a subcommittee of people with expert opinions from our own city, such as real estate brokers and others that would know more about Whitewater than she [Ms. Fish-Peterson] has or John [City Manager Weidl] has about our own City, and stated that his request has been ignored. Ms. Fish-Peterson stated that she would be interested in hearing the opinions of the components of the Policy from the four members here at the meeting. Allen stated that we could solve this by talking about Item (d) first because he doesn't want to publish this until we have a chance to form that subcommittee and hear from the community members. Kromholz stated that the policy has already been published. **Allen then made a motion to hold off on publication of this housing study until after a subcommittee has been created and heard.** Kachel stated that he didn't think there was anything wrong with that, for more eyes to look at it. Weidl asked if that was a second and received no response. Kachel asked Ms. Fish-Peterson "if she was afraid of their opinion". Ms. Fish-Peterson again stated that we will be holding an open house; everybody can come and look at it. Kachel again stated that he wants the experts to look at it that are in the community now and know the problems. Allen stated that "we are unique community". Directing his statement to the body, Weidl stated "With all respect, stop talking to my consultant like that" and further stated that "If you want to vote on the motion to table this and move to the subcommittee, you can do that. Ms. Fish-Peterson is an expert, she is an expert". He went on to state that "she was asked by the City Manager in a contract that was vetted by this committee, and it was in there that she was going to write that policy; you either saw it or you didn't because you didn't look at your packet". Weidl further stated that "It was sent to the Council and they saw it or they didn't, and all of that was approved". Directing his comment to the body, Weidl stated that he "respected their right to create that subcommittee but to leave Kristen out of it . . . talk amongst yourself, make a motion". **Allen moved to create the subcommittee before publication. Seconded by Kachel. Miller requested that the motion be repeated. Allen restated the motion to create a subcommittee to review the process for receiving in-put on the affordable housing before it's published and to confer with Council and this Board. Affirmed by Kachel. Roll call vote: AYES: Allen, Kachel; NOES: Dawsey-Smith, Kromholz; ABSENT: Gleason, Singer. Dawsey-Smith asked if there was anyone else on-line. Hatton responded "no". Motion fails.**

Directing his comment to Weidl, Allen stated that he did not think anybody was speaking against Kristen personally. Weidl stated that they said she wasn't an expert. Weidl commented that it was said literally into the microphone that "we want to bring in the experts because they are more of an expert than you, City Manager, and you, consultant. Allen responded that he was sure when it was spoken it was not intended that way though and that we in this community are not that jaded. Kromholz commented that we all got a little heated and now it is time to move on. Kachel again clarified his point that we have people that live in this community that have

lived here a long time and have to live with whatever we do tonight and at City Council, and it would be a nice thing for it for it to be vetted by others, not just the City Manager and consultant.

c) CDA Director Recruitment. Ms. Fish-Peterson stated that she completed a review of the Job Description for the CDA Director, and only made two small changes because she felt it was an excellent job description. She changed a word to make it more tactical for the Director, removed a program that was left over from the Doyle administration, and believes that the Job Description was ready to go. Weidl stated that we are very interested in a subcommittee here, that he did not know what the rules were for postings but would defer to Wally [City Attorney], but it was his clear understanding that this committee was looking to place some of their own members on an interview panel. Weidl went on to state that he would leave it up to the Board to see how that might look with Wally [City Attorney] as a sounding board to make sure everything was on the up-and-up. Allen called attention to the language “reports to City Manager” on the first page and further stated that “We’ve kind of been different a little bit in this; the day-to-day operations report to the City Manager, however, policy decisions would report to the CDA Board”. Allen then requested confirmation from the City Attorney Wally McDonell. McDonell stated that is subject to a policy made by the CDA and hopefully in conjunction with the City Council, but ultimately, it is important for the CDA, the City Manager and the CDA Director to have a clear understanding of those types of issues. McDonell further stated that that’s at times been a problem in this community and it would be good to address that. Weidl requested clarification from McDonell regarding which entity is responsible for hiring, overseeing and evaluating. Allen commented that McDonell is not the CDA attorney and has been put on the spot. Kromholz and Weidl affirmed that McDonell is the City Attorney. McDonell asked for clarification of the question. Weidl clarified that he was referring to hiring, oversight and evaluation and everything, where does that disposition fit best, because it was his understanding that it was with the City Manager per Charter Ordinance and the council/manager form of government. McDonell stated that the CDA Director in the recent past has been a City employee, and in that narrow view, it is the City Manager who has the authority to hire CDA Directors and fire them. McDonell further stated that there have been some policies in the past where the CDA has been involved and did not know if they were still in effect. Weidl commented that he did not think they could be, considering they went back to the 2011 Employee Manual. McDonell commented that he would need to do some research to see if there are some policies in affect that involves the CDA in the hiring; also the policies that were worked on did include some of Allen’s suggestions that the CDA Director would have a level of reporting to the CDA which has been a struggle too. McDonell stated that the job description was very detailed, and it would behoove the City and the CDA to establish some policies that are consistent with the Job Description and visa versa so there isn’t a problem in the future. McDonell further stated that if this is going to be a City employee, then the hiring would be the City Manager and the salary would be established by the Council. He further stated that the CDA Director is hugely intertwined with the CDA and whether or not this is a legal opinion or not, it is clearly a point for the CDA to have a level involvement with the Director, but it is a good idea to establish certain lines of authority and reporting policies. Kromholz requested confirmation that this is going to be City employee. McDonell confirmed that is what it has been in the past, stating that he is not suggesting that this not be a City employee. McDonell commented that in the past, the City Manager was frozen out and that was a problem. After further discussion, McDonell stated that his base opinion is that that person should report to the City Manager, and the City Manager has the ultimate decision on hiring and firing that employee pursuant to city manager form of government. Other legislative matters are dealt with by the CDA as an entity of its own that has substantial powers. McDonell further clarified that the basic tenant is that the City Manager hires, fires and supervises that

employee. Allen acknowledged that in the past the CDA Director was an employee of the CDA, but that was changed to a hybrid so that the City Manager did have oversight of the CDA Director in day-to-day operations and the City Manager is above the organizational chart above the CDA Director. Kachel again stated that it would be nice to have a subcommittee. Weidl deferred to McDonell for direction. Dawsey-Smith stated that we have had this discussion and gave pretty clear direction as to the oversight of the employee who is partially supported and funded by the General Fund for day to day oversight of this employee by the City Manager. Dawsey-Smith further stated that at that time, that there would be a desire from the body to have a member or two as part of the hiring committee. **Dawsey-Smith moved to post the job description for recruitment of a CDA Director at April's meeting to consider which members of this body would be a part of that hiring committee. Seconded by Kromholz.** Kachel asked for clarification of guidelines and requirements and was directed to refer to the Job Description. Allen questioned the posting of the Job Description, and Weidl stated that the City Manager can post the Job Description immediately. Fish-Peterson provided a summary of her process for developing the Job Description. Allen commented for the record that the CDA Director position is paid for by CDA funds in addition to the funds from the General Fund. **Roll call vote: AYES: Kachel, Kromholz, Dawsey-Smith; NOES: Allen; ABSENT: Gleason, Singer. Motion passed.**

d) CDA Subcommittee - Affordable Housing Policy. Weidl deferred to McDonell for CDA's ability to create committees. McDonell stated that this body certainly has the authority to create a committee; what is important is to create a committee that has a legal authority and is given duties that are appropriate and would not overstep the bounds of a subcommittee under the circumstances. Dawsey-Smith requested clarification as to if the ultimate vote or authority resides on this policy resides in the hands of the Common Council, would it then be appropriate for this body to be appointing a subcommittee. Weidl stated that after consulting McDonell, it was his understanding that you can make a motion to create a committee to review the Affordable Housing Policy and appoint people. Weidl further stated that as far as picking people from the community, he would like to see a process for that. McDonell clarified that it would be appropriate for the subcommittee to make advisory recommendations, and that it would be appropriate to appoint persons from the community outside of the board. **Moved by Allen to create a subcommittee for the CDA Affordable Housing Policy Advisory, limited to 3-5 members total and they would advise the CDA on the Housing Policy before we publish it as in Item (b).** Following a brief discussion regarding whether or not the Policy has been published and confirmation that the Policy was published in draft form in the Agenda Packet, Weidl stated that from a staff perspective with the open house, staff believes that this is not necessary to accurately obtain feedback which should include a cross-section of our increasingly diverse community per our Mission Statement. After further discussion regarding the merits of the subcommittee, Kromholz felt that his would add another layer. Allen responded that a couple more sets of eyes look at it to make sure we are doing what is best for our community. Allen acknowledged that Ms. Fish-Peterson is an expert, but we have people who have lived here a long time who understand the unique challenges of a University town. Kromholz stated he supported having the entire community look at this policy and all can comment at a Common Council meeting and sees this subcommittee as one more delay in the process. Kachel commented that Whitewater is a unique community from young to old with nothing in between, including less year-round residents in our population when you back out the students as opposed to surrounding communities. Allen asked for input as to how that subcommittee would be made up. Kromholz stated that he was not in favor of doing this at all. Dawsey-Smith commented that she could personally invite someone to look at it and a subcommittee makes one more step that would further delay the process and feels that quality feedback could be amassed without a subcommittee. **Allen requested a roll call; Miller requested a repeat of the motion. Weidl clarified the original motion as being for the CDA to create a subcommittee for**

the Affordable Housing Policy. Allen confirmed the motion; Kachel seconded. Roll Call: AYES: Kachel, Allen; NOES: Dawsey-Smith, Kromholz; ABSENT: Singer, Gleason. Motion failed.

Moved by Kromholz to postpone the remainder of the Agenda including the Executive Session to the next meeting. Seconded by Allen. Roll Call: AYES: Kromholz, Dawsey-Smith, Allen, Kachel; NOES: None; ABSENT: Gleason, Singer. Motion passed.

- 5) Adjournment. Moved by Dawsey-Smith to adjourn; seconded by Kromholz. AYES: All by voice vote (4); NOES: None; ABSENT: Gleason, Singer. Meeting adjourned at approximately 6:37 p.m.

Respectfully submitted,

Bonnie Miller, Recorder

Minutes Approved on April 20, 2023.

Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
Online Virtual Meeting
Monday, March 20, 2023, 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

This is a hybrid in-person and virtual meeting.

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

Present: Doug Anderson, Sallie Berndt, Brienne Diebolt-Brown, Jennifer Motszko, Kathy Retzke, Jaime Weigel

Absent: Alyssa Orłowski

Staff: Stacey Lunsford, Diane Jaroch

2. Consent Agenda

- a. Approval of Minutes Approval of the minutes of the regular meeting on February 15, 2023*
- b. Acknowledgment of Receipt of Financial Reports*
- c. Acknowledgment of Payment of Invoices for February 2023*
- d. Acknowledgment of Receipt of Statistical Reports for February 2023*
- e. Acknowledgment of Receipt of Treasurer's Reports*

MSC Brown/Andersen to approve the Consent Agenda.

Ayes: Doug Anderson, Sallie Berndt, Brienne Diebolt-Brown, Jennifer Motszko, Kathy Retzke, Jaime Weigel

Nays: none

3. 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.

4. Old Business

4.I Friends of The Library Review of by-laws ~ see attached

- Bri asked if it was worth delaying the decision about whether to dissolve the Friends group in order to see what kind of response we'd get if we made an announcement, perhaps at the next 100 Extraordinary Women meeting, that we were looking for a volunteer. Bri said she would be willing to make the announcement.
- The board discussed generating a list of what we're looking for (a few fundraisers, book sellers, etc.) to see if there would be an interest. The Friends group just needs one person to coordinate the group. More people might be interested if they could sign up for a specific project or to help with a certain need.
- Jaime asked how much effort it would take to restart the organization once it's been dissolved. Stacey said it wasn't too much work but it was a lot of small, tedious things.
- The board decided to delay this decision until later.

5. New Business

5.I. Revision of The Library Programming Policy ~ see attached

- We are revisiting this policy as a result of the LGBTQ+ movie night.
- Stacey reported that some public places, such as the Betty Brinn Children's Museum, have an accompanying adult policy. It basically states that an adult must be accompanying a child in order to attend a program that is aimed for children.
- Stacey shared that the City attorney has reviewed the policy but will look at it again.

MSC Weigel/Diebolt-Brown to approve the revised Library Programming Policy.

Ayes: Doug Anderson, Sallie Berndt, Brienne Diebolt-Brown, Jennifer Motszko, Kathy Retzke, Jaime Weigel

Nays: none

5. II. Discussion of Demco Spaces and Sign Up Software ~see attached

- Stacey reported that Microsoft Outlook no longer meets the library's needs. They have been very pleased with the demos for Spaces and Sign Up, both are very user-friendly but costly. The software isn't needed immediately but will be needed at some point after the expansion project is completed.

- Kathy asked about using Google Calendar but the City doesn't use Google for email so that option is not very feasible.
- Kathy inquired if any other libraries in our consortium used the program. Stacey wasn't sure but knows that the Beloit Library uses it.
- Stacey shared that the software would save staff time and would eventually pay for itself.
- Kathy asked if the library has enough events to warrant the cost. Stacey feels it is since there will be additional meeting rooms to schedule after the expansion project is complete.

5. III. Approval of Closing on Friday, April 28 For Staff Development Day

MSC Anderson/Retzke to approve closing the library on Friday, April 28th for Staff Development Day.

Ayes: Doug Anderson, Sallie Berndt, Brienne Diebolt-Brown, Jennifer Motszko, Kathy Retzke, Jaime Weigel

Nays: none

6. Staff & Board Reports

6. I. Director's Report ~ see attached

- RFID software has been installed; tagging will commence soon by staff. A volunteer is ready to be trained to work on this project for about an hour/day.

6. II. Adult Services Report ~ see attached\

- Diane reported that more people have been asking about the Parks pass.

6. III. Programming & Makerspace Librarian Report ~ see attached

- 67 people attended the LGVTQ+ movie night.

6.V. Board Reports

7. Board Request for Future Agenda Items

- 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. Polco is a civic engagement, survey, and polling platform.
 - Bri reported that the City is phasing out Polco and it will no longer be used.
- Jennifer would like to talk about a systematic way of training and rotating officer roles.

Comments in the Chat Box:

- None

8. Adjournment

Confirmation of the next meeting on April 17, 2023, at 6:30 p.m. Adjourned at 7:08 p.m.

Minutes respectfully submitted by Jaime Weigel on March 20, 2023

DIRECTOR'S REPORT
March 20, 2023

I. ADMINISTRATION

- a. One work order was submitted in February.
 - i. Staff member was having difficulty with online staff email application.

II. BUDGET

- a. None.

III. PERSONNEL

- a. None.

IV. LIBRARY COLLECTION

- a. None.

V. PUBLIC AND COMMUNITY RELATIONS

- a. I gave a tour of the library to Rep. Ellen Schutt on Friday, March 3.
- b. I gave an interview to the Whitewater Register about the LGBTQ Teen Movie Night on Monday, March 13.
- c. Sarah and I each received a personal call from Gov. Evers thanking us for holding the LGBTQ+ teen movie night and not being intimidated into canceling it.

VI. LIBRARY BOARD RELATIONS

- a. None.

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

- a. I attended the Alliance of Public Libraries (APL) meeting and the CAFÉ Council meeting on Friday, March 10. We discussed additional costs for adding a discovery layer to our CAFÉ catalog. Several library directors (including me) talked about how all the technology costs are eating into our budgets and we do not receive more money from our municipalities to offset these costs, often because of levy limits. The least expensive discovery layer option, which is also the worst looking, would be \$557 for us each year. The option that our staff liked the best would be \$1,114 for us each year. We would also expect a 3-5% increase in cost each year. The upgraded CAFÉ app is targeted to go live on May 1st. Many of the upgrades have to do with each individual library being able to make updates to their own version of the app and the ability for patrons to opt-in to push notifications about programs.
- b. I am attending the last part of the City's strategic planning process on Thursday, March 16. Diane attended the first part on Wednesday, March 8 while I was in meetings for the capital campaign.

VIII. PROFESSIONAL DEVELOPMENT

- a. I watched a one-hour webinar on Finding the Governance Solution: The Role of Government and Elected Officials at the direction of the City Manager in preparation for a joint meeting of city department heads and the Common Council later this month.

IX. STRATEGIC PLAN

- a. We had the first of our LGBTQ youth events on Tuesday, March 7.

X. CAPITAL CAMPAIGN

- a. I will be updating the Common Council at their meeting on Tuesday, March 21 on our fundraising thus far.

Adult Services Report March 2023

Report:

To date we have had four people check out a Wisconsin State Park Pass. The “Check Out Wisconsin’s State Parks” program has been extended until December 31st. Libraries who have remaining passes may continue to check them out. I have advertised the program on our social media outlets, and since doing so two people have come in to check out a pass. Now that the weather is getting warmer I imagine we will have more interest in the program.

Collection Development:

The nonfiction books from the Wisconsin Collection have been moved out of the Spacesaver storage area and now live where the children’s Spanish books were previously housed. Suzanne created an attractive display to help draw attention to this collection. They have been circulating well.

I assembled three book displays for adults for the month of March.

I continue to do monthly weeding in the various adult collections.

Virtual Meetings/Webinars/Training Sessions Attended:

February 14: Acquisitions Module training with Stacey and Deana

February 15: Staff meeting with Stacey, Deana, and Sarah

February 15: Library Board meeting

February 20: Infosec training: Travel

February 21: All staff meeting

February 22: Staff meeting with Stacey, Deana, and Sarah

March 01: Staff meeting with Stacey, Deana, and Sarah

March 03: RFID planning meeting

March 08: Staff meeting with Stacey, Deana, and Sarah

March 08: City Strategic Planning session

March 10: Bloodborne Pathogens V2 training

March 15: Staff meeting with Stacey, Deana, and Sarah

Youth Educational Services Report -- March 2023

Upcoming Programs

March 24th: Homeschool Hangout geology presentation by UW-Whitewater Professor Juk Bhattacharyya.

Current Projects

- Weeding in preparation for RFID
- Creating an affirming space for LGBTQIA youth
- Summer Reading Program

February Homeschool Hangout

UW-Madison treated our homeschool families to several fun and informative physics demonstrations through their outreach program, The Wonders of Physics. The program was presented by none other than Haddie McLean, former meteorologist for Channel 3000. The fire tornado demonstration was particularly entertaining.

ESL Class Visit

Sarah and I met with Jorge Islas to discuss a library tour for his ESL class. The tour will take place in April and will be followed by activities in the Community Room.

Tonieboxes

I am in the process of adding Tonieboxes to our children's collection. Tonieboxes are small speakers that connect with characters (Tonies) to play children's songs and stories. If you are interested, you can learn more about them here: <https://us.tonies.com/>

Meetings and Trainings

March 1st: Staff meeting with Stacey, Diane, and Sarah

March 3rd: RFID Training

March 6th: Meeting with Stacey, Sarah, and WWPD

March 8th: Staff meeting with Stacey, Diane, and Sarah

Programming & Makerspace Librarian Report -- March 2023

Programs:

- 2/8: Storytime (30)
- 2/9: Maker Club: Valentines (11)
- 2/14: For Teens: Dancing & Donuts (5)
- 2/15: Storytime (27)
- 2/21: Dungeons & Dragons
- 2/24: LEGO and a Movie (15)
- 2/27: Mindful Monday Book Club (25)
- 2/28: Joshua Kapfer Author Visit (8)
- 3/1: Storytime (21)
- 3/6: Spice of the Month: Fenugreek (58)
- 3/7: For Teens: LGBTQ+ Movie Night (67)
- 3/8: Storytime (32)
- 3/13: Dungeons & Dragons (9)
- 3/14: Pi and Pie Day (28)

Upcoming Programs:

- 3/16: Little Makers
- 3/20: Youth Art Month take/make kits
- 3/21: Reflect & Realign Journaling Workshop
- 3/22: Boost Your Budget with the ADRC of Walworth County
- 3/23: Maker Club
- 3/27: Mindful Mondays Book Club
- 4/3: Spring take/make for kids
- 4/4: Let's Talk Tomatoes with Ruth Flescher
- 4/5-5/17: Storytime
- 4/6: Tabling at UWW Wellness Fair
- 4/11: Dungeons & Dragons
- 4/12: Tabling at 4K Registration
- 4/13: Little Makers
- 4/14: Fiber Friday

Makerspace Use:

- 2/8: Craft supplies
- 2/9: VHS to digital
- 2/11: Valentines
- 2/11: Craft supplies
- 2/13: Craft supplies
- 2/13: Valentines

- 2/14: Craft supplies
- 2/15: VHS to digital
- 2/23: Craft supplies
- 2/28: Craft supplies
- 2/28: Accuquilt
- 3/1: Craft supplies
- 3/2: Craft supplies
- 3/7: Craft supplies
- 3/13: Craft supplies
- 3/13: Craft supplies

Makerspace Training Appointments: .75 hours

Equipment & Technology:

- We now have an additional VHS-to-digital converter to be circulated outside of the library. This was a patron request, and will expand this popular service.
- We purchased two new computers to run the Makerspace equipment.

Donations:

- Art book from patron
- Small canvases from patron
- Paper from patron

Other Updates:

- Provided take & make kits for the Cabin Fever Women's Day program at Seniors in the Park (26)
- We received 3 backpacks from NASA at the Library. They include a telescope, books, and more. They also sent us 2 tactile/Braille books about Earth.
- 62 people returned canvases for the Itty Bitty Art Show, which is in the large display case for the month of March.
- Put up a collaborative sticker mural in the Makerspace

Meetings:

- 2/8: Staff meeting
- 2/15: Staff meeting
- 2/27: Met with Latinos Unidos UWW student org
- 3/1: Staff meeting
- 3/1: Met with Jorge Islas Martinez and Deana

- 3/2: Met with community Pride planning group
- 3/6: Met with Chief Meyer, Stacey, and Deana
- 3/8: Staff meeting

Professional Development:

- Infosec Travel Security
- Immigration Law presentation by Christopher & DeLeon Law Office



Parks and Recreation Board Minutes
Wednesday, March 15th 2023 - 5:30 pm
Hybrid Meeting

1. Call to Order and Roll Call

Kathleen Flemming, Carol McCormick, Steve Ryan, Ben Prather (arrived 5:54pm), Korie Oberlie, Deb Weberpal absent: Dan Fuller, Jen Kaina, Mike Kilar, Megan Mathews
Staff: Eric Boettcher, Jennifer French, and Lorelei Bowen, Hunter Karnitz
Guests: Wesley Enterline

2. Approval of Minutes

Motioned by Steve Ryan. Second by Deb Weberpal. Ayes: Kathleen Flemming, Carol McCormick, Steve Ryan, Ben Prather (arrived 5:54pm), Korie Oberlie, Deb Weberpal

3. Consent Agenda

4. Hearing of Citizen comments

Chuck Mills: Notice of meeting on March 17th, item #3 to be discussed why is it in closed session?

Boettcher: It is an organizational meeting; no decisions will be made during this session.

5. Staff reports

5.a. Directors Report-Lakes Management, Facilities, and Staff Updates Eric Boettcher

Controlled burn did not happen due to weather. Eco water Ways and Field & Stream Restoration have been contacted to provide cattail removal and cutting quotes. The community will be notified of any updates

McCormick: What about private land owners? And Chemical treatment?

Boettcher: chemical treatment is still being considered. Chemical treatments would take place in the fall if they were to take place.

Facilities update: Urban Forestry received a donation from Generac. A dedication will take place on April 28th at 10:00a.m.

Staff updates Jennifer French: Polar Plunge and Chili cookoff this Saturday, March 18th. \$5.00 per regular bowl and \$10.00 for a Stevie mug

5b. WAFC January Membership and Facility update Lorelei Bowen- 24/7 access to the fitness center starts tonight March 15th. This access is for WAFC members 18 years of age or older and only for the fitness center. Pools, locker rooms and fitness studio will be locked not permitted for access. See packet for February revenue and membership numbers. Lifeguarding class will take place April 21st-23rd

5c. Athletic Program Coordinator Hunter Karnitz introduction and updates.

Registration for tournaments for baseball and softball start in one month. Flyers will be sent to Whitewater Schools. First tournament has 19 teams signed up.

6. Considerations

6.a Discussion on combining Pedestrian and Bicycle Committee into Park Board.

Boettcher: Combining this committee into park board may solve the issue of the committee not having enough people and may result in a more productive meeting.

Discussion:

McCormick would the committee agendas become part of the Park and Rec board agenda?

Wes: Overseas the parks on campus, this aspect factors into what he contributes to the Park and Rec board.

Motion made to combine Pedestrian and Bicycle Committee into the Park and Rec Board Ben Prather.
Seconded by Megan Matthews

Ayes: Kathleen Flemming, Carol McCormick, Steve Ryan, Ben Prather (arrived 5:54pm), Korie Oberlie, Deb Weberpal

6B Effigy Mounds and Walton Oaks Management Updates.

Boettcher: Refer to packet. Plan to map out all mounds in back area and put in a permeant trail of limestone. This portion of the project can be done with grant funding, if received. Alternatively, this city has funding to pay for the project.

Oberlie: Common Wealth, archeologist group will be doing a survey over the summer to properly locate mounds. In between mounds and park area is very wet, a controlled burn is scheduled for spring using a grant.

Citizen questions:

On the map, what are the circles? Oberlie: Placement of Sculptures of Oak trees as a visual guide to the path.

Eric: Shaded areas on map are happening with or without grant funding. Public works dept will make the trail 15 ft away from mounds.

McCormick: Walton Oaks update?

Boettcher: We are catching up on maintenance to keep it under control. Midwest Prairie will be doing a spray control as part of our park maintenance plan.

Citizen question: Chuck Mills, what is the "plan b"?

Boettcher: Midwest Prairie will do a controlled burn, they will be able to reschedule. Oberlie: If not able to get Midwest Prairie in for a burn soon the other option is to wait until June.

Wesley Enterline: Is there a plan to reseed? Boettcher and Oberlie: Yes, in addition to reseeding planting trees will take place over an amount of years.

Enterline: I can contribute with reseeding.

7. Future Agenda Items

Ryan: Soccer Field concessions?

Boettcher: yes a meeting has taking place with the soccer club.

Oberlie: Walking path behind Minneiska park is cracked.

8. Adjournment

Motion by Deb Weberpal to adjourn. Second by Carol McCormick. Ayes: Kathleen Flemming, Carol McCormick, Steve Ryan, Ben Prather (arrived 5:54pm), Korie Oberlie, Deb Weberpal

Next scheduled meeting: Wednesday, April 26th

Respectfully submitted,

Lorelei Bowen

Lorelei Bowen



Office of Public Works
312 W. Whitewater Street
P.O. Box 178
Whitewater, Wisconsin 53190

www.whitewater-wi.gov
Telephone: (262) 473-0139
Fax: (262) 222-5902

April 25, 2023

To: City Council

From: Brad Marquardt, P.E., Public Works Director

RE: Staff Report – Prairie Street and Main Street Traffic Signal Timings

At the March 21, 2023 Council meeting, a resident asked for the timing of the traffic signal at the intersection of Prairie Street and Main Street be investigated. He mentioned long backups of vehicles heading south on Prairie Street around the lunch hour and at the end of the day. The backups were causing issues with people trying to leave Lot 12 located west of Prairie Street.

The following is the planned course of action:

- Classes end May 6, 2023 for the spring semester. Due to timing and availability no changes will be made yet for the Spring semester.
- Strand will review existing signal timings.
- Staff will obtain information from the University on consistency from semester to semester on time of classes ending.
- Strand to do traffic counts and observation early in the fall semester. (Classes begin September 5, 2023)
- Strand will provide opinion on any timing changes and/or lane marking improvements within a week of traffic counts.
- To expediate any recommended improvements, item will be placed on the next available Council agenda, bypassing the Public Works Committee, for action.
- Staff will implement any improvements as recommended by Council.

STAFF REPORT

April 25, 2023

To: City Council

From: Eric Boettcher, Parks and Recreation Director

RE: Cattail Cutting and Removal along Trippe and Cravath Lake Park Areas.

City Staff is currently accepting quotes for cattail cutting and removal. Current project quotes received are listing cutting along with removal. WDNR requires a different permit for both scenarios. Depending on the type of removal (cutting vs. root-ball removal) determines the type of permit that is needed. A vegetation cutting permit takes up to 15 days to obtain for cutting the cattails, while the cutting and root-ball removal of cattails requires a dredging permit.

I have reached out to our WDNR contacts to see if our previous dredging permit is still valid and can be used for a shoreline dredging project.

Once staff has gathered all information a project proposal that best addresses the cattail removal will be brought forward to common council for a recommendation of approval.



Council Agenda Item

Meeting Date: 05/02/2023

Agenda Item: 2023-24 City of Whitewater Strategic Plan

Staff Contact (name, email, phone): Jeremiah Thomas, Interim City Clerk, 262-473-1381

BACKGROUND

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

The City of Whitewater in 2023 engaged with the University of Wisconsin – Madison, Division of Extension facilitated a Strategic Planning Process. This process started with a community listening session conducted on March 3, 2023 with 32 residents and stakeholders present to provide develop next steps for city leaders. On March 8, 2023 the Common Council and city staff met complete a Strengths, Weaknesses, Opportunities, and Challenges analysis for the city.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Update only on the Applications received through 04/21/23 and in process status

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1) N/A



Council Agenda Item

Meeting Date: 05/02/2023

Agenda Item: 2023-24 City of Whitewater Strategic Plan

Staff Contact (name, email, phone): Jeremiah Thomas, Interim City Clerk, 262-473-1381

BACKGROUND

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

The City of Whitewater engaged with the University of Wisconsin – Madison, Division of Extension to facilitate a Strategic Planning Process. The process started with a community listening session conducted on March 3, 2023 in which 32 residents and stakeholders were present to provide and develop next steps for city leaders. On March 8, 2023 the Common Council and city staff met to complete a Strengths, Weaknesses, Opportunities, and Challenges (SWOC) analysis for the city. On March 16, 2023 the Common Council and city staff met again to complete a Strategic Plan Direction analysis utilizing the data gathered from the previous sessions. University of Wisconsin – Madison, Division of Extension will be presenting the culmination of the strategic planning process.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Review and affirm that the items presented are the objectives the city would prefer in the Strategic Plan for 2023-24

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1) N/A



Council Agenda Item

Meeting Date:	May 2, 2023
Agenda Item:	Combining Pedestrian and Bicycle Committee with Parks and Recreation Board
Staff Contact (name, email, phone):	Eric Boettcher eboettcher@whitewater-wi.gov

BACKGROUND

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

The Pedestrian and Bicycle Committee was created in 2021 to allow for a subcommittee to work on specific projects that affect our trails, sidewalks and streets. The committee has met a handful of times over the years and provided follow up to the City’s Park Board and the Public Works Committee. The Parks and Recreation Board can absorb Pedestrian and Bicycle Advisory Committee. Currently, the Parks & Recreation Board is responsible for operation and maintenance of parks, facilities and activities. The Pedestrian & Bicycle Advisory Committee provides guidance to the Parks & Recreation board on bicycle and pedestrian related issues. Parks and Recreation can determine bicycle and pedestrian related issues without an advisory committee. The Pedestrian & Bicycle Committee struggles to find community members who are willing to sit on the committee. If the Pedestrian and Bicycle Committee is absorbed, Parks and Recreation board is responsible for providing a balanced transportation network that offers viable alternatives to driving. Parks and Recreation will also enhance the pedestrian environment throughout the community. Parks and Recreation would continue to assist in the operation and maintenance of parks and facilities as well as strive to make the community of Whitewater a highly navigable city for pedestrians and bicyclers alike. If any issues involving street sides the Parks and Recreation Board will relay the information to the Public Works Committee. The Parks and Recreation Board can decide for itself if they would create a subcommittee to keep the issues of the pedestrian and bicycle network of the City of Whitewater up to date and accounted for.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

March 15 Park Board recommended the Parks and Recreation Board absorb the Pedestrian and Bicycle Committee.

FINANCIAL IMPACT

(If none, state N/A)

NA

STAFF RECOMMENDATION

Recommend the Parks and Recreation Board absorb the Pedestrian and Bicycle Advisory Committee.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

-Draft March 15 Park Board Minutes



Council Agenda Item

Meeting Date: May 2, 2023

Agenda Item: Removal from Citizen Board & Committee

Staff Contact (name, email, phone): John Weidl, jweidl@whitewater-wi.gov, 262-473-0104

BACKGROUND

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

Ryan Valand was interviewed by the city manager and common council president on November 12, 2020 and appointed by the common council to the Ethics Committee and Board of Zoning Appeals on December 15, 2020. Recently, City of Whitewater staff have made several attempts to contact Mr. Valand in an effort to gauge his availability for a possible Board of Zoning Appeals meeting. Mr. Valand has never responded.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

None

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

It is recommended that Ryan Valand be removed from the Ethics Committee and Board of Zoning Appeals.

ATTACHMENT(S) INCLUDED

(If none, state N/A)



Council Agenda Item

Meeting Date:	May 2, 2023
Agenda Item:	Citizen Committee Appointments
Staff Contact (name, email, phone):	John Weidl, jweidl@whitewater-wi.gov , 262-473-0104

BACKGROUND

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

The process for the appointment of board, commission, and committee members is outlined in the Whitewater Municipal Code 2.12.011:

- (a) The city manager and the common council president shall review all board, commission and committee applicants and recommend nominees to the common council.
- (b) After considering the candidates nominated to the various boards, commissions, and committees, the common council shall appoint the members of said boards, commissions, or committees.

The common council president and city manager reviewed vacant seats for boards, committees and commissions and have completed the necessary interviews.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

None

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Recommend the appointment of the following individuals to the following committees:

- Terry Tumbarello – Equal Opportunities Commission
- Lauren Smith – Equal Opportunities Commission
- Tia Schultz – Equal Opportunities Commission
- Jaime Weigel – Landmarks Commission
- Carol McCormick – Plan & Architectural Review Commission
- Tom Miller – Police & Fire Commission

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Applications
2. Board & Commission Vacancies

From: noreply@civicplus.com
Sent: Wednesday, March 22, 2023 8:54 PM
To: Lisa Dawsey Smith; Kathy Boyd
Subject: Online Form Submittal: Citizen Service Information Form

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.

Citizen Service Information Form

This form is used to apply to City of Whitewater Boards, Committees or Commissions.

Date 3/22/2023

Applicant Information

First Name Terry

Last Name Tumbarello

Home Address 1201 Navaho Ct.

City Fort Atkinson

State WI

Zip Code 53538

Home Phone Number 262-472-5300

Cell Number 920-723-5071

Email Address tumbaret@uww.edu

Boards/Committees/Commissions of Interest

Select all Boards, Committees & Commissions you are applying for by checking each box:

Give a brief overview of your background, experience, interest, or concerns pertaining to the selected board(s), committee(s) or commission(s).

I have more than thirty years experience working in Higher Education, the last twenty-five at UW-Whitewater. I work in Housing and Residence Life supervising the staff and oversee the residence hall operation. I have recruited and brought to Whitewater, and Wisconsin, several staff of color and other traditionally marginalized identities. I have also spoken with hundreds of students through the years about their experiences in the community. My interest in this commission is to lend my

knowledge to see what we can do to ensure that everyone in the Whitewater community has an inclusive and equitable experience and is treated with compassion, respect and dignity.

Optional: Upload supportive documents (resume, recommendation letter, etc.)

[2023 Final Resume.pdf](#)

Indicate whether you are available during the day or the early evening for a short interview with the City Manager & Common Council President.

I can be available either time next week. NOTE: Since home phone number is a required field, I listed my work number.

Business/Employer Information

Business/Employer Name University of Wisconsin-Whitewater

Business/Employer Address Suite 200 Goodhue

City Whitewater

State Wisconsin

Zip Code 53190

Business/Employer Phone Number 9207235071

Reference #1 Full Name Manda Krier-Jenkins

Reference #1 Address & Phone Number 262-472-5275

Reference #2 Full Name Frank Bartlett

Reference #2 Address & Phone Number 262-472-1172

Regular Board, Committee and Commission members are expected to attend at least three-quarters of the meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
Sent: Thursday, March 23, 2023 2:38 PM
To: Lisa Dawsey Smith; Kathy Boyd
Subject: Online Form Submittal: Citizen Service Information Form

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.

Citizen Service Information Form

This form is used to apply to City of Whitewater Boards, Committees or Commissions.

Date 3/23/2023

Applicant Information

First Name Lauren

Last Name Smith

Home Address 160 N. Park St.

City Whitewater

State WI

Zip Code 53190

Home Phone Number 262-490-4326

Cell Number 262-490-4326

Email Address smithlb@uww.edu

Boards/Committees/Commissions of Interest

Select all Boards, Committees & Commissions you are applying for by checking each box:

Give a brief overview of your background, experience, interest, or concerns pertaining to the selected board(s), committee(s) or commission(s).

I have a long history of working on and teaching about issues relevant to the EOC. I spent most of my career teaching about inequity and social problems created by it in Women's and Gender Studies Departments. Because women are diverse, that means that I have studied and taught about issues that affect people across multiple elements of identity. On campus, I have long worked on committees and grant projects to shed light on the ways that groups can be marginalized on campus.

Part of my current job is to make our university more accessible to low-income students, who are disproportionately students of color, through the Warhawk Emergency Fund and through Second Chances.

Optional: Upload supportive documents (resume, recommendation letter, etc.)

Field not completed.

Indicate whether you are available during the day or the early evening for a short interview with the City Manager & Common Council President.

I can be available either time.

Business/Employer Information

Business/Employer Name

UW Whitewater

Business/Employer Address

203 Hyer Hall, 800 W Main

City

Whitewater

State

WI

Zip Code

53190

Business/Employer Phone Number

262-472-6237

Reference #1 Full Name

Rosalinda Martinez

Reference #1 Address & Phone Number

Migrant Education Program
Division of Student and School Success
125 S. Weber 53703
608-228-8749

Reference #2 Full Name

Marjorie Stoneman

Reference #2 Address & Phone Number

Eagle Ct.
Whitewater, WI 53190
414-861-4126

Regular Board, Committee and Commission members are expected to attend at least three-quarters of the meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
Sent: Tuesday, February 21, 2023 5:47 PM
To: Lisa Dawsey Smith; Kathy Boyd
Subject: Online Form Submittal: Citizen Service Information Form

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.

Citizen Service Information Form

This form is used to apply to City of Whitewater Boards, Committees or Commissions.

Date 2/21/2023

Applicant Information

First Name Tia

Last Name Schultz

Home Address 1294 Tower Hill Pass

City Whitewater

State WI

Zip Code 53190

Home Phone Number 573-268-2323

Cell Number 573-268-2323

Email Address schultztia@gmail.com

Boards/Committees/Commissions of Interest

Select all Boards, Committees & Commissions you are applying for by checking each box:

Give a brief overview of your background, experience, interest, or concerns pertaining to the selected board(s), committee(s) or commission(s).

Currently, I am a professor at UW-Whitewater in the Special Education Department. In this role, I am involved in efforts to improve inclusion and equity on campus, within my college, and in my department through work with the Equity, Diversity, and Inclusion college workgroup and the department subcommittee and National Coalition Building Institute (NCBI). This work extends beyond campus, as we prepare future teachers and professionals who work in schools and the

community. As a professional in the field of special education, I also specifically teach and write about inclusive practices within school settings. I am committed to equity and inclusion and would like to extend this work at the community level.

Optional: Upload supportive documents (resume, recommendation letter, etc.)

Field not completed.

Indicate whether you are available during the day or the early evening for a short interview with the City Manager & Common Council President.

Yes

Business/Employer Information

Business/Employer Name University Of Wisconsin-Whitewater - Whitewater, WI

Business/Employer Address 800 Main St., 5045 Winther Hall

City Whitewater

State Wisconsin

Zip Code 53190

Business/Employer Phone Number *Field not completed.*

Reference #1 Full Name Lama Bergstrand Othman

Reference #1 Address & Phone Number 1276 Tower Hill Pass Whitewater, WI 53190 309-752-3155

Reference #2 Full Name Brooke Winchell

Reference #2 Address & Phone Number 439 Pleasant St. Whitewater, WI 330-554-1328

Regular Board, Committee and Commission members are expected to attend at least three-quarters of the meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

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From: noreply@civicplus.com
Sent: Sunday, April 16, 2023 2:08 PM
To: Lisa Dawsey Smith; City Manager
Subject: Online Form Submittal: Citizen Service Information Form

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Citizen Service Information Form

This form is used to apply to City of Whitewater Boards, Committees or Commissions.

Date 4/16/2023

Applicant Information

First Name Jaime

Last Name Weigel

Home Address 216 N Park St

City Whitewater

State WI

Zip Code 53190

Home Phone Number 715-966-6065

Cell Number 715-966-6065

Email Address jaimeandjeff@gmail.com

Boards/Committees/Commissions of Interest

Select all Boards, Committees & Commissions you are applying for by checking each box:

Give a brief overview of your background, experience, interest, or concerns pertaining to the selected board(s), committee(s) or commission(s).

Landmarks Commission

I moved to Whitewater in 2010 and have served on several City boards since then including Parks and Recreation, Library Board of Trustees, and Urban Forestry. I am very interested in working to maintain and preserve the Effigy Mounds, as well as other landmarks currently deemed at risk. With over fifteen years of teaching experience, I believe that I can use my training and experience as a teacher to help the Landmarks

Commission educate the public about the historical and cultural significance of our City's landmarks.

Optional: Upload supportive documents (resume, recommendation letter, etc.)

[Weigel Resume - Landmarks Commission \(1\).pdf](#)

Indicate whether you are available during the day or the early evening for a short interview with the City Manager & Common Council President.

I am a school teacher so am available after 4:00 PM most days for a short interview. I am also available from 1:00-1:30 via Zoom.

Business/Employer Information

Business/Employer Name Northside Intermediate School

Business/Employer Address 159 Northside Dr.

City Milton

State WI

Zip Code 53190

Business/Employer Phone Number 608-868-9280

Reference #1 Full Name Kori Oberle

Reference #1 Address & Phone Number 688 Waters Edge Dr., Whitewater, WI 53190, 608-577-8220

Reference #2 Full Name Brienne Brown

Reference #2 Address & Phone Number 156 N. Freemont St., Whitewater, WI 53190, 512-297-8928

Regular Board, Committee and Commission members are expected to attend at least three-quarters of the meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

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From: noreply@civicplus.com
Sent: Tuesday, March 28, 2023 12:45 PM
To: Lisa Dawsey Smith; Kathy Boyd
Subject: Online Form Submittal: Citizen Service Information Form

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Citizen Service Information Form

This form is used to apply to City of Whitewater Boards, Committees or Commissions.

Date 3/28/2023

Applicant Information

First Name Carol

Last Name McCormick

Home Address 555 East Clay

City Whitewater

State WI

Zip Code 53190

Home Phone Number 12624735576

Cell Number 14148618155

Email Address bradyandpat@sbcglobal.net

Boards/Committees/Commissions of Interest

Select all Boards, Committees & Commissions you are applying for by checking each box:

Give a brief overview of your background, experience, interest, or concerns pertaining to the selected board(s), committee(s) or commission(s).

Plan & Architectural Review Commission

Even though I have stepped down from serving on the Common Council for 6 years, I would still like to be active in city government. I am a 50+ year resident of Whitewater, I have not only served, but also chaired the Park and Recreation Board, Public Works committee, and Alcohol licensing committee. I currently serve on the Urban Forestry Committee. I am also the treasurer for the Whitewater Rental Association.

Optional: Upload supportive documents (resume, recommendation letter, etc.) *Field not completed.*

Indicate whether you are available during the day or the early evening for a short interview with the City Manager & Common Council President. Available either time

Business/Employer Information

Business/Employer Name M and F Rentals

Business/Employer Address 555 East Clay

City Whitewater

State WI

Zip Code 53190

Business/Employer Phone Number 12624735576

Reference #1 Full Name Donna Henry

Reference #1 Address & Phone Number 347 S. Janesville St. Whitewater, WI (262)473-2208

Reference #2 Full Name Jim Allen

Reference #2 Address & Phone Number 215 E. Clay St. #42 Whitewater, WI (920)728-0626

Regular Board, Committee and Commission members are expected to attend at least three-quarters of the meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
Sent: Friday, March 17, 2023 6:57 PM
To: Lisa Dawsey Smith; Kathy Boyd
Subject: Online Form Submittal: Citizen Service Information Form

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.

Citizen Service Information Form

This form is used to apply to City of Whitewater Boards, Committees or Commissions.

Date 3/17/2023

Applicant Information

First Name Tom

Last Name Miller

Home Address 221 S. Prince St.

City Whitewater

State WI

Zip Code 53190

Home Phone Number 262-473-3121

Cell Number 262-949-6941

Email Address deadeye1@charter.net

Boards/Committees/Commissions of Interest

Select all Boards, Committees & Commissions you are applying for by checking each box:

Give a brief overview of your background, experience, interest, or concerns pertaining to the selected board(s), committee(s) or commission(s).

Police & Fire Commission
WW Fire Dept. 39 years - retired as Lieutenant; 41 years Walworth County Coroner/Medical Examiner's Office; Member and former officer of the Wisconsin Coroner's and Medical Examiners Association; 27 years at Fairhaven in the Maintenance Department. As a firefighter and Chief Deputy Coroner for Walworth County, I have unique and extensive experience working with law enforcement agencies and fire departments in Walworth and surrounding Counties. I am a life-

long resident of Whitewater. I currently serve as a member and Chairman of the Plan Board. Former Chairman and member of the Community Development Authority. I have a deep commitment to and want to continue to serve the citizens of Whitewater. Thank you for considering my application.

Optional: Upload supportive documents (resume, recommendation letter, etc.)

Field not completed.

Indicate whether you are available during the day or the early evening for a short interview with the City Manager & Common Council President.

Available any day of the week at the convenience of the City Manager and Common Council President.

Business/Employer Information

Business/Employer Name Owner/Operator of Tom's Handyman Service, LLC

Business/Employer Address 221 S. Prince St.

City Whitewater

State WI

Zip Code 53190

Business/Employer Phone Number 262-949-6941

Reference #1 Full Name Kelly Freeman

Reference #1 Address & Phone Number 262-458-2524
228 Lakeview Drive, Whitewater

Reference #2 Full Name Wally McDonell

Reference #2 Address & Phone Number 262-473-7900
1660 Mound View Place, Whitewater

Regular Board, Committee and Commission members are expected to attend at least three-quarters of the meetings each year. Alternate members are always welcome to attend all meetings, but are not required to attend meetings unless requested.

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Board, Committee and Commission Openings as of 4/21/2023		
BC&C	# of Openings	Notes
Board of Zoning Appeals	5	2 reg member (Ryan Valand will be dismissed on 5/2/23) 3 alt members, (Ken Kienbaum termed out in 2022, but still serving)
Community Development Authority	2	
Community Involvement and Cable TV Commission	1	1 Chamber of Commerce rep
Disability Rights Committee	-	
Equal Opportunities Commission	3	3 reg members
Ethics Committee	1	1 reg member (Ryan Valand will be dismissed on 5/2/23)
Landmarks Commission	1	Pat Blackmer termed out
Library Board	-	
Parks & Recreation Board	1	WUSD member to be appointed on 4/24/23
Pedestrian & Bicycle Advisory Committee	2	1 Parks & Rec Board rep, 1 reg member
Plan & Architectural Review Commission	3	1 reg members 2 alt members
Police & Fire Commission	1	Glenn Hayes resigning
Urban Forestry Commission	-	
Whitewater University Tech Park Board	1	Nate Parrish termed out, but will continue to serve until replacement is found by new city manager
Total	21	