



# Common Council Meeting

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

**Tuesday, February 04, 2025 - 6:30 PM**

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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/81763470107?pwd=IVMOx5yoZnAOBPal3b0TF0ZFOQ6A6u.1>

**Telephone:** +1 (312) 626-6799 US  
**Webinar ID:** 817 6347 0107  
**Passcode:** 767507

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.

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## 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.*

### GUEST SPEAKER

1. Dr. Caroline Pate-Hefty to discuss the WWUSD referendum.
2. Deb Reinbold, Executive Director of Jefferson County Economic Development Consortium, will speak on Housing.

### 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. Approval of Common Council Meeting Minutes from January 7, 2025.
4. Lakes Advisory Committee meeting minutes from November 13, 2024.
5. Library Board of Trustees meeting minutes from December 16, 2024.

- [6.](#) Urban Forestry Minutes October 10, 2024
- [7.](#) Memo on Executive Order suspending the United States Refugee Admissions Program (USRAP).
- [8.](#) Resolution for the sale of a parcel land /A455500001 Fire Department Training Location.
- [9.](#) Amendment to the 2025 Salary Resolution.

## CITY MANAGER REPORT

### STAFF REPORTS

- [10.](#) 2024 End of Year Code Enforcement Update-**Municipal Code Enforcement.**
- [11.](#) Initial Rail Spur Summary Analysis- Lot 10B- **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.*

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### RESOLUTION

- [12.](#) Resolution authorizing the Police and Fire/EMS referendum question be placed on the April 1, 2025 Spring Primary- **City Manager**

### ORDINANCES

#### First Reading

- [13.](#) **Ordinance 2025-O-7** an ordinance creating the Whitewater Aquatic and Fitness Center Committee- **Parks**

### CONSIDERATIONS

- [14.](#) Discussion and Possible Action regarding the Councilmembers choosing what Boards and Committees they would like to serve to ensure quorum.- **City Manager**
15. Councilmember Requests for Future Agenda Items or Committee items. Questions

### FUTURE AGENDA ITEMS

16. Public Hearing for the Creation of the City of Whitewater Trippe and Cravath Lake District- **February 18, 2025**
17. WAFC Committee restart-**Hicks Q1 2025**

18. Update from Landmarks Committee regarding Starin Park Water Tower- **Schanen May 2025**
19. Public Comment for Boards and Committees-**Hicks Q1 2025**
20. Public Surveys-**Hicks Q1 2025**
21. Report on the Lakes District- **May 6, 2025**
22. Starin Road Speed Bump Update-**Smith Q2**
23. Window Ordinance for all Business-**Schanen Q1**

**CLOSED 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 the governmental body has jurisdiction or exercises responsibility. Also pursuant to Wisconsin Statutes 19.85 (1)(d) Except as provided in s. 304.06 (1) (eg) and by rule promulgated under s. 304.06 (1) (em), considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention.

Item to be discussed:

CS-24. Q1 Crime Prevention Strategies update.- **PD**

CS-25. City Manager's Performance Evaluation-**HR**

Council Discussion of Review

Council Discussion with City Manager

Council Discussion of City Manager Employment Agreement

## **CONSIDERATIONS**

26. Discussion and Possible Action regarding City Manager's Performance Evaluation and Employment Agreement- **HR**

## **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.**



# GROWING GREATER JEFFERSON COUNTY: THE CRITICAL ROLE OF HOUSING

February 4, 2025



# HOUSING IN GREATER JEFFERSON COUNTY

## Challenges

- Limited inventory
- Mismatch between housing stock and demographics and needs
- Aging housing stock and insufficient new construction

## Current efforts

- Housing is included as one of four priorities in Jefferson County's 2023-2033 Strategic Plan



### DIVERSE HOUSING OPPORTUNITIES

Our multi-generational community members have a wide variety of flexible and adaptable housing options which will be developed in consideration of the social and environmental impacts. Through a focus on attainable housing policies such as mixed-use development, senior housing, and urban redevelopment, the County will protect our prime farmland and environmental assets.

# 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

Item 2. Align future expenditures with available resources

# SETTING THE STAGE: HOUSING AND DEMOGRAPHICS IN WHITEWATER

# 21.7

MEDIAN AGE

Jefferson County: 40.8 | Walworth County: 41.8  
Wisconsin: 40.5

# 52.1%

AGE 15-24

Jefferson County: 14% | Walworth County: 16.5%  
Wisconsin: 13.3%

RENT HOME

OWN HOME



70% of the housing units in Whitewater are occupied by renters; 30% are occupied by owners. In Jefferson County, 75% of the housing units are owner-occupied.

# SETTING THE STAGE: HOUSING AND DEMOGRAPHICS IN WHITEWATER

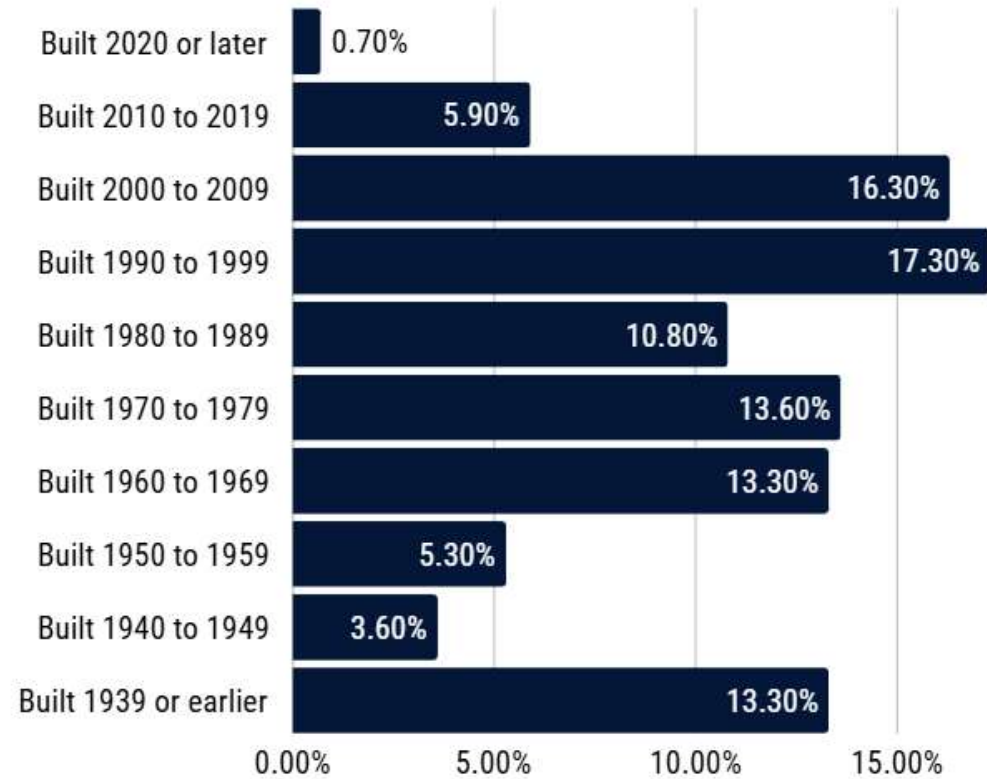
# 6.6%

BUILT AFTER 2010

Jefferson County: 7.6%  
Walworth County: 7.2%



## YEAR STRUCTURE BUILT



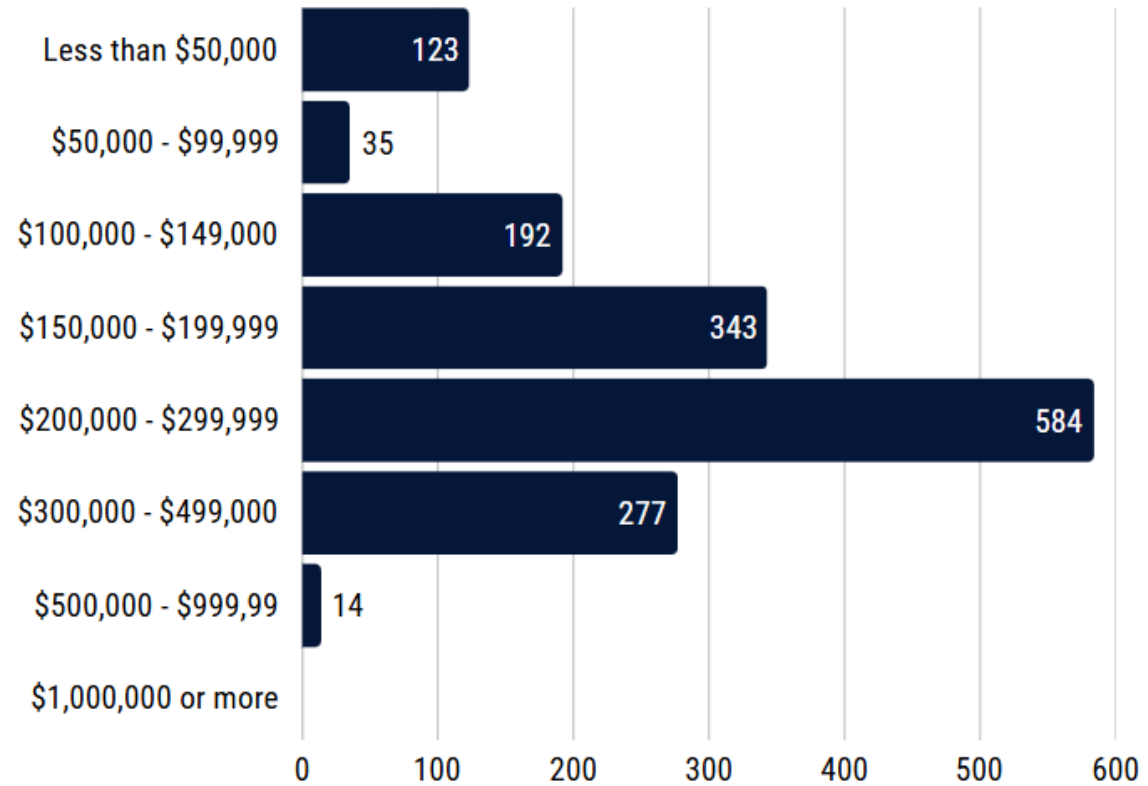
# SETTING THE STAGE: HOUSING AND DEMOGRAPHICS IN WHITEWATER

# 59.9%

**BUILT BEFORE 1980**

Jefferson County: 67.1%  
Walworth County: 64.2%

## OWNER-OCCUPIED UNITS VALUE



# RISING COSTS

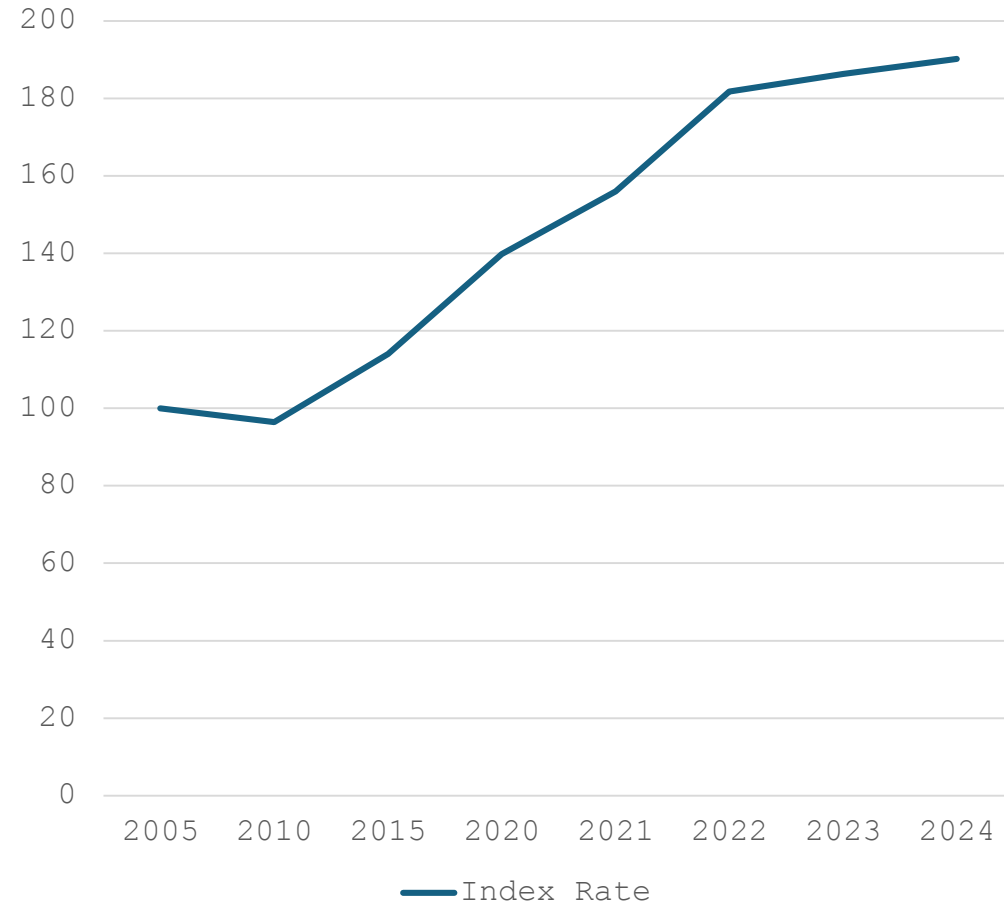
Construction costs require rental rates and mortgages that are out of reach for workforce, families, etc.

# 24.8%

INCREASE IN SALES PRICE FOR  
NEW CONSTRUCTION SINGLE  
FAMILY HOMES BETWEEN  
2019 - 2022

Source: Cost of Constructing a Home  
-2024,  
National Association of Home  
Builders

### Price Index of New Single Family Homes Under Construction



Source: Census Bureau's Survey of Construction (SOC)



# COST BURDENED RENTERS

**54.9%**

RENT IS 30% OR MORE OF MONTHLY  
HOUSEHOLD INCOME

Jefferson County: 42%

Walworth County: 46.4%

Households need to make at least \$50,000 per year to not be cost burdened by a monthly rent of \$1,250.

According to the 2023 census, 50% of all Whitewater households make less than \$50,000.

# INCENTIVIZING DEVELOPMENT

**LIVE LOCAL DEVELOPMENT FUND (LLDF)** offers below market interest rates to incent developers to build in Greater Jefferson County.

**TIF is a financing tool that captures the future increase in property tax revenue resulting from new development to fund current infrastructure and development projects**

Enables communities to revitalize underdeveloped areas without impacting existing taxpayers

# WHERE ARE THE GAPS?

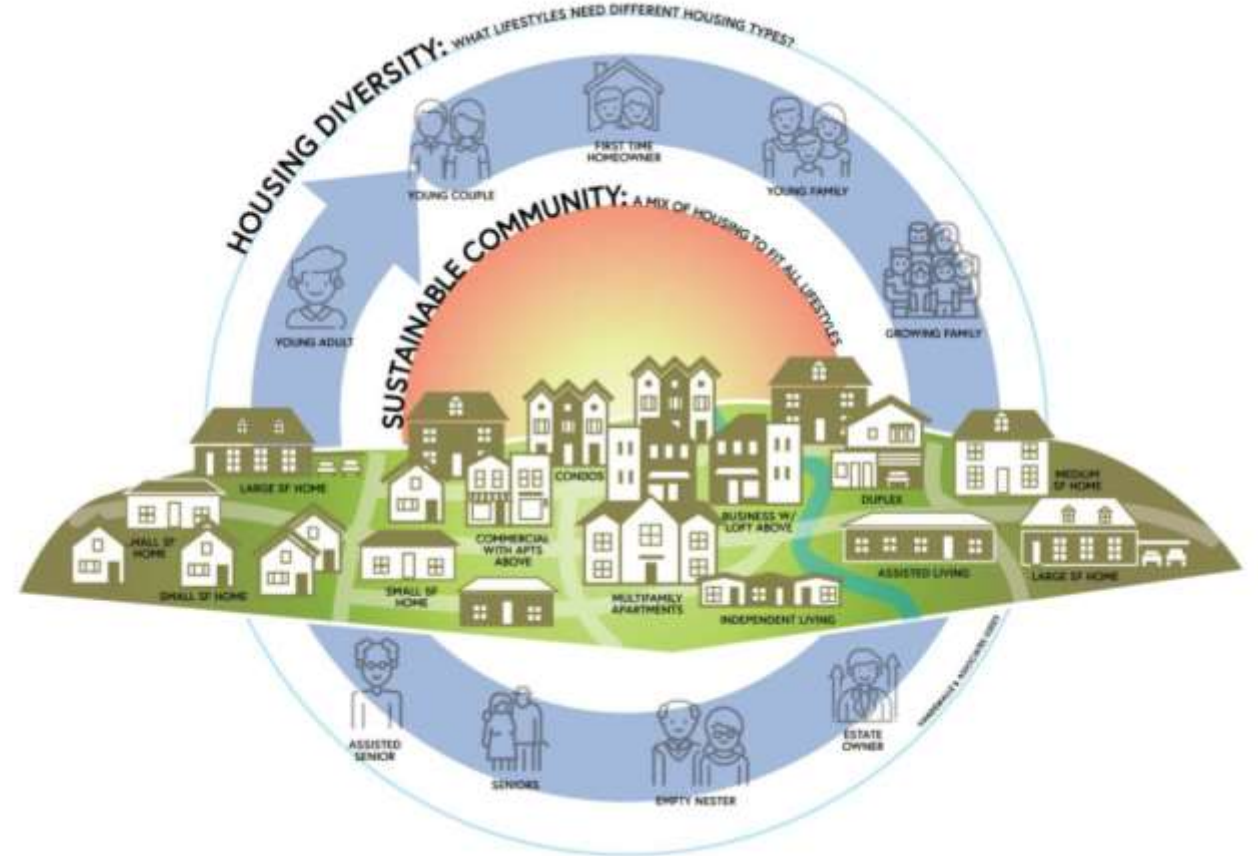
High turnover rates in student housing destabilize the rental market and create challenges for property management and upkeep. High turnover rates can also create transient neighborhoods with little long-term community investment. **This leaves gaps in the market for higher-quality units that appeal to professionals or families.**



# WHY HOUSING IS A PRIORITY

A growing population and workforce depend on diverse housing options

Without adequate housing, community/county risks losing talent and economic potential



# 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

Item 2. Align future expenditures with available resources



## Common Council Meeting

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**Tuesday, January 07, 2025 - 6:30 PM**

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:https://us06web.zoom.us/j/81961659332?pwd=hGn1C8KPkVtGrD5qSOiB9gWGZt9pfE.1

**Telephone:** +1 (312) 626-6799 US (Chicago) (Houston)  
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**Passcode:** 878627

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## MINUTES

### CALL TO ORDER

Council President called the meeting to order at 6:32 pm. Called late due to train.

### ROLL CALL

#### PRESENT

Council President Patrick Singer  
Councilmember Neil Hicks  
Councilmember Brienne Brown  
Councilmember Greg Majkrzak  
Councilmember Orin Smith  
Councilmember Brian Schanen

City Attorney Jonathan McDonnel

City Manager John Weidl

Public Works Director Brad Marquardt

City Clerk Heather Boehm

#### ABSENT

Councilmember Lisa Dawsey Smith

### PLEDGE OF ALLEGIANCE



**APPROVAL OF AGENDA**

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Motion made approve the agenda but to move number 14 after number 9 and move number 12 behind number 7 by Council President Singer, Seconded by Councilmember Hicks.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen

**CONSENT AGENDA**

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

Motion made to approve the Consent Agenda and add number 13 to the Consent Agenda by Councilmember Smith, Seconded by Councilmember Schanen.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen

1. Plan and Architectural Review Commission November 11, 2024 Minutes
2. Lakes Advisory Committee Meeting Minutes from January 25, 2024, February 9, 2024, March 4, 2024, April 3, 2024, May 1, 2024, May 21, 2024, May 29, 2024, June 19, 2024, July 10, 2024, July 31, 2024, August 28, 2024, September 11, 2024.
3. Library Board of Trustees Meeting Minutes from November 18, 2024.
4. Finance Committee Meeting Minutes from October 30, 2024.

**CITY MANAGER REPORT**

City Manager Weidl gave his bi-monthly update of City events and accomplishments, including reports from the following departments: Public Works, IT, Neighborhood Services, Library, Parks and Recreation, Police, and Human Resources.

**STAFF REPORTS**

5. Spring Splash Task Force Report-**City Manager**  
Allyson Brunette gave an update on what the Spring Splash Task Force accomplished during their meetings.
6. WPPA and WPPSA side letter updating residency requirement- **PD**  
Motion made to approve the WPPA and WPPSA side letter updating residency requirements by Council President Singer, Seconded by Councilmember Majkrzak.  
Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown,

Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen

### HEARING OF CITIZEN COMMENTS

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Jeff Knight (405 Panther Ct) read the following statement...

January 7, 2025

Dear Common Council President Singer and City Council Members,

I am submitting this open letter to resign immediately from the Community Development Authority. I do this with reservations, however, with the current heavy emphasis on providing TIF supported funds to subsidize multifamily developments, I cannot continue my service in good conscience.

It was hard to understand providing \$5.1 million to the huge apartment complex on the east side, but now we are selling the only M1 zoned industrial property with rail access for another apartment development. Additionally, we are going to use TIF and low-income housing money to support sixty apartments on the southwest side of the city. It is hard to understand why these developments need any TIF support at all. I am convinced that the market is so good for apartments that no help from the city is needed. All this does is tie up the TIF districts for 17 to 20 years with significant subsidies and this is a mistake.

The public needs to be further engaged in this concept of expanding multifamily growth the way the city is currently proposing. We have somewhere between 65 and 70 percent of our total properties as rental. As a result, we are out of balance with the ratio of rental to privately owned homes. The Southeastern Wisconsin Planning Commission even presented to the city that our apartment vacancy rate is between 4-6% which met HUD guidelines.

I think this effort to promote more rentals is out of sync with the residents' views based on the last strategic planning process that was completed by UW Extension. I would encourage everyone to watch the last meeting of the strategic planning process, and you will see huge support for single family developments not multifamily,

Lastly, I have a tough time with the way the current formula is being set for determining the amount of TIF incentive for single family .homes. I support the use of TIF, but no one can explain to me how our percentage of subsidies compares to other communities and if we are excessive in our subsidy or not. Kristine Fish did an excellent job of answering how the but for process is being

used, however, she was not able to explain how aggressive we are compared to other communities.

I have tallied the number of new apartments being proposed for Whitewater TIF subsidy and it comes to 256 units. Estimating 1.5 children per unit that equals about 384 additional students in our school district. As these apartments use Pay Go TIF subsidies, all taxes go back to the developer and no money comes back to the city and school districts general funds for 17-20 years. The apartment market is hot and in my opinion all these projects would still be built and provide tax revenues immediately without TIF funding.

I love Whitewater, but if we flood our schools with students and do not provide tax revenue someone has to pick up the bill. If we increase our population that needs emergency services and do not provide revenue, someone must pick up the bill. At some point you price yourself out of the competitive market.

Thank you for allowing me to serve and please understand why I am stepping down. Please work together to address this rush to encourage multifamily growth and stay with the goal of creating more single-family homes in the city.

I am available by phone to answer any questions as this public comment section on your agenda does not allow for questions.

920-728-0662

**RESOLUTION**

- 7. Amendment to 2025 Salary Resolution-**Finance**

Motion made to approve the Amendment to the 2025 Salary Resolution by Councilmember Majkrzak, Seconded by Councilmember Smith.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen

**ORDINANCES**

**First Reading**

Item 3.

8. **Ordinance 2025-O-1** an ordinance reducing the speed on Starin Road between Prairie Street and Prince Street.- **Public Works**

Motion made to approve Ordinance 2025-O-1 an ordinance reducing the speed on Starin Road between Prairie Street and Prince Street.by Councilmember Smith, Seconded by Councilmember Hicks.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen.

Motion made to waive second reading of the above ordinance by Councilmember Hicks, Seconded by Councilmember Schanen.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen

9. **Ordinance 2025-O-2** an Ordinance adding stop signs on Starin Road at Prince Street and Warhawk Drive.- **Public Works**

Motion made approve Ordinance 2025-O-2 an Ordinance adding stop signs on Starin Road at Prince Street and Warhawk Drive by Councilmember Schanen, Seconded by Councilmember Smith.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen

Motion made to waive the second reading of the above ordinance by Councilmember Schanen, Seconded by Councilmember Smith.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen

### Second Reading

10. **Ordinance 2024-O-27** an Ordinance amendment of Chapter 5.20.030 Alcohol Beverages Licensee Conditions (Window Ordinance). - **PD**

Motion made approve Ordinance 2024-O-27 an Ordinance amendment of Chapter 5.20.030 Alcohol Beverages Licensee Conditions (Window Ordinance) by Councilmember Hicks, Seconded by Councilmember Majkrzak.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen.

11. **Ordinance 2024-O-28** an Ordinance to Create section 2.08.130 Temporary Appointments to Ensure Quorum- **City Attorney**

This item was postponed to the January 21, 2025 Common Council Meeting due to the ordinance not matching the memo attached to the packet.

### CONSIDERATIONS

12. Discussion and Possible Action regarding a Junk Vehicle Permit for Lee Loveall at 601 E Milwaukee Street- **Neighborhood Services**
- Motion made to approve Junk Vehicle Permit for Lee Loveall at 601 E Milwaukee Street by Councilmember Majkrzak, Seconded by Councilmember Hicks.
- Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen
13. Discussion and possible action of a sewer backup reimbursement claim for Jorge Martinez- **Finance**
- This was added and approved with the Consent Agenda.
14. Discussion and Possible Action regarding Stop Here for Pedestrian Signs and Speed Bumps on Starin Road- **Public Works**
- Motion made to approve Stop Here for Pedestrian Signs and Speed Bumps on Starin Road by Council President Singer, Seconded by Councilmember Hicks.
- Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen
15. Discussion and Possible Action regarding the Public Safety Referendum Question - **Finance/PD**
- Motion made to approve the Public Safety Referendum Question by Council President Singer, Seconded by Councilmember Majkrzak.
- Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen.
- Motion made to approve the above Referendum Question and add the Fire Department/ EMS to the Referendum by Council President Singer, Seconded by Councilmember Smith.
- Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen.
- Larry Kachel- asked what the additional money added to tax bill if adding Fire/EMS to referendum question. City Manager Weidl explained that a \$240,000 home in Walworth County \$283 in Jefferson County \$220.
- Lynn Binnie- suggested keeping the wording "Fire/EMS" to the referendum.
16. Councilmember Requests for Future Agenda Items or Committee items. Questions
- Councilmember Smith would like a future update on the effects of the Speedbumps on Starin Rd.
- Councilmember Schanen would like to see the window ordinance apply to all businesses.
- Councilmember Brown would like a speed study on Newcomb and Milwaukee Streets.

**FUTURE AGENDA ITEMS**

17. Public Hearing for the Creation of the City of Whitewater Trippe and Cravath Lake District- **February 18, 2025**
18. WAFC Committee restart-**Hicks Q1 2025**
19. Update from Landmarks Committee regarding Starin Park Water Tower- **Schanen May 2025**
20. Public Comment for Boards and Committees-**Hicks Q1 2025**
21. Public Surveys-**Hicks Q1 2025**
22. 2024 Year End Code Enforcement Update.- **Q1 2025**
23. Report on the Lakes District- **May 6, 2025**
24. RFP for Police Department Evidence Garage- January 21, 2025

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

- CS-25. Offer to Purchase a 10.96 acre parcel of vacant land (Tax Parcel No. /A444200001)- **Economic Development Director**
- CS-26. Potential development of 67-acre parcel of vacant land.- **Economic Development Director**

**CONSIDERATIONS**

27. Discussion and Possible Action regarding Offer to Purchase a 10.96 acre parcel of vacant land (Tax Parcel No. /A444200001)- **Economic Development Director**  
  
Motion made to approve the Offer to Purchase a 10.96 acre parcel of vacant land (Tax Parcel No. /A444200001) by Councilmember Majkrzak, Seconded by Councilmember Brown.  
Voting Yea: Councilmember Brown, Councilmember Majkrzak  
Voting Nay: Council President Singer, Councilmember Hicks, Councilmember Smith, Councilmember Schanen.  
  
Motion did not pass.  
  
Jeff Knight- commented that parcel is approve for railroad and should be kept for a manufacturer who might need access to the railroad.  
  
Larry Kachel suggest reaching out to the Railroad Commission.



28. Discussion and Possible Action regarding Potential development of 67-acre parcel of vacant land.- **Economic Development Director**

Motion made to approve Potential development of 67-acre parcel of vacant land by Councilmember Majkrzak, Seconded by Councilmember Schanen.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen.

Jeff Knight -spoke out against the development.

Larry Kachel- spoke out against the development.

### **ADJOURNMENT**

Motion made to adjourn at 8:37 pm by Councilmember Smith, Seconded by Councilmember Schanen.

Voting Yea: Council President Singer, Councilmember Hicks, Councilmember Brown, Councilmember Majkrzak, Councilmember Smith, Councilmember Schanen

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**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.**



**Lakes Advisory Committee Meeting Minutes  
Wednesday, November 13, 2024 – 4:30 pm  
Cravath Lakefront Room  
312 W. Whitewater Street  
Whitewater, WI 53190  
Hybrid Meeting**

**1. Call to Order and Roll Call**

Present: Carol McCormick, Gayle Stettler, Kurt Zipp, Elvira Kau, and Ginny Coburn

Absent: Geoff Hale

Staff: Michelle Dujardin

Guests: Don Huntington

**2. Approval of Agenda**

McCormick moved to approve agenda seconded by Elvira Kau: Ayes: Carol McCormick, Kurt Zipp, Gayle Stettler, Elvira Kau, and Ginny Coburn . Absent: Geoff Hale

**3. Approval Of Consent Agenda**

McCormick moved to approve agenda seconded by Kurt Zipp: Ayes: Carol McCormick, Kurt Zipp, Gayle Stettler, Elvira Kau, and Ginny Coburn . Absent: Geoff Hale

Geoff Hale arrives by Phone

**4. Staff Reports**

No Staff Reports

**5. Hearing of Citizen Comments**

No Citizens Comments

**6. Considerations/Discussions/Reports**

- a. Discussion and possible action on Resolution Creation The City of Whitewater Trippe and Cravath Lake District**

Board Discussion

Coburn: Recommends additional education to the public.

McCormick: Encourage taking to City Council to create awareness to the public.

Hale: Recommends history of lakes be shared with council and public.

Geoff Hale motioned to approve The Resolution Creating The City of Whitewater Trippe and Cravath Lake District as written with recommendation to bring to Common Council for approval on December 3, 2024. Seconded by Kurt Zipp. Ayes: Carol McCormick, Elvira Kau, Gayle Stettler, Geoff Hale, Ginny Coburn, and Kurt Zipp. Noes: None.

**7. Future Agenda Items**

- a. Storm Water Updates
- b. Geese Concerns

Next Meeting: January 8, 2025 at 4:30pm

**8. Adjournment**

- c. Motioned by McCormick to adjourn, seconded by Zipp. Unanimous voice vote.  
Adjournment at 5:43pm.

Respectfully Submitted,

*Michelle Dujardin*



# Library Board of Trustees

Cravath Lakefront Conference Room  
312 W Whitewater St., Whitewater, WI, 53190

\*In Person and Virtual

**Monday, December 16, 2024 - 6:30 PM**

## MEETING MINUTES

**CALL TO ORDER** at 6:32 pm.

### ROLL CALL

Present: Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Camden Harlan, Brienne Diebolt-Brown, Doug Anderson, Sallie Berndt joined at 6:36 pm

Absent: None

Staff: Diane Jaroch, Rachel Clift

Guests:

### APPROVAL OF AGENDA

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MSC Retzke/Anderson to approve the Agenda as amended.

Ayes: Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Camden Harlan, Doug Anderson, Brienne Diebolt-Brown

Nays: none

### CONSENT AGENDA

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

1. Approval of the minutes of the November 18, 2024 meeting
2. Approval of Payment of Invoices for November 2024
3. Acknowledgement of Receipt of November 2024 Statistical report
4. Acknowledgement of Receipt of November 2024 Financial report
5. Acknowledgement of Receipt of November 2024 Treasurer's reports

MSC Harlan/Orlowski to approve the Consent Agenda.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson, Brienne Diebolt-Brown

Nays: none

**OLD BUSINESS**

6. Library Building Project

a) General Update

**NEW BUSINESS**

7. Discussion and approval of setting a limit on the expense of a mobile mill, kiln time, and woodworker project.

MSC Anderson/Retzke to approve the expense limit of \$2000 for the mobile mill and kiln time, including mileage and hours.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson, Sallie Berndt, Brienne Diebolt-Brown

Nays: none

8. Review and approval of the revised Public Records Request policy.

Will return to this during January's meeting.

9. Review and approve the revised Inclement Weather Policy.

MSC Diebolt-Brown/Harlan to approve the revised Inclement Weather Policy as amended.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson, Brienne Diebolt-Brown, Sallie Berndt

Nays: none

10. Approval of the 2024-2025 budget.

Will return to this during January's meeting.

11. Approval of the 2025 Jefferson County Library Contract.

MSC Diebolt-Brown/Retzke to approve the 2025 Jefferson County Library Contract.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson, Sallie Berndt, Brienne Diebolt-Brown

Nays: none

12. Library Director Evaluation discussion.

## **CONSIDERATIONS / DISCUSSIONS / REPORTS**

13. Library Director's report
14. Assistant Director's report
15. Youth Educational Services report
16. Programming & Makerspace report
17. Bridges Library System Staff reports
18. Trustee Training workshop report by Jennifer Motszko.
19. Board reports.

## **FUTURE AGENDA ITEMS**

- a. Review and approval of the revised Public Records Request policy.
- b. Review and approval of the 2024-2025 budget.

**CONFIRMATION OF NEXT MEETING** Wednesday, January 22, 2025 at 6:30 pm in the Cravath Lakefront Conference Room.

**ADJOURNMENT** at 7:31 pm.

MSC Diebolt-Brown/Retzke to adjourn.

Ayes: Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Camden Harlan, Doug Anderson, Brienne Diebolt-Brown, Sallie Berndt

Nays: none

Minutes respectfully submitted by Alyssa Orlowski on Monday, December 16 2024.





**Urban Forestry Commission Meeting  
Monday, October 10, 2024 – 4:30 PM  
Cravath Lakefront Room  
312 W. Whitewater Street  
Whitewater, WI 53190  
Hybrid Meeting**

### **Meeting Minutes**

#### **1. Call to Order and Roll Call**

Present: Bill Chandler, Josh Kapfer, Kerry Katovich, Sherry Stanek, Carol McCormick, Brienne Brown

Absent: Ryan Tevis, Nick Alt

Staff: Brian Neumeister, Kevin Boehm

Guests: None

Meeting called to order at 4:30 by Chandler

#### **2. Approval of Agenda**

Motioned for approval by Brown. Seconded by McCormick. Ayes: Chandler, Kapfer, Katovich, Stanek, McCormick, Brown. Nays: None

#### **3. Approval of Minutes from March 25, 2024**

Motioned for approval by Brown. Seconded by Stanek. Ayes: Chandler, Kapfer, Katovich, Stanek, McCormick. Nays: None

#### **4. Hearing of Citizen Comments**

No Comments

#### **5. Election of New Treasurer**

Motioned by McCormick to appoint Stanek as treasurer. Seconded by Brown. Ayes: Kapfer, Katovich, McCormick, Brown, Chandler. Nays: None.

#### **6. Treasurers Report**

**a. Treasurers report.** No report was given. Stanek will provide a report at the next meeting after reviewing the account information provided to her at this meeting.

**b. Discussion and possible action on segregated funds between City and Urban Forestry Commission.** Discussion was had on how the city would like the banking to be done. If it is going to be linked to the City as it currently is, it will have to be subject to annual auditing. It can be overseen by the city, the money cannot be spent without the approval of the commission and would only be spent on items that fall under the

purview of the commission. Trees, Purple Martin, Starin Park Arboretum, etc. It was unanimously decided to table to the next meeting after Stanek has had time to interact with the City Finance Department to gather more information.

**7. Staff Report**

1. Update on spring 2025 Tree Order. Neumeister provided the purchase order to the commission for the trees that were ordered for the city spring tree planting in 2025. Streets and Parks staff have been working on tree removals and pruning throughout the city.

**8. Considerations/Discussions/Reports**

- a. **Discussion and recommendations to Finance Committee on the Proposed Framework for Improving Public Participation.** Boehm gave a brief overview of the proposals from the Finance Committees recommendations on public participation at council, committee and commission meetings. Discussion was had that this commission has no opinion either way on the recommendations brought forward.
- b. **Discussion regarding small shrubs for landscape guidelines.** Discussion was had on why this list is important, no decision was made.

**9. Tree City**

- a. **How is funding going to be secured on a continual basis for the future?** Motioned to be tabled until Alt is present by McCormick, Seconded by Chandler. Ayes: Chandler, Kapfer, Stanek, Katovich, McCormick, Brown. Nays: None.
- b. **Discussion and possible action regarding amount to spend on 2025 Tree Sale.** Motioned to table until Alt is present by Stanek. Seconded by Katovich. Ayes: McCormick, Brown, Stanek, Katovich, Kapfer, Chandler. Nays: None

**10. Bird City**

- a. **Update on Purple Martin House solicitation.** Discussion was held and it was decided to wait until the need increases.

**11. Future Agenda Items**

- a. None

**12. Adjournment**

- a. Motioned by McCormick to adjourn at 5:11 PM. Seconded by Brown. Ayes: Chandler, Brown, Kapfer, Katovich, Stanek. Nays: None

Respectfully Submitted,

*Kevin Boehm*

Kevin Boehm

To: Common Council and Chief of Police  
From: John Weidl, City Manager  
Date: 1/21/2025  
Re: Executive Order on Refugee Admissions: Background, Analysis, and Strategic Continuity

## Background

On January 20, 2025, the President issued an Executive Order suspending the United States Refugee Admissions Program (USRAP). <https://www.whitehouse.gov/presidential-actions/2025/01/realigning-the-united-states-refugee-admissions-program/>

This action reflects a national shift toward recalibrating migration policies to prioritize public safety, resource allocation, and community assimilation. Whitewater, Wisconsin, was specifically mentioned as a community notably impacted by migration trends.

Since 2022, Whitewater has experienced incoming migration drawn by regional employment opportunities, primarily from Central America. While this has brought cultural and economic benefits, it has also created challenges for public safety and city services.

The 2024 Fitch and Associates study identified three primary areas of impact:

- **Language Barriers:** Increased reliance on translation services has lengthened call durations and strained resources.
- **Cultural Distrust of Law Enforcement:** Migrants' past experiences with policing in their home countries often complicate interactions and investigations.
- **Housing and Resource Strain:** Overcrowding has contributed to domestic disturbances and property crimes.

Whitewater values the cultural and economic contributions of our immigrant communities, which have enriched the fabric of our city. The city remains committed to fostering trust, inclusivity, and collaboration to ensure all residents feel safe and supported

## Executive Order: Key Provisions

1. **Suspension of Refugee Admissions**
  - Refugee admissions through USRAP have been paused indefinitely, with limited case-by-case exceptions.
  - The suspension is intended to align migration levels with national resource availability and public safety priorities.

## 2. Local Government Involvement

- The federal government has emphasized greater consultation with state and local governments regarding refugee placement, signaling potential increased engagement for Whitewater.

## 3. Policy Reviews

- The order mandates periodic reviews every 90 days, allowing for adjustments based on national and local feedback.

### Local Implications for Whitewater

#### 1. Migration Trends May Slow, But Complexities Persist

- While new refugee arrivals may decrease, existing populations will continue to present operational demands for law enforcement and city services, particularly in cases involving language barriers, undocumented status, and socio-economic challenges.

#### 2. Federal Consultation May Increase Responsibilities

- As federal agencies seek local input, demands on city leadership and the police department may grow. Adequate staffing is essential to meet these responsibilities without compromising service quality.

#### 3. Core Public Safety Challenges Are Unrelated to Migration

- The majority of police calls, such as mental health crises, reckless driving, and drug activity, stem from local residents. These trends underscore the ongoing need for police staffing increases outlined in the referendum.

### Police Staffing Strategy: Why It Remains Critical

The 2024 Fitch and Associates study provided clear recommendations for increasing police staffing, and the referendum reflects those priorities. Maintaining this strategy is essential for:

1. **Managing Call Volume Growth:** Calls for service have risen 90% since 2010, while staffing levels have remained unchanged since 2008. Current resources are stretched thin, forcing officers to prioritize reactive over proactive policing.
2. **Restoring Proactive Policing Capacity:** Traffic enforcement, community outreach, and crime prevention activities have declined due to staffing shortages. These activities are vital for public safety and trust.
3. **Preparing for Federal Engagement:** Federal resettlement policies may involve local jurisdictions in consultations or reporting. Whitewater must have the capacity to participate effectively while managing local safety needs.
4. **Addressing Local Crime Trends:** Issues such as domestic disturbances, mental health crises, and substance abuse dominate police workloads and will persist regardless of federal migration policies.

### City Manager's Action Plan

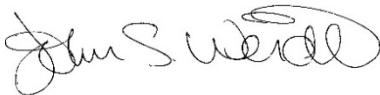
1. **Engage Federal Representatives:**
  - The Manager's Office will contact Wisconsin's federal delegation to better understand the Executive Order's impact and advocate for resources aligned with Whitewater's needs.
2. **Monitor Federal Policy Updates:**
  - The Manager's Office will monitor periodic reviews of the USRAP suspension and assess any developments requiring local input or action.
3. **Coordinate with Police Leadership:**
  - Continued collaboration with the Police Department will ensure staffing strategies align with referendum goals and address operational challenges proactively.
4. **Transparent Communication:**
  - Regular updates will be provided to the Common Council and Chief of Police to ensure alignment and transparency on emerging developments.

### Conclusion

The Executive Order reaffirms the importance of Whitewater's existing strategies and does not necessitate immediate operational changes. Migration trends, local challenges, and the complexities outlined in the 2024 police study remain central to the city's long-term planning.

Maintaining the referendum and police staffing strategy will allow Whitewater to effectively manage its public safety needs while preparing for potential federal engagement. The Manager's Office will continue monitoring developments, advocating for Whitewater's interests, and ensuring alignment with city priorities and evolving policies.

Warmest Regards,



John S. Weidl, City Manager

**Para:** Consejo Común y Jefe de Policía

**De:** John Weidl, Administrador de la Ciudad

**Fecha:** 21/01/2025

**Asunto:** Orden Ejecutiva sobre Admisión de Refugiados: Antecedentes, Análisis y Continuidad Estratégica

### Antecedentes

El 20 de enero de 2025, el Presidente emitió una Orden Ejecutiva que suspende el Programa de Admisión de Refugiados de los Estados Unidos (USRAP).

<https://www.whitehouse.gov/presidential-actions/2025/01/realigning-the-united-states-refugee-admissions-program/>

Esta acción refleja un cambio nacional hacia la recalibración de las políticas de migración para priorizar la seguridad pública, la asignación de recursos y la asimilación comunitaria. Whitewater, Wisconsin, fue mencionada específicamente como una comunidad notablemente impactada por las tendencias migratorias.

Desde 2022, Whitewater ha experimentado migración procedente de oportunidades laborales regionales, principalmente desde América Central. Si bien esto ha traído beneficios culturales y económicos, también ha generado desafíos para la seguridad pública y los servicios de la ciudad.

El estudio de Fitch and Associates de 2024 identificó tres áreas principales de impacto:

- **Barreras del idioma:** La mayor dependencia de servicios de traducción ha alargado la duración de las llamadas y agotado los recursos.
- **Desconfianza cultural hacia las fuerzas del orden:** Las experiencias previas de los migrantes con la policía en sus países de origen a menudo complican las interacciones y las investigaciones.
- **Presión en la vivienda y los recursos:** El hacinamiento ha contribuido a disturbios domésticos y delitos contra la propiedad.

Whitewater valora las contribuciones culturales y económicas de nuestras comunidades inmigrantes, que han enriquecido el tejido de nuestra ciudad. La ciudad sigue comprometida a fomentar la confianza, la inclusión y la colaboración para garantizar que todos los residentes se sientan seguros y apoyados.

## Disposiciones Clave de la Orden Ejecutiva

### 1. Suspensión de Admisión de Refugiados:

- Las admisiones de refugiados a través de USRAP se han suspendido indefinidamente, con excepciones limitadas caso por caso.
- La suspensión tiene como objetivo alinear los niveles de migración con la disponibilidad de recursos nacionales y las prioridades de seguridad pública.

### 2. Participación de Gobiernos Locales:

- El gobierno federal ha enfatizado una mayor consulta con gobiernos estatales y locales sobre la colocación de refugiados, lo que indica un posible aumento en el compromiso con Whitewater.

### 3. Revisiones de Políticas:

- La orden exige revisiones periódicas cada 90 días, permitiendo ajustes basados en comentarios nacionales y locales.

## Implicaciones Locales para Whitewater

### 1. Las Tendencias Migratorias Pueden Reducirse, Pero las Complejidades Persisten:

- Aunque la llegada de nuevos refugiados pueda disminuir, las poblaciones existentes seguirán presentando demandas operativas para las fuerzas del orden y los servicios de la ciudad, particularmente en casos que involucren barreras del idioma, estatus migratorio irregular y desafíos socioeconómicos.

### 2. La Consulta Federal Puede Aumentar las Responsabilidades:

- A medida que las agencias federales buscan la opinión local, las demandas sobre el liderazgo de la ciudad y el departamento de policía pueden crecer. Un personal adecuado es esencial para cumplir con estas responsabilidades sin comprometer la calidad del servicio.

### 3. Los Desafíos Clave de Seguridad Pública No Están Relacionados con la Migración:

- La mayoría de las llamadas a la policía, como crisis de salud mental, conducción imprudente y actividad relacionada con drogas, provienen de residentes locales. Estas tendencias subrayan la necesidad continua de aumentos de personal policial según lo señalado en el referéndum.

### **Estrategia de Personal Policial: Por Qué Sigue Siendo Crítica**

El estudio de Fitch and Associates de 2024 proporcionó recomendaciones claras para aumentar el personal policial, y el referéndum refleja esas prioridades. Mantener esta estrategia es esencial para:

- **Gestionar el Aumento del Volumen de Llamadas:** Las llamadas de servicio han aumentado un 90% desde 2010, mientras que los niveles de personal no han cambiado desde 2008. Los recursos actuales están al límite, obligando a los oficiales a priorizar el trabajo reactivo sobre el proactivo.
- **Restaurar la Capacidad de Policía Proactiva:** La aplicación de tráfico, el alcance comunitario y las actividades de prevención del crimen han disminuido debido a la escasez de personal. Estas actividades son vitales para la seguridad pública y la confianza.
- **Prepararse para la Participación Federal:** Las políticas de reasentamiento federal pueden involucrar a las jurisdicciones locales en consultas o informes. Whitewater debe tener la capacidad de participar eficazmente mientras maneja las necesidades locales de seguridad.
- **Abordar las Tendencias Locales de Crimen:** Problemas como disturbios domésticos, crisis de salud mental y abuso de sustancias dominan la carga de trabajo policial y persistirán independientemente de las políticas de migración federal.

### **Plan de Acción del Administrador de la Ciudad**

#### **1. Comprometerse con Representantes Federales:**

- La Oficina del Administrador se pondrá en contacto con la delegación federal de Wisconsin para comprender mejor el impacto de la Orden Ejecutiva y abogar por recursos alineados con las necesidades de Whitewater.

#### **2. Supervisar las Actualizaciones de Políticas Federales:**

- La Oficina del Administrador supervisará las revisiones periódicas de la suspensión de USRAP y evaluará cualquier desarrollo que requiera aportes o acción local.

#### **3. Coordinarse con el Liderazgo Policial:**

- La colaboración continua con el Departamento de Policía garantizará que las estrategias de personal estén alineadas con los objetivos del referéndum y aborden proactivamente los desafíos operativos.



#### 4. **Comunicación Transparente:**

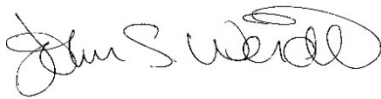
- Se proporcionarán actualizaciones regulares al Consejo Común y al Jefe de Policía para garantizar la alineación y la transparencia sobre los desarrollos emergentes.

#### **Conclusión**

La Orden Ejecutiva reafirma la importancia de las estrategias existentes de Whitewater y no requiere cambios operativos inmediatos. Las tendencias migratorias, los desafíos locales y las complejidades descritas en el estudio policial de 2024 siguen siendo centrales en la planificación a largo plazo de la ciudad.

Mantener el referéndum y la estrategia de personal policial permitirá a Whitewater gestionar eficazmente sus necesidades de seguridad pública mientras se prepara para un posible compromiso federal. La Oficina del Administrador continuará supervisando los desarrollos, abogando por los intereses de Whitewater y asegurando la alineación con las prioridades de la ciudad y las políticas en evolución.

**Atentamente,**



John S. Weidl, Administrador de la Ciudad

**RESOLUTION No. \_\_\_\_**  
**A RESOLUTION APPROVING A PURCHASE, SALE, AND DEVELOPMENT**  
**AGREEMENT WITH THE WHITEWATER FIRE DEPARTMENT**

- A. The City of Whitewater (“City”) currently owns certain real property located within the Business and Technology Park, with a Walworth County Parcel Number of A455500001 (“Property”).
- B. The Whitewater Fire Department desires to acquire the Property to construct a new training facility for purposes of training its firefighters.
- C. The City is willing to convey the Property to the Fire Department subject to certain conditions contained in a purchase, sale, and development agreement included as Exhibit A, which is hereby incorporated to this resolution.

NOW, THEREFORE, BE IT RESOLVED, that the purchase, sale, and development agreement in Exhibit A is approved and the appropriate City officials are authorized to execute the agreement and any other necessary documents to complete the transaction.

Resolution introduced by Council Member \_\_\_\_\_, who moved its adoption.

Seconded by Council Member \_\_\_\_\_.

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ADOPTED: \_\_\_\_\_, 2025

\_\_\_\_\_  
John Weidl, City Manager

\_\_\_\_\_  
Heather Boehm, City Clerk



## Common Council Agenda Item

Meeting Date:	February 4, 2025
Agenda Item:	Resolution of Sale
Staff Contact (name, email, phone):	Taylor Zeinert <a href="mailto:tzeinert@whitewater-wi.gov">tzeinert@whitewater-wi.gov</a> 262-473-0148

### BACKGROUND

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

The CDA and the Common Council approved the sale of the property A455500001. This the small lot in the industrial park across from the Innovation Center that is slated to be the new Fire Department training facility.

### PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

### FINANCIAL IMPACT

(If none, state N/A)

N/A

### STAFF RECOMMENDATION

Staff recommendation is to approve the resolution.

### ATTACHMENT(S) INCLUDED

(If none, state N/A)

N/A



## Council Agenda Item

Meeting Date:	February 4, 2025
Agenda Item:	Salary Resolution Amendment 2
Staff Contact (name, email, phone):	Rachelle Blitch, <a href="mailto:rblitch@whitewater-wi.gov">rblitch@whitewater-wi.gov</a> , 262-473-1380

### BACKGROUND

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

The 2025 Salary Resolution was approved in December, and we are currently in the process of recruiting a City Attorney. To this end, we have issued an RFP and are also considering the option of hiring an in-house attorney.

We are proposing an amendment to the Salary Resolution to include the City Attorney position at Grade S, with a salary range of \$103,772.70 to \$140,093.15, should the City opt for an in-house candidate. Additionally, we recommend removing the City Manager position from the Salary Resolution, as it is negotiated separately through an employment agreement.

This item was reviewed and recommended for approval by the Finance Committee.

### PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

- 12/3/2024 – Council approved the 2025 Salary Resolution
- 1/7/2025 – Council approved an amendment to the 2025 Salary Resolution
- 1/28/2025 – Recommended for approval by the Finance Committee

### FINANCIAL IMPACT

(If none, state N/A)

N/A

### STAFF RECOMMENDATION

Staff recommends the approval of the salary resolution amendment as presented.

### ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. 2025 Salary Resolution Amendment 2

**CITY OF WHITEWATER, WISCONSIN**  
**2024 SALARY RESOLUTION AMENDMENT 3**

**WHEREAS**, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, set forth the wage and salary schedule in which wages are established for employees during 2025

**NOW THEREFORE, BE IT RESOLVED** by the Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, that the following ranges and numbers of employees in the 2025 Wage and Salary Schedule are hereby adopted pursuant to Wisconsin Statutes: and

subject matter between the two shall be in conflict, and the changes contained herein shall be effective beginning February 4, 2025:

Amendment 1			
Grade	Position	Minimum	Maximum
T	CITY MANAGER	<b>Per Employment Agreement</b>	
S	City Attorney	103,772.70	140,093.15
		49.89	67.35
R	Police Chief	93,395.43	126,083.83
	Director of Public Works	44.90	60.62
Q	Fire Chief	86,857.75	117,257.96
	Director of Financial & Administrative Services	41.76	56.37
	Economic Development Director		
P	Parks & Recreation Director	80,777.71	109,049.90
	IT Director	38.84	52.43
	Captain		
	Library Director		
O	Streets, Parks & Forestry Superintendent	75,123.27	101,416.41
	Wastewater Superintendent	36.12	48.76
	Water Superintendent		
N	HR Manager	69,864.64	94,317.26
	City Clerk	33.59	45.34
	Comptroller		
	First Asst Chief-Fire		
M	Accountant	64,974.11	87,715.05
	EMS Chief	31.24	42.17
	Lead Operator		
L	Support Services Manager	60,425.93	81,575.00
	Asst Parks, Recreation & Community Events Director	29.05	39.22
K	Lead Laborer	56,196.11	75,864.75
	WAFC Manager	27.02	36.47
	Assistant Library Director		
	Communication Coordinator		
	IT Support Technician		
	Wastewater Operator		
	Water Operator		

**CITY OF WHITEWATER, WISCONSIN**  
**2024 SALARY RESOLUTION AMENDMENT 3**

Amendment 1			
Grade	Position	Minimum	Maximum
J	Chief of Staff	52,262.38	70,554.22
	Adult Program Coordinator	25.13	33.92
	Recreation & Community Events Manager		
	Laborer I-Mechanic		
	Facilities Maintenance I		
	Wastewater Specialist I		
	Water Laborer I		
	Laborer I		
	Accounts Payable/Payroll Clerk		
I	GIS Analyst	48,604.02	65,615.42
	Fire Inspector EMT/Firefighter	23.37	31.55
	Programming & Makerspace Librarian		
	Youth Educational Services Librarian		
H	Clerk of Court	45,201.74	61,022.34
	Deputy Clerk	21.73	29.34
	Dispatcher I		
	Facilities Maintenance II		
	Laborer II		
	HR Coordinator		
	Wastewater Specialist II		
	Water Laborer II		
	Accounting Technican		
	Police Records Specialist		
G	Dispatcher II	42,037.61	56,750.78
	Administrative Assistant I - Records Technician	20.21	27.28
	Administrative Assistant I - Utilities		
	Administrative Assistant I -Neighborhood Services		
	Administrative Assistant I - CDA		
F	Youth Program Coordinator	39,094.98	52,778.22
	Aquatic Coordinator	18.80	25.37
	Outreach Services Specialist - Library		
	Technical Services Specialist - Library		
E	Customer Service Specialist - Library	36,358.33	49,083.75
		17.48	23.60
D	Media Coordinator	33,813.25	45,647.89
	Jr. Information Technology Support Technician	16.26	21.95
C	Media Producer	31,446.32	42,452.53
		15.12	20.41

\*Excludes wages for unions, temporary part-time and seasonal employees

Resolution introduced by Councilmember, \_\_\_\_\_ Seconded by, \_\_\_\_\_

AYES: \_\_\_\_\_

NOES: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

Signatures:

John Weidl, City Manager

Heather Boehm, City Clerk

2024 Annual Report

# CITY OF WHITEWATER CODE ENFORCEMENT

## OVERVIEW OF CURRENT SERVICES

- Property maintenance upkeep
- Unsightly debris monitoring
- Zoning administration
- Grass/weeds/trees/vegetation compliance monitoring
- Snow removal compliance monitoring
- Junk vehicles/abandoned boats/recreational vehicles compliance monitoring
- Responding to complaints
- Completion of necessary interior/exterior property inspections, with orders to repair and follow up
- Working with municipal officials to resolve any property related legal issues
- Continuous improvement and expansion of Municipal Codes and Ordinances



# REMINDER OF PROCESS

## STEP ONE

1. Receive a complaint or observe a violation, and document by taking photos.
2. Issue a Notice a Violation with a fair compliance deadline.
3. Re-check the property for compliance.
4. If the property has addressed all violations, the property will be marked in compliance, *Item 10.* no inspection fees or citations will be issued.

## STEP TWO

1. If the property is not in compliance, a final notice will be issued, with deadline
2. The first re-inspection fee will be charged.
3. Re-check the property for compliance.
4. If the property has addressed all violations, the property will be marked in compliance

## STEP THREE

1. If the property is not in compliance, a final notice prior to citation will be issued, with deadline.
2. The second re-inspection fee will be charged.
3. Re-check the property for compliance.
4. If the property has addressed all violations, the property will be marked in compliance
5. If the property owner is not yet in compliance after this final step, a citation will be issued.

# 2024 LETTER STATISTICS



**1,321**

Total letters sent this period

# TWIN OAKS MHP PROPERTY MAINTENANCE LETTERS



Item 10.

# 357

Total letters sent this period

# BREAKDOWN OF INITIAL AND FINAL NOTICES

**762**

Initial Letters

**201**

Final Notices

**116**

Final Notices Prior  
to Citation

**9**

Citations Issued

## 2024 COMPLIANCE

# 471

Properties that came into complete compliance

# COMMON TYPES OF NOTICES SENT

**292**

Unsightly Debris

**267**

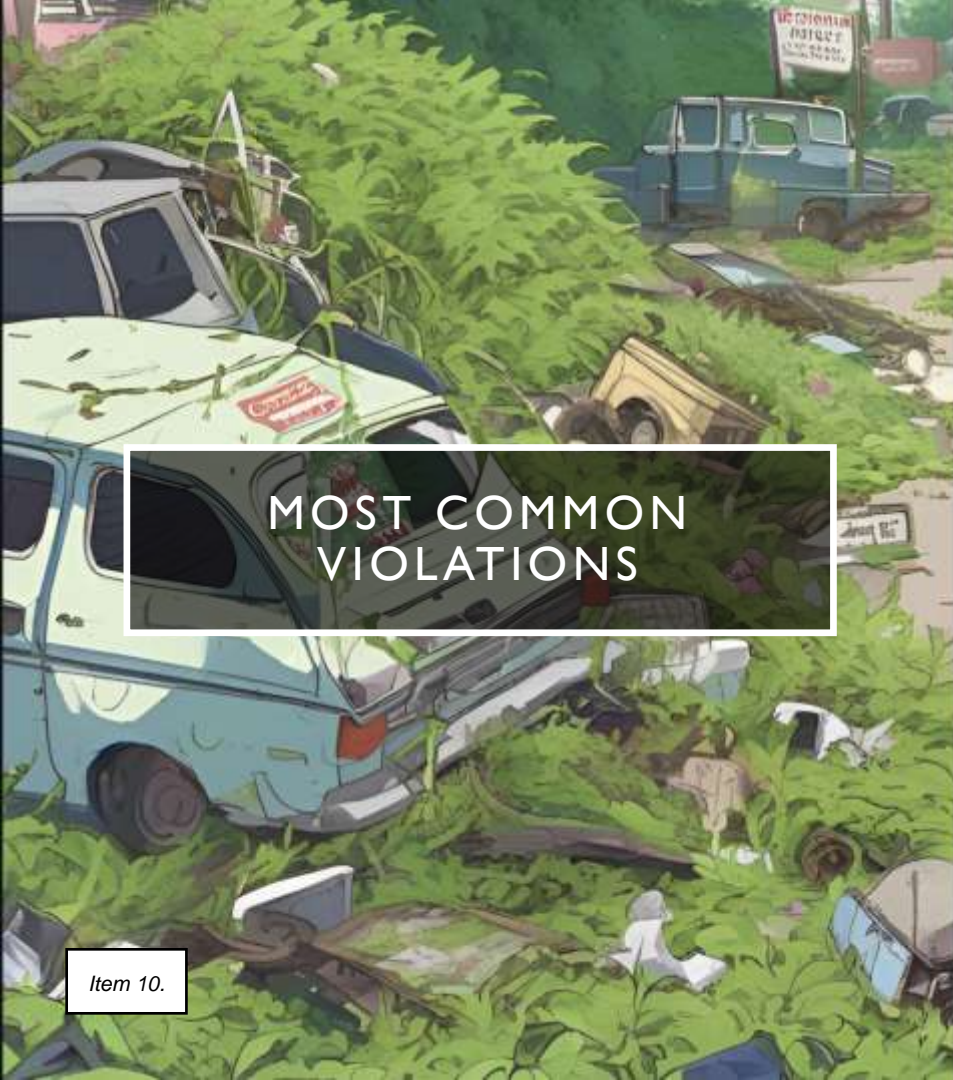
Repair Orders

**171**

Weed / Grass  
Violations

**78**

Junk Vehicles



## MOST COMMON VIOLATIONS

Item 10.

The top five most common letters or violations we encountered are:

- **Unsightly Debris**
- **Repairs**
- **Overgrown Grass / Weeds**
- **Junk Vehicles**
- **Prohibited Parking (Parking in Grass)**

Other miscellaneous letters:

- **Dangerous Trees or obstruction of intersections**
- **Toter Violation Letters**
- **Sump Pump Drainage, leaf collection violations, cross connection inspections**
- **Permit Application reminders**
- **Educational Letters and Friendly Reminders**

TOTAL PROPERTIES THAT UNDERWENT  
REINSPECTION'S AND WERE CHARGED/BILLED.

305



**TOTAL AMOUNT OF ALL  
REINSPECTION FEES CHARGED**

**\$46,850.00**



## CONCLUSION AND NEXT STEPS

These statistics provide valuable insights into our compliance efforts and areas for improvement. Moving forward, we should continue to focus on enhancing communication strategies and increasing community engagement to further reduce violations and improve compliance rates.

Overall, providing educational components to residents such as social media posts, doortags, and informational brochures throughout 2024 has proactively reduced the amount of violations within the City of Whitewater.

To: Common Council and Community Development Authority  
From: John Weidl, City Manager  
Date: 1/30/2025  
Re: Initial Rail Spur Summary Analysis – Lot 10B

Council Members and CDA,

As part of our ongoing commitment to economic development and responsible land use planning, the City commissioned an independent analysis to evaluate three potential sites for rail-served development. This study was undertaken in response to concerns raised at a previous Council meeting regarding Lot 10B, where last-minute arguments led to the rejection of a development proposal in favor of further study on the feasibility of a rail spur at that location.

The results of the consultant's evaluation confirm what staff had already determined internally: Lot 10B is the least attractive option for rail service. The study was conducted by an experienced rail consultant recommended by Strand, the city's engineering firm. The consultant identified two superior alternatives—the JC-Kow Farms and the Hoffmann site—as having significantly greater potential for rail service and economic development.

### Summary of Findings

#### 1. Lot 10B – “Marginal rail-served value”

Consultant Conclusion: “This site does have rail service potential but is limited to a 100K SF building... Therefore, this site has marginal rail-served value.”

#### ✓ Pros:

- Vertical rail alignment is favorable.
- Tangent rail alignment allows for a switch connection.
- Existing roadway access to the site.
- Adjacent to an existing industry.
- Can support up to 100,000 SF of industrial development.

#### ✗ Cons:

- “Horizontal rail alignment may encumber the building layout.”
- “Non-uniform parcel boundary.”
- “Private road crossing is required.”
- At 10 acres, the site is on the low end for a typical rail-served industrial property.

2. JC-Kow Farms – “Adequate for rail service”

Consultant Conclusion: “This site has good rail service potential, given its 40-acre size and parcel configuration... I would consider this site to be adequate for rail service.”

✓ Pros:

- 40-acre development site with uniform boundaries.
- Favorable vertical and horizontal rail alignment.
- Can accommodate a 400,000 – 500,000 SF industrial footprint.
- “Rail corridor tangent track for switch connection on the west half of the parcel.”

✗ Cons:

- “Cumbersome roadway access to the site.”
- Adjacent to a residential area.
- “New roadway easement will be required at a separate location.”

3. Hoffmann Site – “Most attractive for rail-served development”

Consultant Conclusion: “This site has excellent rail service potential... The westerly Hoffmann parcel is the most attractive parcel for rail-served development.”

✓ Pros:

100-acre site with a rectangular configuration (ideal for development).

- “Vertical and horizontal rail alignment is excellent.”
- “Existing industrial park roadway access.”
- “Excellent access to US Hwy 12.”
- Potential for a 1,000,000 SF industrial facility.

✗ Cons:

- Some portions of the property contain wetlands, though they do not impact the primary development area.

Key Takeaways

1. We Have Done Our Due Diligence – This analysis reinforces that the City is making informed, data-driven decisions regarding rail-served development opportunities. The further due diligence in exploring this issue demonstrates a commitment to responsible planning.

2. The Concerns Raised About Lot 10B Were Misguided – The push to reconsider Lot 10B as a rail spur location—raised late in the process—was based on poor information. That decision



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Office of the City Manager  
312 W. Whitewater St.  
Whitewater, WI 53190

ultimately required us to spend additional taxpayer resources to confirm something we already knew: There are better locations for rail.

3. Next Steps Are Already Underway – With this third-party verification in hand, I have authorized further analysis on the two most promising sites: the JC-Kow Farms property and the Hoffmann site. These efforts will refine the conceptual design and cost estimates to ensure Whitewater is prepared for rail-based economic development opportunities.

Moving forward, I recommend that we revisit Lot 10B's development potential in light of this study's findings. The consultant's conclusions reinforce that the best opportunities for rail are elsewhere, and we should not let misinformation derail smart economic growth.

Thank you for your patience and diligence in addressing this matter. I look forward to continuing our work together in positioning Whitewater for sustainable development.

Warmest Regards,

A handwritten signature in black ink that reads "John S. Weidl".

John S. Weidl, City Manager

# Railroad Guy, LLC

## WHITEWATER SITE EVALUATION (Various)

January 29, 2025

The City of Whitewater (CITY) has identified three parcels as potential rail-served development sites. All three parcels have property boundaries with frontage along a similar railroad corridor Right-of-Way. The operating railroad in this ROW is the Wisconsin & Southern Railroad (WSOR), a subsidiary of WATCO. Having railroad frontage on the WSOR does not necessarily correspond to viable rail access or provide assurances that WSOR will provide rail service. Other factors for an approved rail site will be considered beyond the physical ability to connect to the WSOR mainline corridor. When a potential rail shipper has been identified, WSOR will undoubtedly review a conceptual rail design for compliance with engineering standards, but more importantly, WSOR will want to know the commodity being shipped, estimated rail car volumes, origins and destinations, and the shippers' operating plan.

However, this evaluation aims to conduct each site's high-level engineering and development analysis to identify rail access opportunities and encumbrances more clearly. Having been in the rail industry for over 40 years, I've referenced my site development experience to assist the CITY in determining which sites may be better suited for rail service and possibly included in economic development marketing efforts. A pros and cons approach has been utilized, reviewing rail and roadway access, building and rail capacity, and probable site challenges and encumbrances. Finally, I have included a lump sum cost for each site to further the analysis and prepare a conceptual design and opinion of probable construction cost. This level of work is in line with a rail-served site marketing initiative.

### LOT 10B

#### Pros:

- Vertical rail alignment is favorable
- Rail corridor has tangent rail alignment for switch connection
- Existing roadway access to the site
- Adjacent to an existing industry
- Potential 100K SF industrial footprint

#### Cons:

- Horizontal rail alignment may encumber the building layout
- Non-uniform parcel boundary
- Private road crossing is required

In my opinion, this site does have rail service potential but is limited to a 100K SF building. The railroad connection and the transition through the parcel will be critical in determining the best fit for an industrial facility. In addition, ten acres are on the low end of a typical rail-served industrial property. Therefore, this site has marginal rail-served value.

### CITY PROPERTY

#### Pros:

- Both vertical and horizontal rail alignment are favorable
- Uniform parcel boundary
- 40-acre development site
- Potential for mid-size industrial footprint

#### Cons:

- Cumbersome roadway access to the site
- Adjacent to residential development
- Rail corridor tangent track for switch connection on west half of parcel

Railroad Guy, LLC  
2534 Woodland Park Drive, Delafield, WI 53018  
Cell Phone: 414-405-7682

This site has good rail service potential, given its 40-acre size and parcel configuration. Development sites of this size can typically accommodate a 400 – 500K SF industrial building footprint. This site has good access to the WSOR mainline; however, due to the curved mainline along the east half, the switch connection is limited to the west half of the parcel. The significant encumbrance is the existing roadway access through the residential area on what appears to be a shared driveway. Otherwise, a new roadway easement will be required at a separate location. I would consider this site to be adequate for rail service.

## HOFFMANN

### Pros:

- Vertical and horizontal rail alignment is excellent
- Ideal rectangular parcel boundary configuration
- Unencumbered 100-acre development site
- Potential for large-size industrial footprint
- Existing industrial park roadway access
- Excellent access to US Hwy 12

### Cons:

- Wetlands encumber the remaining two parcels

This site has excellent rail service potential due to the westerly 100-acre parcel and rectangular configuration. Development sites of this size can typically accommodate a 1MM SF industrial building, warehouse, or distribution facility. The parcel has good access to the WSOR mainline and existing roadway, with excellent access to US Hwy 12. The only encumbrance that comes into play is with the easterly two parcels, which are extensively impacted by wetlands and small. The westerly Hoffmann parcel is the most attractive parcel for rail-served development.

## Conceptual Design Effort

Each site design will have multiple iterations for review and consideration. After the CITY has identified the most acceptable iteration, it will be formatted for WSOR review and feedback. We will incorporate any feedback, make necessary revisions, and then prepare a final exhibit layout and an associated opinion of probable construction costs for each site. Upon WSOR acceptance, these layouts can be utilized for economic development and marketing purposes.

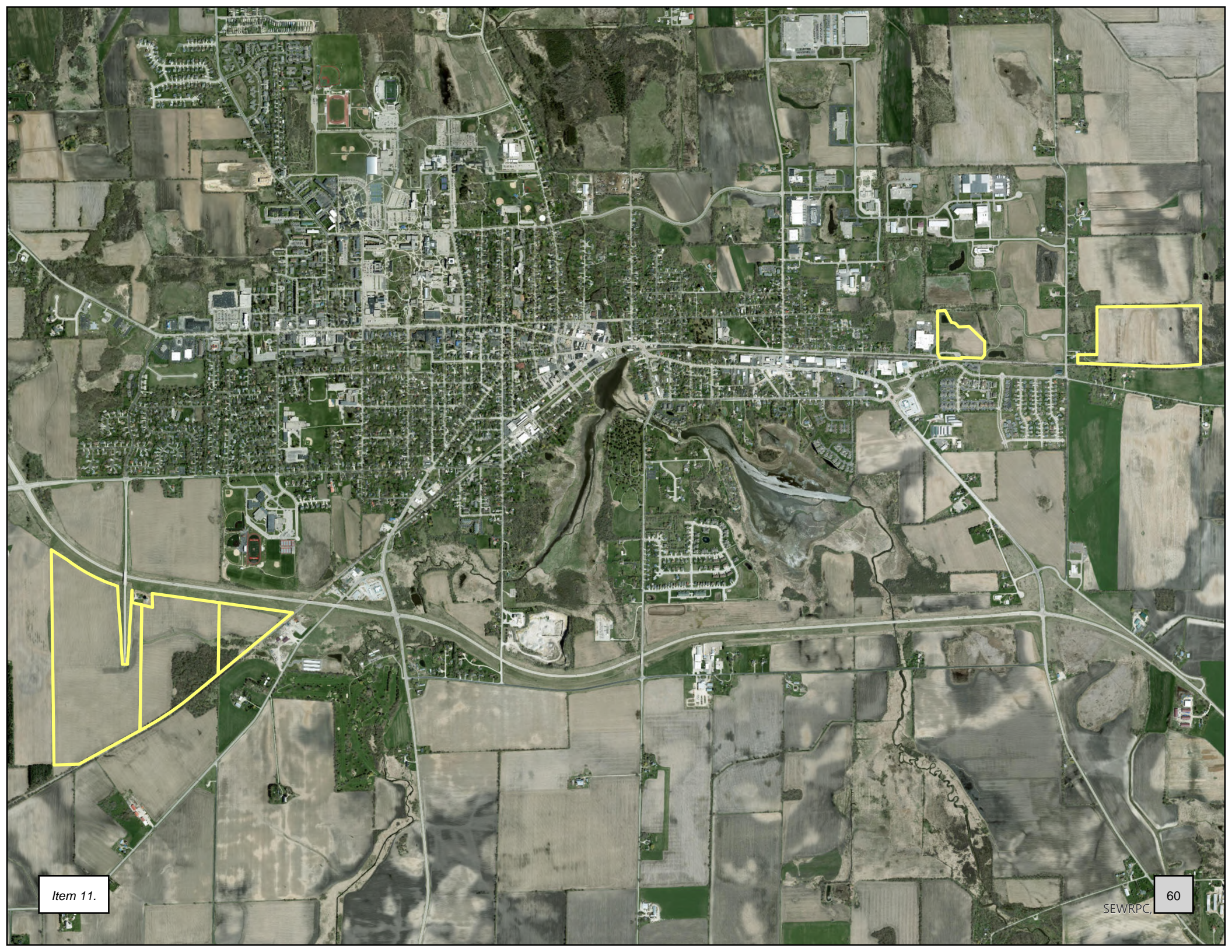
LOT 10B – LSF \$3,500.00

CITY PROPERTY – LSF \$3,500.00

HOFFMANN – LSF \$4,800.00

Prepared by: Ben Guido






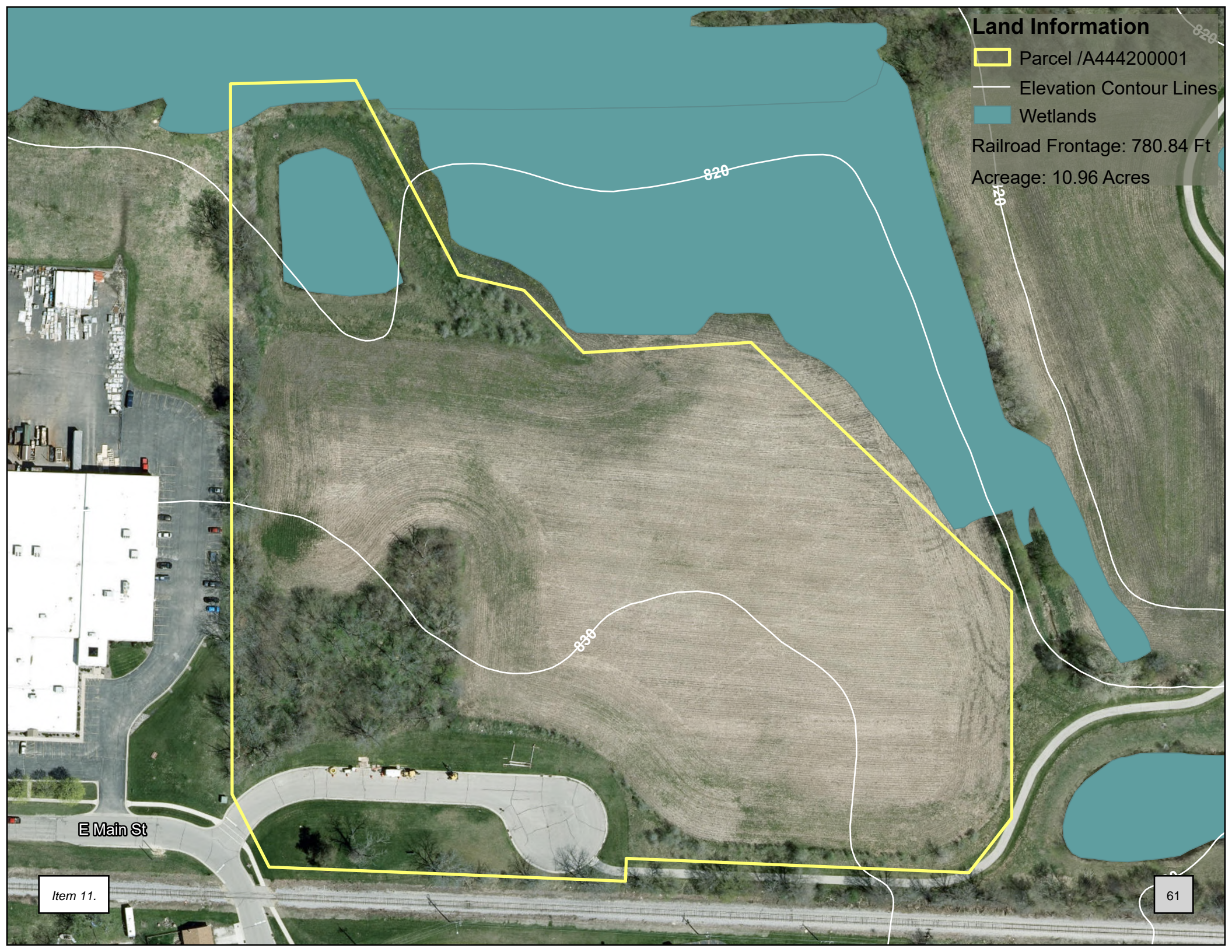


Item 11.



# Land Information

-  Parcel /A444200001
  -  Elevation Contour Lines
  -  Wetlands
- Railroad Frontage: 780.84 Ft  
Acreage: 10.96 Acres



E Main St

Item 11.

61





840

870

860

850

840

850

850

830

840


840


850

Bluff Rd

Item 11.

### Land Information

 Parcel /WUP 00351

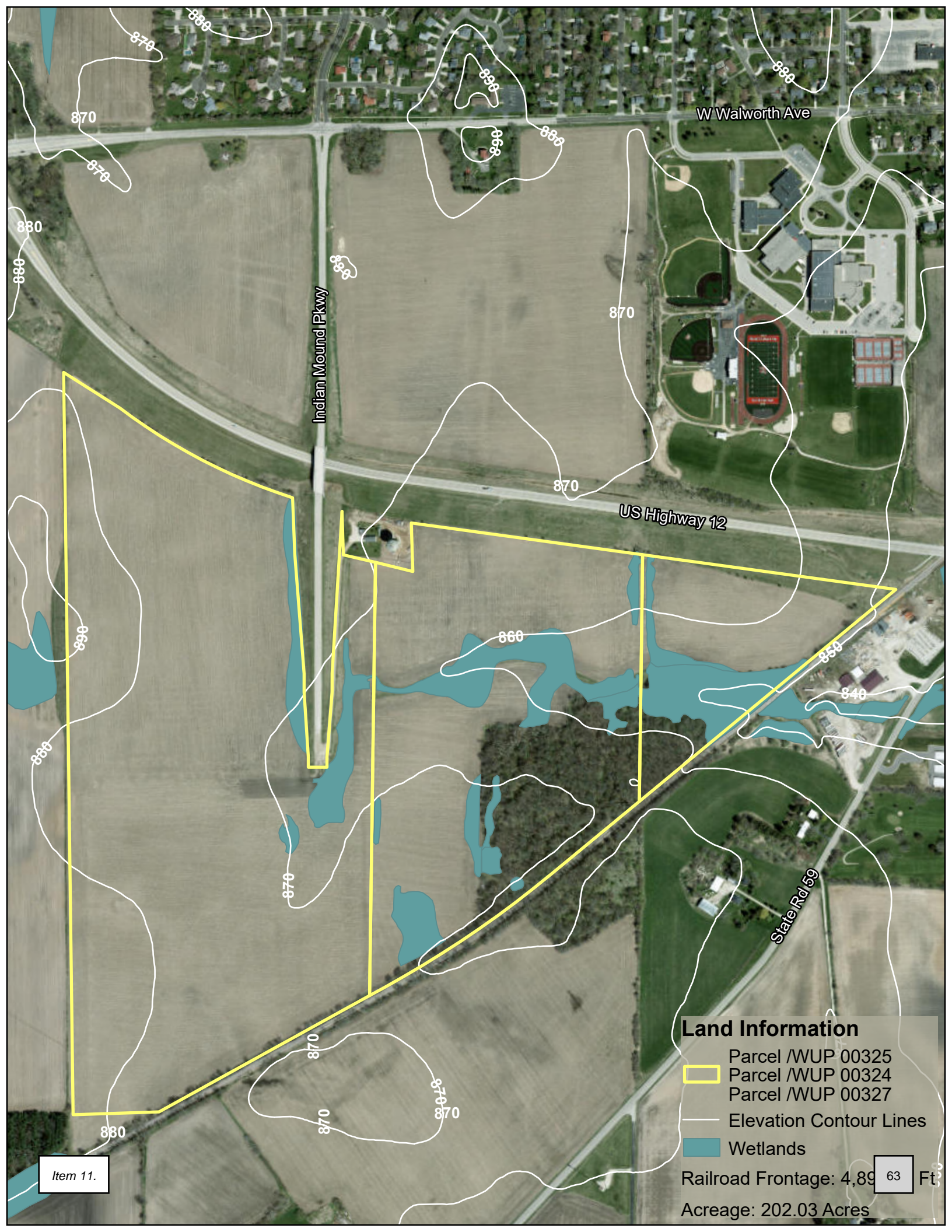
 Elevation Contour Lines

 Wetlands

Railroad Frontage: 2,286 Ft

Acreage: 50 Acres





W Walworth Ave

Indian Mound Pkwy

US Highway 12

State Rd 59

**Land Information**

- Parcel /WUP 00325
- Parcel /WUP 00324
- Parcel /WUP 00327

- Elevation Contour Lines
- Wetlands

Railroad Frontage: 4,896.63 Ft

Acreage: 202.03 Acres

Item 11.





Lot within City





Lot 10B





**Lot 10B**  
Write a description for your map.

**Legend**  
3750' TF + #10 LHTO  
Untitled Polygon

Hoffman Lot

MEMORANDUM

To: Common Council

From: Becky Magestro- Chief of Staff

Date: 1/29/25

Re: Resolution for the Police and Fire/EMS Referendum

Dear Common Council Members,

As you are aware, the City of Whitewater is proceeding with a referendum on Police and Fire/EMS Referendum. Under procedural requirements, the attached resolution serves as a formality necessary to accompany the referendum.

Given the nature of this resolution as a procedural requirement, I kindly request that the Council review the resolution and approve the resolution.

Thank you for your attention and consideration.

Sincerely,

Becky Magestro  
Chief of Staff

Resolution No. \_\_\_\_\_

RESOLUTION AUTHORIZING A REFERENDUM QUESTION BE PLACED ON  
THE APRIL 1, 2025 ELECTION BALLOT

**WHEREAS**, under state law, the increase in the levy of the City of Whitewater for the tax to be imposed for the next fiscal year, 2026, is limited to 2.166%, which results in a levy of \$6,600,275; and

**WHEREAS**, the City Council has determined that it is necessary to exceed this limit to fund increased staffing and continue operating police and fire/EMS services; and

**WHEREAS**, Wisconsin Statutes Section 66.0602(4) authorizes a political subdivision to exceed the levy limit by obtaining approval through a referendum; and

**WHEREAS**, the City Council deems it appropriate to submit a referendum question to the electors of the City of Whitewater.

**NOW, THEREFORE, BE IT RESOLVED** by the Common Council of the City of Whitewater, Wisconsin:

1. The Common Council directs the following question to be placed on the April 1, 2025 election ballot

"Under state law, the increase in the levy of the City of Whitewater for the tax to be imposed for the next fiscal year, 2026, is limited to 2.166%, which results in a levy of \$6,600,275. **Shall the City of Whitewater be allowed to exceed this limit and increase the levy for the next fiscal year, 2026, for the purpose of funding increased staffing, and continuing to operate police and fire/EMS services**, by a total of 18.29%, which results in a levy of \$7,906,057, and on an ongoing basis, include the increase of \$1,305,782 for each fiscal year going forward?"

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Signature:

\_\_\_\_\_

John Weidl, City Manager

Attest

\_\_\_\_\_

Heather Boehm, City Clerk



ORDINANCE No. 2025-O-7  
AN ORDINANCE CREATING CHAPTER 2.73 AQUATIC CENTER COMMITTEE  
(ACC) FOR THE CITY OF WHITEWATER

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

SECTION 1. Whitewater Municipal Code Chapter 2.73 is hereby created to read as follows:

- 1) **ESTABLISHMENT OF THE AQUATIC CENTER COMMITTEE:** The Aquatic Center Committee (ACC) is hereby established as a joint advisory body between the City of Whitewater and the Whitewater School District. The ACC shall serve in an advisory capacity and shall not be responsible for the daily operations of the Aquatic Facility, which shall remain under the management of City Parks staff.
- 2) **COMMITTEE STRUCTURE:** The ACC shall consist of five (5) voting members as follows:
  - a) **City of Whitewater Appointments:**
    - i) One (1) regular member appointed by the City.
    - ii) One (1) alternate member appointed by the City (may replace the regular member if absent).
  - b) **Whitewater School District Appointments:**
    - i) One (1) regular member appointed by the School District.
    - ii) One (1) alternate member appointed by the School District (may replace the regular member if absent).
  - c) **Joint Appointments:**
    - i) Three (3) citizen members jointly appointed by the City and School District.
- 3) **APPLICATION AND APPOINTMENT PROCESS**
  - a) The City of Whitewater shall solicit applications for committee positions in a manner consistent with other city committees and boards.
  - b) Applications shall be collected electronically through the City's existing system.
  - c) Applications shall be reviewed by both the Whitewater School Board and the Common Council.
  - d) A special joint meeting shall be convened to vet applicants.
  - e) During the joint meeting, the City and School District shall jointly appoint members to the ACC.
- 4) **TIMELINE:** The proposal shall be presented to the Common Council for approval on February 4, 2025. Applications shall be requested with a submission deadline of March 31, 2025. The joint meeting for vetting and appointments shall be tentatively scheduled to a date that is acceptable by both the City Council and the Whitewater School District prior to the end of May 2025.
- 5) **ADVISORY ROLE:** The ACC shall provide advisory recommendations on capital improvements and other related matters concerning the Aquatic Facility to the City and School District. The ACC shall not have operational oversight of the facility, as daily operations, management, and staffing are the responsibility of City Parks staff.

- 6) STAFF SUPPORT: The ACC shall receive staff support from:
  1. The Park and Recreation Director.
  2. The Aquatic Center Facility Manager.
- 7) GOVERNANCE: The ACC shall be considered a governmental subdivision and agency of the City of Whitewater. The ACC shall not engage in substantive decision-making regarding the operation of the Aquatic Facility but shall serve exclusively in an advisory capacity.
- 8) EFFECTIVE DATE: This ordinance shall take effect upon passage and publication as provided by law.

Ordinance introduced by Council Member \_\_\_\_\_, who moved its adoption.

Seconded by Council Member \_\_\_\_\_.

AYES:  
NOES:  
ABSENT:  
ADOPTED:

\_\_\_\_\_  
John Weidl, City Manager

\_\_\_\_\_  
Heather Boehm, City Clerk



# Common Council Agenda Item

Meeting Date:	February 4, 2025
Agenda Item:	Ordinance 2025-O-7 Creating Whitewater Municipal Code 2.73
Staff Contact (name, email, phone):	Kevin Boehm, <a href="mailto:kboehm@whitewater-wi.gov">kboehm@whitewater-wi.gov</a> , 262-473-0122

## BACKGROUND

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

In accordance with Recitals letter E of the Lease and Operation Agreement between the Whitewater Unified School District and the City of Whitewater, The Aquatic Center Committee of the City of Whitewater (the "ACC") will make advisory recommendations regarding the Aquatic Facility to the City and School District and will have the staff support of the Park and Recreation Director and Aquatic Center Facility Director. The ACC shall be considered a governmental subdivision and agency of the City and shall have five voting members, but it will not make substantive decisions regarding the operation of the Aquatic Facility. The School District and the City shall each have the right to appoint one regular member and one alternate member to the ACC. An alternate member may only replace a regular member if the absent regular member is appointed by the same body that appointed the alternate member. Three citizen members shall be jointly appointed by the City and School District.

**Key Purpose of the Aquatic Center Committee** - to offer advisory recommendations, including those related to necessary capital improvements at the Aquatic Facility. The committee will not be responsible for the daily operations of the facility, as these are managed by the City Parks staff.

The proposition of this committee is in alignment with city ordinance 2.12.011, which speaks to our commitment to a structured and transparent method for the appointment of board, committee, or commission members.

## PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

None

## FINANCIAL IMPACT

(If none, state N/A)

None

## STAFF RECOMMENDATION

I respectfully request the council to consider and endorse the establishment of the Aquatic Center Committee, with the appropriate nominations and appointments being carried out in adherence to the provided guidelines.

## ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Draft Ordinance 2025-O-7

MEMORANDUM

To: Common Council

From: Becky Magestro, Chief of Staff

Date: 1/29/25

Re: Councilmember Committees/Board choices to ensure quorum

At the most recent Common Council meeting on January 6, 2025, the board agreed to temporarily participate in board and commission meetings as needed to ensure quorums. This decision aligns with Ordinance 2.098130, which outlines provisions for temporary appointments to maintain quorum requirements for city boards, committees, and commissions. Attached is the memo from City of Whitewater Council- Jonathan McDonell and the list of board and commission.

Becky Magestro  
Chief of Staff

# City of Whitewater Memorandum

**To:** City of Whitewater Common Council  
**From:** Attorney Jonathan K. McDonell  
**Date:** 12/31/2024  
**Re:** Temporary Appointments to Ensure Quorum: Applicability of Whitewater Ordinance 2.08.130

---

Below is a list relating to Whitewater Ordinance 2.08.130 regarding temporary appointments to ensure a quorum for city boards, committees and commissions. The following list details whether or not it is permitted to appoint a Common Council member under 2.08.130 for the corresponding board, committee, or commission:

## **Permitted**

### **Alcohol Licensing Committee**

- The committee is comprised of three council members, so appointing an alternate council member is proper.

### **Board of Review**

- The board consists of five members, including the city manager, the city clerk (nonvoting), and council members serving the second year of their term. An alternate council member can be appointed but only in place of an absent council member.

### **Community Development Authority**

- An alternate council member can be appointed but only in place of an absent council member.

### **Community Involvement and Cable TV Commission**

- An alternate council member can be appointed but only to fill the role of the absent Common Council member.

### **Disability Rights Commission**

- Alternates may be appointed.

### **Finance Committee**

- The committee consists of three council members, so an alternate council member may be appointed.

### **Landmarks Commission**

- One member is a council member, and six are community members. An alternate council member may be appointed for an absenter member.

### **Library Board**

- An alternate may be appointed but only to fill the role of the absent Common Council member.

### **Plan and Architecture Review Commission**

- Allowed if both the regular council member and alternate city council member are unable to attend, as per the ordinance.

### **Police and Fire Commission**

- Allowed pursuant to Wis. Stat. § 62.13, which specifies the commission must consist of five citizen members. Council members are considered citizens.

### **Public Works Committee**

- The committee consists of three council members, so an alternate council member may be appointed.

### **Permitted with Limitations**

#### **Parks and Recreation Board**

- Alternates can be appointed but cannot replace non council ex officio members, including the district administrator and the university chancellor (or their designees).

#### **Urban Forestry Commission**

- An alternate may be appointed for an absent one of the five citizen members but is not permitted to replace ex officio members.

## **Not Permitted**

### **Board of Zoning Appeals**

- Current members of the Common Council and/or Plan Commission cannot serve as members of the Board of Zoning Appeals per the ordinance.

### **Ethics Committee**

- Elected officials or employees are not eligible for appointment per the ordinance.



<i>Board / Commission</i>	<i>Hicks</i>	<i>Dawsey-Smith</i>	<i>Brown</i>	<i>Marjczak</i>	<i>Smith</i>	<i>Schanen</i>	<i>Singer</i>	<i>Comments</i>
<b>Alcohol Licensing Committee</b>								
<b>Board of Review</b>								
<b>CDA</b>								
<b>Community Involvement and Cable TV Commission</b>								
<b>Equal Opportunities Commission</b>								
<b>Finance Committee</b>								
<b>Landmarks Commission</b>								
<b>Library Board</b>								
<b>Plan and Architecture Review Commission</b>								
<b>Plan Commission</b>								
<b>Police &amp; Fire Commission</b>								
<b>Public Works Committee</b>								
<b>Park and Rec</b>								
<b>Urban Forestry</b>								

\*\*\*Limitations  
\*\*\*Limitations