



Common Council Meeting

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190
*In Person and Virtual

Tuesday, March 19, 2024 - 6:30 PM

Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.
Citizen participation is welcome during topic discussion periods.

Please click the link below to join

https://us06web.zoom.us/j/88466723171?pwd=wrl_Sb4PeHYlPhSlnAZagy-dUaNkdQ.HBti9PD42ZY_ByLt

Telephone: +1 (312) 626-6799

Webinar ID: 884 6672 3171

Passcode: 417817

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.

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

A councilmember can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the Council to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.

CLOSED SESSION Adjourn to closed session, to **Reconvene in Open Session**, Chapter 19.85(1)(c), Wis. Stats. for purposes of "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility." In particular, this closed session will be to discuss the City Manager's employment and performance.

CS-1. Regarding City Manager's employment performance-**HR**

CONSIDERATIONS

2. Discuss and possible action regarding City Manager's employment performance-**HR**

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any council members requests that an item be removed for individual consideration.

- [3.](#) Plan and Architectural Review Commission Minutes February 12, 2024.
- [4.](#) Lakes Advisory Committee Minutes January 25, 2024 and February 9, 2024.
- [5.](#) Public Works Committee Meeting Minutes February 13, 2024.
- [6.](#) Police & Fire Commission Meeting Minutes from January 22, 2024.

CITY MANAGER REPORT**STAFF REPORTS**

- [7.](#) Staff Update of Bunkroom Progress- **Fire Department**
- [8.](#) Lakes Advisory Committee Update- **Parks**
- [9.](#) TDS City of Whitewater Fees- **Finance**
- [10.](#) Update on the Strategic Plan and Goals- **City Manager**

HEARING OF CITIZEN COMMENTS

No formal 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.

RESOLUTION

- [11.](#) Discussion and Possible Action approving Responsibility Resolution for Urban Non-Point Source and Stormwater Construction Grant- **Public Works**

ORDINANCES**First Reading**

- [12.](#) **Ordinance 2024-001** an ordinance regarding Mobile Home Community Special Assessments- **City Manager/Finance**

Second Reading

- [13.](#) **Ordinance 2079** an ordinance regarding revisions to Chapter 12.22 Construction Standards Adopted, in particular special assessment costs assessed to property owners for sidewalk repair/replacement.- **Public Works**

CONSIDERATIONS

- [14.](#) Discussion and possible action of installing a Safe Haven Baby Box at the Fire Department – **Fire Department**
- [15.](#) Discussion and Possible Action regarding Amendment No. 1 to the Emergency Communications Radio System Site Improvement and Use Agreement Between Walworth County and the City of Whitewater- **Public Works**
- [16.](#) Discussion and Possible Action regarding Strand Associate’s Task Order 24-04 for Lead Service Line Replacement.- **Public Works**
- [17.](#) Discussion and Possible Action awarding Contract 5-2024, 2024 Street Maintenance Project. -**Public Works**
- 18. Councilmember Requests for Future Agenda Items or Committee items. Questions

FUTURE AGENDA ITEMS

- 19. Brown Cab update-**Finance Q2**
- 20. Staff update on Procurement Policy. - **Finance Q2**
- 21. Salary Compensation Survey. - **Gerber/Hicks Q2 2024**
- 22. Update on 2024 Gala.-**Chief of Staff Q2**
- 23. Set Date to hold Common Council meeting at UWW Campus-**City Manager/Hicks Q3**

ADJOURNMENT

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.

2023-2025 City of Whitewater’s 5 strategic goals: Build single-family homes, Communicate with the community without the newspaper, Support a thriving business community, Recruitment and retention efforts with a focus on diversity, and Prioritization of expenditures with available resources.



Plan & Architectural Review Meeting

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190
*In Person and Virtual

Monday, February 12, 2024 - 6:00 PM

Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.
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MINUTES

CALL TO ORDER AND ROLL CALL

CALL TO ORDER

Meeting was called to order at 6:00 p.m.

ROLL CALL

PRESENT

Councilmember Neil Hicks
Board Member Bruce Parker
Board Member Brian Schanen
Board Member Andrew Crone
Chairperson Tom Miller
Councilmember Brienne Brown

ABSENT

Vice Chairperson Sherry Stanek
Board Member John Beerman
Board Member Jeffery Weigel
Board Member Michael Smith

STAFF

Brad Marquardt
Allison Schwark-Planner/Zoning Administrator
Attorney Jonathan McDonnell
Llana Dostie

Board Member Carol McCormick was seated in the audience.

APPROVAL OF MINUTES

1. APPROVAL OF MINUTES

Motion made by Councilmember Hicks, Seconded by Board Member Schanen.

Voting Yea: Councilmember Hicks, Board Member Parker, Board Member Schanen, Board Member Crone, Chairperson Miller, Councilmember Brown

HEARING OF CITIZEN COMMENTS

No formal Plan Commission action will be taken during this meeting although issues raised may become a part of a future agenda. 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.

No Citizen Comments were made.

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

2. Discussion and possible approval of a Conditional Use Permit for a proposed arcade and lounge and sale of alcohol by the drink located at 141 W Whitewater Avenue #B, Parcel # /TR00008 for DLK Enterprise, Inc d/b/a Hawk's Arcade & Lounge.

Applicant Michael Kachel 408 Panther Ct on behalf of DLK Enterprise. Looking to reopen a store front that has been closed for a number years. They are moving items from Hawk Bowl to this location. There will be beer and liquor on site. No food except for Emil's frozen pizza's like the bowling alley had.

Brown asked about how many machines would there been. Kachel stated about 30 machines. There is about 1700 square feet of floor space. They are adding a bathroom. Removing an office. Trying to model themselves after one in Mukwonago.

Hicks asked about pinball machines.

Crone asked about how the liquor license would work with the middle school and high school kids. And separation about the alcohol and games. Kachel stated there were will bar area with seating that will be more of a restaurant atmosphere. And that he will work with staff about appropriate separation.

Kachel stated they would have alternate times where there would be no alcohol.

Miller stated that he has an issue with the alcohol and arcade together and how that would be policed. Miller feels like the age should be 21.

Brown stated she went to one in Austin TX that used wrist bands and different types of cups and and was very obvious the difference.

Motion made by Councilmember Brown, Seconded by Councilmember Hicks.

Miller asked about hours. Kachel answered close time of about 10:00 p.m.

Parker asked of the motion included the planners report. He felt that letter could be removed and the plan for letter B. And on letter C just the building only.

Voting Yea: Councilmember Hicks, Board Member Parker, Board Member Schanen, Board Member Crone, Councilmember Brown

Voting Nay: Chairperson Miller

3. Discussion and possible approval of a Conditional Use Permit for a new Wireless Telecommunication Facility to be located on the water tower located at 797 Indian Mound Pkwy, Parcel # /A277200001 for Netwurx.

David Roller represented the applicant Netwurx. The facility was built for the dual purpose for wireless antenna.

Allison stated that this is a fairly easily request. They meet all the criteria.

Schannen asked about how high above the hand rail will the antenna be.

Roller stated that they would not be higher than the obstruction light. Roller did state that sometimes the obstruction light is not put in according to the drawings if that is the case. They will raised the obstruction light to the plan height and keep the antennas below that obstruction light.

Hicks asked about whether they were using licensed ISM band. And will you file the necessary paperwork.

Roller responded in the affirmative.

Motion made by Councilmember Hicks, Seconded by Councilmember Brown.

Voting Yea: Councilmember Hicks, Board Member Parker, Board Member Schanen, Board Member Crone, Chairperson Miller, Councilmember Brown

DISCUSSION AND REVIEW

4. Discussion and possible approval of Preliminary Right of Way Plat for Starin Road for Parcels /WUP 00018D; /WSS00060; /WUP 00033; /WSS 00061; /A326000001.

Motion made by Board Member Schanen, Seconded by Board Member Parker.

Voting Yea: Councilmember Hicks, Board Member Parker, Board Member Schanen, Board Member Crone, Chairperson Miller, Councilmember Brown

5. Discussion and possible approval of Final Right of Way Plat for Starin Road for for Parcels /WUP 00018D; /WSS00060; /WUP 00033; /WSS 00061; /A326000001.

Motion made by Board Member Schanen, Seconded by Board Member Parker.

Voting Yea: Councilmember Hicks, Board Member Parker, Board Member Schanen, Board Member Crone, Chairperson Miller, Councilmember Brown

6. Review and possible approval of a Certified Survey Map for Parcel #/WUP 00018D.

Brad explained that Certified Survey Map (CSM). This area was all right of way. This CSM carves out these lots for future sale. One caveat is that we will have the City Attorney draft an affidavit of correction that will go to the County Register of Deeds notifying them

that the intentions was not to have all this area as right of way when it was purchased and we are creating these lots as right of way is not needed through these lots.

Hicks asked about the watermain easement. Brad stated that watermain are easier to move.

Motion made by Councilmember Hicks, Seconded by Councilmember Brown.

Voting Yea: Councilmember Hicks, Board Member Parker, Board Member Schanen, Board Member Crone, Chairperson Miller, Councilmember Brown

7. Discussion and possible consideration for public notices and notification list in future packets.

Hicks would like to see a list of addresses and maps on all public notices.

Brad asked for clarification if all or just public hearings. Hicks stated all public hearings.

Hicks made a motion to require the list address and the maps within the packets.

Motion made by Councilmember Hicks, Seconded by Councilmember Brown.

Voting Yea: Councilmember Hicks, Board Member Parker, Board Member Schanen, Board Member Crone, Chairperson Miller, Councilmember Brown

FUTURE AGENDA ITEMS

NEXT MEETING DATE IS MARCH 11, 2024.

ADJOURNMENT

Motion made by Councilmember Brown, Seconded by Councilmember Hicks.

Voting Yea: Councilmember Hicks, Board Member Parker, Board Member Schanen, Board Member Crone, Chairperson Miller, Councilmember Brown

Meeting adjourned at 6:35 p.m.

Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting. Those wishing to weigh in on any of the above-mentioned agenda items but unable to attend the meeting are asked to send their comments to:

c/o Neighborhood Services Director
312 W. Whitewater Street
Whitewater, WI 53190
or pcronce@whitewater-wi.gov



Lakes Advisory Committee Meeting Minutes
Thursday, January 25, 2024 – 5:00 pm
Cravath Lakefront Room
312 W. Whitewater Street
Whitewater, WI 53190
Hybrid Meeting

1. Call to Order and Roll Call

Present: Carol McCormick, Elvira Kau, Gayle Stettler, and Kurt Zipp. Absent: Geoff Hale and Ginny Coburn
Staff: Michelle Dujardin, and Kevin Boehm
Guest: Ryan Tevis and Don Huntington

2. Approval of Agenda

Motioned by Carol McCormick. Seconded by Kurt Zipp. Ayes: Carol McCormick, Elvira Kau, Gayle Stettler, and Kurt Zipp Absent: Geoff Hale and Ginny Coburn

(Geoff Hale Joined by phone)

3. Hearing of Citizen Comments

No Comments

4. Staff Reports

a. Assistant Director's Report

i. Michelle Dujardin

1. Dujardin presented Ordinance No. 2072 Creating Chapter 2.73 Lake Advisory Committee.

5. Considerations/Discussions/Reports

a. Discussion and possible action regarding appointment of Committee Chair

- i. Motioned by Carol McCormick to nominate Kurt Zipp for Chair. Seconded by Geoff Hale. Ayes: Carol McCormick, Elvira Kau, Gayle Stettler, Geoff Hale and Kurt Zipp Absent: Ginny Coburn.
Kurt Zipp accepted position

6. Considerations/Discussions/Reports

a. Discussion and possible action regarding appointment of Committee Vice Chair

- i. Carol McCormick volunteered for Vice Chair. Ayes:.. Carol McCormick, Elvira Kau, Gayle Stettler, Geoff Hale and Kurt Zipp Absent: Ginny Coburn.
Carol McCormick accepted position.

7. Considerations/Discussions/Reports

a. Discussion and possible action regarding committee goals and objectives

- i. Board discussion took place to create goals and objectives.

8. Future Agenda Items

- a. Presentation from Whitewater-Rice Lakes Management District
- b. Whitewater Stormwater Plan

9. Adjournment

- a. Motioned by Kurt Zipp at 6:04pm, followed by a unanimous Aye from all board members: Carol McCormick, Elvira Kau, Gayle Stettler, Geoff Hale and Kurt Zipp Absent: Ginny Coburn

Respectfully Submitted,

Michelle Dujardin

Michelle Dujardin

Lakes Advisory Committee Meeting Goals & Objectives Establish 1/25/24

Goals & Objectives	Extra Discussion/Ideas
Creation of Lakes District	Asking Whitewater/Rice Lake District for help
Education/Promotion of Lake District & Overall Value of our Lakes to our community	Social Media, City Manager Newsletter
Cattail mangement and removal	Dredge, Swamp Devil, Drone Spray, Truxor
Update Lakes Management Plan with Southeastern Wisconsin Reginal Planning Commission	
Balanced ecosystem	
Purchase of equipment to manage lakes moving forward	Truxor w/attachments
Create navigational waters for no wake actvities	
Plant management plant, to include all plants, not just cattail	Evaluate submerged weeds in Spring
Water quality improvement & ability to maintain	
Identify water locations being fed into the lake, to include quality, & plan to catch nutrients before entering main lake	
Identify and work with agricutlure land owners to improve water quality and soure of runoff feeding the lake	
Colaboration with UW-Whitewater for future capstone studies, funding, educational speakers	
Increase Recreational Activities: Kayak, Canoe, Fishing, Bird Watching,	Rental options at Cravath Lakefront Building
Improve Pier & ADA Access in multiple locations, first targeting Clay Street Nature Park location	ADA Kayak Launch
Dredge & Bring Back Swimming Hole at Trippe Lake	What is the appropriate depth
Explore Political Avenues for Back-up	Baldwin on Water Quality
Shoreline Restoration	
Fish Stocking for 2024 and future years	
Enhance Landscaping on City owned areas around the lakes	Exercise Equipment on the pathways
Storm water management plan that spells out water entering the lake	
Explore Grants that could help Lake District & Individual Land Owners	
Connect with Wisconsin Wetlands for Public Education & Resources	



Lakes Advisory Committee Special Meeting Minutes
Friday, February 09, 2024 – 8:30 pm
Cravath Lakefront Room
312 W. Whitewater Street
Whitewater, WI 53190
Hybrid Meeting

1. Call to Order and Roll Call

Present: Carol McCormick, Elvira Kau, Ginny Coburn and Kurt Zipp. Absent: Gayle Stettler and Geoff Hale
Staff: Michelle Dujardin, and Kevin Boehm
Guest: Don Huntington, Jon Tanis, Carol Ducommon, and Chuck Chambers

2. Approval of Agenda

Motioned by Carol McCormick. Seconded by Ginny Coburn. Ayes: Carol McCormick, Elvira Kau, Ginny Coburn and Kurt Zipp Absent: Geoff Hale and Gayle Stettler

3. Hearing of Citizen Comments

No Comments

4. Considerations/Discussions/Reports

a. Presentation on creating a Lakes District by the Whitewater-Rice Lakes Management District

- i. Presentation given by Whitewater-Rice Lakes Management District on best practices and possible obstacles. Board questions and answers took place.

5. Future Agenda Items

- a. Presentation from Southeastern Wisconsin Regional Planning Commission
- b. Whitewater Stormwater Plan
- c. Discussion of Resolution

6. Adjournment

- a. Motioned by Elvira Kau at 9:53am, seconded by Carol McCormick Ayes: Carol McCormick, Elvira Kau, Ginny Coburn and Kurt Zipp Absent: Geoff Hale and Gayle Stettler

Respectfully Submitted,

Michelle Dujardin



Public Works Committee Meeting

Cravath Lakefront Room, 2nd Floor
312 W. Whitewater Street
Whitewater, WI, 53190
*In Person

Tuesday, February 13, 2024 - 6:00 PM

MINUTES

CALL TO ORDER

The Public Works Committee Meeting was called to order by Marquardt at 6:00 p.m.

ROLL CALL

Present: Hicks, Gerber, Dawsey-Smith

Others: Marquardt

ELECTION OF CHAIRPERSON/VICE CHAIRPERSON

Gerber nominated Dawsey-Smith as chairperson. Dawsey-Smith then nominated Gerber. Hicks seconded Gerber and Gerber did not accept. Gerber then nominated Dawsey-Smith, nomination accepted by Dawsey-Smith. Dawsey-Smith will now serve as Chairperson of the Public Works Committee.

AYES: Gerber, Hicks, Dawsey-Smith. NOES: None. ABSENT: None

SET DAY AND TIME FOR REGULARLY SCHEDULED MONTHLY MEETINGS

Marquardt stated he put this item on for discussion, if needed. However, this meeting time has always been the second Tuesday of each month at 6:00 p.m. Meeting day and time will remain status quo. There was no further need for discussion.

APPROVAL OF MINUTES

1. Approval of minutes from December 12, 2023

It was moved by Gerber and seconded by Hicks to approve the Public Works Committee minutes from December 12, 2023.

AYES: All by via voice vote (3). NOES: None. ABSENT: None

HEARING OF CITIZENS COMMENTS

None

NEW BUSINESS

2. Discussion and Possible Action regarding awarding Contract 1-2024, Ann Street and Fremont Street Reconstruction

Marquardt stated the reconstruction of Ann Street, from Trippe Street to Fremont Street, and Fremont Street, from Ann Street to Whitewater Street, was recently advertised. Three bids were received and opened on February 6, 2024. The lowest bid was from Rock Road Companies at \$1,195,335.51 with an alternative bid of \$33,654.94. The alternative bid was for the cleaning of the detention pond that is located at the corner of James Street and Fremont Street.

Marquardt stated the City budgeted for these three projects and the total of all three projects falls within the budgeted amount.

Staff recommended forwarding approval, including the alternative bid, of award to Rock Road Companies to the full Council.

It was moved by Hicks and seconded by Gerber to approve awarding Contract 1-2024, Ann Street and Fremont Street Reconstruction to Rock Road Companies.

AYES: Dawsey-Smith, Hicks, Gerber. NOES: None. ABSENT: None.

3. Discussion and Possible Action regarding awarding Contract 2-2024, Forest Avenue Reconstruction

Marquardt stated the reconstruction of Forest Avenue, from 4th Street to Church Street, was recently advertised. Three bids were received and opened on February 6, 2024. The lowest bid was from BKS Excavating, Inc. (Edgerton) at \$427,900.

Marquardt stated he did have a meeting with the City Attorney yesterday (Monday, February 12) regarding BKS Excavating not notarizing their corporation for their bid. It should be noted the bid was signed by their president and attested to. There are four different signature line, depending on the type: sole person, corporation, liability, or partnership. Our City Attorney did not feel the lack of notarizing was an issue on this bid.

The City budgeted money for all three projects (Ann/Fremont, Forest, and Fremont) totaling \$3,322,295. The total of all three bids equals \$3,179,064.45, which included the bid from BKS Excavating for \$427,900.

Therefore, staff recommended forwarding approval of award to BKS excavating, Inc. to the full Council.

It was moved by Hicks and seconded by Dawsey-Smith to approve awarding Contract 2-2024, Forest Avenue Reconstruction to BKS Excavating, Inc.

AYES: Gerber, Hick, Dawsey-Smith. NOES: None. ABSENT: None.

4. Discussion and Possible Action regarding awarding Contract 3-2024, North Fremont Street Reconstruction

Marquardt stated reconstruction of Fremont Street, from Starin Road to Lauderdale Drive, and the pulverization and paving from Lauderdale Drive to Whitewater Creek was recently advertised. Three bids were received and opened on February 8, 2024. The lowest bid was from RR Walton & Company LTD at \$1,522,177.

The Task Order for design was approved in August 2022. The Reconstruction Project was approved as part of the 2024 CIP in the 2024-2025 budget approved by Council in November 2023.

Staff recommended forwarding approval of award to RR Walton & Company LTD.

It was moved by Gerber and seconded by Lisa Dawsey-Smith to approve awarding Contract 3-2024, North Fremont Street Reconstruction to RR Walton & Company LTD.

AYES: Dawsey-Smith, Gerber, Hicks. NOES: None. ABSENT: None.

5. Discussion and Possible Action regarding Strand Task Order 24-03, Vanderlip Pumping Station and Force Main Construction

Marquardt stated the Vanderlip Pumping Station is the big project for 2024, and is located at the end of Carriage Drive. This project also covers the force main, sanitary sewer, the removal of the lift station at Fraternity Lane and Florence Street. It also includes some sanitary work on Fraternity Lane and Carriage Drive and Tratt Street along with some water mains, in a few locations, and sidewalk ramps in those areas.

The project was awarded to Fischer Excavating in October 2023. The contractor will soon be starting construction. Task Order 24-03 will cover inspection services, staking, construction administration, funding assistance, pumping station start-up and record drawings. The cost estimate, based on an hourly rate basis plus expenses, is \$400,000. The Task Order includes approximately \$21,000 for work performed over the original design Task Order amount and is already paid. This work entailed revising the plans, CWF application, preconstruction meeting, shop drawing review and project coordination. The remaining \$379,000 is broken out below:

<u>Task</u>	<u>Revised Cost</u>
RPR Services (1,550 hours)	\$222,000
Construction Staking (15 trips)	\$30,000
Project Management/Construction Administration/Site Visits (560 hours)	\$113,000
Funding Assistance (42 hours)	\$7,000
Pumping Station Start-Up/Punchlist (18 hours)	\$4,000
Record Drawings (16 hours)	<u>\$3,000</u>
Totals	\$379,000

Staff worked with Strand to reduce the original amount of \$469,000 down to the current amount. This is a long construction project starting in February and going into October/November, with Strand's duties going into spring of 2025.

Staff recommended forwarding approval of the task order to the full Council.

It was moved by Hicks and seconded by Dawsey-Smith to approve Strand Task Order 24-03, Vanderlip Pumping Station and Force Main Construction.

AYES: Hick, Gerber, Dawsey-Smith. NOES: None. ABSENT: None.

6. Discussion and Possible Action regarding WE Energies easement at Cravath Lakefront Park

Marquardt stated in conjunction with the Ann Street/Fremont Street reconstruction project, WE Energies needs to upgrade and relocate a gas main located within Cravath Lakefront Park. They are requesting an easement from the City to do this work.

Staff recommended forwarding approval to full Council.

It was moved by Lisa Dawsey-Smith and seconded by Hicks to approve the WE Energies easement at Cravath Lakefront park.

AYES: Dawsey-Smith, Gerber, Hicks. NOES: None. ABSENT: None.

7. Discussion and Possible Action regarding Final Starin Road Right-of-Way Plat and associated Certified Survey Map

Marquardt stated this is just for information as it was at the Plan Commission meeting the night before to approve the Starin Road Right-of-Way. When the property was acquired to extend Starin Road from Whitewater Creek to Newcomb Street, it was all acquired as right of way. In order to define the true road

right of way for Starin Road, a right-of-way plat needs to be completed. The Certified Survey Map defines the remaining area outside the Starin Road right of way into Lots 1, 2 and 3 and an Outlot 1. Since all the land was originally acquired as right of way, a correction affidavit will be submitted stipulating the City did not intend to use or dedicate all of the land for public road purposes, but rather the actual public road portion has been dedicated via a right of way plat and the remainder of said land was not dedicated for public road purposes and is not intended to be used for public road purposes. By defining the ROW and creating lots, the City can sell the lots with the proceeds going to the Fire Department.

8. Discussion and Possible Action regarding water main easement across City owned property

Marquardt stated a water main exists within the lots created by the Starin Road Certified Survey Map. If the City ever sells these lots, a water main easement should be in place that would outline what the easement is for, and the rights of the new property owner and the City. In order to have the easement in place, the City must grant an easement to itself.

Staff recommended forwarding approve to full Council.

It was moved by Dawsey-Smith and seconded by Hicks to approve the water main easement across City owned property.

AYES: Gerber, Hick, Dawsey-Smith. NOES: None. ABSENT: None.

FUTURE AGENDA ITEMS

Gerber asked Marquardt if the sidewalk discussion was coming back. Marquardt stated it will be back on the agenda for March.

ADJOURNMENT

It was moved by Hicks and seconded by Gerber to adjourn the Public Works Committee meeting at 6:14 p.m.

AYES: All by via voice vote (3). NOES: None. ABSENT: None.

Respectfully Submitted,

Alison Stoll

Alison Stoll, Administrative Assistant
Department of Public Works



Police and Fire Commission Meeting

Whitewater Municipal Building Community Room,
312 West Whitewater St., Whitewater, WI 53190

*In Person and Virtual

Monday, January 22, 2024 - 6:00 PM

**Citizens are welcome (and encouraged) to join our webinar via computer, smart phone, or telephone.
Citizen participation is welcome during topic discussion periods.**

Please click the link below to join the webinar:

Police & Fire Commission Meeting

January 22, 2024, 6:00PM

Please join my meeting from your computer, tablet or smartphone.

<https://meet.goto.com/326407381>

You can also dial in using your phone.

Access Code: 326-407-381

United States: +1 (408) 650-3123

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(262) 473-0108.**

AGENDA

CALL TO ORDER

The meeting was called to order at 6:00 PM by Commissioner Jerry Grant

ROLL CALL

PRESENT

Commissioner Jerry Grant

Commissioner Beverly Stone

Commissioner Mwita Binagi

Commissioner Tom Miller

Police Chief Daniel Meyer

Police Captain Adam Vander Steeg

Assistant Fire Chief Ryan Dion

Support Services Manager Sabrina Ojibway

ABSENT

Commissioner Marissa Aranda

APPROVAL OF AGENDA

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Motion made by Commissioner Miller, Seconded by Commissioner Binagi to approve agenda.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Miller.
Motion passed.

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any commission member requests that an item be removed for individual consideration.

1. Approval of Minutes from December 4th, 2023

Motion made by Commissioner Binagi, Seconded by Commissioner Miller to approve consent agenda.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Miller.
Motion passed.

HEARING OF CITIZEN COMMENTS

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There were no citizen comments

NEW BUSINESS

2. PFC Code of Ethics

Commissioner Miller read and signed the Police & Fire Commission Code of Ethics form.

REPORTS

3. Fire Chief's Report

a. Assistant Fire Chief Transition from Part-Time to Full-Time Position

Assistant Fire Chief Dion advised that due to the Fire Department needing more administrative assistance, his position went from part-time to full-time effective January 2nd, 2024.

EXECUTIVE SESSION

Adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1)(C) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which governmental body has jurisdiction or exercises responsibility" and Wisconsin Statute 19.85(1)(F) "Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations". Items to be discussed:

4. Interview of FTE EMT/Firefighter Candidate

Interview of Patrol Officer Candidate

Interview of Patrol Lieutenant Candidate

Overview of 2023 Police Department Citizen Complaint

Motion made by Commissioner Miller, Seconded by Commissioner Stone to go into closed session.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Miller.
Motion passed.

The Police & Fire Commission went into closed session at 6:10 PM

RECONVENE INTO OPEN SESSION

Motion made by Commissioner Miller, Seconded by Commissioner Stone to go into open session.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Miller.
Motion passed.

The Police & Fire Commission went into open session at 7:24 PM

5. Announcement of Recommendation Concerning Whitewater Fire Department Hiring Process

Motion made by Commissioner Stone, Seconded by Commissioner Miller to approve the appointment of Braden Burger to the position of FTE Firefighter/AEMT, effective January 22nd, 2024. This appointment is subject to the successful completion of a 12-month probationary period.

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Miller. Motion passed.

Announcement of Recommendation Concerning Whitewater Police Department Hiring Process

Motion made by Commissioner Binagi, Seconded by Commissioner Stone to recommend the endorsement and hiring of Hunter Martin to the position of Patrol Officer for the Whitewater Police Department

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Miller. Motion passed.

Announcement of Recommendation Concerning Whitewater Police Department Promotional Process

Motion made by Commissioner Binagi, Seconded by Commissioner Miller to recommend the endorsement and promotion of Taylor Krahn to the position of Patrol Lieutenant for the Whitewater Police Department

Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Miller. Motion passed.

FUTURE AGENDA ITEMS

It was proposed to hold a Special Session meeting for the purpose of interviewing a Patrol Captain candidate. Date will be dependent on if the candidate is an internal or external candidate. Fire Department may have Paid on Call candidates to present for certification. The Commission discussed potentially holding regular session quarterly meetings the third Mondays of the month.

ADJOURNMENT

Motion made by Commissioner Miller, Seconded by Commissioner Stone to adjourn.

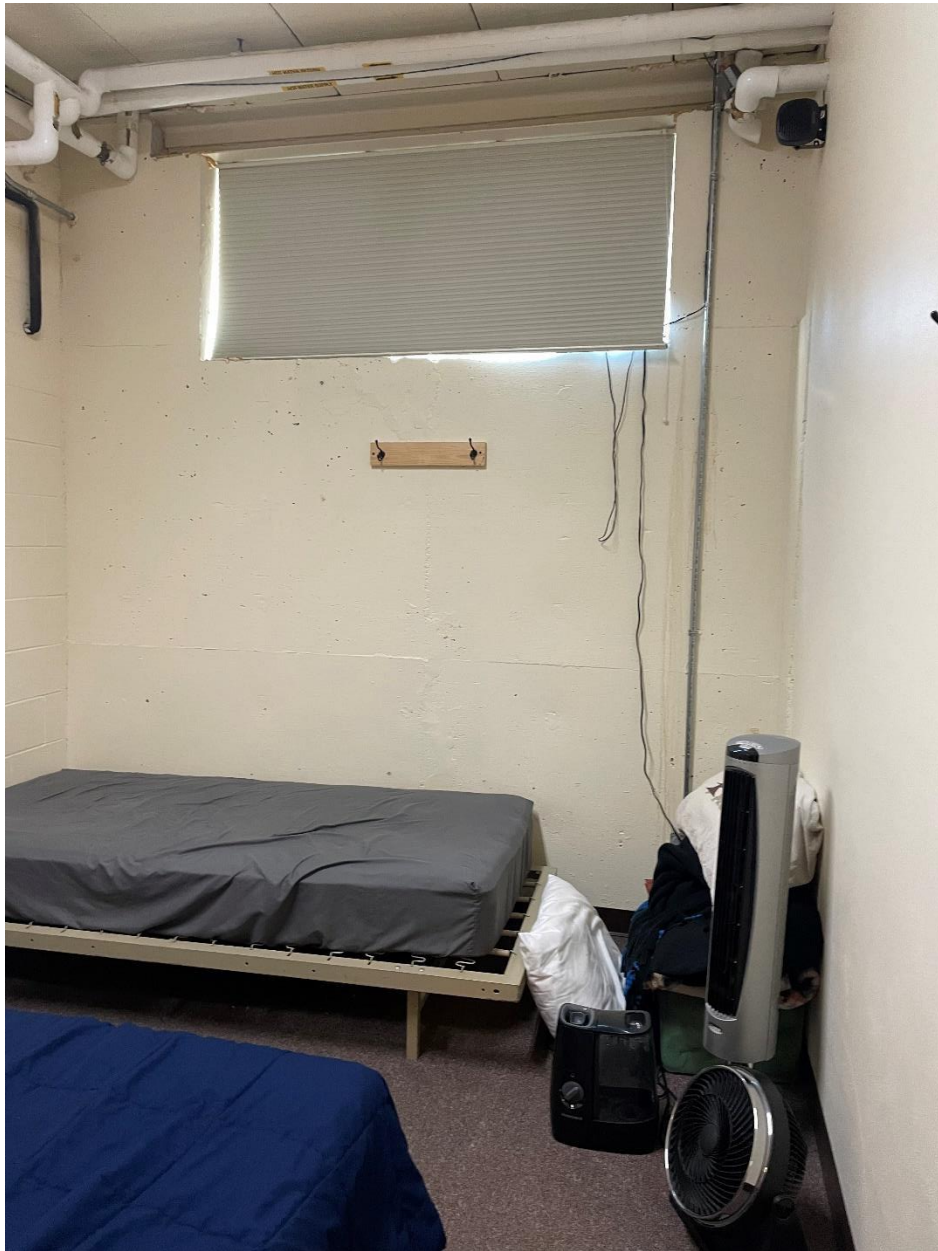
Voting Yes: Commissioner Grant, Commissioner Stone, Commissioner Binagi and Commissioner Miller. Motion passed

Meeting adjourned at 7:31 PM

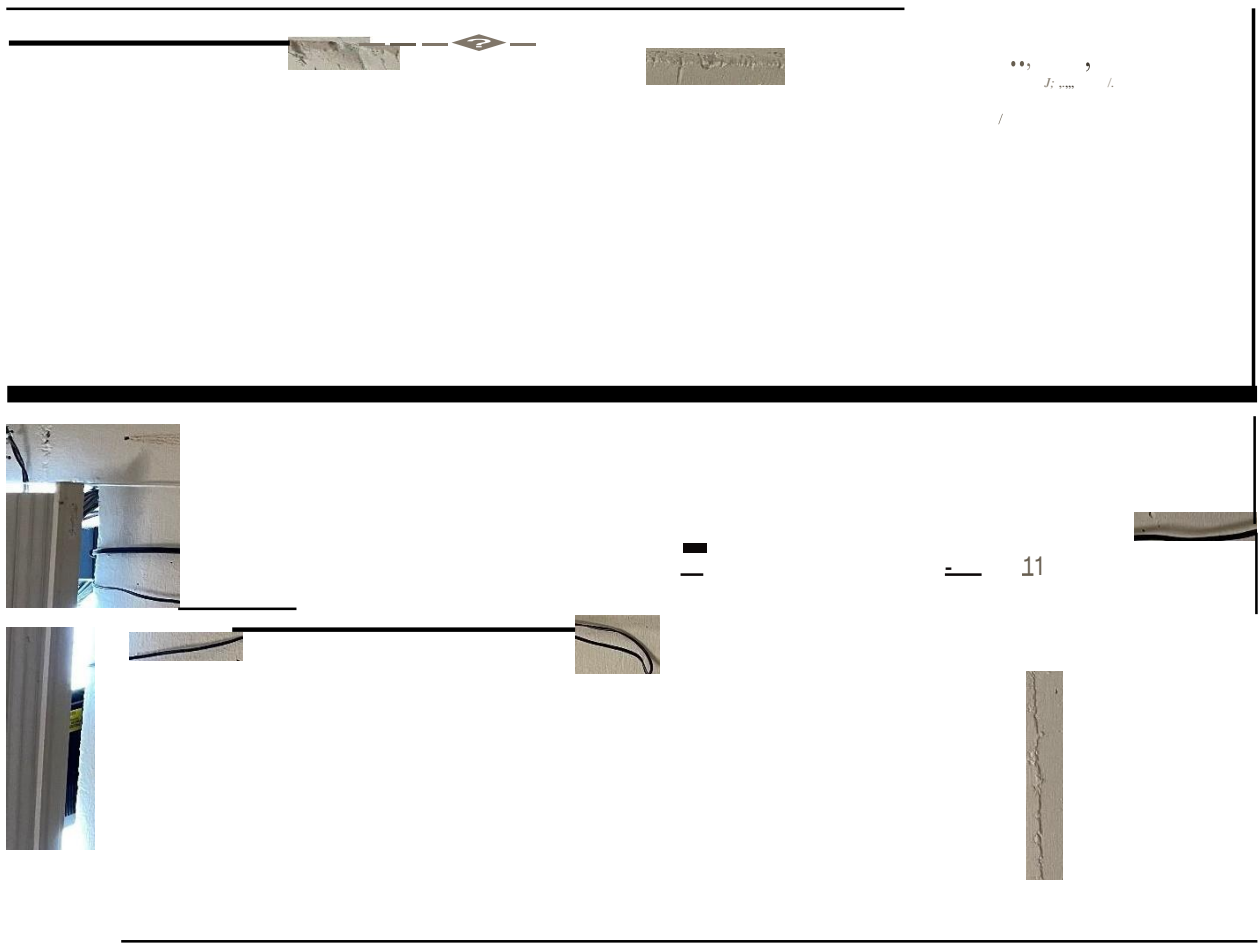
Anyone requiring special arrangements is asked to call the Office of the City Manager / City Clerk (262-473-0102) at least 72 hours prior to the meeting.

A quorum of the Common Council may be present. This notice is given to inform the public that no formal action will be taken at this meeting.

FIRE DEPARTMENT BUNK ROOM AND RESTROOM RENOVATION CONTRACT 4-2024 CITY OF WHITEWATER, WISCONSIN FINAL OPINION OF PROBABLE CONSTRUCTION COST					
				ENGINEER'S ESTIMATE	
No.	Description	Quantity	Unit	Unit Price	Total Price
Architectural Work					
1.	Mobilization (All Disciplines)	1	LS	\$ 10,000.00	\$ 10,000.00
2.	Demolition (All Disciplines)	1	LS	\$ 15,000.00	\$ 15,000.00
3.	Metal Stud and Gypsum Wall Type A	880	SF	\$ 8.00	\$ 7,040.00
4.	Metal Stud and Gypsum Wall Type B	400	SF	\$ 6.00	\$ 2,400.00
5.	Exterior Wall Infill Type C	65	SF	\$ 60.00	\$ 3,900.00
6.	Duct Drywall Soffit	150	SF	\$ 6.00	\$ 900.00
7.	Interior Wood Door and Frame	7	EA	\$ 2,000.00	\$ 14,000.00
8.	Exterior IHM Door and Frame	1	EA	\$ 3,000.00	\$ 3,000.00
9.	Painting	1	LS	\$ 10,000.00	\$ 10,000.00
10.	Wall Tile	225	SF	\$ 16.00	\$ 3,600.00
11.	Restroom and Shower Floor Tile	335	SF	\$ 20.00	\$ 6,700.00
12.	Resilient Vinyl Flooring	750	SF	\$ 3.50	\$ 2,625.00
13.	Wall Base	341	LF	\$ 5.00	\$ 1,705.00
14.	Stall Partition	2	EA	\$ 800.00	\$ 1,600.00
15.	Urinal Partition	1	EA	\$ 405.00	\$ 405.00
16.	Toilet Compartment Grab Bars	2	EA	\$ 250.00	\$ 500.00
17.	Shower Grab Bars	2	EA	\$ 250.00	\$ 500.00
18.	Vanity Casework/Countertops	11	LF	\$ 200.00	\$ 2,200.00
19.	Mirrors	3	EA	\$ 150.00	\$ 450.00
20.	Soap Dispenser	3	EA	\$ 100.00	\$ 300.00
21.	Robe Hooks	4	EA	\$ 50.00	\$ 200.00
22.	Toilet Paper Dispenser	2	EA	\$ 70.00	\$ 140.00
23.	Surface Mounted Towel Dispenser and Receptacle	1	EA	\$ 800.00	\$ 800.00
24.	Shower Rod and Curtain	2	EA	\$ 80.00	\$ 160.00
25.	Lockers	5	EA	\$ 550.00	\$ 2,750.00
Architectural Subtotal					\$ 90,875.00
Plumbing Work					
26.	Sinks	3	EA	\$ 350.00	\$ 1,050.00
27.	Shower Fixtures	2	EA	\$ 300.00	\$ 600.00
28.	Toilets	2	EA	\$ 350.00	\$ 700.00
29.	Shower Drain Strainer	2	EA	\$ 250.00	\$ 500.00
30.	Miscellaneous	1	LS	\$ 2,500.00	\$ 2,500.00
Plumbing Subtotal					\$ 5,350.00
Mechanical Work					
31.	Electric Baseboard Heater	6	EA	\$ 350.00	\$ 2,100.00
32.	Supply Grille	6	EA	\$ 200.00	\$ 1,200.00
33.	Ductwork	1	LS	\$ 3,000.00	\$ 3,000.00
34.	Miscellaneous	1	LS	\$ 2,500.00	\$ 2,500.00
Mechanical Subtotal					\$ 8,800.00
Electrical Work					
35.	Fixture Type A/AX	18	EA	\$ 350.00	\$ 6,300.00
36.	Fixture Type B	6	EA	\$ 350.00	\$ 2,100.00
37.	Fixture Type C	1	EA	\$ 350.00	\$ 350.00
38.	Fixture Type D	2	EA	\$ 200.00	\$ 400.00
39.	Fixture Type XZ1	2	EA	\$ 150.00	\$ 300.00
40.	Lighting Power Connections	1	LS	\$ 5,000.00	\$ 5,000.00
41.	Lighting Panel Power Circuit Breakers	1	LS	\$ 1,500.00	\$ 1,500.00
42.	Receptacles and Connections	13	EA	\$ 250.00	\$ 3,250.00
43.	Surface Raceway	300	LF	\$ 5.00	\$ 1,500.00
44.	Hallway Fire Alarm/Carbon Monoxide Device	2	EA	\$ 100.00	\$ 200.00
45.	Bunkroom Low Frequency Sounder Fire Alarm Device	6	EA	\$ 100.00	\$ 600.00
46.	Copper Phone Line	1	EA	\$ 1,000.00	\$ 1,000.00
47.	Wireless Access Points	2	EA	\$ 5,000.00	\$ 10,000.00
48.	Miscellaneous	1	LS	\$ 5,000.00	\$ 5,000.00
Electrical Subtotal					\$ 37,500.00
Subtotal					\$ 142,525.00
Contingencies (10%)					\$ 14,300.00
Subtotal					\$ 156,825.00
Contractor's GCs (10%)					\$ 15,700.00
Total					\$ 172,500.00

















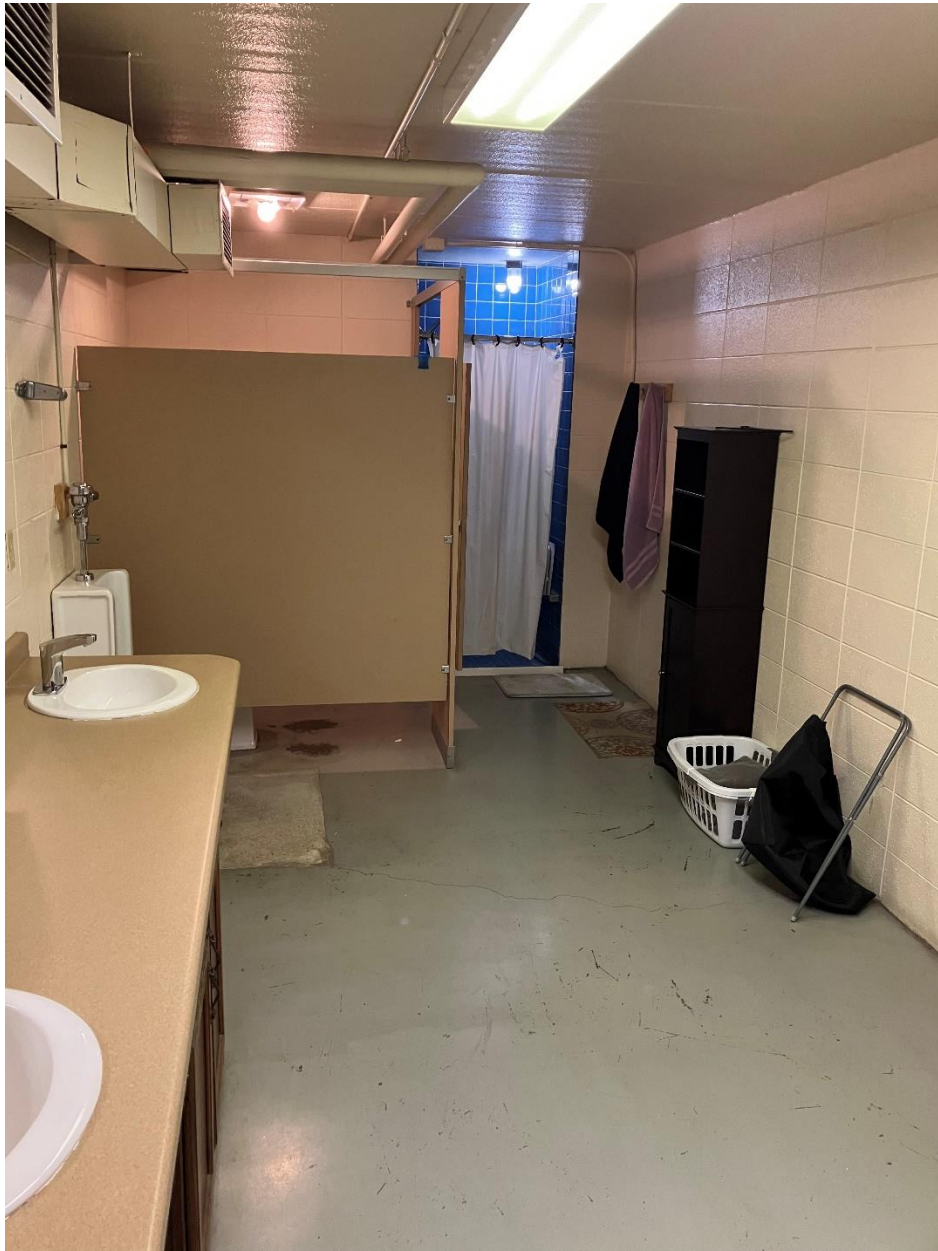










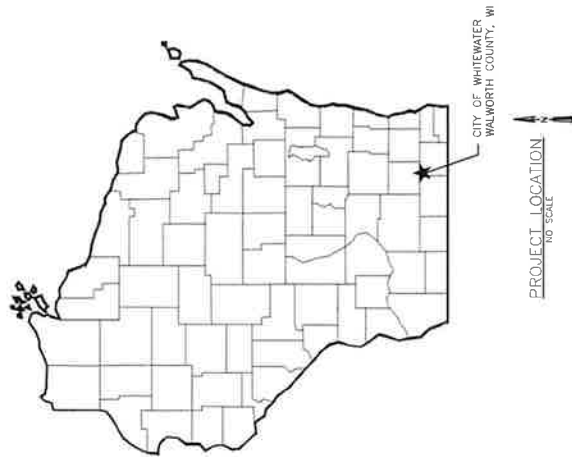


FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL

FOR THE

CITY OF WHITEWATER

WHITEWATER, WISCONSIN



PROJECT LOCATION
NO SCALE

910 West Wingra Drive Madison,
WI 53715
608-251-4843
608-251-8655 fax
www.strand.com

CONTRACT 4-2024

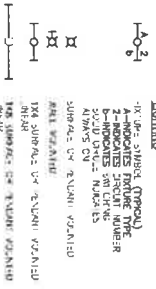


AREA MAP
NO SCALE

LIST OF DRAWINGS	
SHEET NO.	DRAWING NO. DRAWING TITLE
GENERAL	
1	GS-01 TITLE SHEET, LOCATION MAP, AND DRAWING LIST
2	GS-02 STANDARD SYMBOLS AND ABBREVIATIONS - 1
3	GS-03 STANDARD SYMBOLS AND ABBREVIATIONS - 2
DEMOLITION	
4	D1-01 FLOOR PLAN
ARCHITECTURAL	
5	A1-01 CODE SUMMARY AND LIFE SAFETY PLAN
6	A2-01 ELEVATIONS AND SECTIONS
7	A3-01 ELEVATIONS AND SECTIONS
8	A5-01 DETAILS AND SCHEDULES
MECHANICAL/PLUMBING	
9	MP-01 FLOOR PLAN
10	MP-02 DETAILS AND SCHEDULES
ELECTRICAL	
11	EL-01 POWER AND LIGHTING PLAN
12	EL-02 DETAILS AND SCHEDULES

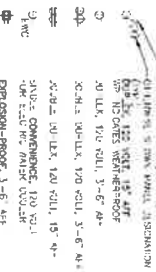
ELECTRICAL SYMBOLS

LIGHTING



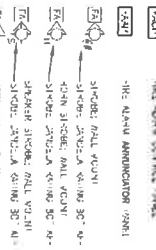
ELECTRICAL SYMBOLS

ELECTRICAL SYMBOLS



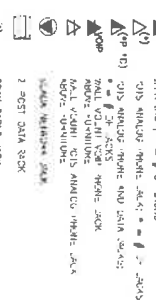
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ELECTRICAL SYMBOLS



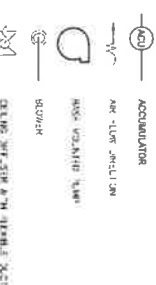
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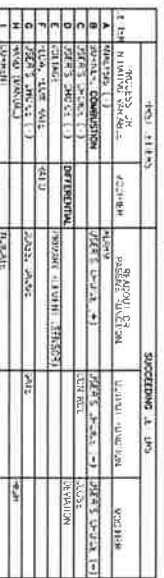
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ELECTRICAL SYMBOLS



ELECTRICAL SYMBOLS

ELECTRICAL SYMBOLS



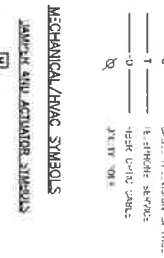
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ELECTRICAL SYMBOLS



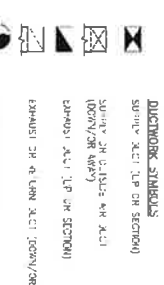
ELECTRICAL SYMBOLS

ELECTRICAL SYMBOLS



ELECTRICAL SYMBOLS

ELECTRICAL SYMBOLS



ELECTRICAL SYMBOLS

ELECTRICAL SYMBOLS



GENERAL STANDARD SYMBOLS AND ABBREVIATIONS - 2

FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL
CITY OF WHITEWATER

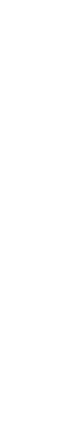
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ELECTRICAL SYMBOLS

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ELECTRICAL SYMBOLS

ELECTRICAL SYMBOLS



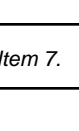
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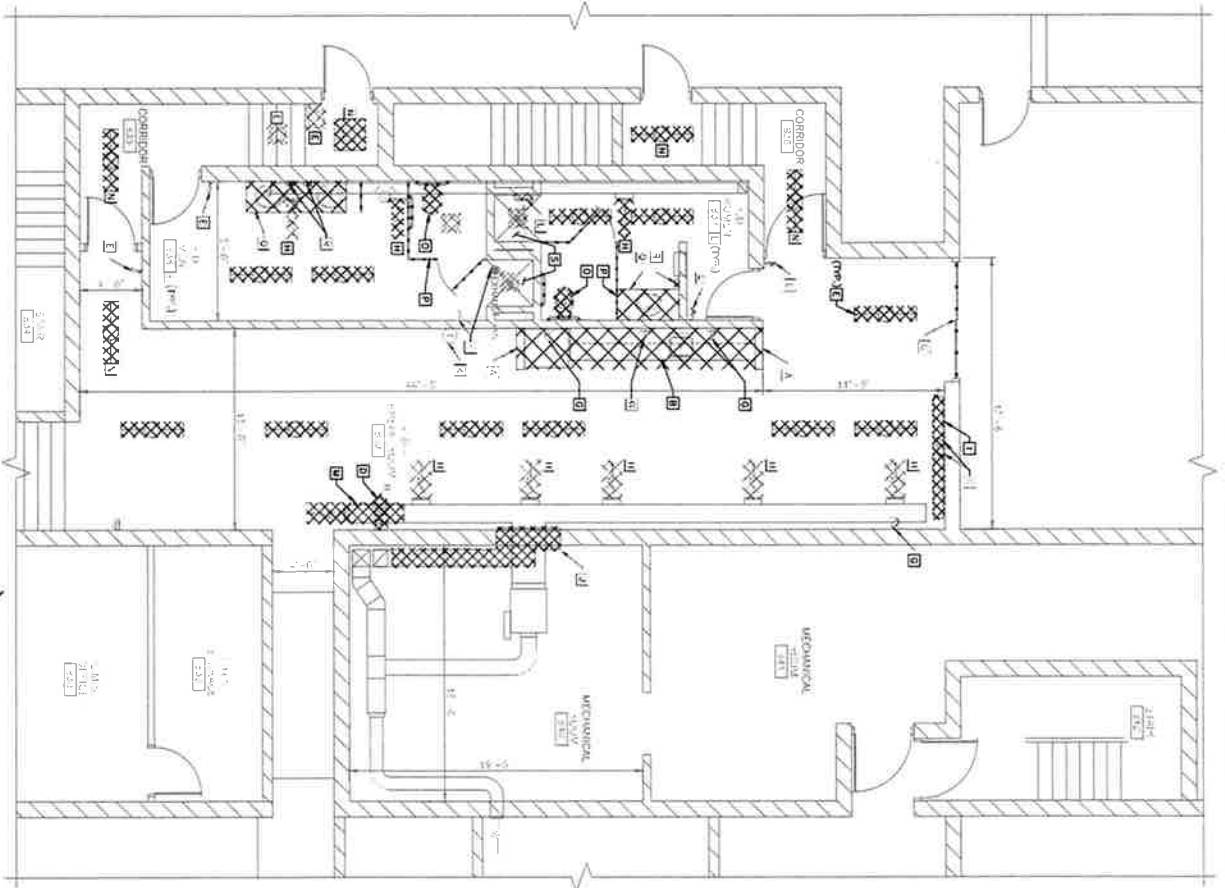
ELECTRICAL SYMBOLS



ELECTRICAL SYMBOLS

ELECTRICAL SYMBOLS

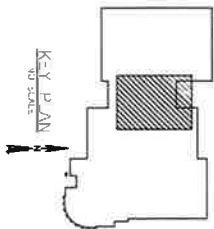




DEMOLITION - LOOK PLAN



KEY PLAN
NO SCALE



- LEGEND:**
- A. REMOVAL OF EXISTING BUNK ROOM AND RESTROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - B. REMOVAL OF EXISTING RESTROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - C. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - D. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - E. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - F. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - G. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - H. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - I. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - J. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - K. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.
 - L. REMOVAL OF EXISTING MECHANICAL ROOM ASSOCIATED WITH THE OLD BUNK ROOM. THIS ROOM WAS USED FOR STORAGE OF EQUIPMENT AND SUPPLIES. IT IS TO BE DEMOLISHED AND THE AREA RECONSTRUCTED AS A MECHANICAL ROOM.

**DEMOLITION
FLOOR PLAN**

FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL
CITY OF WHITWATER

NO.	REVISIONS	DATE
1	FOR OWNER REVIEW	01/15/14

SA
STRAND
ASSOCIATES

SHEET
4
OF 10

JOB NO.
1007136
PROJECT MGR.
EVAN CONSTANT

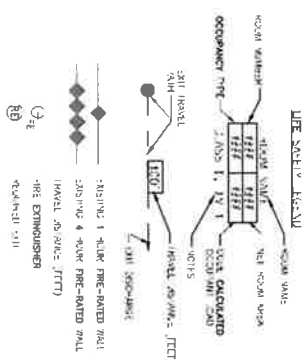
FIRE DEPARTMENT BUNK ROOM AND RESTROOM REMODEL BUILDING
CODE INFORMATION

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4	1004	1004	1004
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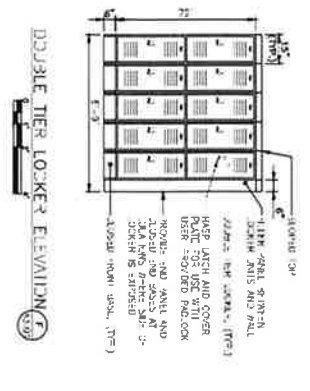
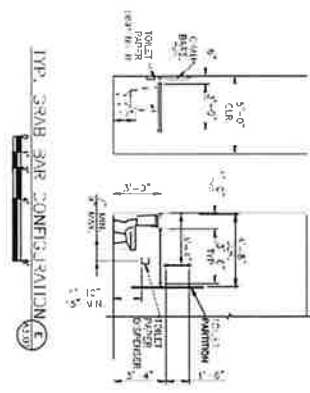
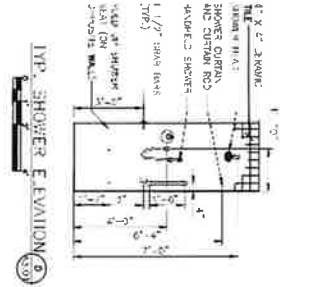
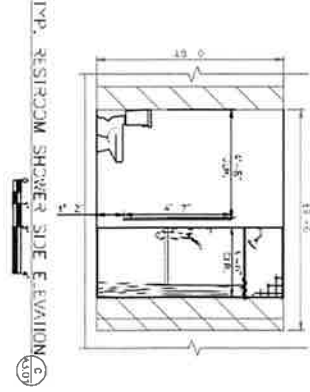
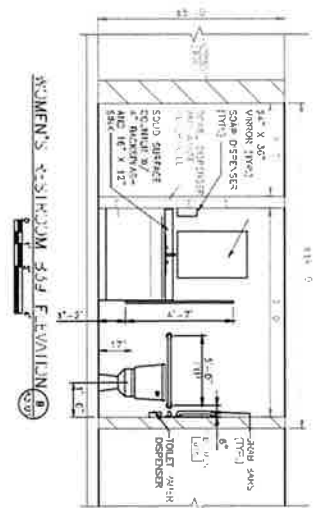
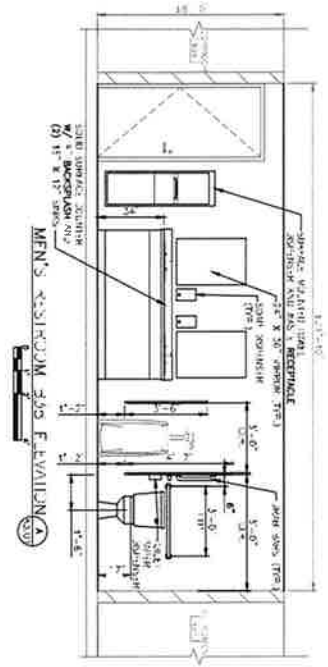
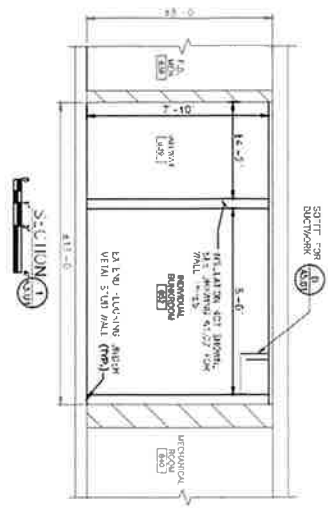
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ARCHITECTURAL CODE SUMMARY AND LIFE SAFETY PLAN

FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL
CITY OF WHITEWATER



LIFE SAFETY AND EXITING - 1 AN



ARCHITECTURAL
ELEVATIONS AND SECTIONS

FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL
CITY OF WHITEWATER

NO.	REVISIONS	DATE
A	REVISED	06/13/20

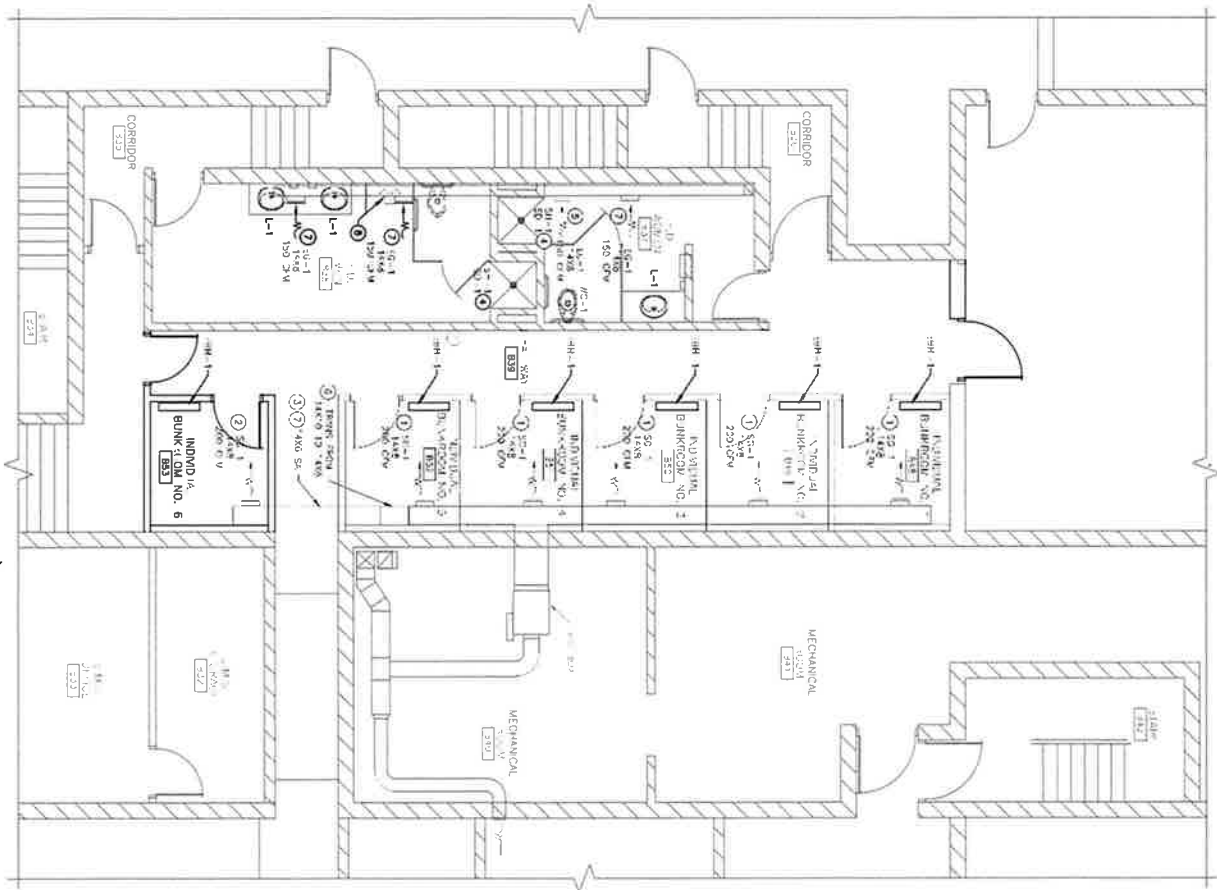
JOB NO.
1607138
PROJECT MGR.
EVAN COBURN
SHEET
7
AS01

STRAND
ASSOCIATES

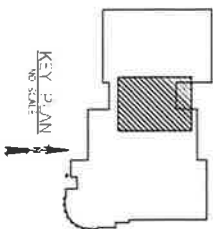
ROOM NUMBER	ROOM NAME	FLOOR	BASE	N. WALL	E. WALL	S. WALL	W. WALL	CEILING	NOTES
017	F.D. WOMEN	F2	B1	W1	W1	W1, W2	W1	TYPE HOT	
018	F.D. MEN	F2	B1	W1, W2	W1	W1	W1	2-2-2	1
019	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
020	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
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023	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
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031	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
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035	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
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043	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
044	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
045	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
046	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
047	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
048	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
049	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
050	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
051	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
052	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
053	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
054	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
055	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
056	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
057	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
058	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
059	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
060	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
061	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
062	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
063	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
064	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
065	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
066	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
067	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
068	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
069	RECEPTION	F1	B1	W1	W1	W1	W1	2-2-2	
070	RECEPTION	F1</							

-NAME PROFILES

Diagram illustrating a concrete slab on a sloped ground. The slab is labeled "CONCRETE SLAB" and "SLOPE TO DRAIN". A section of the slab is labeled "REMOVE CONCRETE FROM AREA MARKED TO BE MOVED IN THE FUTURE". A dashed line indicates the "ORIGINAL" ground surface.



- GENERAL NOTES:**
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODE BOOKS AND ALL CITY ORDINANCES.
 2. COORDINATE WITH ALL OTHER TRADES TO AVOID CONFLICTS.
 3. PROVIDE ALL MATERIALS AND LABOR IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODE BOOKS AND ALL CITY ORDINANCES.
 4. PROVIDE ALL MATERIALS AND LABOR IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODE BOOKS AND ALL CITY ORDINANCES.
 5. PROVIDE ALL MATERIALS AND LABOR IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODE BOOKS AND ALL CITY ORDINANCES.
 6. PROVIDE ALL MATERIALS AND LABOR IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODE BOOKS AND ALL CITY ORDINANCES.
 7. PROVIDE ALL MATERIALS AND LABOR IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODE BOOKS AND ALL CITY ORDINANCES.
 8. PROVIDE ALL MATERIALS AND LABOR IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL CODE BOOKS AND ALL CITY ORDINANCES.



MECHANICAL AND PLUMBING FLOOR PLAN

**FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL
CITY OF WHITEWATER**

NO.	REVISIONS	DATE
1	FOR OWNER REVIEW	01/15/24

STRAND ASSOCIATES
PROJECT NO. 1477-156
PROJECT MGR. EVAN CONSTANT
SHEET 9 OF 10
MP-101

ELECTRIC BASEBOARD HEATER SCHEDULE						
UNIT NO.	LOCATION	SECTOR	WATER	WATER	DISCONNECT	STATUS
1		100	100	100	100	100
BUNKROOMS		750	40	120	1	1
					TV 26	

NO.	REVISIONS	DATE:
A	SOS OWNER REVIEW	01/31/24

MECHANICAL AND PLUMBING DETAILS AND SCHEDULES

**FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL
CITY OF WHITEWATER**

JOB NO.
1407.116

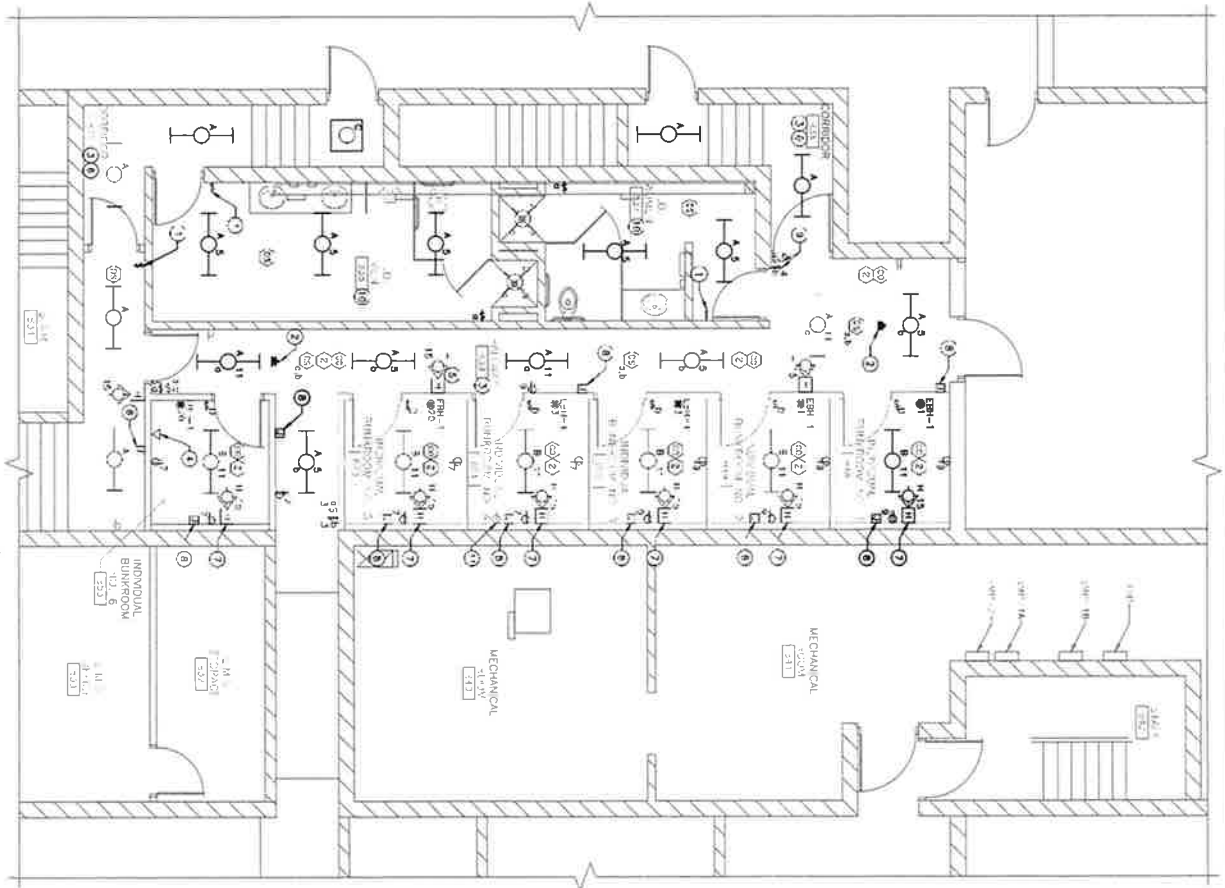
PROJECT MGR.
EVAN CONSTANT



STRAAND
ASSOCIATES

SHEET
10
MP5.01

Item 7.

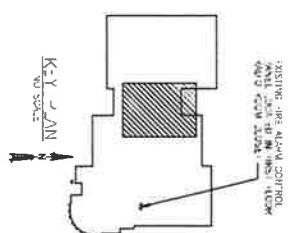


LEGEND:

1. ALL 120/200V EQUIPMENT AND THE SHEET SHALL BE POWERED FROM THE 200V SYSTEM.
2. ALL THE ABOVE EQUIPMENT ON THIS SHEET SHALL BE INSTALLED IN THE RESTROOMS.

NOTES:

1. PROVIDE NEW SWITCHES IN EXISTING 200V BCK. PROVIDE NEW SWITCHES IN EXISTING 200V BCK.
2. PROVIDE NEW 200V 15 AMP BREAKERS TO BE INSTALLED IN THE 200V BCK. PROVIDE NEW 200V 15 AMP BREAKERS TO BE INSTALLED IN THE 200V BCK.
3. PROVIDE NEW 200V 15 AMP BREAKERS TO BE INSTALLED IN THE 200V BCK. PROVIDE NEW 200V 15 AMP BREAKERS TO BE INSTALLED IN THE 200V BCK.
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10. PROVIDE NEW 200V 15 AMP BREAKERS TO BE INSTALLED IN THE 200V BCK. PROVIDE NEW 200V 15 AMP BREAKERS TO BE INSTALLED IN THE 200V BCK.
11. PROVIDE NEW 200V 15 AMP BREAKERS TO BE INSTALLED IN THE 200V BCK. PROVIDE NEW 200V 15 AMP BREAKERS TO BE INSTALLED IN THE 200V BCK.



NO.	REVISIONS	DATE:
1	BY OWNER REVIEW	11/1/24

**ELECTRICAL
POWER AND LIGHTING PLAN**

**FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL
CITY OF WHITWATER**

STRAND ASSOCIATES

JOB NO.
1697138

PROJECT MGR.
EVAN CONSTANT

DATE
11/1/24

FIGURE SCHEDULE

Fixture Type	Manufacturer	Model Number	Mounting	Remarks
A	LITKOVA	CPNL-2M-ALU-SWMT-M-DCBK-14	SURFACE	
B	LITKOVA	CPNL-2M-ALU-SWMT-M-DCBK-204	SURFACE	
C	LITKOVA	CPNL-2M-ALU-SWMT-M	RECESSED	
D	ICCS	ICCS-15-1M-1M-CC	SURFACE	

LIGHTING PANEL LP-B1

Location	Quantity	Panel A	Panel B	Panel C	Panel D	Panel E	Panel F	Panel G	Panel H	Panel I	Panel J	Panel K	Panel L	Panel M	Panel N	Panel O	Panel P	Panel Q	Panel R	Panel S	Panel T	Panel U	Panel V	Panel W	Panel X	Panel Y	Panel Z	Panel AA	Panel AB	Panel AC	Panel AD	Panel AE	Panel AF	Panel AG	Panel AH	Panel AI	Panel AJ	Panel AK	Panel AL	Panel AM	Panel AN	Panel AO	Panel AP	Panel AQ	Panel AR	Panel AS	Panel AT	Panel AU	Panel AV	Panel AW	Panel AX	Panel AY	Panel AZ	Panel BA	Panel BB	Panel BC	Panel BD	Panel BE	Panel BF	Panel BG	Panel BH	Panel BI	Panel BJ	Panel BK	Panel BL	Panel BM	Panel BN	Panel BO	Panel BP	Panel BQ	Panel BR	Panel BS	Panel BT	Panel BU	Panel BV	Panel BW	Panel BX	Panel BY	Panel BZ	Panel CA	Panel CB	Panel CC	Panel CD	Panel CE	Panel CF	Panel CG	Panel CH	Panel CI	Panel CJ	Panel CK	Panel CL	Panel CM	Panel CN	Panel CO	Panel CP	Panel CQ	Panel CR	Panel CS	Panel CT	Panel CU	Panel CV	Panel CW	Panel CX	Panel CY	Panel CZ	Panel DA	Panel DB	Panel DC	Panel DD	Panel DE	Panel DF	Panel DG	Panel DH	Panel DI	Panel DJ	Panel DK	Panel DL	Panel DM	Panel DN	Panel DO	Panel DP	Panel DQ	Panel DR	Panel DS	Panel DT	Panel DU	Panel DV	Panel DW	Panel DX	Panel DY	Panel DZ	Panel EA	Panel EB	Panel EC	Panel ED	Panel EE	Panel EF	Panel EG	Panel EH	Panel EI	Panel EJ	Panel EK	Panel EL	Panel EM	Panel EN	Panel EO	Panel EP	Panel EQ	Panel ER	Panel ES	Panel ET	Panel EU	Panel EV	Panel EW	Panel EX	Panel EY	Panel EZ	Panel FA	Panel FB	Panel FC	Panel FD	Panel FE	Panel FF	Panel FG	Panel FH	Panel FI	Panel FJ	Panel FK	Panel FL	Panel FM	Panel FN	Panel FO	Panel FP	Panel FQ	Panel FR	Panel FS	Panel FT	Panel FU	Panel FV	Panel FW	Panel FX	Panel FY	Panel FZ	Panel GA	Panel GB	Panel GC	Panel GD	Panel GE	Panel GF	Panel GG	Panel GH	Panel GI	Panel GJ	Panel GK	Panel GL	Panel GM	Panel GN	Panel GO	Panel GP	Panel GQ	Panel GR	Panel GS	Panel GT	Panel GU	Panel GV	Panel GW	Panel GX	Panel GY	Panel GZ	Panel HA	Panel HB	Panel HC	Panel HD	Panel HE	Panel HF	Panel HG	Panel HH	Panel HI	Panel HJ	Panel HK	Panel HL	Panel HM	Panel HN	Panel HO	Panel HP	Panel HQ	Panel HR	Panel HS	Panel HT	Panel HU	Panel HV	Panel HW	Panel HX	Panel HY	Panel HZ	Panel IA	Panel IB	Panel IC	Panel ID	Panel IE	Panel IF	Panel IG	Panel IH	Panel II	Panel IJ	Panel IK	Panel IL	Panel IM	Panel IN	Panel IO	Panel IP	Panel IQ	Panel IR	Panel IS	Panel IT	Panel IU	Panel IV	Panel IW	Panel IX	Panel IY	Panel IZ	Panel JA	Panel JB	Panel JC	Panel JD	Panel JE	Panel JF	Panel JG	Panel JH	Panel JI	Panel JJ	Panel JK	Panel JL	Panel JM	Panel JN	Panel JO	Panel JP	Panel JQ	Panel JR	Panel JS	Panel JT	Panel JU	Panel JV	Panel JW	Panel JX	Panel JY	Panel JZ	Panel KA	Panel KB	Panel KC	Panel KD	Panel KE	Panel KF	Panel KG	Panel KH	Panel KI	Panel KJ	Panel KK	Panel KL	Panel KM	Panel KN	Panel KO	Panel KP	Panel KQ	Panel KR	Panel KS	Panel KT	Panel KU	Panel KV	Panel KW	Panel KX	Panel KY	Panel KZ	Panel LA	Panel LB	Panel LC	Panel LD	Panel LE	Panel LF	Panel LG	Panel LH	Panel LI	Panel LJ	Panel LK	Panel LM	Panel LN	Panel LO	Panel LP	Panel LQ	Panel LR	Panel LS	Panel LT	Panel LU	Panel LV	Panel LW	Panel LX	Panel LY	Panel LZ	Panel MA	Panel MB	Panel MC	Panel MD	Panel ME	Panel MF	Panel MG	Panel MH	Panel MI	Panel MJ	Panel MK	Panel ML	Panel MM	Panel MN	Panel MO	Panel MP	Panel MQ	Panel MR	Panel MS	Panel MT	Panel MU	Panel MV	Panel MW	Panel MX	Panel MY	Panel MZ	Panel NA	Panel NB	Panel NC	Panel ND	Panel NE	Panel NF	Panel NG	Panel NH	Panel NI	Panel NJ	Panel NK	Panel NL	Panel NM	Panel NO	Panel NP	Panel NQ	Panel NR	Panel NS	Panel NT	Panel NU	Panel NV	Panel NW	Panel NX	Panel NY	Panel NZ	Panel OA	Panel OB	Panel OC	Panel OD	Panel OE	Panel OF	Panel OG	Panel OH	Panel OI	Panel OJ	Panel OK	Panel OL	Panel OM	Panel ON	Panel OO	Panel OP	Panel OQ	Panel OR	Panel OS	Panel OT	Panel OU	Panel OV	Panel OW	Panel OX	Panel OY	Panel OZ	Panel PA	Panel PB	Panel PC	Panel PD	Panel PE	Panel PF	Panel PG	Panel PH	Panel PI	Panel PJ	Panel PK	Panel PL	Panel PM	Panel PN	Panel PO	Panel PP	Panel PQ	Panel PR	Panel PS	Panel PT	Panel PU	Panel PV	Panel PW	Panel PX	Panel PY	Panel PZ	Panel QA	Panel QB	Panel QC	Panel QD	Panel QE	Panel QF	Panel QG	Panel QH	Panel QI	Panel QJ	Panel QK	Panel QL	Panel QM	Panel QN	Panel QO	Panel QP	Panel QQ	Panel QR	Panel QS	Panel QT	Panel QU	Panel QV	Panel QW	Panel QX	Panel QY	Panel QZ	Panel RA	Panel RB	Panel RC	Panel RD	Panel RE	Panel RF	Panel RG	Panel RH	Panel RI	Panel RJ	Panel RK	Panel RL	Panel RM	Panel RN	Panel RO	Panel RP	Panel RQ	Panel RR	Panel RS	Panel RT	Panel RU	Panel RV	Panel RW	Panel RX	Panel RY	Panel RZ	Panel SA	Panel SB	Panel SC	Panel SD	Panel SE	Panel SF	Panel SG	Panel SH	Panel SI	Panel SJ	Panel SK	Panel SL	Panel SM	Panel SN	Panel SO	Panel SP	Panel SQ	Panel SR	Panel SS	Panel ST	Panel SU	Panel SV	Panel SW	Panel SX	Panel SY	Panel SZ	Panel TA	Panel TB	Panel TC	Panel TD	Panel TE	Panel TF	Panel TG	Panel TH	Panel TI	Panel TJ	Panel TK	Panel TL	Panel TM	Panel TN	Panel TO	Panel TP	Panel TQ	Panel TR	Panel TS	Panel TT	Panel TU	Panel TV	Panel TW	Panel TX	Panel TY	Panel TZ	Panel UA	Panel UB	Panel UC	Panel UD	Panel UE	Panel UF	Panel UG	Panel UH	Panel UI	Panel UJ	Panel UK	Panel UL	Panel UM	Panel UN	Panel UO	Panel UP	Panel UQ	Panel UR	Panel US	Panel UT	Panel UY	Panel UZ	Panel VA	Panel VB	Panel VC	Panel VD	Panel VE	Panel VF	Panel VG	Panel VH	Panel VI	Panel VJ	Panel VK	Panel VL	Panel VM	Panel VN	Panel VO	Panel VP	Panel VQ	Panel VR	Panel VS	Panel VT	Panel VY	Panel VZ	Panel WA	Panel WB	Panel WC	Panel WD	Panel WE	Panel WF	Panel WG	Panel WH	Panel WI	Panel WJ	Panel WK	Panel WL	Panel WM	Panel WN	Panel WO	Panel WP	Panel WQ	Panel WR	Panel WS	Panel WT	Panel WY	Panel WZ	Panel XA	Panel XB	Panel XC	Panel XD	Panel XE	Panel XF	Panel XG	Panel XH	Panel XI	Panel XJ	Panel XK	Panel XL	Panel XM	Panel XN	Panel XO	Panel XP	Panel XQ	Panel XR	Panel XS	Panel XT	Panel XY	Panel XZ	Panel YA	Panel YB	Panel YC	Panel YD	Panel YE	Panel YF	Panel YG	Panel YH	Panel YI	Panel YJ	Panel YK	Panel YL	Panel YM	Panel YN	Panel YO	Panel YP	Panel YQ	Panel YR	Panel YS	Panel YT	Panel YZ	Panel ZA	Panel ZB	Panel ZC	Panel ZD	Panel ZE	Panel ZF	Panel ZG	Panel ZH	Panel ZI	Panel ZJ	Panel ZK	Panel ZL	Panel ZM	Panel ZN	Panel ZO	Panel ZP	Panel ZQ	Panel ZR	Panel ZS	Panel ZT	Panel ZY	Panel ZZ
Room Numbered Reception	25	25	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1</											

ELECTRICAL
DETAILS AND SCHEDULES

FIRE DEPARTMENT BUNK ROOM & RESTROOM REMODEL
CITY OF WHITEWATER

NO.	REVISIONS	DATE
1	FOR OWNER REVIEW	11/13/13



SHEET
12
E-01

Item 7.











LAKES UPDATE MARCH 19, 2024



PICTURES TAKEN MARCH 6, 2024

WHAT HAS HAPPENED

- LAKES ADVISORY COMMITTEE CREATED
- LAKES ADVISORY COMMITTEE MEETINGS TOPICS COVERED
 - WHITEWATER-RICE LAKE DISTRICT PRESENTATION
 - COMMITTEE ESTABLISHED GOALS & OBJECTIVES FOR THE LAKES
 - SOUTHEASTERN WISCONSIN PLANNING COMMISSION WORKSHOP WITH COMMITTEE
- PERMISSION TO AMEND CURRENT PERMIT FOR FUTURE DREDGE PROJECTS SUBMITTED TO DNR
- MONITORING OF LAKES FOR BOGS

</

Summary with Southeastern Wisconsin Regional Planning Commission at the Lakes Advisory Meeting on Monday, March 4, 2024.

Outside of Plan

- Note: we can provide advice to the City on these topics, but they will likely be addressed before the plan is complete
- Formation of lake district
 - Important for plan development and implementation, but sounds likely to occur before plan is completed
- Short-term cattail management
 - Address floating bogs from uprooted cattails if they occur
 - Cattails may die-off as water levels remain high
 - Apply for WDNR Surface Water Restoration grant to help address cattail management in summer 2025
- Fish stocking in 2024

Plan: Short-Term

- Aquatic plant survey of Cravath and Tripp lakes
 - This survey would inform an updated aquatic plant management plan for the lake
- Shoreline survey
 - Complete survey of both lakes' shorelines using WDNR protocol
 - Conducting in 2024 would help document current problems with cattail encroachment
 - Conducting in 2025 or beyond may better document "typical" conditions if cattails begin to die off
- Fisheries
 - Request information from WDNR fisheries biologist regarding next fishery survey for lakes (already completed)
- Water quality monitoring in 2024
 - Cravath and Tripp lakes (ideally collaboration between City/District volunteers and UW-Whitewater)
 - Water clarity (secchi disk), temperature, dissolved oxygen, specific conductance, chloride, total phosphorus, and chlorophyll-a
 - Bluff Creek, Spring Brook, Whitewater Creek upstream, and Whitewater Creek downstream (UW-Whitewater and SEWRPC)
 - Water clarity (transparency tube), temperature, dissolved oxygen, specific conductance, total phosphorus, and total suspended solids
 - Note: we (SEWRPC) have automated water temperature and specific conductance loggers that could be installed into the lakes and creeks
- Recreational use
 - Incidental monitoring while completing other surveys on lake – no intensive survey efforts

Plan: Long-Term

- Aquatic plant management plan
 - Informed by aquatic plant survey
 - Would enable City/District to apply for aquatic plant management permits as a single entity rather than individual homeowners
- Fisheries
 - Enhance warmwater sport fishery (bass, crappie, perch, etc.)
 - Develop long-term plan to help reduce carp population
- Water quality
 - Could request funds to analyze water quality constituents not covered in 2024 monitoring or to continue 2024 monitoring efforts
 - Incorporate 2024 and beyond data with historical data to examine conditions and trends in lakes, tributaries, and Whitewater Creek downstream
- Shorelines
 - Ensure that City/District has permit to address shoreline restoration problems instead of individual homeowners
- Stormwater management
 - Incorporate major elements and actions from 2017 stormwater management plan
 - Investigate potential impact of stormwater pollutants on lake water quality as part of pollutant load modeling
- Recreational use
 - Install signs with QR codes asking lake users about how they recreate, fish that they catch, etc.
 - Ensure that water quality goals for fishable and swimmable lakes are met
 - Tie in with plans to increase recreational activities on lakes through handicap access for fishing, trails, swimming hole in Tripp
- Lake and watershed characterization
 - Lake size, bathymetry, and brief review of dam infrastructure and operations
 - Using available information – no new surveys of dam
 - Characterize land use, civil divisions, households and urban growth, wetlands, etc. within watershed
 - These elements inform the pollutant load modeling as well as other aspects of plan development, e.g. recommending areas where wetland enhancement can trap nutrients
- Pollutant loading
 - Conduct watershed pollutant load modeling (e.g., STEPL model) to examine major pollutant sources and source areas
 - Recommend practices and programs to help reduce pollutant loading
 - Agricultural practices, wetland enhancements, stormwater management, lawn and shoreline care, etc.
- Grants and Funding Opportunities

WHAT'S NEXT!

- FISH SURVEY
- 2024 FISH STOCKING PLAN
- 2024 DREDGE OPTIONS
- WISCONSIN LAKES & RIVERS CONVENTION
- LAKES ADVISORY COMMITTEE FUTURE TOPICS
 - LAKES DISTRICT CREATION TOOLS
 - STORMWATER QUALITY MANAGEMENT PLAN



Thank You



Rachelle Blitch
Director of Financial and
Administrative Services
P.O. Box 690
Whitewater, WI 53190

Phone: (262) 473-1380
Email: rblitch@whitewater-wi.gov

Date: March 7, 2024
To: John Weidl, City Manager
From: Rachelle Blitch, Director of Financial and Administrative Services
Re: TDS Fees

Upon closer examination, it has been determined that the "City of Whitewater Video Service Fee" appearing on the TDS bill corresponds to the franchise fee. This does not constitute new revenue; rather, it signifies a reallocation of funds between the two existing cable service providers. Presently, the City does not have broadcasting capabilities with TDS. However, TDS is scheduled to commence the installation of a new fiber line on March 11th, which will enable broadcasting services with them.

Strategic Goals & Milestones 2024-2028



Long Term Strategic Goals 2024-2028

- Increase affordable housing for families
- Increase communication without a “newspaper”
- Support thriving businesses and grow the tax base
- Improve the City’s recruitment, retention, and diversity
- Align future expenditures with available resources

1 YEAR

Area of Focus

WHY DO THIS?

Numerous studies demonstrate the need for affordable housing in Whitewater, as well as an available market for family-based single-family attached, detached, and multifamily units

GOAL

Increase Affordable Housing

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Using the Affordable Housing Policy and/or other resources, facilitate the application and approval of at least one residential development.

STRETCH GOAL (Ambitious and Challenging Goal)

Three residential projects in the application/approval process

1 YEAR

Area of Focus

WHY DO THIS?

Numerous studies demonstrate the need for affordable housing in Whitewater, as well as an available market for family-based single-family attached, detached, and multifamily units.

GOAL

Increase Affordable Housing

SMART GOAL (Specific, Measured, Achievable, Realistic, Time-Bound)

Using the Affordable Housing Policy and/or other resources facilitate the application and approval of at least one residential development.

STRETCH GOAL (Ambitious and Challenging Goal)

Three residential projects in the application/approval process.



Strategic Goals Update

- The Affordable Housing Policy was approved by the Council in 2023. This is a 1.9 million dollar fund that is used to assist first-time home buyers. Since the approval several things have happened
 - 1 Community Member was placed in a home
 - 1 Developer (Habitat for Humanity) was given funds for a current development
- On the 3/5 Common Council Meeting the language was changed to allow greater eligibility for future applicants
 - Change in HUD Income Limits from 100% to 150%
 - Remove the current HUD county property value limit (\$271,000) to accommodate new housing developments projected to be priced between \$289,000 and \$318,000.
 - Specify that maximum mortgage payments must not exceed 30% of household gross income at application and loan closing.

1 YEAR

Area of Focus

WHY DO THIS?

By maintaining a strong public engagement, the City widens its pool of people who can be informed about information, resources, and events.

GOAL

Increase Communication

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Improve market penetration, frequency, and quality of communication with the public through social media, press releases, and newsletter.

Revamp City website, including online forms, payments

Re-establish PEG station, including programming, recording, and partnering with other agencies to incorporate other programming.



1 YEAR

Area of Focus

GOAL

Increase Communication

SMART GOAL (Specific, Measured, Achievable, Realistic, Time Bound)

Increase market penetration frequency, and quality of communication with the public through media, press releases, and newsletters.

Develop City website, including online forms, payments

Re-establish PEG station, including programming, recording, and partnering with other agencies to incorporate other programming.

WHY DO THIS?

By maintaining a strong public engagement, the City widens the pool of people who can be informed about information, resources, and events.



City of
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Strategic Goals Update

- The Media Services Department has dedicated a considerable amount of resources to creating new content for our Social Media Platforms (Facebook and Instagram)
- June 2023 Staff started to keep track of the analytics of our social media. Our Facebook following increased by 15% from its initial following in June of 2023.
- Views on posts have seen a record high of 19,918 views
- Staff are currently working with Civic Plus for a website refresh that is to be completed by Q3. The refresh covers cosmetic features and translation elements.
- The PEGTV station was re-launched in August of 2023. Content plays 365 days a year.

1 YEAR

Area of Focus

WHY DO THIS?

Assisting to establish thriving businesses and employment opportunities establishes the City as a problem solver and supporter of the private sector.

GOAL

Support Thriving Businesses

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Partner with Thrive ED, JODEC, and the Latino Academy to have a job fair within the next calendar year.

Establish and conduct business recruitment, retention, and expansion meetings with 25 businesses.

Assist CDA in revamping loan programs and implementing affordable housing policy.

1 YEAR

Area of Focus

WHY DO THIS?

Assisting to establish thriving businesses and employment opportunities establishes the City as a problem solver and supporter of the private sector.

GOAL

Support Thriving Businesses

SMART GOAL (Specific, Measurable, Attainable, Realistic, Timely and)
Partner with Thriving Entrepreneurs, and the Latino Academy to have a job fair within the next calendar year.

Establish and conduct business retention, retention, and expansion measures with 25 businesses.

Assist CEM in examining loan programs and implementing affordable housing policy.

Strategic Goals Update

- In October of 2023 the City partnered with the Latinx Academy and Thrive ED/ JOEDC and completed a Latinx Job Fair. 8 Businesses were at the fair. Overall there were 47 attendees. The City handed out a total of 52 flyers- 42 Spanish and 10 English.
- Economic Development has completed 5 BREs in Q1 of 2024
- The Office of Economic Development has been working with Kristen Fisch-Peterson on updates to our current Loan Program
- CDA recently funded Whitewater WindUp as a recruitment mechanism to assist entrepreneurs and small businesses. There are currently 20 applicants in the Program

1 YEAR

Area of Focus

WHY DO THIS?

The employee handbook has not been updated since 2011. Updating modernizes the City and sets clear expectations. As the main expenditure and driver of our quality services, it is in the City's financial and operational best interests to focus on the welfare of its staff.

GOAL

Improve Recruitment, Retention, and Diversity

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)
Finish update of employee handbook by Q2 2024

Establish stay interviews, leadership luncheons, and other programs to support our staff and learn about ways to improve.

Conduct an analysis of compensation for non-management staff by Q2 2024

1 YEAR

Area of Focus

WHY DO THIS?

The employee handbook has not been updated since 2011. Updating modernizes the City and sets clear expectations. As the main expenditure and driver of our quality services, it is in the City's financial and operational best interests to focus on the welfare of its staff.

GOAL

Improve Recruitment, Retention, and Diversity

SMART GOAL (Specific, Measurable, Achievable, Realistic, Time-Bound)

Finish update of employee handbook by Q2 2024

Establish stay interviews, leadership luncheons, and other programs to support our staff and learn about ways to improve.

Conduct a financial compensation survey for non-management staff by Q2 2024

Strategic Goals Update

- The Human Resources Department has been diligently working on completing the Employee Handbook. It is on track to be completed by the end of April 2024
- The Human Resources Department has completed 25 Stay interviews and 3 Leadership Luncheons.
 - At the Last Leadership Luncheon Staff was asked to give feedback on the introduction of the Employee Handbook
- The salary study has been conducted and is currently being analyzed by the Finance Department and presented to the Common Council in Q2. In total, there were 25 communities contacted

1 YEAR

Area of Focus

WHY DO THIS?

The MSP and ERP payments are projected to return in 2025 and the UWW payment is a permanent reduction. The City needs to adjust for these reductions while maintaining its other commitments to other services and our staff

GOAL

Prioritize Expenditures with Available Resources

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Successfully budgeted for 2024 reductions in revenues totaling over \$500,000 including: Municipal Service Payments (MSP) from the State tied to police services, totaling approximately \$200,000, and from the State for the Expenditure Restraint Program (ERP) totaling approximately \$70,000.

STRETCH GOAL (Ambitious and Challenging Goal)

No reductions in services. Maintain projected 2.25% raises for staff.

1 YEAR

ONE

Area of Focus

WHY DO THIS?

The MSP and ERP payments are projected to return in 2025 and the UAW payment is a permanent reduction. The City needs to adjust for these reductions while maintaining its other commitments to other services and our staff

GOAL

Prioritize Expenditures with Available Resources

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-bound)

Successfully budgeted for 2024 reductions in revenues totaling over \$500,000 including Municipal Service Payments (MSP) from the State to police services, totaling approximately \$200,000, and from the State for the Employee Restraint Program (ERP) totaling approximately \$70,000.

STAFF GOAL (Ambitious and Challenging Goal)

No reductions in services. Maintain projected 2.25% raises for staff.



Strategic Goals Update

-Attrition has allowed for the change of several positions in the city to be merged with current roles or have been outsourced to a third party.
Some examples of this

- Code Enforcement
- Neighborhood Services
- Communications Director
- Executive Assistant

-Overall the City saved \$70,201.14 with the combination of roles

3 YEAR

THREE

Area of Focus

WHY DO THIS?

69.31% of the city's single family homes are rentals. Creating single family homes that are affordable allows for single families or growing families to purchase these homes.

GOAL

Increase Affordable Housing

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

To have one or more housing projects underway or under contract for development through an agreement with the City or CDA or through approved plans by the Plan and Architectural Review Commission (PARC).

3 YEAR THREE

Area of Focus

WHY DO THIS?

69.31% of the city's single family homes are rentals. Creating single family homes that are affordable allows for single families or growing families to purchase these homes.

GOAL

Increase Affordable Housing

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Dependent)

To have one or more housing projects under contract for development through an approved agreement with the City of Whitewater through approved plans by the Planning and Zoning Department Review Committee (PZC).



Strategic Goals Update

- Meadowview Development has begun
- 4 Units have been spoken for, the Building permits have been issued and a waiting list has started for future developments
- Several other developments are in the review process: Hale Property, Kowalski Property, Hospital Hill

3 YEAR THREE

Area of Focus

WHY DO THIS?

Diversifying media variety increases engagement and traction to the City website or other media. When videos are posted, engagement can increase up to 54%.

GOAL

Increase Communication

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Diversify the type of media that the City puts on social media. This goes beyond photos, and focuses on videos, reels, shorts, and other short-form content.

3 YEAR THREE

Area of Focus

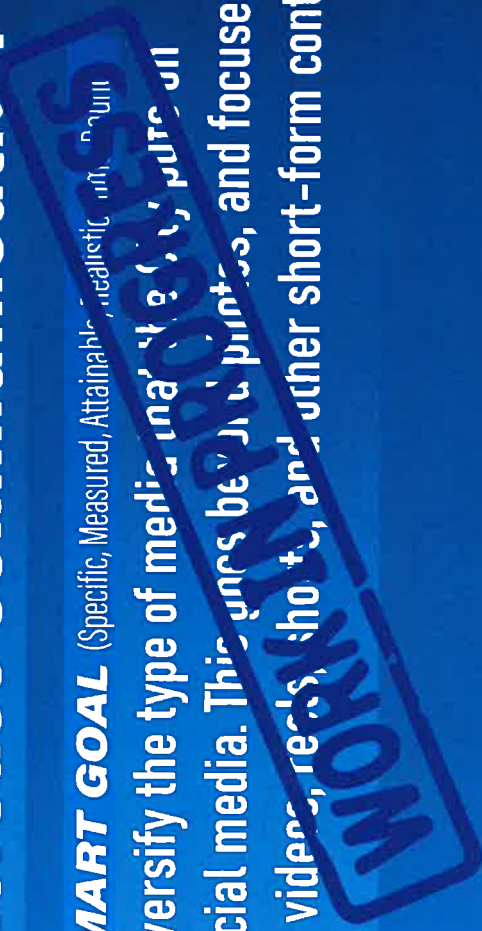
WHY DO THIS?

Diversifying media variety increases engagement and traction to the City website or other media. When videos are posted, engagement can increase up to 54%.

GOAL

Increase Communication

SMART GOAL (Specific, Measured, Attainable, Realistic, and Timely)
Diversify the type of media used by the City, pursue all social media. This goes beyond print, and focuses on videos, newsletters, photo, and other short-form content.



Strategic Goals Update

- The Media Services Department has been changing the type of Media that is being posted on social media.
- The Department has made infographics, videos, and animations
 - Animated 3 Logos (City, PEG station, WindUp)
 - 15 Howto Videos
 - 4 Infographics

3 YEAR THREE

Area of Focus

WHY DO THIS?

Providing informational sessions for local businesses eliminates obstacles and uncertainty regarding best business practices in the City.

GOAL

Support Thriving Businesses

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Provide online and in-person informational sessions specific to permits, building codes, fire inspections, water requirements, and street requirements to help residents, entrepreneurs, and developers fully understand how to succeed in Whitewater.

Maintain 25 BRE meetings per year.

STRETCH GOAL (Ambitious and Challenging Goal)

Turn one Business Retention Expansion (BRE) into a new development opportunity.



3 YEAR THREE

Area of Focus

WHY DO THIS?

Providing informational sessions for local businesses eliminates obstacles and uncertainty regarding best business practices in the City.

GOAL

Support Thriving Businesses

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Provide online and in-person informational sessions specific to permits, building codes, fire inspections, water requirements, and street requirements to help residents, entrepreneurs, and developers better understand how to succeed in Whitewater.

Maintain 20 informational meetings per year.

STRETCH GOAL (Ambitious and Challenging Goal)

Turn one Business Retention Expansion (BRE) into a new development opportunity.



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Strategic Goals Update

- The Office of Economic Development has been starting BREs since February of 2023. Currently, we have completed 5 BREs. We are on track to hit all 25 by the end of 2024.
- On average staff has been completing 1 BRE visit a week
- From one of the BREs we have been made aware of a business owner who is looking to either expand or relocate to a larger store.

3 YEAR THREE

Area of Focus

WHY DO THIS?

By not only diversifying, but professionalizing how the city posts its job listings, we can increase attraction to the position. Stay interviews help the City shape future retention efforts.

GOAL

Improve Recruitment, Retention, and Diversity

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Promote all job listings on various social media websites in multimedia platforms. Develop recruitment videos for Facebook, Reels, or short form media.

Complete stay interviews with all staff hired 2023 and prior.

Establish metrics for successful retention targets.

Have started to implement findings of compensation study.



3 YEAR THREE

Area of Focus

WHY DO THIS?

By not only diversifying, but professionalizing how the city posts its job listings, we can increase attraction to the position. Stay interviews help the City shape future retention efforts.

GOAL

Improve Recruitment, Retention, and Diversity

SMART GOAL

(Specific, Measurable, Attainable, Realistic, Time-Bound)

Promote all job listings on various social media websites in multiple platforms. Develop recruitment videos for Facebook, Reels, or short form media.

Complete stay interviews with all staff hired 2023 and prior.

Establish metrics for successful retention targets.

Have started to implement findings of compensation study.



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Strategic Goals Update

- All Job openings have been posted on Facebook, Instagram and Linked In
- The Human Resources Department is currently in the process of conducting stay interviews- they currently have 25 completed. Once all are completed they will set appropriate metrics.
- The Compensation study is currently being analyzed by finance and will be presented to the Common Council in Q2

3 YEAR

THREE

Area of Focus

WHY DO THIS?

This payment's projected return in 2025 and beyond needs to be allocated in the most effective way possible. The Public Works garage is the building in the most need of attention.

GOAL

Prioritize Expenditures with Available Resources

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Successfully recover from permanent reduction in revenue from the University of Wisconsin Whitewater (UWW) for dispatch services, totaling approximately \$230,000.

Be in a position to consider targeted increases to staffing based on an analysis of needs.

STRETCH GOAL (Ambitious and Challenging Goal)

Begin planning for a new Public Works garage.



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3 YEAR THREE

Area of Focus

WHY DO THIS?

This payment's projected return in 2025 an beyond needs to be allocated in the most effective way possible. The Public Works garage is the building in the most need of attention

GOAL

Prioritize Expenditures with Available Resources

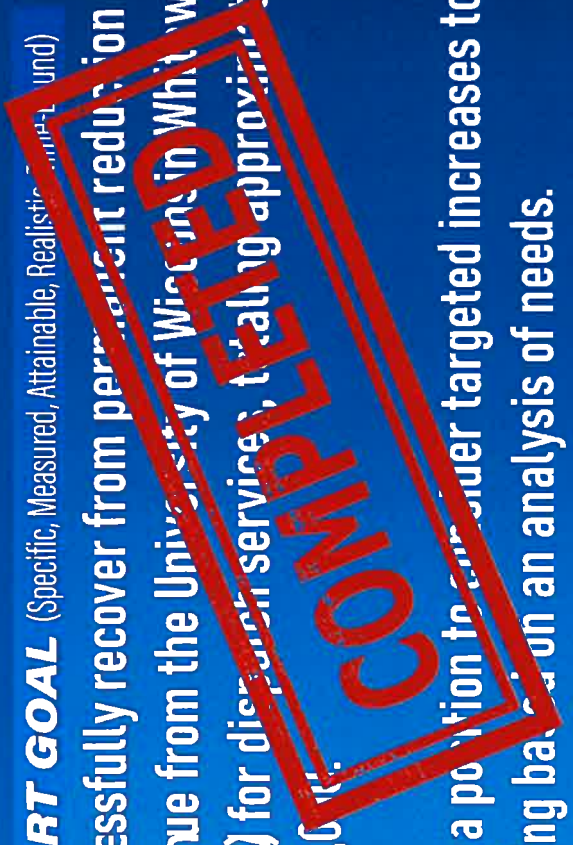
SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Limited)

Successfully recover from permanent reduction in revenue from the University of Wisconsin Whitewater (UWW) for dispatch services, totaling approximately \$230,000.

Be in a position to consider targeted increases to staffing based on an analysis of needs.

STRETCH GOAL (Ambitious and Challenging Goal)

Begin planning for a new Public Works garage.



Strategic Goals Update

- MSP payments set to return in 2025, with possible increases for Fire/EVS due to increased costs to city for full-time operations
- We are looking into Congressionally Directed Spending to assist with law enforcement expenses, as requested by Sen. Baldwin

5 YEAR FIVE

Area of Focus

WHY DO THIS?

Creating 100 family units helps solve the lack of affordable housing for single families or growing families. The strategy should be reviewed at the 5-year mark

GOAL

Increase Affordable Housing

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Facilitated the creation of an additional 50+ new family-style units slated to be constructed within the following 36 months

Re-assess family housing needs in a follow-up study.

5 YEAR FIVE

Area of Focus

WHY DO THIS?

Creating 100 family units helps solve the lack of affordable housing for single families or growing families. The strategy should be reviewed at the 5-year mark

GOAL

Increase Affordable Housing

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Facilitated the creation of 200 additional 50+ new family-style units slated to be constructed within the following 36 months.

Re-assess family housing needs in a follow-up study.

Strategic Goals Update

- The approval of the Mound Meadows development has slated 38 homes to be constructed in the City of Whitewater.
- The Office of Economic Development continues to meet with residential developers on a weekly basis about future developments

5 YEAR FIVE

Area of Focus

WHY DO THIS?

Due to university students' significant community presence, the City has an opportunity to reach a younger demographic. By committing time and resources to these platforms, we can further reach that new demographic. Utilizing artificial intelligence increases the speed and efficiency of media production.

GOAL

Increase Communication

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Join other social media platforms, specifically TikTok and other social media websites that are geared towards younger people.

Have a catalog of evergreen videos promoting the city and its spaces.

Incorporating AI/ChatGPT into the production of said videos, posts, press releases, etc.

5 YEAR FIVE

Area of Focus

WHY DO THIS?

Due to university students' significant community presence, the City has an opportunity to reach a younger demographic. By committing time and resources to these platforms, we can further reach that new demographic. Utilizing artificial intelligence increases the speed and efficiency of media production.

GOAL

Increase Communication

SMART GOAL (Specific, Measurable, Attainable, Relevant, Time-Bound)

Join other social media platforms, specifically TikTok and other social media websites that are geared towards younger people.

Have a catalog of evergreen videos promoting the city and its spaces.

Incorporating AI into the production of said videos, posts, press releases, etc.



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Strategic Goals Update

- The Media Services Department has worked with every Department to make “evergreen” videos. These videos are videos that can be used year after year. Some examples are:
 - How to apply for a permit online
 - Tour of the WAFC
- AI/Chat GPT is used exclusively for all social media captions and video scripts such as Shout Out Saturday Scripts, event posts, promotional materials, non-complex translation services

5 YEAR FIVE

Area of Focus

WHY DO THIS?

Serving as a point of contact to new businesses helps ensure their success in our community and maintains credibility in our organization

GOAL

Support Thriving Businesses

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Create an onboarding and expansion process for new businesses including points of contact, FAQ, and available resources

Maintain BRE meetings.

STRETCH GOAL (Ambitious and Challenging Goal)

Turn one BRE into a new development opportunity.

5 YEAR FIVE

Area of Focus

WHY DO THIS?

Serving as a point of contact to new businesses helps ensure their success in our community and maintains credibility in our organization

GOAL

Support Thriving Businesses

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Create an onboarding and expansion process for new businesses including points of contact, plan and available resources.

Maintain BRE on meeting.

STRATEGIC GOAL (Ambitious and Challenging Goal)

Turn the BRE into a new development opportunity.

Strategic Goals Update

-During a BRE visit staff was alerted to a business that is looking to expand or move to a larger building. This business is now a participant in the Whitewater WindUp.

5 YEAR FIVE

Area of Focus

WHY DO THIS?

Efficient and tailored onboarding, vigorous retention efforts backed by communication with staff, and competitive wages will position Whitewater as a preeminent and desirable employer.

GOAL

Improve Recruitment, Retention, and Diversity

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Make online onboarding department-specific and available to all new employees

Hit retention targets established in Year 3

100% of employees have participated in at least one stay interview.

Contingent on approval of the Employee Handbook

5 YEAR FIVE

Area of Focus

WHY DO THIS?

Efficient and tailored onboarding, vigorous retention efforts backed by communication with staff, and competitive wages will position Whitewater as a preeminent and desirable employer.

GOAL

Improve Recruitment, Retention, and Diversity

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Round)

Make online onboarding department-specific and available to all new employees

Hit retention targets as published in year 3

100% of employees have participated in at least one stay interview.

Contingent on approval of the Employee Handbook

Strategic Goals Update

- Developing retention targets is in progress and will be based on 2022-2024 retention metrics
- Stay interviews will continue
- Department-specific training and organizational training are tracked in NeoGov's (partnered with CMC) online platform

5 YEAR FIVE

Area of Focus

WHY DO THIS?

These goals not only ensure staff that they are priority, but ensures that the city is financially sound with good working conditions.

GOAL

Prioritize Expenditures with Available Resources

SMART GOAL (Specific, Measured, Attainable, Realistic, Time-Bound)

Develop and fully implement **funding strategies** or revenue sources to support increased compensation for staff recruitment and retention.

Maintain 25% + fund balance

Have a construction timeline for the Public Works garage.

5 YEAR FIVE

Area of Focus

WHY DO THIS?

These goals not only ensure staff that they are priority, but ensures that the city is financially sound with good working conditions.

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Prioritize Expenditures with Available Resources

SMART GOAL (Specific, Measurable, Attainable, Realistic, Time-Bound)

Develop and fully implement funding strategies or revenue sources to support increased compensation for staff recruitment and retention.

Maintain 25% fund balance

Have a construction timeline for the Public Works garage.



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Strategic Goals Update

- Compensation study almost complete. Recruitment and retention is being tracked to develop metrics
- Next step is reviewing annual evaluation processes



Council Agenda Item

Meeting Date: March 19, 2024

Agenda Item: Construction Grant Resolution

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

BACKGROUND

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

City staff is submitting an application for an Urban Nonpoint Source and Stormwater Construction Grant through the Wisconsin Department of Natural Resources. As part of the grant application, the City is required to pass a resolution which stipulates who at the City is authorized to submit the application and sign the necessary paperwork if a grant is awarded to the City.

The application is for the construction of an underground wet detention basin located in Starin Park. The project is a collaborative effort between the City and the University of Whitewater, Wisconsin. The project will help both entities in achieving a reduction of Total Suspended Solids and Total Phosphorus from stormwater runoff.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The Park & Recreation Board approved the location of the underground basin at their November 15, 2023 meeting. The Common Council approved Strand Task Order 23-10 for the preparation of the DNR Urban Non-Point Source and Stormwater Construction Grant application at their December 19, 2023 meeting. The Public Works Committee recommended approval of the Resolution at their March 12, 2024 meeting.

FINANCIAL IMPACT

(If none, state N/A)

There is no financial impact for submitting the application. If approved, the grant would be in the amount of \$150,000.

STAFF RECOMMENDATION

Staff's recommendation is a motion to approve the Resolution Authorizing Governmental Responsibility for Urban Non-Point Source and Stormwater Grant.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Responsibility Resolution

RESOLUTION AUTHORIZING GOVERNMENTAL RESPONSIBILITY FOR URBAN NONPOINT SOURCE AND STORMWATER GRANTS

WHEREAS, the City of Whitewater is interested in acquiring a Grant from the Wisconsin Department of Natural Resources for the purpose of implementing measures to control agricultural or urban storm water runoff pollution sources (as described in the application and pursuant to ss. 281.65 or 281.66, Wis. Stats., and chs. NR 151, 154 and 155); and

WHEREAS, a cost-sharing grant is required to carry out the project;

NOW, THEREFORE, BE IT RESOLVED, by the Common Council of the City of Whitewater that the Common Council authorizes the City Manager for the City of Whitewater to act on behalf of the City of Whitewater to:

- Sign and submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;
- Sign a grant agreement between the local government (applicant) and the Department of Natural Resources;
- Sign and submit reimbursement claims along with necessary supporting documentation;
- Sign and submit interim and final reports and other documentation as required by the grant agreement;
- Sign and submit an Environmental Hazards Assessment Form, if required; and
- Take necessary action to undertake, direct and complete the approved project.

BE IT FURTHER RESOLVED that the City of Whitewater shall comply with all state and federal laws, regulations and permit requirements pertaining to implementation of this project and to fulfillment of the grant document provisions.

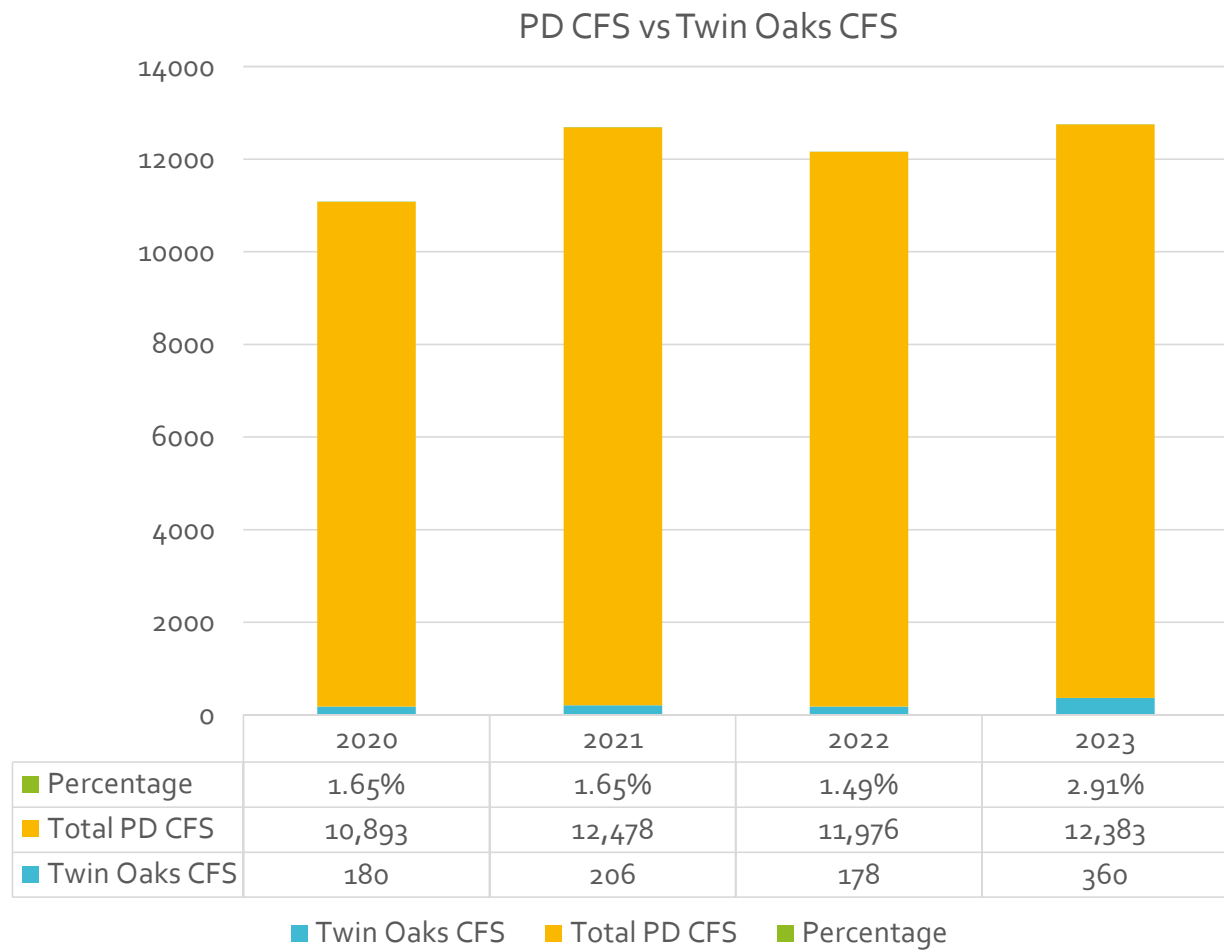
Resolution introduced by Councilmember _____ who moved its adoption. Seconded by _____ . AYES: NOES: ABSENT: ADOPTED: _____

John Weidl, City Manager

Heather Boehm, City Clerk

SPECIAL ASSESSMENT

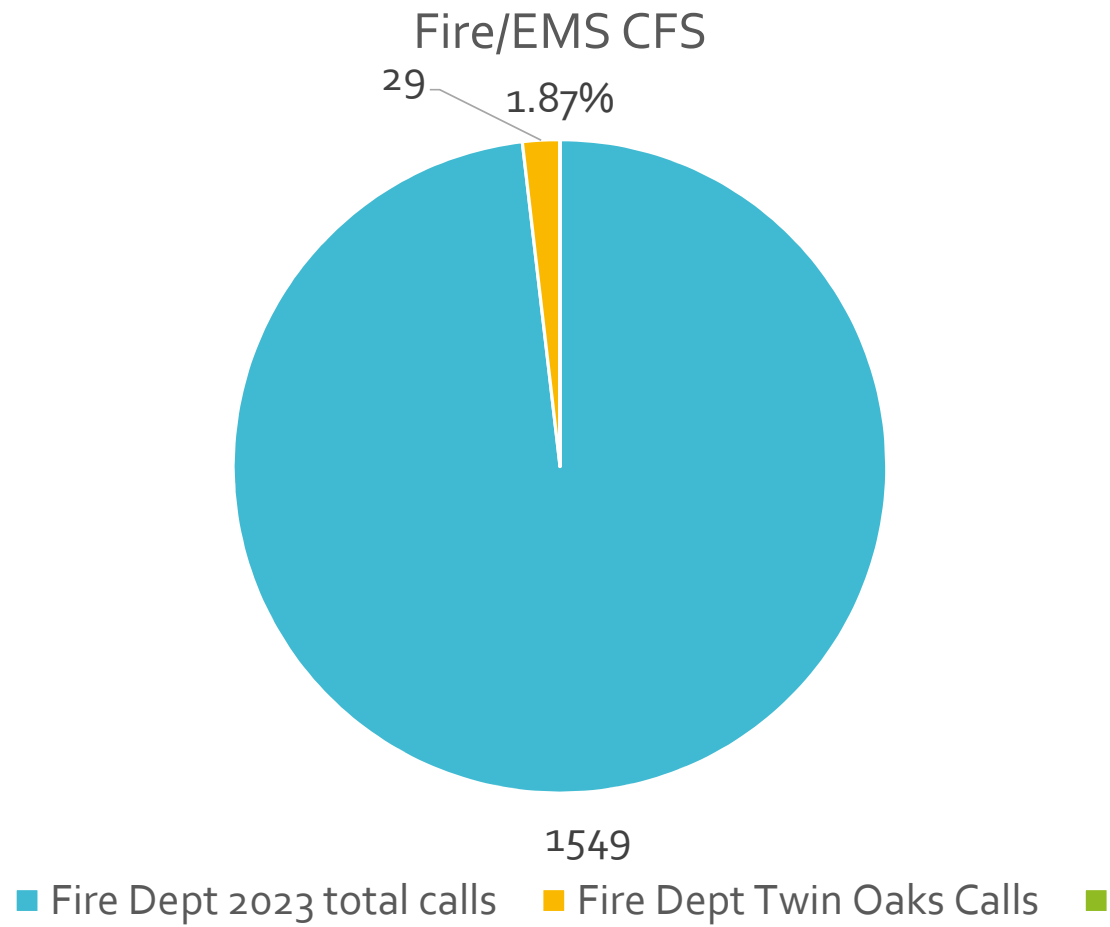
Approximately
50% more calls
for service in
2023



- Approximately 25% of calls to Twin Oaks are ordinance violations and 911 open line, misdial or hang up.
 - Fireworks – 3
 - Towed vehicle – 20 (Parking)
 - Noise complaint – 30
 - 911 open line – 11
 - 911 Misdial – 6
 - 911 Hang up - 19

	Original	Revised	Difference
Twin Oaks CFS	360	271	(89)
Twin Oaks % 2023	2.91%	2.20%	(0.71%)
Total Cost to provide Services	\$119,175.44	\$90,362.08	(\$28,813.36)

Stats for
Fire/EMS only
available for
2023.



Incident Code	Incident Type	# of Calls
671	Hazmat Related Investigation	1
412	Gas Leak	2
321	EMS	22
746	Carbon monoxide detector activation	1
651	Smoke scare	1
622	No incident found	1
424	Carbon monoxide incident	1

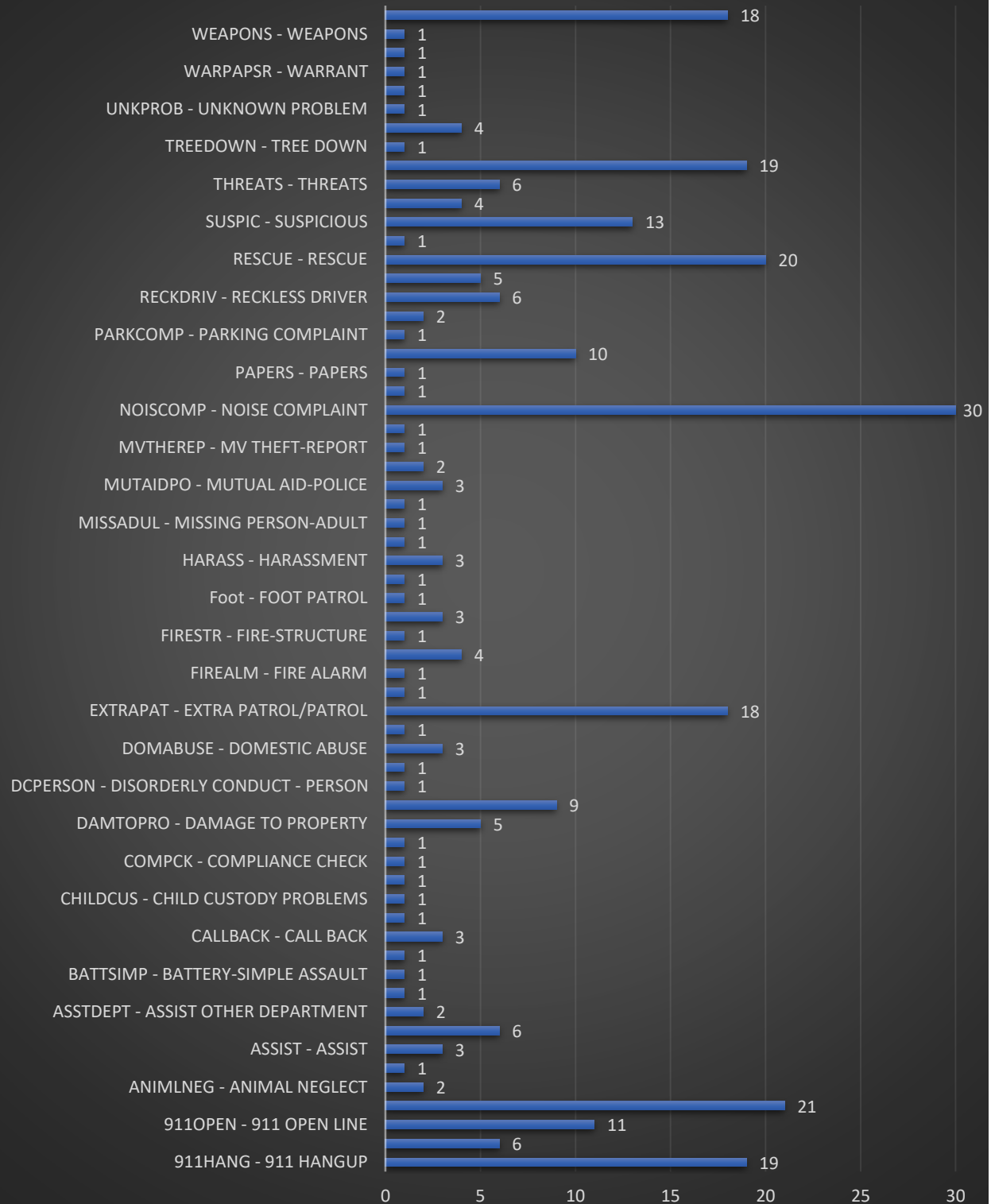
Determining the proportionate share of services for Twin Oaks

	2023
City's Assessed Value	914,459,600
Twin Oaks Total Assessed Value	1,390,800
% Assessed Value	0.001520898
City Tax Rate	0.006700833
Total Taxes for TO	9,319.52
Mobile Home Park Fees	49,313.46
Proportionate Share for TO	8,368.13

Determining the additional costs to provide Police and Fire/EMS services

	2024 Budget
Police Expenses	4,099,304.00
TO % in 2023	2.91%
Total cost to provide police services	119,175.44
Fire/EMS Expenses	1,402,794.00
TO % in 2023	1.87%
Total cost to provide Fire/EMS services	26,262.77
Total % Public Safety Costs Assessed to TO	145,438.20
(Less TO Property Tax & Fees Paid)	(58,632.98)
Excess costs eligible to special assessment	86,805.23

Twin Oaks - Total CFS by Type for 2023



To City of Whitewater Common Council

From Rick Manthe

Date March 5, 2024

Re Special Assessments of Mobile Home Communities

Included for a first reading on the March 5, 2024 Common Council agenda is an ordinance imposing a special assessment on mobile home communities to defray the costs of providing police, fire, and EMS services. This memo explains the ordinance, as well as some legal considerations for the City if it is adopted.

1. Summary of Special Assessment Ordinance.

This ordinance is designed to impose a special assessment on mobile home communities to defray the costs of providing police, fire, and EMS services. Generally, the ordinance requires the City to impose a special assessment if the costs of providing emergency services to a mobile home community are greater than the amount of taxes and fees collected from the mobile home community. If the amount of fees and taxes collected from the mobile home community exceeds the cost of providing emergency services for the previous calendar year, no special assessment is imposed.

The special assessment is calculated by using emergency services calls for service to the mobile home community as a percentage of all calls for emergency services in the City. That percentage is then multiplied by the yearly emergency services expenses to determine the yearly cost for services. If that yearly cost for services to a mobile home community exceeds all taxes and fees collected from the mobile home community, a special assessment is imposed for the difference between revenue and the cost of providing emergency services.

In addition to defraying the cost of providing emergency services, this ordinance would also incentivize mobile home community owners to implement safety strategies to reduce reliance on emergency services. For instance, an owner could increase security by

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installing cameras or additional lights in the hopes of reducing the calls for police service. By reducing the number of calls, the special assessment would decrease.

It is possible for the City to impose a special assessment to defray the costs of “educational services,” but this ordinance is limited to emergency services. The ordinance could be amended to include educational services from the school district. However, at this time, we have not gotten a response from the school district requesting to implement an educational service special assessment.

2. Legal Considerations for Ordinance.

While the City has express statutory authority to impose these special assessments against mobile home communities to defray the costs of municipal services, it is still possible there may be a negative levy adjustment for doing so. Below is an explanation of that risk to the City if it adopts this ordinance.

Cities may “levy and collect special assessments to defray the cost of municipal and educational services furnished to a [mobile home] community.” Wis. Stat. § 66.0435(2)(b)2. While this statute seems straightforward, its interaction with the levy limit law is complex.

The risk lies in whether a court would find that the “special assessment” is actually a property tax. If the special assessment were to be classified as a property tax, then a negative levy limit adjustment would be imposed under Wis. Stat. § 66.0602 for the entire amount of the special assessment. There is no legal bright line between a property tax and a special assessment (also referred to as a “fee” or “charge”). “The purpose, and not the name it is given, determines whether a government charge constitutes a tax.” *Bentivenga v. City of Delavan*, 2014 WI App 118, ¶6, 358 Wis. 2d 610, 615, 856 N.W.2d 546, 548. In differentiating between a tax and a charge, the “primary purpose of a tax is to obtain revenue for the government, while the primary purpose of a fee is to cover the expense of providing a service or of regulation and supervision of certain activities.” *City of River Falls v. St. Bridget's Cath. Church of River Falls*, 182 Wis. 2d 436, 441–42, 513 N.W.2d 673, 675 (Ct. App. 1994). For example, the Wisconsin Court of Appeals upheld a charge against all properties within a town designed to recover the entire cost of providing fire protection. The court determined that the charge was a fee because the amount collected would never exceed the cost of providing fire service. *Town of Hoard v. Clark Cnty.*, 2015 WI App 100, ¶13, 366 Wis. 2d 239, 247, 873 N.W.2d 241, 244.

Conversely, the Wisconsin Supreme Court recently determined that a statute allowing municipalities to create transportation utility districts and fund them via “taxation of the property in the district” was a property tax and subject to levy limits. *Wisconsin Prop. Taxpayers, Inc. v. Town of Buchanan*, 2023 WI 58, 408 Wis. 2d 287, 992 N.W.2d 100. In that case, a town created a transportation utility district, which Wisconsin law expressly

authorized. The enabling statute allowed the district to fund its operations via “taxation of property in the district.” Wis. Stat. § 66.0827(2). The Town of Buchanan then created a funding formula derived from a statistical analysis of road usage by various property types within the municipality and divided properties into various use categories. *Id.* at ¶13. However, the Court concluded that the statutory phrase “taxation of the property in the district” was merely another way of saying “property tax.” *Id.* at ¶14. Consequently, despite a specific statutory authorization to impose the tax, the Court concluded the utility charge was a property tax subject to levy limits.

As it applies to mobile home communities, although there is no definitive answer, special assessments or charges imposed for “municipal and educational services” would arguably not qualify as a tax. First, the City is statutorily authorized to impose special assessments to defray the costs of providing “municipal and educational services” to a mobile home community. Unlike a general property tax where the goal is to raise general purpose revenue, these assessments would only be to defray the costs of services actually provided to a particular mobile home community. In other words, the amount is directly tied to a service provided to the mobile home community.

The ordinance, as drafted, is limited in scope to only police, fire, and EMS services. It was designed to limit special assessments to only the cost of providing those services to mobile home communities. The special assessments will never exceed the cost of providing the services, and no special assessments will be imposed if the amount of taxes and fees received from the mobile home community is greater than the costs of providing services to the mobile home community. These factors would weigh in favor of the special assessment not resulting in a negative levy adjustment. However, since there are no court cases specifically interpreting the authorizing statute, it is possible a court could find the special assessment is a property tax and thus impose a negative levy adjustment and require the City to refund to the owner of the mobile home community.

ORDINANCE No. ____
AN ORDINANCE CREATING SECTION 3.11 OF THE WHITEWATER
MUNICIPAL CODE RELATING TO SPECIAL ASSESSMENTS OF MOBILE
HOME COMMUNITIES

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

SECTION 1: Create chapter 3.11 of the City of Whitewater Municipal Code to read as follows:

1. Purpose. The purpose of this section is to impose special assessments to defray the City's cost of furnishing police, fire, and emergency medical services to a mobile home community, and to encourage owners of a mobile home community to proactively implement strategies to reduce calls for such services.
2. Definitions. In this section:
 - A. "Emergency Services" means police, fire, and emergency medical services.
 - B. "Mobile Home Community" means any property upon which 3 or more manufactured homes or mobile homes, occupied for dwelling or sleeping purposes, are located, regardless of whether a charge is made for the accommodation of the homes upon such property.
3. Imposition of Mobile Home Community Special Assessments. Pursuant to Wis. Stat. § 66.0435(2)(b)2., the City may impose special assessments annually on each Mobile Home Community located in the City to defray the costs of providing Emergency Services.
4. Calculation of Special Assessment. To determine the costs of providing Emergency Services to each Mobile Home Community, the City shall annually calculate the number of calls for Emergency Services originating from, or requesting service to, the Mobile Home Community during the prior calendar year expressed as a percentage of the total number of calls for Emergency Services originating from or requesting service within the City multiplied by the actual amounts expended by the City for the provision of Emergency Services for the entire City for the same period. If the costs for providing Emergency Services to the Mobile Home Community exceeds the amount of revenue the City received from that Mobile Home Community, including all taxes and fees, the City shall impose a special assessment in an amount equal to the difference between the costs of providing Emergency Services attributable to the Mobile Home Community and the actual revenue received from the Mobile Home Community.

In no event will the City impose a special assessment for the cost of providing Emergency Services to the mobile home community if the attributable cost is less than the total amount of revenue the City received from the mobile home community.

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

Seconded by Council Member _____.

AYES: _____

NOES: _____

ABSENT: _____

ADOPTED: _____, 2024

John Weidl, City Manager

Heather Boehm, City Clerk



Council Agenda Item

Meeting Date:	March 19, 2024
Agenda Item:	Sidewalk Ordinance
Staff Contact (name, email, phone):	Brad Marquardt, bmarguardt@whitewater-wi.gov , 262-473-0139

BACKGROUND

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

The Public Works Committee started reviewing Chapter 12.12 last year as it relates to sidewalk repair and replacement and the costs associated with it. The Committee approved changes to the ordinance to bring it in line with current practices and recommended property owners pay 50% of the cost through assessments. Currently, the City pays 100% of the costs. The Council approved the first reading of the ordinance but asked for additional information pertaining to sidewalk cutting/grinding and City of Edgerton's Sidewalk Utility. City staff met with a company that performs sidewalk cutting and in general there is about a 33 – 40% cost savings over a full replacement. City staff also talked to Edgerton's Public Works Director who said the Utility was established in 2022. There was not much controversy over its creation. And felt it was a better way for everybody to contribute to the improvement of sidewalks since not everybody has them, but everybody can use them.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

At the October 10, 2023 Public Works Committee meeting, the Committee voted 2-1 to approve the updates to Chapter 12.22. This included special assessing the property owners 50% of the cost of repair/replacement, unless the repair/replacement is the result of a city terrace tree. Then the City would pay 100% of the repair/replacement. The dissenting vote was not in favor of special assessing the property owners. At the December 5, 2023 Council meeting the Council approved the first reading of the new ordinance which included assessing property owners 50% of the cost, unless if damage was caused by a terrace tree. At the March 12, 2024 Public Works Committee meeting it was recommended that the proposed ordinance not be approved at the second reading of the March 19, 2024 Council meeting and that staff be directed to work on establishing a Sidewalk Utility.

FINANCIAL IMPACT

(If none, state N/A)

The estimated cost to remove and replace concrete sidewalk is \$10/sq. ft. One square of sidewalk at five feet by feet would be 25 sq. ft or \$250. If the sidewalk has to be fully replaced across a 60-foot lot, the cost would be \$3,000. Under the current adopted Resolution, the property owner would pay \$0 in both examples. If the Chapter is adopted as attached, the property owner would pay \$125 or \$1,500 for the two examples provided. For sidewalk cutting it depends on the height of the displacement and if it is uniform across the sidewalk square. For estimating purposes, staff used a one-inch uniform height. The estimate for this work is \$160 for a five-foot width.

The City of Edgerton current charges \$2.50/quarter or \$10/year for a residential property. There are calculations for non-residential property and oversized lots. They are estimating an annual revenue of around \$32,000. For the City of Whitewater, we currently have approximately 3,800 properties that receive a storm water utility charge. Using \$10/year, this would result in a revenue of \$38,000. This amount is actually low as no adjustment is made for non-residential or oversized lots. As with the

Stormwater Utility, Water Utility, or Wastewater Utility, any revenue collected by the Sidewalk Utility can only be spent on sidewalk related charges.

STAFF RECOMMENDATION

Staff has included a map showing which streets have sidewalk on both sides, one side or none at all. According to GIS, 21.8 miles of streets have sidewalk on both sides (or roughly 44 miles of properties with), 14 miles have sidewalk on one side (or 14 miles of property with and 14 miles of property without), and 20.5 miles with no sidewalk (or 41 miles of property without). This indicates that roughly half of the properties in the City do not have sidewalk. Yet residents of those properties still benefit from being able to use the sidewalk and not have to maintain it. Also included is a Sidewalk Cost Breakdown showing the difference between money spent on defective sidewalk versus curb ramps. Staff also tried to identify trip hazards and have shown a comparison cost between replacement and sidewalk cutting.

Staff is in favor of updating Chapter 12.22 as attached. However, based on the information provided, staff would recommend sticking with the current Resolution where the property owner is not assessed and the City pays 100%. This would be in line with spot curb and gutter replacements done in conjunction with asphalt overlay, curb and gutter replacement on street reconstruction projects and with sidewalk replacement on street reconstruction projects where the City pays 100%.

Staff is also in support of the other alternative recommended by the Public Works Committee of not approving the second reading of this ordinance and work towards the establishment of a Sidewalk Utility.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Amending Chapter 12.22 Construction Standards Adopted
 2. Redlined Changes to Chapter 12.22
 3. Sidewalk Map
 4. Sidewalk Cost Breakdown
 5. City of Edgerton Sidewalk Utility
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ORDINANCE No. 2079
AN ORDINANCE AMENDING SUBSECTION 12.22
CONSTRUCTION STANDARDS ADOPTED

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

SECTION 1. Whitewater Municipal Code Chapter 12.22 is hereby amended to read as follows:

12.22.010 Appointment of administrator—Duties.

- (a) The Public Works Director or designee shall be designated as the sidewalk administrator.
- (b) It shall be the responsibility of the sidewalk administrator to administer the provisions of this chapter. The sidewalk administrator shall determine that new sidewalks are laid where required, that existing sidewalks are repaired or replaced when required, and that all sidewalk construction is completed according to the requirements of this chapter.

(Ord. 1015 §2(part), 1983).

12.22.020 Permit not required—Compliance with chapter.

No permit is required for the construction or repair of sidewalks. However, any sidewalk installed or repaired must comply with all sections of this chapter. The property owner is required to return to the sidewalk administrator a "Notice of Owner's Intent Form" indicating the method of repair or replacement desired, within twenty days of receiving said notice from the sidewalk administrator. The form shall advise the property owner of the options which the city has available under the established sidewalk policy.

(Ord. 1015 §2(part), 1983).

12.22.030 Specification for sidewalks.

- (a) Placement of Sidewalks.
 - (1) All sidewalks shall be laid within the street right-of-way and shall be laid one foot from the property line, and shall be four to five feet in width unless otherwise specified in this chapter.
 - (2) The requirements of subsection (1) of this section shall not apply to:
 - (A) Main Street from the intersection of Fremont Street on the west and to the intersection of Wisconsin on the east;
 - (B) Center Street from the intersection of Whitewater Street on the east and the intersection of Fremont Street on the west;
 - (C) First Street from the intersection of Center Street on the south to North Street on the north;
 - (D) Second Street from the intersection of Whitewater Street on the south to North Street on the North;
 - (E) Fremont Street from the intersection of Whitewater Street on the south to Main Street on the north;

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- (F) Any other street specified by the common council. All sidewalks built or relaid on the described portions of these streets shall run from the line of the property to the curb.
- (b) Materials.
- (1) All sidewalks shall be constructed and repaired with portland cement concrete.
 - (2) The concrete used shall meet the following requirements:
 - (A) The minimum compressive strength of the concrete must not be less than three thousand pounds per square inch at twenty-eight days;
 - (B) The cement content of the concrete shall not be less than five and one-half bags per cubic yard;
 - (C) The concrete shall be air entrained;
 - (D) The water content shall not be more than five and one-half gallons per bag of cement;
 - (E) The sand and gravel aggregate shall be separate and shall be washed material;
 - (F) The concrete shall be consolidated and spaded sufficiently to bring the mortar to the surface and to prevent honeycombing;
 - (G) All concrete work done after November 1st and before March 1st shall be protected against freezing for seventy-two hours;
 - (H) During cold weather a maximum of two pounds of calcium chloride per sack of cement may be added to accelerate the setting of the concrete;
 - (I) The concrete shall be cured for a minimum of three days using impervious plastic or paper, wet fabric, or a liquid impervious membrane; and
 - (J) All sidewalk shall be sealed per the sealer manufacturer's recommendation.
- (c) Preparation of Subgrade.
- (1) All sidewalk shall be placed on a minimum of three-inch compacted, granular subgrade material. Obstructions such as rocks, stumps, or sod shall be removed. Voids caused by the removal of obstructions shall be filled with gravel and thoroughly compacted to prevent future settlement.
 - (2) After forms are in place, the subgrade shall be tamped in its entirety to assure a solid and even surface.
 - (3) The subgrade shall be wetted down immediately prior to the placement of the concrete.
 - (4) The subgrade shall be accurately graded to assure a uniform thickness of concrete.
 - (5) Lot stakes are not to be disturbed during sidewalk construction or repair. One who disturbs a lot stake during sidewalk construction or repair shall be responsible for having the disturbed lot stake replaced by a surveyor and shall be subject to a penalty under Section 236.32 of the Wisconsin Statutes.
- (d) Formwork and finishing.
- (1) The elevation measured at the edge of the sidewalk nearest the property line shall not be less than two percent above the top of the adjacent curb. For all practical purposes the sidewalk shall be located at a higher elevation than the curb as stipulated above, and shall follow the uniformity of the curb and not the fluctuating lot elevations.
 - (2) Forms shall be set to obtain a minimum of four-foot wide sidewalk at a minimum thickness of four inches. Sidewalks across driveways shall be a minimum of six inches in thickness.

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- (3) Forms shall be securely staked and braced to prevent movement during the placement of concrete. Form rails shall be rigid and straight, and if wood, must be a minimum size of two inches by four inches (nominal). Forms shall be oiled and cleaned before each use.
 - (4) The transverse slope of the sidewalk shall not exceed one quarter inch per foot, sloping toward the public street.
 - (5) Dummy joints shall be installed either by sawing or grooving at approximately the same width of the sidewalk constructed at right angles to the centerline. Expansion joints shall be installed at a maximum of one hundred foot intervals.
 - (6) The edges of the sidewalk shall be rounded with an edger having a radius of one quarter inch.
 - (7) Form removal should be carefully done without damage to green concrete and shall not be done within twenty-four hours after the placing of the concrete.
 - (8) After forms are removed, the sidewalk edges shall be properly backfilled and graded.
 - (9) The seeding of the backfilled and graded areas shall be the responsibility of the property owner.
 - (e) The requirements of Section 66.616 of the Wisconsin Statutes are adopted by reference. The curb ramping requirements of Section 66.616 of the Wisconsin Statutes shall apply to all new curb and sidewalk construction and to all replacement curbs and sidewalks construction at locations considered to be legal crosswalks.
 - (f) Unless otherwise herein specified, all sidewalk shall be constructed in accordance with applicable provisions of the most current State of Wisconsin Standard Specifications for Highway and Structure Construction.
- (Ord. 1015 §2(part), 1983).

12.22.040 Sidewalk repair and replacement—When required.

- (a) The sidewalk administrator shall order any sidewalk which is unsafe, defective, or insufficient to be repaired or replaced so that said sidewalk meets the specifications set forth in this chapter.
- (b) Whenever the following sidewalk defects are found to exist by the sidewalk administrator, an appropriate order for the repair or replacement of the sidewalk shall be made:
 - (1) When a sidewalk has a three-quarter inch or greater height difference between blocks, it shall be required that the entire block which is out of alignment be replaced and realigned. Topping the lower slab with concrete or blacktop and/or using concrete or blacktop to ramp from the lower slab to the higher slab is not permitted.
 - (2) When a horizontal alignment variance of one inch per foot or greater exists the entire block which is out of alignment shall be required to be replaced or realigned.
 - (3) When one or more cracks exist in a block with openings which are of three-quarters of an inch or larger, it shall be required that the entire block be replaced.
 - (4) When the scaling or cracking of a block makes the block unsafe, the entire block shall be required to be replaced.
 - (5) When a block has a corner missing, and the size of the missing corner is less than six inches by six inches, the block may be repaired by patching unless the condition is repetitive on three or more blocks, in which case the blocks shall be replaced.
 - (6) When the height of a block causes isolated ponding of water, the entire block shall be required to be replaced or adjusted in elevation so that the ponding of water is eliminated.

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- (7) When the sidewalk has not been set to the required grade or line or does not comply with other specifications of this chapter, it shall be required to be repaired or replaced.
 - (c) When a portion of an old sidewalk is repaired or replaced and the original width of said sidewalk was less than or greater than four feet, the original width of the sidewalk shall prevail, provided that the original width is uniform within the entire block and also that less than all of the sidewalk on the entire block will be replaced.
 - (d) Although minor streets are not required to install new sidewalk where none had previously existed, they are required to maintain existing walk and to install new sidewalk in blocks in which there is sidewalk along fifty percent of the street frontage within the block. There are no provisions which allow removal of sidewalk unless a variance would be granted by the council.
- (Ord. 1015 §2(part), 1983).

12.22.050 New sidewalk construction—When required.

- (a) Sidewalk shall be required on all major streets with the following exceptions:
 - (1) Sidewalk will not be required when the nature of the terrain creates insurmountable engineering problems.
 - (2) Sidewalk will not be required where there is insufficient right-of-way.
 - (3) Sidewalk will not be required if the installation would generate a safety hazard by encouraging pedestrian traffic in dangerous areas.
 - (4) Sidewalks will not be required along vacant land which extends to the city limits which is not situated between areas generating pedestrian traffic, and streets on which curb and gutter has not been installed.
- (b) Streets classified as minor streets with curbs and gutter, but without sidewalks, will not be required to have new sidewalks constructed unless those constituting the ownership of more than fifty percent of the property fronting along a given street sign a petition requesting that new sidewalk be installed on their street.
 - (1) In calculating the percentage of property owners who have signed the petition, only one signature shall be counted per tax parcel. Individuals or entities owning more than one tax parcel may sign separately for each tax parcel owned. The signature of all record owners of a tax parcel shall be required for the vote of that tax parcel to be counted.
 - (2) Sidewalks may not be installed on minor streets when one or more of the exceptions listed above are applicable.
- (c) Sidewalks may be required on minor streets or on streets which fall under one of the exceptions if it is determined that a severe pedestrian and/or traffic hazard exists.
- (d) The classification of streets is as follows:
 - (1) Major Streets.
 - (A) East and West Main Street;
 - (B) East Milwaukee Street, South Wisconsin Street to East Elkhorn Road;
 - (C) East and West North Street;
 - (D) East Newcomb Street;

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- (E) South Wisconsin Street, East Main Street to Beach Road;
 - (F) South Janesville Street;
 - (G) South Franklin Street, South Janesville Street to West Main Street;
 - (H) West Walworth Street, South Buckingham Boulevard to South Janesville Street;
 - (I) South Elizabeth Street;
 - (J) South Prince Street, West Walworth Avenue, to West Main Street;
 - (K) North Tratt Street;
 - (L) West Starin Road;
 - (M) North Fremont Street;
 - (N) North Prince Street, West Main Street to West Starin Road;
 - (O) North Prairie Street, West Main Street to Starin Road;
 - (P) South Whiton Street, West Walworth Avenue to West Main Street;
 - (Q) West Highland Street;
 - (R) West Center Street;
 - (S) West Whitewater Street;
 - (T) South Elkhorn Road;
 - (U) South Summit Street.

(2) Minor Streets. All other streets within the city limits not listed above.

(Ord. 1022 §1, 1983; Ord. 1015 §2(part), 1983).

12.22.060 Owner responsibility for the construction of new sidewalk and for the replacement and repair of existing sidewalk—Noncompliance.

- (a) Whenever the sidewalk administrator determines that the provisions in this chapter require the construction of new sidewalk or the repair or replacement of existing sidewalk, an order requiring that new sidewalk be constructed or that existing sidewalk be repaired or replaced shall be prepared. A copy of the order directing such construction, replacement or repairs shall be served upon the owner of each lot or parcel of land. The sidewalk administrator shall serve such notice. Service of the notice may be made by personal delivery, by certified or registered mail, or by publication in the Whitewater Register as a Class I notice under Chapter 985 of the Wisconsin Statutes, together with mailing by first class mail if the name and mailing address of the owner can be readily ascertained.
- (b) Whenever any such property owner who has been notified shall neglect for a period of twenty days after such notification to lay, remove or replace, or repair any such sidewalk, the sidewalk administrator may cause such work to be done at the expense of such owner. All work for the construction of new sidewalks and the replacement or repairing of existing sidewalks shall be bid following the City's Procurement Policy, or done by public works personnel employed by the City of Whitewater.
- (c) The sidewalk administrator shall serve the order, which is discussed in subsection (a) of this section, along with a "Notice of Owner's Intent Form." Said form shall state the options for the property owner. The property owner shall return the "Notice of Owner's Intent Form" to the sidewalk administrator within twenty days of receiving the notice and shall indicate on the notice the method of repair or replacement desired.

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- (d) Whenever a property owner elects to have the City of Whitewater personnel or contractor install, repair or replace their sidewalk, the property owner shall be required to sign a release form. The form shall be similar to the following:

CITY OF WHITEWATER
SIDEWALK CONSTRUCTION RELEASE FORM

OWNER:

ADDRESS:

ESTIMATED COST: Length x Width x Estimated Cost = Preliminary Cost

If Applicable: 50% Cost

Final Estimated Cost to Property Owner: Total Cost

The undersigned in electing to utilize the City of Whitewater personnel and/or its contractor for required sidewalk repair or installation hereby releases the City of Whitewater from any obligation for repair of sidewalk due to minor cracking or other minor problems which frequently occur with concrete construction. Work done by the City of Whitewater personnel or its contractor will be done according to ordinance specifications. The phrase "minor problems" above is intended to mean problems which do not affect the sidewalk's performance.

Property Owner's Signature

- (e) The City of Whitewater shall be responsible for the costs incurred to reconstruct curbs and sidewalk to comply with Section 66.616 of the Wisconsin Statutes when possible (Reference Curb Ramping for Handicap Accessibility).
- (f) The cost of the sidewalk construction and/or repair may be paid by the abutting property owner as follows:
- (1) The abutting property owner may elect to reimburse the city by paying the cost of said repair or construction within thirty days of being billed. No interest will be charged if paid within thirty days of the billing. If the cost of construction or repair is not paid within thirty days, it shall be entered by the city clerk on the tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like taxes upon real estate. The amount so added to the tax roll shall include interest at the prevailing rate per month from the date that the individual was initially billed to December 31st of the year in which it is placed on the tax roll.
 - (2) Whenever the amount to be levied is in excess of five hundred dollars, the property owner may elect to pay over a three-year period and to have the city clerk enter said costs, together with interest at the prevailing interest rate on the tax roll, as a special assessment against such lot or a parcel of land.
 - (3) Where there is a replacement of sidewalk and there has been a previous assessment for sidewalk, a credit shall be given for the remaining useful life of the sidewalk. The useful life of the sidewalk for his purpose shall be twenty-five years.
 - (4) Unless changed by Resolution, the property owner is responsible for 50% of the estimated cost. If it is determined by the sidewalk administrator that the sidewalk to be replaced or repaired is due to a city terrace tree, the City shall pay 100% of the cost to replace or repair.

(Ord. 1015 §2(part), 1983).

12.22.070 Variance procedure.

- (a) No sidewalk shall be installed in such a manner so as to include a tree, utility pole or any other structure within the area of actual sidewalk construction, unless a variance has been granted by the council to permit such an intrusion into the sidewalk area.
 - (b) When the owners of more than fifty percent of the tax parcels along a given street sign a petition requesting a variance or an exception from the requirement of having sidewalk installed on their street, the sidewalk administrator shall submit said petition to the common council. Petitioners will be required to show just cause why sidewalks are not necessary above and beyond merely not wanting a sidewalk.
 - (1) In calculating the percentage of property owners who have signed the petition, only one signature shall be counted per tax parcel. Individuals or entities owning more than one tax parcel may sign separately for each tax parcel owned. The signature of all record owners of a tax parcel shall be required for the vote of that tax parcel to be counted.
 - (2) Those submitting said petition must do so within thirty days after receiving notification that sidewalk is required on their street.
 - (c) Individual property owners, upon receipt of an order from the sidewalk administrator, shall have the right to petition the council for a variance or exception from this chapter. Variances may be not requested by individual property owners by reason of merely not wanting sidewalk.
 - (d) All exceptions or variances from this chapter shall require a two-thirds vote of the council.
- (Ord. 1015 §2(part), 1983).

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

Seconded by Council Member _____.

AYES:

NOES:

ABSENT:

ADOPTED:

John Weidl, City Manager

Karri Anderberg, City Clerk

Chapter 12.22 CONSTRUCTION STANDARDS ADOPTED

Sections:

12.22.010 Appointment of administrator—Duties.

- (a) The ~~building inspector~~Public Works Director or designee shall be designated as the sidewalk administrator.
- (b) It shall be the responsibility of the sidewalk administrator to administer the provisions of this chapter. ~~He~~The sidewalk administrator shall determine that new sidewalks are laid where required, that existing sidewalks are repaired or replaced when required, and that all sidewalk construction is completed according to the requirements of this chapter.

(Ord. 1015 §2(part), 1983).

12.22.020 Permit not required—Compliance with chapter.

No permit is required for the construction or repair or sidewalks. However, any sidewalk installed or repaired must comply with all sections of this chapter. The property owner is required to return to the sidewalk administrator a "Notice of Owner's Intent Form" indicating the method of repair or replacement desired, within twenty days of receiving said notice from the sidewalk administrator. The form shall advise the property owner of the options which the city has available under the established sidewalk policy.

(Ord. 1015 §2(part), 1983).

12.22.030 Specification for sidewalks.

(a) Placement of Sidewalks.

- (1) All sidewalks shall be laid within the street right-of-way and shall be laid one foot from the property line, and shall be four to five feet in width unless otherwise specified in this chapter.
- (2) The requirements of subsection (1) of this section shall not apply to:
 - (A) Main Street from the intersection of Fremont Street on the west and to the intersection of Wisconsin on the east;
 - (B) Center Street from the intersection of Whitewater Street on the east and the intersection of Fremont Street on the west;
 - (C) First Street from the intersection of Center Street on the south to North Street on the north;
 - (D) Second Street from the intersection of Whitewater Street on the south to North Street on the North;
 - (E) Fremont Street from the intersection of Whitewater Street on the south to Main Street on the north;
 - (F) Any other street specified by the common council. All sidewalks built or relaid on the described portions of these streets shall run from the line of the property to the curb.

(b) Materials.

-
- (1) All sidewalks shall be constructed and repaired with portland cement concrete.
 - (2) The concrete used shall meet the following requirements:
 - (A) The minimum compressive strength of the concrete must not be less than three thousand pounds per square inch at twenty-eight days;
 - (B) The cement content of the concrete shall not be less than five and one-half bags per cubic yard;
 - (C) The concrete shall be air entrained;
 - (D) The water content shall not be more than five and one-half gallons per bag of cement;
 - (E) The sand and gravel aggregate shall be separate and shall be washed material;
 - (F) The concrete shall be consolidated and spaded sufficiently to bring the mortar to the surface and to prevent honeycombing;
 - (G) All concrete work done after November 1st and before March 1st shall be protected against freezing ~~with a four-inch layer of hay covered and anchored in place~~ for seventy-two hours;
 - (H) During cold weather a maximum of two pounds of calcium chloride per sack of cement may be added to accelerate the setting of the concrete;
 - (I) The concrete shall be cured for a minimum of three days using impervious plastic or paper, wet fabric, or a liquid impervious membrane; and
 - (J) All sidewalk shall be sealed per the sealer manufacturer's recommendation.
 - (c) Preparation of Subgrade.
 - (1) All sidewalk shall be placed on a minimum of three-inch compacted, granular subgrade material. Obstructions such as rocks, stumps, or sod shall be removed. Voids caused by the removal of obstructions shall be filled with gravel and thoroughly compacted to prevent future settlement.
 - (2) After forms are in place, the subgrade shall be tamped in its entirety to assure a solid and even surface.
 - (3) The subgrade shall be wetted down immediately prior to the placement of the concrete.
 - (4) The subgrade shall be accurately graded to assure a uniform thickness of concrete.
 - (5) Lot stakes are not to be disturbed during sidewalk construction or repair. One who disturbs a lot stake during sidewalk construction or repair shall be responsible for having the disturbed lot stake replaced by a surveyor and shall be subject to a penalty under Section 236.32 of the Wisconsin Statutes.
 - (d) Formwork and finishing.
 - (1) The elevation measured at the edge of the sidewalk nearest the property line shall not be less than two percent ~~nor more than five percent~~ above the top of the adjacent curb. For all practical purposes the sidewalk shall be located at a higher elevation than the curb as stipulated above, and shall follow the uniformity of the curb and not the fluctuating lot elevations.
 - (2) Forms shall be set to obtain a minimum of four-foot wide sidewalk at a minimum thickness of four inches. Sidewalks across driveways shall be a minimum of six inches in thickness.
 - (3) Forms shall be securely staked and braced to prevent movement during the placement of concrete. Form rails shall be rigid and straight, and if wood, must be a minimum size of two inches by four inches (nominal). Forms shall be oiled and cleaned before each use.
 - (4) The transverse slope of the sidewalk shall not ~~be less than~~ exceed one quarter inch per foot ~~or more than one inch per foot~~, sloping toward the public street.

-
- (5) Dummy joints shall be installed either by sawing or grooving at approximately ~~four-foot intervals~~the same width of the sidewalk constructed at right angles to the centerline. Expansion joints shall be installed at a maximum of ~~ninety-six~~one hundred foot intervals ~~and at property lines~~.
- (6) The edges of the sidewalk shall be rounded with an edger having a radius of one quarter inch.
- (7) Form removal should be carefully done without damage to green concrete and shall not be done within twenty-four hours after the placing of the concrete.
- (8) After forms are removed, the sidewalk edges shall be properly backfilled and graded.
- (9) The seeding of the backfilled and graded areas shall be the responsibility of the property owner.
- (e) The requirements of Section 66.616 of the Wisconsin Statutes are adopted by reference. The curb ramping requirements of Section 66.616 of the Wisconsin Statutes shall apply to all new curb and sidewalk construction and to all replacement curbs and sidewalks construction at locations considered to be legal crosswalks.
- (f) Unless otherwise herein specified, all sidewalk shall be constructed in accordance with applicable provisions of the most current State of Wisconsin Standard Specifications for ~~Road and Bridge~~Highway and Structure Construction, ~~1981 Edition~~.
- (Ord. 1015 §2(part), 1983).

12.22.040 Sidewalk repair and replacement—When required.

- (a) The sidewalk administrator shall order any sidewalk which is unsafe, defective, or insufficient to be repaired or replaced so that said sidewalk meets the specifications set forth in this chapter.
- ~~(b) During the calendar year 1983, the sidewalk administrator shall perform a comprehensive survey of the structural conditions of all sidewalks in the City of Whitewater and shall report to the council those sidewalks which are unsafe, defective or insufficient. Starting in the calendar year 1984, the sidewalk administrator shall annually review the sidewalks in one of the wards per year on a rotating basis.~~
- (be) Whenever the following sidewalk defects are found to exist by the sidewalk administrator, an appropriate order for the repair or replacement of the sidewalk shall be made:
- (1) When a sidewalk has a three-quarter inch or greater height difference between blocks, it shall be required that the entire block which is out of alignment be replaced and realigned. Topping the lower slab with concrete or blacktop and/or using concrete or blacktop to ramp from the lower slab to the higher slab is not permitted.
 - (2) When a horizontal alignment variance of one inch per foot or greater exists the entire block which is out of alignment shall be required to be replaced or realigned.
 - (3) When one or more cracks exist in a block with openings which are of three-quarters of an inch or larger, it shall be required that the entire block be replaced.
 - (4) When the scaling or cracking of a block makes the block unsafe, the entire block shall be required to be replaced.
 - (5) When a block has a corner missing, and the size of the missing corner is less than six inches by six inches, the block may be repaired by patching unless the condition is repetitive on three or more blocks, in which case the blocks shall be replaced.
 - (6) When the height of a block causes isolated ponding of water, the entire block shall be required to be replaced or adjusted in elevation so that the ponding of water is eliminated.

(7) When the sidewalk has not been set to the required grade or line or does not comply with other specifications of this chapter, it shall be required to be repaired or replaced.

(~~cd~~) When a portion of an old sidewalk is repaired or replaced and the original width of said sidewalk was less than or greater than four feet, the original width of the sidewalk shall prevail, provided that the original width is uniform within the entire block and also that less than all of the sidewalk on the entire block will be replaced. ~~In all other circumstances the four foot width regulation shall be applicable.~~

(~~de~~) Although minor streets are not required to install new sidewalk where none had previously existed, they are required to maintain existing walk and to install new sidewalk in blocks in which there is sidewalk along fifty percent of the street frontage within the block. There are no provisions which allow removal of sidewalk unless a variance would be granted by the council.

(Ord. 1015 §2(part), 1983).

12.22.050 New sidewalk construction—When required.

(a) Sidewalk shall be required on all major streets with the following exceptions:

- (1) Sidewalk will not be required when the nature of the terrain creates insurmountable engineering problems.
- (2) Sidewalk will not be required where there is insufficient right-of-way.
- (3) Sidewalk will not be required if the installation would generate a safety hazard by encouraging pedestrian traffic in dangerous areas.
- (4) Sidewalks will not be required along vacant land which extends to the city limits which is not situated between areas generating pedestrian traffic, and streets on which curb and gutter has not been installed.

(b) Streets classified as minor streets with curbs and gutter, but without sidewalks, will not be required to have new sidewalks constructed unless those constituting the ownership of more than fifty percent of the property fronting along a given street sign a petition requesting that new sidewalk be installed on their street.

- (1) In calculating the percentage of property owners who have signed the petition, only one signature shall be counted per tax parcel. Individuals or entities owning more than one tax parcel may sign separately for each tax parcel owned. The signature of all record owners of a tax parcel shall be required for the vote of that tax parcel to be counted.
- (2) Sidewalks may not be installed on minor streets when one or more of the exceptions listed above are applicable.

(c) Sidewalks may be required on minor streets or on streets which fall under one of the exceptions if it is determined that a severe pedestrian and/or traffic hazard exists.

(d) The classification of streets is as follows:

- (1) Major Streets.
 - (A) East and West Main Street;
 - (B) East Milwaukee Street, South Wisconsin Street to East Elkhorn Road;
 - (C) East and West North Street;
 - (D) East Newcomb Street;

-
- (E) South Wisconsin Street, East Main Street to Beach Road;
 - (F) South Janesville Street;
 - (G) South Franklin Street, South Janesville Street to West Main Street;
 - (H) West Walworth Street, South Buckingham Boulevard to South Janesville Street;
 - (I) South Elizabeth Street;
 - (J) South Prince Street, West Walworth Avenue, to West Main Street;
 - (K) North Tratt Street;
 - (L) West Starin Road;
 - (M) North Fremont Street;
 - (N) North Prince Street, West Main Street to West Starin Road;
 - (O) North ~~Case~~Prairie Street, West Main Street to Starin Road;
 - (P) South Whiton Street, West Walworth Avenue to West Main Street;
 - (Q) West Highland Street;
 - (R) West Center Street;
 - (S) West Whitewater Street;
 - (T) South Elkhorn Road;
 - (U) South Summit Street.

(2) Minor Streets. All other streets within the city limits not listed above.

(Ord. 1022 §1, 1983; Ord. 1015 §2(part), 1983).

12.22.060 Owner responsibility for the construction of new sidewalk and for the replacement and repair of existing sidewalk—Noncompliance.

- (a) Whenever the sidewalk administrator determines that the provisions in this chapter require the construction of new sidewalk or the repair or replacement of existing sidewalk, ~~he shall prepare~~ an order requiring that new sidewalk be constructed or that existing sidewalk be repaired or replaced shall be prepared. A copy of the order directing such construction, replacement or repairs shall be served upon the owner of each lot or parcel of land. The sidewalk administrator shall serve such notice. Service of the notice may be made by personal delivery, by certified or registered mail, or by publication in the Whitewater Register as a Class I notice under Chapter 985 of the Wisconsin Statutes, together with mailing by first class mail if the name and mailing address of the owner can be readily ascertained.
- (b) Whenever any such property owner who has been notified shall neglect for a period of twenty days after such notification to lay, remove or replace, or repair any such sidewalk, the sidewalk administrator may cause such work to be done at the expense of such owner. All work for the construction of new sidewalks and the replacement or ~~requiring repairing~~ of existing sidewalks shall ~~annually be let by competitive bidding to the lowest responsible bidder~~ be bid following the City's Procurement Policy, or done by public works personnel ~~currently~~ employed by the City of Whitewater.
- (c) The sidewalk administrator shall serve the order, which is discussed in subsection (a) of this section, along with a "Notice of Owner's Intent Form." Said form shall state the options for the property owner. The

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(Supp. No. 3/23)

property owner shall return the "Notice of Owner's Intent Form" to the sidewalk administrator within twenty days of receiving the notice and shall indicate on the notice the method of repair or replacement desired.

- (d) Whenever a property owner elects to have the City of Whitewater personnel or contractor install, repair or replace their sidewalk, the property owner shall be required to sign a release form. The form shall be similar to the following:

CITY OF WHITEWATER
SIDEWALK CONSTRUCTION RELEASE FORM

OWNER:

ADDRESS:

~~Other description if required~~ ESTIMATED COST: Length x Width x Estimated Cost = Preliminary Cost

If Applicable: 50% Cost

Final Estimated Cost to Property Owner: Total Cost

The undersigned in electing to utilize the City of Whitewater personnel and/or its contractor for required sidewalk repair or installation hereby releases the City of Whitewater from any obligation for repair of sidewalk due to minor cracking or other minor problems which frequently occur with concrete construction. Work done by the City of Whitewater personnel or its contractor will be done according to ordinance specifications. The phrase "minor problems" above is intended to mean problems which do not affect the sidewalk's performance.

Property Owner's Signature

- (e) The City of Whitewater shall be responsible for the costs incurred to reconstruct curbs and sidewalk to comply with Section 66.616 of the Wisconsin Statutes when possible (Reference Curb Ramping for Handicap Accessibility).

- (f) The cost of the sidewalk construction and/or repair may be paid by the abutting property owner as follows:

- (1) The abutting property owner may elect to reimburse the city by paying the cost of said repair or construction within thirty days of being billed. No interest will be charged if paid within thirty days of the billing. If the cost of construction or repair is not paid within thirty days, it shall be entered by the city clerk on the tax roll as a special tax against said lot or parcel of land, and the same shall be collected in all respects like taxes upon real estate. The amount so added to the tax roll shall include interest at the prevailing rate per month from the date that the individual was initially billed to December 31st of the year in which it is placed on the tax roll.

- (2) Whenever the amount to be levied is in excess of ~~one-five~~ hundred dollars, the property owner may elect to pay over a ~~five~~three-year period and to have the city clerk enter said costs, together with interest at the prevailing interest rate on the tax roll, as a special assessment against such lot or a parcel of land.

~~.(3) The city shall be responsible for the costs incurred to reconstruct curbs and sidewalks to comply with Section 66.616 of the Wisconsin Statutes, except where the sidewalk involved was determined to be unsafe, defective, or insufficient. In that case, the property owner shall be assessed on a square foot basis for the sidewalk replaced which is in the normal construction limits of a standard sidewalk, that is, one foot from property line, four feet in width.~~

(34) Where there is a replacement of sidewalk and there has been a previous assessment for sidewalk, a credit shall be given for the remaining useful life of the sidewalk. The useful life of the sidewalk for his purpose shall be ~~ten~~twenty-five years.

(4) Unless changed by Resolution, the property owner is responsible for 50% of the estimated cost. If it is determined by the sidewalk administrator that the sidewalk to be replaced or repaired is due to a city terrace tree, the City shall pay 100% of the cost to replace or repair.

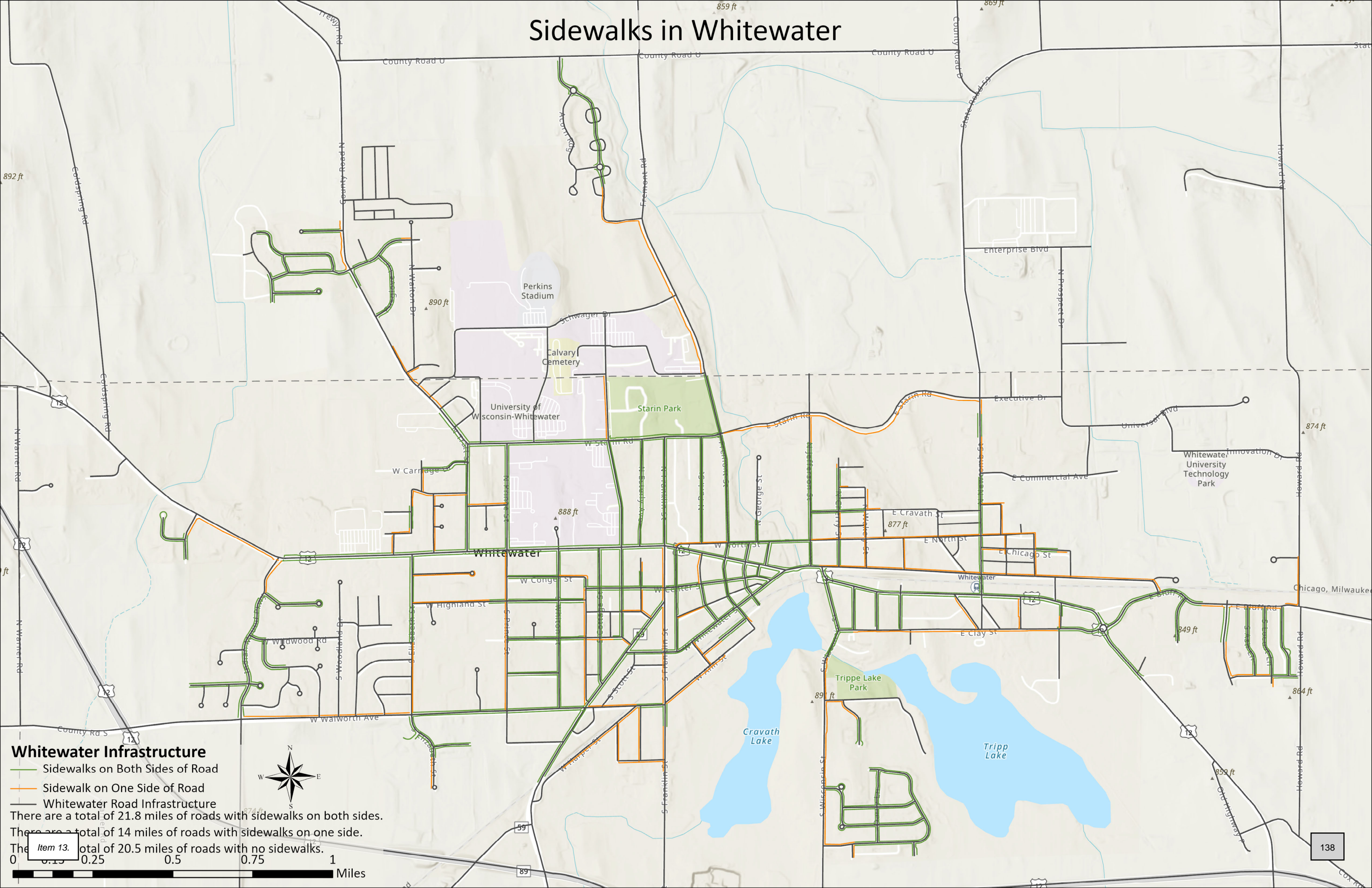
(Ord. 1015 §2(part), 1983).

12.22.070 Variance procedure.

- (a) No sidewalk shall be installed in such a manner so as to include a tree, utility pole or any other structure within the area of actual sidewalk construction, unless a variance has been granted by the council to permit such an intrusion into the sidewalk area.
- (b) When the owners of more than fifty percent of the tax parcels along a given street sign a petition requesting a variance or an exception from the requirement of having sidewalk installed on their street, the sidewalk administrator shall submit said petition to the common council. Petitioners will be required to show just cause why sidewalks are not necessary above and beyond merely not wanting a sidewalk.
 - (1) In calculating the percentage of property owners who have signed the petition, only one signature shall be counted per tax parcel. Individuals or entities owning more than one tax parcel may sign separately for each tax parcel owned. The signature of all record owners of a tax parcel shall be required for the vote of that tax parcel to be counted.
 - (2) Those submitting said petition must do so within thirty days after receiving notification that sidewalk is required on their street.
- (c) Individual property owners, upon receipt of an order from the sidewalk administrator, shall have the right to petition the council for a variance or exception from this chapter. Variances may be not requested by individual property owners by reason of merely not wanting sidewalk.
- (d) All exceptions or variances from this chapter shall require a two-thirds vote of the council.

(Ord. 1015 §2(part), 1983).

Sidewalks in Whitewater



Whitewater Infrastructure

- Sidewalks on Both Sides of Road
- Sidewalk on One Side of Road
- Whitewater Road Infrastructure

There are a total of 21.8 miles of roads with sidewalks on both sides.
There are a total of 14 miles of roads with sidewalks on one side.

The total of 20.5 miles of roads with no sidewalks.

0 0.15 0.25 0.5 0.75 1 Miles

Fremont Street (North St - Starin Rd)

Curb Ramps - 4	\$10,000.00
Defective Replacement - 190'	\$7,600.00
Trip Hazards - 5	
Property Owner - Replace	\$800.00
City - Replace	\$200.00
Sawcutting (Average 1")	\$640.00

Franklin Street (Main St - Starin Rd)

Curb Ramps - 10	\$15,000.00
Defective Replacement - 1775'	\$71,000.00
Trip Hazards - 7	
Property Owner - Replace	\$1,400.00
City - Replace	\$160.00
Sawcutting (Average 1")	\$896.00

Prairie St East side only (Main St - Starin Rd)

Curb Ramps - 4	\$10,000.00
Defective Replacement - 560'	\$22,400.00
Trip Hazards - 1	
Property Owner - Replace	\$400.00
City - Replace	\$0.00
Sawcutting (Average 1")	\$128.00

Main St north side only (Prairie St to North St)

Curb Ramps - 0	\$0.00
Defective Replacement - 45'	\$2,250.00
Trip Hazards - 1	
Property Owner - Replace	\$0.00
City - Replace	\$250.00
Sawcutting (Average 1")	\$160.00

Fremont St west side only (Whitewater to North)

Curb Ramps - 13	\$32,500.00
Defective Replacement - 15'	\$750.00
Trip Hazards - 0	
Property Owner - Replace	\$0.00
City - Replace	\$0.00
Sawcutting (Average 1")	\$0.00

Church St (Main St to Whitewater St)

Curb Ramps - 10	\$0.00
Defective Replacement - 555'	\$22,200.00
Trip Hazards - 20	
Property Owner - Replace	\$3,400.00
City - Replace	\$600.00
Sawcutting (Average 1")	\$2,560.00

N Park Street (North St - Starin Rd)

Curb Ramps - 6	\$15,000.00
Defective Replacement - 396'	\$19,800.00
Trip Hazards - 4	
Property Owner - Replace	\$200.00
City - Replace	\$1,000.00
Sawcutting (Average 1")	\$512.00

Esterly Ave (Main St - Starin Rd)

Curb Ramps - 5	\$15,000.00
Defective Replacement - 646'	\$49,200.00
Trip Hazards - 1	
Property Owner - Replace	\$160.00
City - Replace	\$0.00
Sawcutting (Average 1")	\$128.00

North St north side only (Main St to Fremont St)

Curb Ramps - 3	\$7,500.00
Defective Replacement - 15'	\$600.00
Trip Hazards - 0	
Property Owner - Replace	\$0.00
City - Replace	\$0.00
Sawcutting (Average 1")	\$0.00

Starin Road (Prairie St to Fremont St)

Curb Ramps - 16	\$40,000.00
Defective Replacement - 350'	\$17,500.00
Trip Hazards - 1	
Property Owner - Replace	\$450.00
City - Replace	\$0.00
Sawcutting (Average 1")	\$160.00

Fourth St (Main St to Whitewater St)

Curb Ramps - 18	\$45,000.00
Defective Replacement - 25'	\$1,000.00
Trip Hazards - 0	
Property Owner - Replace	\$0.00
City - Replace	\$0.00
Sawcutting (Average 1")	\$0.00

Franklin St (Main St to Walworth Ave)

Curb Ramps - 7	\$17,500.00
Defective Replacement - 145'	\$5,800.00
Trip Hazards - 10	
Property Owner - Replace	\$400.00
City - Replace	\$1,600.00
Sawcutting (Average 1")	\$1,600.00

Boone Ct (High St to cul-de-sac)

Curb Ramps - 0	\$0.00
Defective Replacement - 5'	\$200.00
Trip Hazards - 1	
Property Owner - Replace	\$0.00
City - Replace	\$250.00
Sawcutting (Average 1")	\$160.00

Cottage St (Main St to Janesville St)

Curb Ramps - 19	\$47,500.00
Defective Replacement - 485'	\$19,400.00
Trip Hazards - 20	
Property Owner - Replace	\$1,800.00
City - Replace	\$2,200.00
Sawcutting (Average 1")	\$2,560.00

Whiton St (Main St to Walworth Ave)

Curb Ramps - 29	\$72,500.00
Defective Replacement - 675'	\$27,000.00
Trip Hazards - 34	
Property Owner - Replace	\$3,800.00
City - Replace	\$3,000.00
Sawcutting (Average 1")	\$4,352.00

Conger St (Whiton St to Summit St)

Curb Ramps - 0	\$0.00
Defective Replacement - 85'	\$3,400.00
Trip Hazards - 2	
Property Owner - Replace	\$0.00
City - Replace	\$400.00
Sawcutting (Average 1")	\$256.00

Highland St (Whiton St to Summit St)

Curb Ramps - 0	\$0.00
Defective Replacement - 250'	\$10,000.00
Trip Hazards - 8	
Property Owner - Replace	\$200.00
City - Replace	\$1,400.00
Sawcutting (Average 1")	\$1,024.00

Peck St (Whiton St to Janesville St)

Curb Ramps - 0	\$0.00
Defective Replacement - 240'	\$9,600.00
Trip Hazards - 19	
Property Owner - Replace	\$1,200.00
City - Replace	\$2,600.00

Prairie St (Main St to Peck St)

Curb Ramps - 12	\$30,000.00
Defective Replacement - 450'	\$18,000.00
Trip Hazards - 13	
Property Owner - Replace	\$800.00
City - Replace	\$1,800.00
Sawcutting (Average 1")	\$1,664.00

Summit St (Conger St to Janesville St)

Curb Ramps - 12	\$30,000.00
Defective Replacement - 355'	\$14,200.00
Trip Hazards - 18	
Property Owner - Replace	\$1,800.00
City - Replace	\$1,800.00
Sawcutting (Average 1")	\$2,304.00

Main St south side only (Whiton St to Fremont St)

Curb Ramps - 3	\$7,500.00
Defective Replacement - 125'	\$6,250.00
Trip Hazards - 5	
Property Owner - Replace	\$1,250.00
City - Replace	\$0.00
Sawcutting (Average 1")	\$800.00

Center St (Summit St to Fremont St)

Curb Ramps - 24*	\$60,000.00
Defective Replacement - 215'	\$2,250.00
Trip Hazards - 3	
Property Owner - Replace	\$0.00
City - Replace	\$750.00
Sawcutting (Average 1")	\$480.00

High St (Summit St to Janesville St)

Curb Ramps - 4	\$22,500.00
Defective Replacement - 155'	\$6,200.00
Trip Hazards - 1	
Property Owner - Replace	\$0.00
City - Replace	\$800.00
Sawcutting (Average 1")	\$512.00

Whitewater St (Janesville St to Fremont St)

Curb Ramps - 8	\$20,000.00
Defective Replacement - 70'	\$2,800.00
Trip Hazards - 4	
Property Owner - Replace	\$0.00
City - Replace	\$800.00

Sawcutting (Average 1") \$2,432.00

Janesville St (Franklin St to Walworth Ave)

Curb Ramps - 11 \$27,500.00

Defective Replacement - 160' \$6,400.00

Trip Hazards - 26

Property Owner - Replace \$3,200.00

City - Replace \$2,000.00

Sawcutting (Average 1") \$3,328.00

Sawcutting (Average 1") \$512.00

Walworth Ave (Janesville to Franklin St)

Curb Ramps - 6 \$15,000.00

Defective Replacement - 140' \$5,600.00

Trip Hazards - 6

Property Owner - Replace \$800.00

City - Replace \$400.00

Sawcutting (Average 1") \$768.00

*City of Edgerton, WI
Monday, March 4, 2024*

Chapter 366. Utilities

Article IV. Sidewalk Utility

[Adopted 10-17-2022 by Ord. No. 22-06]

§ 366-60. Purpose and necessity; authorization.

- A. Timely maintenance, construction and reconstruction of the City's public pedestrian transportation system ensures safe and efficient pedestrian travel throughout the City. A sound transportation system enhances livability, property values and economic vitality. A sidewalk utility provides a sustainable source of funds for the maintenance, construction and reconstruction of sidewalk and pedestrian-oriented infrastructure under the jurisdiction of the City of Edgerton.
- B. The City Council reviewed funding options for pedestrian transportation system funding, including a sidewalk utility, and determined that establishment of a sidewalk utility with fees based on frontage is the most appropriate method to provide the necessary funds. The City Council further concluded that a sidewalk utility is the most equitable means to apportion the cost of pedestrian transportation system improvements.
- C. In creating this article, the City is acting pursuant to authority granted by Chs. 61 and 66, Wis. Stats., including but not limited to Wis. Stats., §§ 61.34 and 66.0621.
- D. The City Council shall review the sidewalk utility at least every five years to evaluate the success of the activities funded and the appropriateness of the rate structure. The first review shall occur by or before December 31, 2027.

§ 366-61. Creation.

There is hereby created and established a Sidewalk Utility within the City of Edgerton, effective October 17, 2022. The entire operation, charge and management of the Sidewalk Utility are vested in the City Council, pursuant to applicable state law. The Director Public Works shall supervise and manage the Sidewalk Utility as directed by the Public Works Committee.

§ 366-62. Authority.

The City, acting through the Sidewalk Utility, may, without limitation due to enumeration, acquire by gift, purchase, eminent domain, condemnation or otherwise, construct, lease, own, operate, maintain, improve, update, modify, extend, expand, replace, repair, manage, finance, borrow monies, assess and/or levy fees for such facilities, operations, maintenance and activities as are deemed, from time to time, by the City to be proper and reasonably necessary for a sidewalk system. These facilities may include, without limitation due to enumeration, sidewalks, ramps, retaining walls, multipurpose trails and such other facilities as will support a sidewalk management system.

§ 366-63. Definitions; word usage.

For purposes of this article, the following definitions shall apply. Words used in the singular shall include the plural, and the plural, the singular; words used in the present tense shall include the future tense; the word "shall" is mandatory and not discretionary; the word "may" is permissive.

CHARGE

The periodic or other fee imposed under this article for the rendering of sidewalk utility services by the City.

DEVELOPED PROPERTY

- A. A certificate of occupancy has been issued for a building or structure on the property or, if no certificate of occupancy has been issued, upon substantial completion of construction or final inspection;
- B. Construction of an improvement on the property is at least 50% completed and such construction has ceased for a period of at least three months, whether consecutive or not;
- C. Structures have not been constructed on the parcel but the improvements such as streets have been installed and the parcel could be sold for development without further division, but the parcel is not subject to a development agreement; or
- D. The property has public sidewalk installed.

DIRECTOR

The Director of Public Works or his/her designee.

DUPLEX

Any residential property having two dwelling units.

DWELLING UNIT

A room or group of rooms, designed or used as living quarters for one family only. Individual bathrooms and complete kitchen facilities, permanently installed, shall always be included for each dwelling unit.

EQUIVALENT UNIT or EU

The basic unit by which a sidewalk charge is calculated under this article and is based upon the frontage as reasonably determined by the City. The term "EU" means the statistical average frontage of single-family homes within the City of Edgerton on the date of adoption of this article. One EU is established as 100 linear feet of frontage.

FRONTAGE

The side of a lot abutting on a public street(s) or way(s).

MULTIUSE TRAIL

Transportation infrastructure that serves pedestrians and nonmotorized vehicles including, but not limited to, in-line skates and electric or pedal bicycles.

MULTIFAMILY UNIT

Any residential property comprised of three or more dwelling units.

NEW SIDEWALK

The installation of sidewalk where no sidewalk was previously installed.

NONRESIDENTIAL PROPERTY

A lot or parcel of land, with improvements such as a building, structure, grading or substantial landscaping, which is not a residential property, excluding publicly owned rights-of-way, recreational trails, and publicly owned or privately owned railbeds utilized for railroad transportation. This term includes mobile home parks. This term includes mixed use parcels that contain dwelling units and nonresidential uses.

PERSON

Each and every property owner and includes, but is not limited to, natural persons, partnerships, corporations, limited-liability companies, limited-liability partnerships, joint ventures, and all other legal entities of whatever kind or nature.

PUBLIC SIDEWALK or SIDEWALK

A paved pathway for pedestrians that is publicly owned located in a public right-of-way easement, that is maintained by the adjacent property owner.

RESIDENTIAL PROPERTY

A lot or parcel of land developed exclusively for residential purposes, including single-family units, duplexes, and multifamily units. The term excludes transient rentals (such as motels and hotels) and mobile home parks.

SIDEWALK UTILITY

The City-owned-and-operated utility established under this article for the purpose of managing public sidewalk related improvements and property and imposing charges for the recovery of costs connected with such sidewalk management.

SINGLE-FAMILY UNIT

Any residential property consisting of one dwelling unit.

UNDEVELOPED PROPERTY

Real property that may have the following characteristics, but may have other traits that make it undevelopable: property that is not developed by the addition of an improvements such as a building, structure, impervious surface, grading, substantial landscaping; property that has not been platted for development; or property that cannot be developed due to constraints such as wetland. If the property has a public sidewalk, the parcel is considered developed and is subject to sidewalk utility charges.

§ 366-64. Income and revenue.

The Sidewalk Utility finances shall be accounted for in a separate Sidewalk Utility Enterprise Fund by the City. All income and revenues shall be retained by the Sidewalk Utility Enterprise Fund. The Sidewalk Utility shall prepare an annual budget, which may include all operation and maintenance costs, debt service and other costs related to the operation of the Sidewalk Utility. The annual budget is subject to approval by the City Council. The City shall require that adequate revenues are generated through user fees to provide for a balanced operating budget.

§ 366-65. Rates and charges.

- A. Every person shall pay the applicable Edgerton sidewalk charge when due for each property owned by that person.
- B. The basis for computation of the charge for sidewalk services to lots and parcels of land within the City is established under this section. The amount of charge to be imposed, the establishment of formulas for the calculation of charges, the creation of customer classifications for the imposition of charges, and changes in such charges, formulas and customer classifications shall be consistent with this article. All charges established pursuant to this article shall be fair and reasonable. A schedule of current charges shall be maintained and on file in the office of the City Clerk.
- C. Charges shall be imposed to recover all or a portion of the costs incurred by the Sidewalk Utility except for a portion of the construction of new sidewalk.
- D. The Sidewalk Utility shall pay 50% of the costs of the installation of new sidewalk. Costs for new sidewalks not paid by the Sidewalk Utility shall be paid for by the property owner.

§ 366-66. Billing.

The Sidewalk Utility billing schedule shall coincide with the billing schedule for the Edgerton Water Utility. Sidewalk Utility charges shall be due and payable to the City Treasurer at the same time that the Water Utility bills are payable. Sidewalk Utility charges shall be mailed to the designated utility bill recipient. This mailing shall not relieve the owner of the property from liability for rental property in the event the payment is not made as required by this article. The owner of the property served which is occupied by tenants shall have the right to examine collection records of the City for the purpose of determining whether such charges have been paid for by such tenants, provided that such examination shall be made at the office at which records are kept and during the hours that such office is open for business.

§ 366-67. Payment of charge; lien; penalty.

- A. Sidewalk utility charges shall be payable upon receipt, subject to the provisions of this section.
- B. Charges remaining unpaid for a period of 20 days or more from the date of the utility bill shall be assessed a late payment penalty charge. The amount of the late payment charge shall be 3% of the bill, except a minimum charge of \$0.30 shall apply. Late payment charges shall be applied to all customer classes and rate classifications. The Utility shall not waive any properly applied late payment charges. A late payment charge shall be applied only once to any given amount outstanding.
- C. If a charge and/or late penalty remains unpaid for a period of 20 days after the date of the utility bill, such charge and penalty shall become a lien upon the real property to which it applies, as provided in §§ 66.0821 and 66.0809, Wis. Stats., and other applicable provisions of the Wisconsin Statutes, as from time to time amended or renumbered.
- D. Delinquent charges, administrative charges, and penalties shall be automatically extended upon the next available tax roll as a delinquent tax against the real property, and all proceedings relating to the collection, return and sale of property for delinquent real estate taxes shall apply to such charges.

§ 366-68. Customer classifications.

- A. The City Council, from time to time, by budget adoption may establish classifications other than the customer classifications set forth in this article, as may be needed to provide a reasonable and fair distribution of the costs of the sidewalk utility to all users.
- B. For the purpose of imposing and collecting the charges imposed under this article, all lots and parcels of real property (land) in the City shall be classified into the following customer classifications:
 - (1) Residential, single-family unit.
 - (2) Residential, duplex.
 - (3) Residential, multifamily.
 - (4) Nonresidential.
 - (5) Undeveloped.
- C. The Director shall prepare and maintain an updated current list of all lots and parcels of real property (land) within the City of Edgerton and assign the appropriate customer classification to each lot and parcel. This list shall include the number of EUs assigned to each lot or parcel.

- D. The linear footage of frontage of the EU as of the date of adoption of this article is hereby established to be equivalent to 100 linear feet.
- E. The EU charges for the foregoing customer classifications shall be established as follows:
 - (1) Residential, single-family unit: 1.0 EU.
 - (2) Residential, duplex: 0.5 EU per dwelling unit.
 - (3) Residential, multifamily: 0.25 EU per dwelling unit.
 - (4) Nonresidential with less than 100 linear feet of frontage: 1 EU.
 - (5) Nonresidential with 100 linear feet or more of frontage: one EU for each 100 linear feet of street frontage. (For example: a property having 220 feet of frontage would have an EU of 3.)
 - (6) Undeveloped: no sidewalk charge shall be assigned to undeveloped land.
 - (7) Residential, developed parcels with no frontage: in accordance with Subsection **E(1)** through **(3)** above.
 - (8) Nonresidential, developed parcels with no frontage: 1 EU for lots whose narrowest parcel side is less than 100 linear feet, and 1 EU for each 100 linear feet of the narrowest parcel side if that side is greater than 100 linear feet.
- F. The Director shall be responsible for determining the frontage based on the best available information, including, but not limited to, data supplied by the City Assessor, aerial photography, the property owner, tenant, or developer. The billing amount shall be updated by the Director in accordance with § **366-66**. Individual property owners may submit site and building surveys to the Director that help more accurately determine the total frontage.
- G. All unoccupied, developed parcels shall be subject to the sidewalk utility charges.

§ 366-69. Credits.

Credits may be available to individual nonresidential property owners. It shall be the burden of the nonresidential property owner to request such a credit and to demonstrate to a reasonable degree of certainty with evidence that a fee adjustment is warranted. All applications with an accompanying \$50 fee for credit shall be reviewed by the Director and the Director may reduce the measured frontage after taking into consideration the demonstrated justification. A denial or revocation of a credit may be appealed in accordance with § **366-70**.

§ 366-70. Appeal.

- A. The amount of a particular sidewalk utility charge, the determination of the EUs or EU credits may be appealed to the Public Works Committee by filing a written appeal with the City Clerk prior to the due date of the charge or within 30 days of payment. The written appeal shall specify all grounds for challenge to the amount of the charge and shall state the amount of charge that the appellant considers to be inappropriate. Failure to timely appeal waives all rights to later challenge the charge.
- B. In considering an appeal, the Public Works Committee shall determine whether the sidewalk utility charge is fair and reasonable under the particular facts and circumstances pertaining to that specific property and, in the event the appeal is granted, whether or not a refund is due the appellant and the amount of the refund. The City Clerk shall notify the appellant in writing of his/her determination.

- C. The customer has 30 days from the date of the written decision of the Public Works Committee to file a written appeal with the City Council.

- D. If the Public Works Committee or City Council determines that a refund is due the customer, the refund will be applied as a credit towards the customer's next sidewalk billing charge, provided that the refund will not exceed the customer's next sidewalk billing charge, or it may be refunded in the form of a check at the discretion of the City Treasurer.

§ 366-71. Alternative method to collect sidewalk charges.

- A. The City Council hereby finds and determines that the Sidewalk Utility charges established under this article reasonably reflect the services rendered to real property and may be, and are hereby authorized to be, assessed, charged, levied, imposed and collected upon such property as a special charge in accord with all applicable Wisconsin Statutes.
- B. The mailing of the bill for sidewalk utility charges to a property owner shall serve as notice to the property owner that failure to pay the charges when due may result in the charges being levied upon the owner's applicable real property.
- C. In addition, the City may provide notice each October of any unpaid charges to the Sidewalk Utility and such charges, if not paid by November 15, may be placed upon the tax roll and collected in the manner provided by this article and/or the applicable provisions of the Wisconsin Statutes. The collection method provided in this section is in addition to the collection method provided for in this article.

§ 366-72. Severability; conflict with other provisions.

- A. In the event of any conflict between any provision set forth in this article and any other City ordinance, the competing provisions shall be harmonized to the fullest extent possible so as to facilitate the intent and proper effect of the separate areas of regulation.
- B. If any section or portion hereof shall be declared by a court of competent jurisdictions to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific section or portion hereof directly specified in the decision, and shall not affect the validity of any other provisions, sections, or portions hereof of this article. The remainder of this article shall remain in full force and effect.



WHITEWATER FIRE & EMS DEPARTMENT

To: Whitewater Common Council
From: EMS Chief Jason Dean
Via: Fire & EMS Chief Kelly Freeman

22 Feb 2024

SUBJ: PROPOSAL TO PROCURE SAFE HAVEN BABY BOX

Encl: (1) Safe Haven Baby Boxes 2024 Informational Packet

Executive Summary

Whitewater Fire & EMS Department in cooperation with the City of Whitewater, Whitewater Police Department, and Whitewater Community Members are planning to procure a Safe Haven Baby Box to provide a safe and anonymous way to surrender a baby in accordance with Wisconsin's Safe Haven Law. The internal impact is minimal as 24/7 staffing is maintained at Whitewater Fire & EMS. The financial impact is approximately \$15,000 for procurement, training and marketing. Additional fees of \$5,000 - \$7,000 are anticipated for installation and alarm integration and there is an annual fee of \$500 which includes services and maintenance of the box. The total expected financial impact is approximately \$20,000 with an annual fee of \$500. The ROI potential on this project can only be measured in the lives of surrendered babies.

Background

Wisconsin Statute 48.195 amended in 2023, allows a parent to relinquish custody of a child 72 hours old or younger to a law enforcement officer, EMS worker or hospital staff worker, while remaining anonymous. The previous law required a face-to-face surrender of a baby by the mother. Following the tragic events that occurred in 2023 where a baby was abandoned in a field and was discovered deceased, our local legislator introduced the bill. There is currently no place in Whitewater that is safe for a mother to surrender a baby anonymously.

A Baby Box is a climate-controlled safety device provided for under state's Safe Haven Law and legally permits a mother in crisis to safely, securely, and anonymously surrender if they are unable to care for their newborn. A Baby Box is installed in an exterior wall of a designated fire station or hospital. It has an exterior door that automatically locks upon placement of a newborn inside the Baby Box, and an interior door which allows a medical staff member to secure the surrendered newborn from inside the designated building.

Solution

Our plan is to procure and install a Safe Haven Baby Box on the external wall of Whitewater Fire & EMS building. Following approval, Whitewater Fire & EMS will immediately fund the procurement and



WHITEWATER FIRE & EMS DEPARTMENT

installation of the box. A community lead fundraising effort will be launched to reimburse Whitewater Fire & EMS.

Safe Haven Baby Boxes provide training for EMS and support for fundraising. Additional funds received over repayment of Whitewater Fire & EMS will be utilized for promotion of the baby box which will increase community awareness.

Once installed, the baby box will be powered and linked to our current dispatch system that will create a call for EMS to respond immediately to the box from the inside of the building and retrieve the baby. Whitewater Police Department will be notified directly following EMS and will respond to the fire bay. The baby will then be medical evaluated by EMS and transported to the closest appropriate hospital.

Timeline

- Begin – Gain approval for capital expenditure from Whitewater Common Council
- Sign contract with Safe Haven Baby Box and send for review. Four weeks for production.
- Search for contractor to install Baby Box.
- Once received, contractor installs Baby Box.
- Alarm is set up and tested. It must be successful for seven consecutive days of testing.
- EMS is trained on Safe Haven Baby Box.
- Unveiling and blessing occurs.
- Baby Box goes live.

Financial

- Initial fee: \$15,000 – Includes the box, pre and post- installation services, inspections, training, marketing & advertising, and optional fundraising assistance.
- Other fees: \$5,000 - \$7,000 – Includes delivery of the box, electrical and alarm installation and integration, and permits.
- Annual fee: \$500 – Includes continuing services, recertification of the box, maintenance from expected use, and unlimited repairs and parts as a result of malfunction.

A handwritten signature in black ink, appearing to be "JD", written over a light blue horizontal line.

Jason Dean
EMS Chief

SAFE HAVEN BABY BOXES 2024 INFORMATIONAL PACKET

Thank you so much for your interest in Safe Haven Baby Boxes! We are so grateful for your dedication to changing the outcome for mothers in crisis and infants. We dream of Safe Haven Baby Boxes in all 50 states, which is possible with help from incredible supporters like you! The complete process of obtaining a Baby Box for your community is detailed in this packet.

**CHECK OUT OUR PSA
(click below):**

[Safe Haven Baby Boxes PSA](#)



ESTABLISHED IN 2015

FOUNDED BY MONICA KELSEY

ABOUT US



Monica Kelsey founded Safe Haven Baby Boxes in 2015 after an inspiring trip to South Africa. During this trip, Monica saw a Baby Box in action and saw how it provided a safety net for parents in crisis. Monica made it her mission to help parents in crisis as her own birth mother was when she abandoned Monica as an infant. The first step is raising awareness and educating the public about the Safe Haven laws.

Safe Haven Baby Boxes is the only organization providing an anonymous option for parents to safely surrender their infant. Illegal abandonments show us that mothers are seeking to keep their identity secret. We seek to rewrite the story by giving mothers and innocent infants a better chance. The infant will go through a closed adoption and the parents free from prosecution.

Our organization staffs a 24 Hour National Crisis Hotline, 1-866-99BABY1. The hotline has provided counseling for over 7000 callers from all over the United States. This service has led to over 130 babies surrendered at Safe Haven locations and 39 babies thus far surrendered in a Baby Box.

HOW DO THE BABY BOXES WORK?

The Safe Haven Baby Box is a state of the art device. It legally permits a mother in crisis to safely, securely, and anonymously surrender her unwanted newborn. The Baby Box is a climate controlled safety device provided for under a state's Safe Haven Law. The installation of the box occurs on the exterior wall of a firehouse or hospital.

Prior to the box being active, tests occur at every stage of design, development, and deployment. It features multiple alarms in the device which alert first responders there has been a baby surrendered. The boxes alarms are tested weekly to ensure there will be no failures. None of these alarm systems have ever failed. The staff responsible for the box is trained on how the device operates.


The parent opens the door to the Baby Box, which triggers a silent alarm and a call goes to 911 dispatch. The infant is placed in a medical bassinet. A sensor located on the inside of the box triggers a second 911 dispatch call. The exterior door automatically locks upon placement of a newborn. Within five minutes the infant will be rescued by first responders. An interior door allows a medical staff member to secure the surrendered newborn from inside the designated building. The infant will be quickly taken to the hospital for medical evaluation.





It provides the community the opportunity to proactively save the lives of children since many are not aware of the Safe Haven Law.

Lack of knowledge about the law and prohibiting anonymity has historically produced catastrophic and devastating results of babies being abandoned.




Many women in crisis want and need anonymity when surrendering an infant, either because of fear of being recognized, the stigma associated with the surrender, or fear of prosecution due to the lack of knowledge and misunderstanding of the Safe Haven law.



WHY DO COMMUNITIES NEED A BABY BOX?

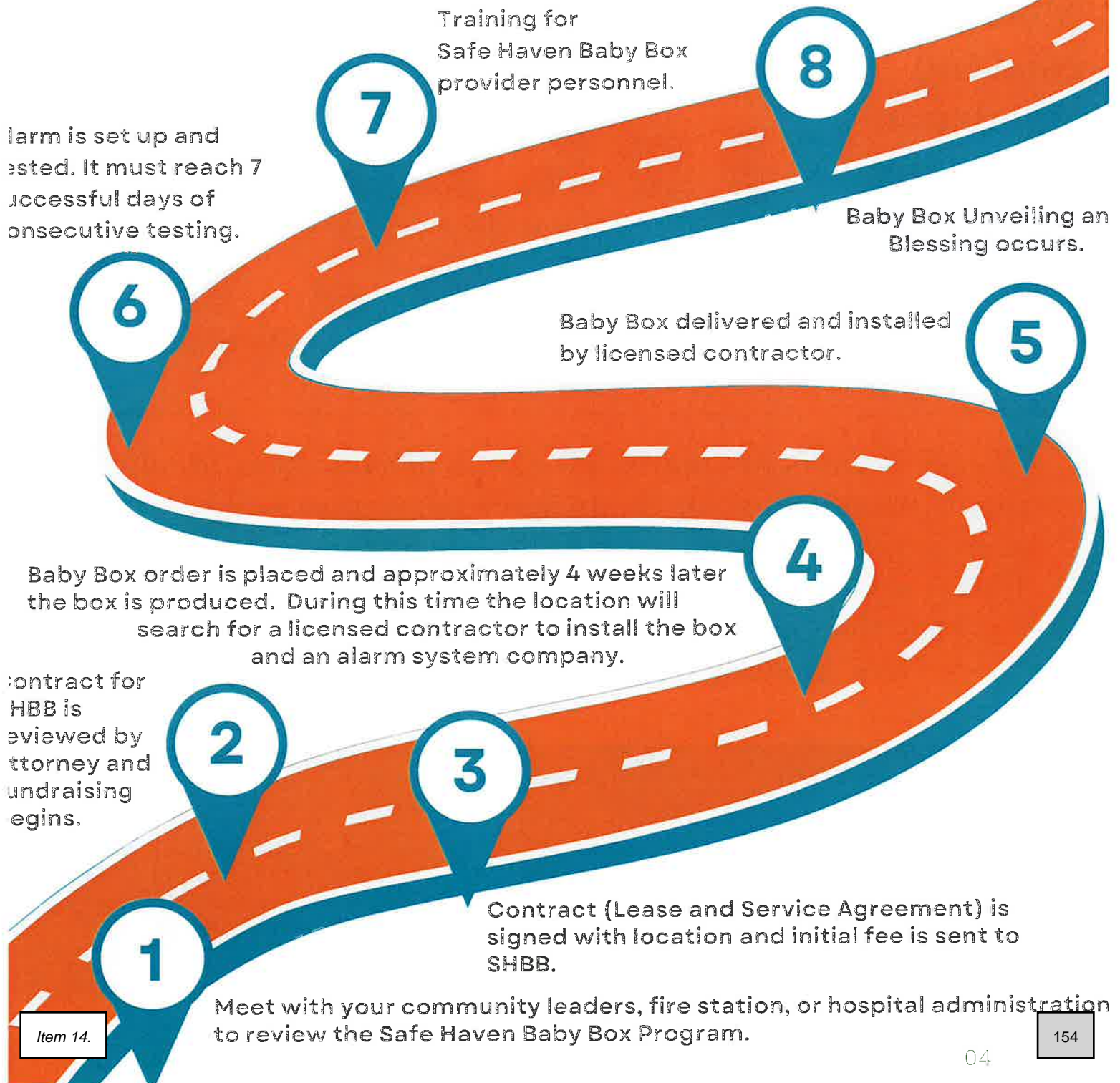
The Baby Box is tangible, and the Safe Haven law is not. By having a Baby Box in the community, you are providing an opportunity to further educate about the law.

We hope and pray for a face-to-face surrender as it benefits both the mother and infant. The Safe Haven Baby Box hotline provides counseling to women in crisis and only suggests the Baby Box when it is the last option.



Road to Active Baby Box

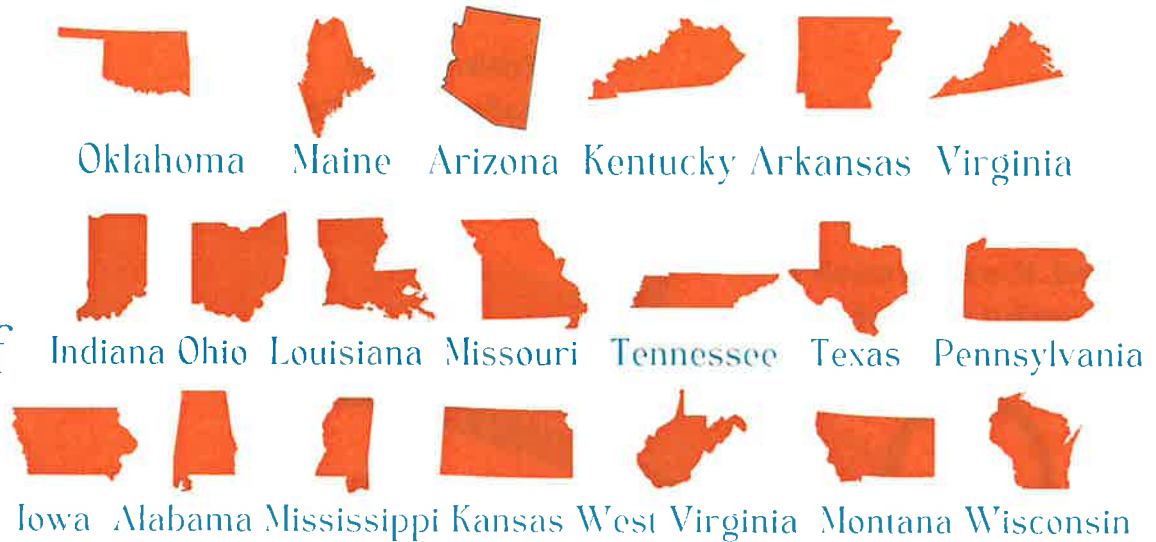
Baby Box goes live and available to aid infants with parents in crisis.



CAN I PLACE A BABY BOX IN MY COMMUNITY?

Yes, however, some states have made it easier than others.

States with
existing
legislation
permitting
placement of
Baby Boxes



If your state is not above, do not be discouraged. Ideally all states would allow for anonymous surrender and we have a team in place to work on passing legislation at the state level. Please reach out to your state representative and senator to express the importance of updating your state's Safe Haven Law to allow for the placement of Baby Boxes.

The fees for Safe Haven Baby Boxes start around \$15,000 depending on installation and location.

*These prices are good for 90 days after the receipt of this informational packet *

THIRD PARTY DONATION SOLICITATION POLICIES

Safe Haven Baby Boxes Inc. (SHBB) appreciates individuals and organizations as they solicit donations to benefit its programs and services. Any individual or organization (outside of Safe Haven Baby Boxes Inc.) that organizes and hosts an event, promotion, sale, or donation drive on behalf of Safe Haven Baby Boxes Inc. is defined as a “third-party fundraiser.”

Prior to Collection of Donations:

1. The third-party fundraiser is not allowed to solicit for donations without acknowledgement from Safe Haven Baby Boxes AND local leaders, such as the mayor, fire chief, council member, and/or hospital administrator/staff. The third-party fundraiser should notify Safe Haven Baby Boxes via email or mail with intent to solicit donations in advance of the proposed start date.
2. The third-party fundraiser will not personally collect any donations. All donations should be sent directly to SHBB. Upon acknowledgement from a SHBB representative of the intent to campaign for donations, the third-party fundraiser will be provided a link for online donations specific to the fundraiser's campaign.
3. The third-party fundraiser is responsible for providing donation instructions to solicited donors.
4. The third-party fundraiser is responsible for expenses associated with printing and promotion of the donation solicitation.

5. The third-party fundraiser is not a representative of Safe Haven Baby Boxes and should not claim to be.
6. Safe Haven Baby Boxes retains the right to decline any solicitation activity if it conflicts with its mission or other fundraising efforts.
7. The third-party event organizers should not provide tax advice to third-party event contributors. Organizers should refer individuals to tax or legal counsel for information.
8. The third-party fundraiser may not keep any portion of a donation as profit or compensation for organizing the campaign.
9. The third-party fundraiser or anyone associated with the event cannot set up a temporary bank account in his/her name or Safe Haven Baby Boxes name for the collection of donations.
10. Safe Haven Baby Boxes, Inc. may only issue tax receipts for checks made payable to "Safe Haven Baby Boxes" or donations paid online at www.shbb.org or designated link for campaign.
11. The third-party fundraiser must submit all publicity and promotional material containing Safe Haven Baby Boxes name and/or logo to Safe Haven Baby Boxes Fundraising Department for review and approval prior to publication and distribution of these materials. Please allow Safe Haven Baby Boxes staff ten (10) business days to review these materials. PLEASE NOTE: Third-party donation campaigns that are approved by Safe Haven Baby Boxes may be advertised on Safe Haven Baby Boxes website and/or social media sites.

12. The third-party fundraiser cannot advertise locations of future baby box installations (i.e. address of fire station or hospital).

13. Promotional materials that use Safe Haven Baby Boxes name should incorporate the following statement: "Proceeds to benefit Safe Haven Baby Boxes Inc."

14. The third-party fundraiser agrees not to use Safe Haven Baby Boxes' tax exemption in any manner or as part of the donation campaign, nor will the third-party represent any rights or privileges of tax exemption to the public, nor will the third-party state that any portion of the purchase price for any goods or services at the event is tax deductible for charitable purposes.

15. Prior to starting a fundraising campaign, please send SHBB@SafeHavenBabyBoxes.com your fundraising campaign plan for approval.



Any additional funds raised will remain in your community promoting your local Safe Haven Baby Box. A billboard campaign will raise awareness for safe surrender and include our National Crisis Hotline number.

Please keep in mind that all donations that are solicited for a Safe Haven Baby Box must be sent to SHBB to be used for your city's baby box and/or marketing and education. If your fundraising efforts exceed the amount needed, per the IRS guidelines, this money has to be sent to SHBB. Sending money raised for a Safe Haven Baby Box to another entity is a direct violation of IRS guidelines.

Safe Haven Baby Boxes name and logo are a registered trademark. Any use of these would need SHBB approval. For questions or more information on third-party donation solicitation, please contact a Safe Haven Baby Boxes representative at 1-888-742-2133 or shbb@safehavenbabyboxes.com. Thank you very much for your interest in supporting Safe Haven Baby Boxes programs and services!

By signing below, you understand SHBB fundraising policy and will ensure that the funds are handled according to this policy.

Signed _____ Date _____

Donation for a Safe Haven Baby Box located in

_____ Amount needed: _____

Mail check to:

SHBB

PO Box 185

Woodburn, IN 46797

Once a check is received you will receive a letter from SHBB for you to use for tax purposes. SHBB is a registered 501(c)3 nonprofit organization by the IRS so all donations are tax-deductible. Thank you for your support!

Safe Haven Baby Boxes Policies and Procedures for Association with Foster Care and/or Adoption Agencies

Purpose of Policy

Safe Haven Baby Boxes (SHBB) is a registered 501(c) 3 charitable organization whose express mission is to save babies from illegal abandonment and provide a truly anonymous option for surrendering parents in accordance with each individual state's statutes.

Safe Haven Baby Boxes is not a governmental agency and is not involved in the infant's care and placement process following the legal surrender of an infant as defined by the State Statute. Safe Haven Baby Boxes expressly prohibits any affiliation, endorsement, or official connection with any placing agency, foster care agency, or adoption agency, private or public.

SHBB and its board, staff, contractors, or volunteers are not affiliated, associated, authorized, endorsed by, or in any way officially connected with any child-placing agency or adoption attorney.

This strict policy is in place in order to prevent even the "appearance" of SHBB profiting in any way from the surrender of an infant in one of the baby boxes, or directly to personnel at a fire station, hospital, or EMS provider with a baby box installed.

This policy includes, but is not limited to the following:

- No child-placing agency, or private adoption attorney will pay fees to SHBB for the installation and ongoing operation of a Safe Haven Baby Box.
- No child-placing agency, or private adoption attorney will donate money, goods, or services to SHBB directly.
- No child-placing agency or private adoption attorney will be given preferential treatment by their state's Department of Children Services or its equivalent by paying a fee or claiming affiliation with Safe Haven Baby Boxes
- No child placing agency, or private adoption attorney will raise funds using Safe Haven Baby Boxes name, or by alleging association with Safe Haven Baby Boxes.

Safe Haven Baby Boxes Ethical Code of Conduct

Safe Haven Baby Boxes is committed to the highest possible ethical standards and we encourage everyone associated with our Organization to commit to acting in the best interest of the organization and its mission. Our mission demands that we, Board and Committee Members, staff, and volunteers, as stewards of our mission, uphold the public trust and act in an ethical manner in all that we do in the name of our Organization.⁵ These ethical values include integrity, openness, honesty, accountability, fairness, respect, and responsibility. These values are the basis of our Code of Conduct and commitment to act in a manner befitting the Organization and mission.

As a public charity, we rely on the public for funding and volunteer support, which is critical to the success of our mission. The public trusts us to carry out our stated mission and to act in the best interest of the Organization. If we abuse the public trust, our ability to fulfill our mission is severely weakened. Therefore, it is critical that we operate in a manner that is above reproach in all aspects, including governance, fundraising, mission operations, legal matters, and human resources. As a public charity, we are committed to:

- Acting responsibly and with integrity;
 - Following not just the letter of the law, but the spirit of the law as well;
 - Promoting financial accountability, transparency, and best governance practices;
 - Respecting the wide variety of people who support our mission through donations of their time, talent and money;
- Being responsible stewards of our Organization, its mission, reputation, and resources
- Being open and honest in all of our dealings with both internal and external audiences.

This Code of Conduct applies to all staff members, the Board of Directors and Committee Members, and volunteers of Safe Haven Baby Boxes.

Goals of Safe Haven Baby Boxes

- Raise awareness of the Safe Haven law through the installation of Baby Boxes.
- Provide counseling to any parent in crisis.
- Use of billboards, social media, speaking engagements, and fundraisers to bring awareness to Safe Haven Laws.
- Provide a safe and anonymous option for surrendering an infant.
- Work with legislators in every state to pass a law allowing the installation of Baby Boxes.
- Install Baby Boxes in every state in the United States.

Help Us Reach Our Goals

- Assist or host a Safe Haven Baby Boxes fundraiser
- Invite Monica to speak at your church, or community event
- Attend a Baby Box Blessing
- Follow and share our social media platforms

Please contact us if you have any questions or need more information.

Email: shbb@safehavenbabyboxes.com

Phone: (888)742-2133

Website: www.shbb.org

Services, Fees and Expense Schedule

Full Time Fire Stations

INITIAL FEE: \$15,000	ANNUAL FEE: \$500	OTHER FEES NOT INCLUDED IN INITIAL FEE (ESTIMATED AT \$5,000-\$7,00)
Pre-installation Services	Annual Fee Services	*Fees vary based on location and/or services donated by local community members. The items below are estimates and not a guarantee of cost.
A. Examination of location B. Administrative/Legal resources C. Consultation on programs D. Assistance with raising funds to support cost of the Baby Box (optional)	A. Recertification of the Baby Box by a licensed contractor B. Maintenance of the Baby Box from expected use C. Unlimited repairs and parts replacement as a result of a malfunction and not as a result of negligence or vandalism	A. Delivery: Minimum \$500 charge if you would like to have the Baby Box delivered. You can pick up at our Fort Wayne, IN manufacturing facility to waive the delivery charge. (Must be pre-scheduled) B. Installation: Labor and materials: \$2000- \$3,500 (location may be able to have this donated)
Installation Services	*LOCATIONS WITH ADDITIONAL FEES A. Volunteer fire stations must feature a camera in the Baby Box making the total initial fees \$15,500 B. Ohio locations total initial fee is \$16,000 as \$1,000 is paid to their health department C. Alabama locations must feature a camera in the Baby Box making total initial fee is \$15,500	C. Electrical and Alarm: hook up to internal alarm system (Internal alarm must go to 911 dispatch for use with the Baby Box) ~ \$1,200
A. Inspection of Installation B. Training to all emergency personnel		D. Annual Alarm Services: Annual fee for monitoring ~\$500 annually paid by location to Alarm Company
Post Installation Services		E. Transportation: Cost based on location and transportation from Indiana
A. Marketing of the Baby Box B. 24/7 Hotline available to community C. Advertising of the Box D. Efforts to support raising		F. Permits or other requirements prior to construction. (varies)

Item 14.

ss on local, state and levels supporting the Baby Box in each community



Safe Haven
Baby Boxes



Council Agenda Item

Meeting Date: March 19, 2024

Agenda Item: Walworth County Communication Tower Amendment 1

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

BACKGROUND

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

The City entered in an Agreement with Walworth County in October 2022 to allow construction of a communication tower at the Wastewater Facility property. The County looked at various options to route a signal back to City Hall for 911 redundancy. Options included another “tower” with a receiving antenna at City Hall, putting an antenna on the new water tower, and using fiber. After much investigating with City staff, the County would like to move forward using fiber. There is an unused fiber line that runs from City Hall to UWW to Water to Streets to Wastewater. The County is asking to use this unused fiber line. The County would then run a fiber line through existing conduit from the Wastewater Main Building to the tower site. In addition, the County would like to run fiber from Franklin Street down Whitewater Street and into City Hall to provide additional redundancy. The attached Amendment outlines this work.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The Common Council approved the initial Agreement in October 2022. The Public Works Committee recommended approval of the attached Amendment #1.

FINANCIAL IMPACT

(If none, state N/A)

As outlined in the Amendment, the County is paying for all work associated with getting the fiber viable for use from City Hall to Wastewater, installation of fiber from Wastewater to the Tower, and the redundant fiber connection from Franklin Street. Each entity will be responsible for maintenance and repair of their respective fiber line after the County makes connection. Per the Amendment, the City is not charging the County for the use of the existing fiber.

STAFF RECOMMENDATION

Staff recommends a motion to approve Amendment No. 1 to the Emergency Communications Radio System Site Improvement and Use Agreement Between Walworth County and the City of Whitewater.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Amendment No. 1

**EMERGENCY COMMUNICATIONS RADIO SYSTEM SITE
IMPROVEMENT AND USE AGREEMENT BETWEEN WALWORTH COUNTY
AND THE CITY OF WHITEWATER**

AMENDMENT NO. 1

RECITALS

WHEREAS, the CITY OF WHITEWATER (City) and WALWORTH COUNTY (County) entered into a mutually beneficial agreement dated October 31, 2022 for the purpose of constructing a radio tower located at the Whitewater Wastewater Treatment Plant located at 109 County Highway U, Whitewater, WI and such tower is scheduled to be constructed in 2024.

WHEREAS, the County is replacing its Emergency Radio Communications System in which the City intends to participate in order to facilitate interoperable communications between police, fire and public works users throughout Walworth County.

WHEREAS, the City currently owns a fiber optic pathway between the Whitewater City Hall located at 312 W. Whitewater Street, Whitewater, WI and the Whitewater Wastewater Treatment Plant main building that has additional capacity to support connectivity between the Whitewater City Hall and the radio tower site.

NOW, THEREFORE, THE COUNTY AND THE CITY AGREE TO THE FOLLOWING AMENDMENT:

ADDITIONAL AGREEMENT TERMS OF AMENDMENT NO. 1

Section 1, Grant of Use, on Page 1 of 7, is amended to add as follows.

1. Grant of Use.

- A. Use of City Owned Fiber. The City hereby grants County the use of a dark fiber pair within the City's existing fiber network, which provides a fiber pathway between the Whitewater City Hall and the Whitewater Wastewater Treatment Plant main building. The purpose of this grant of use is to facilitate connectivity between the Whitewater Police Department Radio Dispatch Consoles, the City/County Joint 911 system and the Radio Tower located at the Whitewater Wastewater Treatment Plant.
- B. Access within Whitewater Treatment Plant. The City grants the County access to install fiber from Whitewater Wastewater Treatment Plant main building to the Tower location using existing utility ducting on the grounds of the Whitewater Wastewater Treatment Plant. County, with City's permission, has already verified a viable pathway using this utility ducting.
- C. Access for Installation of Redundant Fiber. City agrees to allow County to install a redundant fiber connection provided by Edge Broadband into the Whitewater City Hall. The purpose of

the redundant fiber connection is to protect both the City and the County from loss of connectivity of the emergency communications systems.

D. Costs.

- i. County agrees to pay all costs associated with making the City-owned fiber path designated for use for this project viable from City Hall to the Wastewater Treatment Plant Main Building. This includes known connections that need to be made at the Water Plant, repair of fiber at City Street Dept Garage and making connections available at City Hall and the Wastewater Treatment Plant main building.
- ii. County is responsible for installation costs of fiber in existing ducting on the Wastewater Treatment Plant grounds from the main building to the tower site. County will be responsible for costs associated with installation of redundant fiber connection.
- iii. City agrees that County may use the designated fiber resources at no cost to county once the County bears the cost of making the necessary repairs and connections. Once the County has born the cost of repairs and connection, the City agrees that it will bear responsibility for maintenance and repair of City fiber resources and the County will be responsible for the maintenance and repair of County fiber resources. Repairs to restore a lost connection will be made as soon as practical to restore service.

By signature below. The parties agree to the terms of the amendment above.

Susie Pike
County Clerk, Walworth County

Date:

John Weidl
City Manager, City of Whitewater

Date:

Michael Cotter (approval as to form)
Corporation Counsel

Date:

Wallace McDonell (approval as to form)
City Attorney

Date:



Council Agenda Item

Meeting Date: March 19, 2024

Agenda Item: Strand Task Order 24-04, Lead Service Line Replacement

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

BACKGROUND

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

Staff submitted an Intent to Apply to the Safe Drinking Water Loan Program (SDWLP) of the DNR last fall in hopes of receiving money through a low interest loan, with the possibility of some of it being principal forgiveness, for the replacement of private and public lead service lines. The City should be finding out if our project ranks high enough to receive the funding next month. Based on our ranking last year, staff is anticipating we will be in a position to submit the actual application. The actual application requires plans and specifications to be submitted with the application which is due by June 30, 2024. Strand's Task Order 24-04 is for the design of plans and specifications, along with preparing bidding documents, incorporating WDNR funding criteria, assisting with the SDWLP financial assistance application, and for bidding the project. The project would be completed in 2025.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The Public Works Committee recommended approval to the full Council at their March 12, 2024 meeting.

FINANCIAL IMPACT

(If none, state N/A)

The estimated, not to exceed cost, is \$48,000.

STAFF RECOMMENDATION

There are 171 public service lines and 167 private service lines that need to be replaced. Additional funding is currently available at the State level and the City should take advantage if the Intent to Apply ranks high enough. Therefore, staff recommends a motion to approve Strand Task Order 24-04, Lead Service Line Replacement.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Task Order 24-04

Task Order No. 24-04
City of Whitewater, Wisconsin (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Agreement for Technical Services dated December 30, 2020

Project Information

Project Name: Lead Service Line (LSL) Replacement

Project Description: OWNER anticipates obtaining Safe Drinking Water Loan Program (SDWLP) funding through the Wisconsin Department of Natural Resources (WDNR) to pay for a portion of the replacement of approximately 340 LSLs. The extent of LSL replacement will vary for each property but may include replacement of the public portion of the water service (in the public right-of-way) and/or replacement of the private portion of the water service (on private property), including connection of the new water service to the existing water service inside each building.

Scope of Services

ENGINEER will provide the following services to OWNER:

Design Services

1. Conduct a virtual kick-off meeting with OWNER to discuss project goals, information needed, and project schedule.
2. Prepare plan view drawings for the location and type of LSL replacements using OWNER-provided geographic information system-based mapping and other property-specific information obtained by OWNER.
3. Prepare standard detail drawings, including pavement repair options and erosion control measures for LSL replacement options.
4. Prepare a list of bid items and estimated quantities to be included in the Bidding Documents.
5. Incorporate WDNR funding criteria and federal wage rates into the Bidding Documents.
6. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition, WDNR-related funding forms and documents, technical specifications, and engineering drawings.
7. Submit draft Bidding Documents to OWNER for review and input.
8. Conduct a virtual meeting to review the draft Bidding Documents with OWNER. Incorporate review comments, as appropriate, and submit final Bidding Documents to OWNER.

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9. Assist OWNER in preparing and submitting an online SDWLP financial assistance application. OWNER shall review and approve application before submittal. The application will include the following:
 - a. Executed copies of engineering agreements for planning and/or design and proposed or executed engineering agreements for bidding- and construction-related services.
 - b. Construction drawings and technical specifications.
 - c. OWNER-provided financial information required by the loan agencies.
 - d. Opinions of probable costs including design, planning, financial, and construction costs.
 - e. OWNER-required resolutions.

Bidding-Related Services

1. Distribute Bidding Documents electronically through QuestCDN, available at www.strand.com or www.questcdn.com. Submit Advertisement to Bid to OWNER for publishing.
2. Prepare addenda and answer questions during bidding.
3. Attend virtual bid opening, tabulate and analyze Bid results, and assist in the award of the Construction Contract.
4. Prepare two sets of Contract Documents for signature.

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee not to exceed \$48,000.

Schedule

Services will begin upon execution of this Task Order, which is anticipated the week of March 18, 2024. Services are scheduled for completion on December 31, 2024.

OWNER's Responsibilities

In addition to those items listed in the associated Agreement for Technical Services, OWNER shall be responsible for the following:

1. Accessing individual properties to obtain information on interior plumbing, type of water service entry, and meter configuration.
2. Acquiring right-of-entry onto individual parcels and into existing structures for purposes of LSL replacements.
3. Coordinating and performing plumbing and electrical inspections.
4. Providing resident project representative for construction observation services. ENGINEER may provide these services through a subsequent task order if desired.

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TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

STRAND ASSOCIATES, INC.®

OWNER:

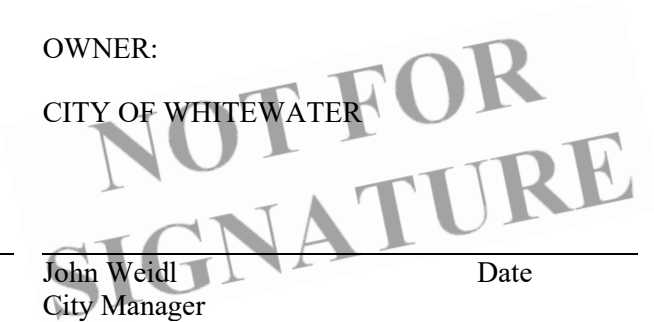
CITY OF WHITEWATER

Joseph M. Bunker
Corporate Secretary

Date

John Weidl
City Manager

Date





Council Agenda Item

Meeting Date: March 19, 2024

Agenda Item: 2024 Street Maintenance

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

BACKGROUND

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

The 2024 Street Maintenance Project includes asphalt replacement on Pearson Lane, Pearson Court, and Meadowview Court, chip seal treatment of streets in the Park Crest Subdivision (Bloomingfield Dr, Black River Ct, Tower Hill Pass, Stonefield Ln, Bluemound Dr, and Peninsula Ln) asphalt sealant at the Wastewater Facility, and repaving a portion of the multi-use path in the Prairie Village development. The project was advertised and bids were opened on March 14, 2024. Two bids were received:

Rock Road Companies, Inc	\$438,417.17
Payne & Dolan, Inc	\$487,595.40

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

The Common Council approved Task Order 23-11 for the design and bidding of the 2024 Street Maintenance Project at the December 19, 2023 Council meeting.

FINANCIAL IMPACT

(If none, state N/A)

The costs for Pearson Lane, Pearson Court and the chip seal streets are funded through Fund 280 – Street Repair. The cost for the multi-use path is funded through money leftover from the 2022 General Fund Bond. The cost for the wastewater facility is funded through money leftover from the 2022 Revenue Bond. The costs associated with Meadowview Court are funded through TID 14.

STAFF RECOMMENDATION

Typically, this award would be reviewed by the Public Works Committee first. However, due to the timing of the bid and the tight timeline to have some projects completed by June 1, 2024, staff is bringing this directly to Council for approval, saving 4 weeks.

Staff recommends a motion to award Contract 5-2024, the 2024 Street Maintenance Project to the low bid from Rock Road.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. N/A