



Finance Committee Meeting

Cravath Lakefront room 2nd floor 312 West
Whitewater Str, Whitewater, WI, 53190 *In Person
and Virtual

Thursday, December 19, 2024 - 5:00 PM

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

Topic: Finance

Time: Dec 19, 2024 05:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89373726790>

Meeting ID: 893 7372 6790

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Meeting ID: 893 7372 6790

AGENDA

CALL TO ORDER

ROLL CALL

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.](#) October 30, 2024 Finance Committee Meeting Minutes

HEARING OF CITIZEN COMMENTS

No formal Committee 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 Committee 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.

CONSIDERATIONS / DISCUSSIONS / REPORTS

- [2.](#) October Financials
- [3.](#) November Financials
- [4.](#) Compensation Policy
- [5.](#) Stormwater Rates
6. Discussion regarding the City Attorney Position Description and Job Posting
7. Discussion regarding policy changes around personnel allocation and hiring practices
- [8.](#) Parking Permit Fees & Schedule

FUTURE AGENDA ITEMS**ADJOURNMENT**

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.

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.



Special Finance Committee Meeting Item 1.

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

Wednesday, October 30, 2024 - 4:00 PM

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

You are invited to a Zoom webinar.

When: Oct 30, 2024 04:00 PM Central Time (US and Canada)

Topic: Special Finance Committee Meeting

Please click the link below to join the webinar:

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Webinar ID: 868 0312 9460

International numbers available: <https://us06web.zoom.us/j/86803129460>

AGENDA

CALL TO ORDER

The meeting was called to order at 4:00 p.m. by Lisa Dawsey-Smith.

ROLL CALL

Present: Lisa Dawsey-Smith, Patrick Singer, and Brian Schanen.

Absent: None.

Additional Attendees: Rachelle Blich, Director of Finance; Sara Marquardt, HR Manager; Dan Meyer, Police Chief; Sabrina Ojibway, Support Services Manager; Taylor Zeinert, Economic Development Director

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. Finance Committee Meeting Minutes from October 22, 2024
2. Special Finance Committee Meeting Minutes October 23, 2024

Motion made by Patrick Singer to approve the consent agenda, Seconded by Brian Schanen.

Voting Yes: Lisa Dawsey-Smith, Brian Schanen, Patrick Singer. Voting No: None.

HEARING OF CITIZEN COMMENTS

No formal Committee 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 Committee discusses that particular item.

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CONSIDERATIONS / DISCUSSIONS / REPORTS

- 3. 2025 Draft Budget Review (3 of 3)

Motion made to recommend the budget to Common Council with the option to explore police staffing made by Patrick Singer, Seconded by Brian Schanen.

Voting Yes: Lisa Dawsey-Smith, Brian Schanen, Patrick Singer. Voting No: None.

- 4. City Attorney and Code Enforcement & Zoning Contracts and Job Descriptions

Motion made to recommend job descriptions to Common Council made by Lisa Dawsey-Smith, Seconded by Patrick Singer.

Voting Yes: Lisa Dawsey-Smith, Patrick Singer. Voting No: Brian Schanen.

- 5. Sick Leave Severance Budget & Policy
- 6. Shared-Ride Budget

FUTURE AGENDA ITEMS

- 7. Parking Permit Fees & Sale Dates
- 8. Update on MFA
- 9. Update on Data Collection for MOU with UWW for Parking

ADJOURNMENT

A motion to adjourn was made by Lisa Dawsey-Smith, Seconded by Patrick Singer.

Voting Yes: Lisa Dawsey-Smith, Brian Schanen, Patrick Singer. Voting No: None.

The meeting adjourned at 5:33 p.m.

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.

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.



GENERAL FUND REVENUE SUMMARY

SEC #	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-OCT	2023 Act v Bud		2024 YTD vs. PY		
								2023 YTD	%	2023 YTD	\$ Chg	% Chg
41000	TAXES	4,104,110	4,339,875	4,624,990	6,120,288	6,194,882	6,109,385	(85,497)	(1.4%)	5,975,757	133,627	2.2%
42000	SPECIAL ASSESSMENTS	1,523	3,308	150	138	0	1,325	1,325	-	193	1,133	588.3%
43000	INTERGOVT REVENUES	4,851,368	4,589,357	4,590,742	4,250,383	4,694,945	1,419,606	(3,275,339)	(69.8%)	1,489,598	(69,992)	(4.7%)
44000	LICENSES & PERMITS	49,695	148,817	89,048	167,690	92,233	132,612	40,379	43.8%	157,602	(24,991)	(15.9%)
45000	FINES, FORFEIT PENALTIES	262,214	295,355	296,072	250,979	288,800	236,705	(52,095)	(18.0%)	214,045	22,660	10.6%
46000	PUBLIC CHARGES FOR SVCS	84,435	68,739	87,843	62,413	32,625	51,576	18,951	58.1%	71,528	(19,953)	(27.9%)
48000	MISC REVENUE	501,514	462,853	595,927	1,410,557	979,930	1,201,103	221,174	22.6%	1,234,985	(33,882)	(2.7%)
49000	OTHER FINANCING SOURCES	44,530	395,840	99,675	180,207	138,110	81,110	(57,000)	(41.3%)	180,207	(99,097)	(55.0%)
TOTAL:		9,899,390	10,304,142	10,384,446	12,442,655	12,421,525	9,233,422	(3,188,103)	(25.7%)	9,323,916	(90,494)	(1.0%)

Favorable (Unfavorable)

GENERAL FUND EXPENDITURE SUMMARY

SEC #	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-OCT	2023 Act v Bud		2024 YTD vs. PY		
								2023 YTD	%	2023 YTD	\$ Chg	% Chg
1	ADMINISTRATION	1,559,643	1,628,541	1,736,296	1,758,920	1,844,553	1,402,482	(442,071)	(24.0%)	1,351,164	51,318	3.8%
2	PUBLIC SAFETY	3,383,206	3,421,090	3,566,454	3,932,213	4,099,303.87	3,373,082.69	(726,221)	(17.7%)	3,006,832	366,251	12.2%
3	PUBLIC WORKS	1,094,477	1,121,114	1,139,541	1,212,804	1,200,352	913,861	(286,492)	(23.9%)	977,080	(63,219)	(6.5%)
4	PARKS AND RECREATION	688,294	673,505	724,655	682,036	775,265	648,999	(126,266)	(16.3%)	615,881	33,118	5.4%
5	NEIGHBORHOOD SVC/PLANNING	254,116	349,565	309,932	355,387	258,543	291,452	32,909	12.7%	287,444	4,008	1.4%
6	TRANSFERS	2,684,859	2,892,162	2,587,789	4,328,639	4,186,508	2,355,131	(1,831,377)	(43.7%)	2,529,159	(174,028)	(6.9%)
7	CONTINGENCIES	26,927	17,258	0	41,800	57,000	89,892	32,892	57.7%	16,321	73,571	450.8%
TOTAL		9,691,522	10,103,236	10,064,668	12,311,799	12,421,525	9,074,899	(3,346,626)	(26.9%)	8,783,881	291,018	3.3%



General Fund
Revenue Budget Summary

GENERAL FUND REVENUES

Favorable (Unfavorable)

DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-OCT	2024 Act v Bud		2024 YTD vs. PY			
							\$	%	2023 YTD	Variance	%	
TAXES												
100-41110-00 LOCAL TAX LEVY	3,093,547	3,133,033	3,154,970	4,499,748	4,538,657	4,538,657	0	0%	4,499,748	38,909	1%	
100-41111-00 DEBT SERVICE TAX LEVY	892,438	946,352	1,045,965	1,257,105	1,313,705	1,313,705	0	0%	1,257,105	56,600	5%	
100-41112-00 OMITTED PROPERTY TAXES	-	-	-	-	-	-	0	-	0	0	-	
100-41113-00 RESCINDED TAXES-REAL ESTATE	4,183	-	6,611	2,625	-	-	0	-	2,625	(2,625)	-100%	
100-41114-00 USE VALUE PENALTY	224	546	-	-	-	-	0	-	0	0	-	
100-41140-00 MOBILE HOME FEES	17,400	38,885	57,754	41,587	58,000	12,090	(45,910)	-79%	(20,815)	32,905	-158%	
100-41210-00 ROOM TAX-GROSS AMOUNT	56,542	192,583	233,465	237,932	230,000	175,683	(54,317)	-24%	184,793	(9,110)	-5%	
100-41320-00 IN LIEU-UNIV GARDEN & WW MANOR	27,513	27,733	120,606	27,820	27,820	28,035	215	1%	27,820	215	1%	
100-41800-00 INTEREST ON TAXES	12,263	744	5,620	32,372	26,700	33,205	6,505	24%	24,482	8,723	36%	
TOTAL TAXES	4,104,110	4,339,875	4,624,990	6,120,288	6,194,882	6,109,385	(85,497)	-78%	5,975,757	133,627	-221%	
SPECIAL ASSESSMENTS												
100-42010-00 INTEREST ON SP ASSESS.	53	53	-	-	-	-	0	-	0	0	-	
100-42100-61 WATER MAINS	-	-	-	-	-	-	0	-	0	0	-	
100-42200-62 SEWER MAINS & LATERALS	316	316	-	-	-	-	0	-	0	0	-	
100-42300-53 ST CONST. - PAVING	-	-	-	-	-	-	0	-	0	0	-	
100-42310-53 CURB & GUTTER	58	58	-	-	-	-	0	-	0	0	-	
100-42320-53 SIDEWALKS	32	32	-	-	-	-	0	-	0	0	-	
100-42350-53 TRAFFIC SIGNAL	-	-	-	-	-	-	0	-	0	0	-	
100-42400-53 SNOW REMOVAL	641	1,675	150	-	-	975	975	-	0	975	-	
100-42500-53 FAILURE TO MOW FINES	425	1,175	-	138	-	350	350	-	193	158	82%	
100-42550-53 EQUIPMENT USED-DPW	-	-	-	-	-	-	0	-	0	0	-	
TOTAL SPECIAL ASSESMENTS	1,523	3,308	150	138	-	1,325	1,325	0%	193	1,133	82%	
INTERGOVERNMENTAL REVENUES												
100-43344-00 EXPENDITURE RESTRAINT PROGM	67,958	71,382	63,331	53,306	-	-	0	-	0	0	-	
100-43410-00 SHARED REVENUE-UTILITY	371,011	422,541	397,001	395,596	394,892	59,234	(335,658)	-85%	0	59,234	-	
100-43420-00 SHARED REVENUE-BASE	2,836,916	2,836,783	2,836,846	2,836,844	3,534,954	530,243	(3,004,711)	-85%	535,131	(4,888)	-1%	
100-43507-52 POLICE-MISC SAFETY GRANTS	7,697	6,841	8,013	4,164	-	45,031	45,031	-	2,510	42,521	1694%	
100-43510-00 FEDERAL/STATE GRANTS-REIMBURSE	268,360	-	-	-	-	-	0	-	0	0	-	
100-43520-52 LAW ENFORCEMENT TRNG REIMBURSE	-	-	-	8,103	-	-	0	-	8,103	(8,103)	-100%	
100-43530-53 TRANSPORTATION AIDS	664,597	625,414	576,591	572,087	580,479	585,637	5,158	1%	572,087	13,550	2%	
100-43531-52 STATE GRANT--PUBLIC SAFETY	-	-	9,356	38,060	-	-	0	-	4,722	(4,722)	-100%	
100-43540-52 UNIVERSITY-LEASE-PARKING	45,000	45,000	45,000	-	45,000	45,000	0	0%	45,000	0	0%	
100-43550-52 MOU-DISPATCH SERVICE	166,561	170,491	178,963	-	-	-	0	-	0	0	-	
100-43610-52 MSP-STATE UNIVERSITY SVCS PYMT	284,694	279,097	329,598	192,781	7,331	7,304	(27)	0%	192,781	(185,477)	-96%	
100-43663-52 2% FIRE DUES-ST OF WISC	27,783	29,711	32,121	-	-	-	0	-	0	0	-	
100-43670-60 EXEMPT COMPUTER AID-FR STATE	5,587	5,587	5,846	16,330	16,330	16,330	0	0%	16,330	0	0%	
100-43670-61 PERSONAL PROPERTY AID	35,160	31,433	35,656	43,214	43,214	43,214	0	0%	43,214	0	0%	
100-43745-52 WUSD-JUVENILE OFFICIER	62,051	58,228	65,117	65,211	65,237	83,294	18,057	28%	65,211	18,082	28%	
100-43750-52 DRUG GRANT REIMBURSEMENT	-	-	-	94	-	-	0	-	0	0	-	
100-43760-00 WEIGHTS & MEASURES RECOVERY	2,800	2,800	3,408	1,583	3,000	-	(3,000)	-100%	0	0	-	
100-43765-00 REIMB-HIST SOC-DEPOT-EL/GAS	1,784	1,571	1,416	2,029	2,029	1,839	(190)	-9%	2,029	(189)	-9%	
100-43767-52 REIMB-BADGERNET-FORT ATKINSON	2,480	2,480	2,480	2,480	2,480	2,480	0	0%	2,480	0	0%	
100-43775-52 FEDERAL EXCISE TAX REIMB	930	-	-	-	-	-	0	-	0	0	-	
TOTAL INTERGOVT REVENUES	4,851,368	4,589,357	4,590,742	4,231,883	4,694,945	1,419,606	(3,275,339)	-251%	1,489,598	(69,992)	1418%	
LICENSES & PERMITS												



General Fund
Revenue Budget Summary

GENERAL FUND REVENUES

DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-OCT	2024 Act v Bud		2024 YTD vs. PY		
							\$	%	2023 YTD	Variance	%
100-44110-51 Liquor & Beer	10,589	18,400	18,608	18,858	18,733	19,710	977	5%	18,848	862	5%
100-44120-51 CIGARETTE	700	1,350	1,540	1,300	1,300	733	(567)	-44%	1,300	(567)	-44%
100-44122-51 BEVERAGE OPERATORS	2,948	4,360	3,020	3,515	3,600	3,425	(175)	-5%	3,295	130	4%
100-44200-51 MISC. LICENSES	1,725	1,725	2,233	2,873	2,750	1,976	(774)	-28%	3,444	(1,468)	-43%
100-44300-53 BLDG/ZONING PERMITS	17,495	94,149	42,537	110,560	50,000	75,608	25,608	51%	105,380	(29,772)	-28%
100-44310-53 ELECTRICAL PERMITS	6,325	8,752	6,911	9,298	5,550	9,126	3,576	64%	8,681	444	5%
100-44320-53 PLUMBING PERMITS	4,422	12,059	7,785	9,396	5,775	8,340	2,565	44%	7,800	539	7%
100-44330-53 HVAC PERMITS	4,020	5,646	4,668	7,216	3,225	8,024	4,799	149%	5,209	2,816	54%
100-44340-53 STREET OPENING PERMITS	50	250	100	200	200	50	(150)	-75%	200	(150)	-75%
100-44350-53 SIGN PERMITS	689	1,703	952	1,310	600	1,555	955	159%	920	635	69%
100-44370-51 WATERFOWL PERMITS	20	-	-	320	-	500	500	-	320	180	56%
100-44900-51 MISC PERMITS	713	423	695	2,845	500	3,565	3,065	613%	2,205	1,360	62%
TOTAL LICENSES & PERMITS	49,695	148,817	89,048	167,690	92,233	132,612	40,379	935%	157,602	(24,991)	72%
FINES, FORFEITURES - PENALTIES											
100-45110-52 ORDINANCE VIOLATIONS	185,558	216,906	234,661	179,505	216,600	161,297	(55,303)	-26%	153,317	7,980	5%
100-45113-52 MISC COURT RESEARCH FEE	120	285	360	200	200	50	(150)	-75%	200	(150)	-75%
100-45114-52 VIOLATIONS PAID-OTHER AGENCIES	-	-	(200)	520	-	1	1	-	520	(519)	-100%
100-45130-52 PARKING VIOLATIONS	62,361	64,364	52,826	58,224	60,000	46,082	(13,918)	-23%	47,608	(1,526)	-3%
100-45135-53 REFUSE/RECYCLING TOTER FINES	5,300	5,750	7,125	9,550	7,500	1,175	(6,325)	-84%	9,550	(8,375)	-88%
100-45145-53 RE-INSPECTION FINES	8,875	8,050	1,300	2,980	4,500	28,100	23,600	524%	2,850	25,250	886%
TOTAL FINES, FORTFEIT - PENALTIES	262,214	295,355	296,072	250,979	288,800	236,705	(52,095)	316%	214,045	22,660	625%
PUBLIC CHARGES FOR SERVICES											
100-46110-51 CLERK	-	-	-	-	-	-	0	-	0	0	-
100-46120-51 TREASURER	3,895	4,625	4,500	3,935	3,600	3,945	345	10%	3,555	390	11%
100-46210-52 POLICE-DISPATCH-MOU-UNIV	43,005	42,120	41,520	42,100	-	-	0	-	0	0	-
100-46220-52 FALSE ALARM FINES	450	2,550	750	2,100	1,500	1,050	(450)	-30%	1,550	(500)	-33%
100-46230-52 AMBULANCE	11,265	(8,640)	12,174	-	-	-	0	-	0	0	-
100-46240-52 CRASH CALLS	24	-	164	-	-	-	0	-	0	0	-
100-46310-53 DPW MISC REVENUE	18,521	13,526	9,853	30,298	10,000	13,743	3,743	37%	45,021	(31,278)	-69%
100-46311-53 SALE OF MATERIALS	12	10	202	2	-	-	0	-	2	(2)	-100%
100-46312-51 MISC DEPT EARNINGS	277	1,435	100	-	-	405	405	-	0	405	-
100-46320-53 SAND & SALT CHARGES	700	1,433	1,056	-	500	-	(500)	-100%	0	0	-
100-46350-51 CITY PLANNER-SERVICES	1,695	-	135	360	-	8,144	8,144	-	360	7,784	2162%
100-46450-52 SPECIAL EVENTS-POLICE/DPW	25	-	-	-	-	-	0	-	0	0	-
100-46730-55 RECR/FEES	-	-	-	-	-	-	0	-	0	0	-
100-46733-55 SR CITZ OFFSET	1,307	803	-	-	-	-	0	-	0	0	-
100-46736-55 ATTRACTION TICKETS	-	42	-	-	-	-	0	-	0	0	-
100-46743-51 FACILITY RENTALS	3,234	10,710	17,289	25,683	17,000	24,269	7,269	43%	21,005	3,264	16%
100-46746-55 SPECIAL EVENT FEES	25	125	100	35	25	20	(5)	-20%	35	(15)	-43%
TOTAL PUBLIC CHARGES FOR SVCS	84,435	68,739	87,843	62,413	32,625	51,576	18,951	-60%	71,528	(19,953)	1944%
MISC. REVENUES											
100-48100-00 INTEREST INCOME	78,769	6,396	179,090	814,758	552,887	723,399	170,512	31%	681,567	41,832	6%
100-48200-00 LONG TERM RENTALS	4,800	4,800	4,800	4,800	4,800	4,700	(100)	-2%	4,000	700	18%
100-48210-55 RENTAL INCOME-LIBRARY PROP	-	-	-	1,000	-	1,000	1,000	-	0	1,000	-
100-48220-55 DEPOSITS-FORFEITED	-	-	380	50	50	4,225	4,175	8350%	50	4,175	8350%
100-48300-00 OTHER PROP/EASEMENT SALES	-	-	7,500	-	-	-	0	-	0	0	-



General Fund
Revenue Budget Summary

GENERAL FUND REVENUES

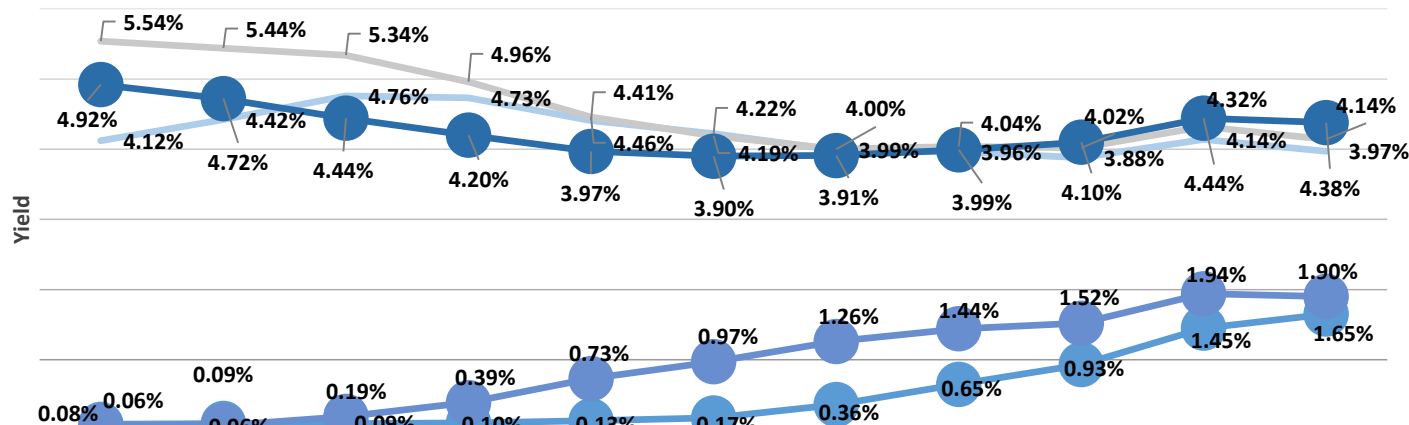
	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-OCT	2024 Act v Bud		2024 YTD vs. PY		
								Favorable (Unfavorable)		2023 YTD	Variance	%
								\$	%			
100-48300-55	PROP SALES-AUCTION PROCEEDS	-	-	-	-	-	-	0	-	0	0	-
100-48400-00	INS./FEMA / CLAIM RECOVERY	-	446	-	1,313	-	-	0	-	1,313	(1,313)	-100%
100-48410-00	WORKERS COMP-RETURN PREMIUM	-	-	-	13,514	10,000	3,934	(6,066)	-61%	13,514	(9,580)	-71%
100-48415-00	RESTITUTION-DAMAGES	4,417	1,121	7,690	5,539	3,000	6,005	3,005	100%	5,371	634	12%
100-48420-00	INSURANCE DIVIDEND	26,688	50,436	10,878	51,535	29,193	29,412	219	1%	51,535	(22,123)	-43%
100-48425-00	WORKERS COMP-REIMBURSEMENT	-	-	-	18,779	-	-	0	-	18,779	(18,779)	-100%
100-48430-00	INSURANCE-REIMBURSEMENT	-	-	-	1,000	-	-	0	-	0	0	-
100-48442-00	RADON KIT SALES	-	-	-	-	-	-	0	-	0	0	-
100-48500-55	DONATIONS-PARKS-DOG PARK	-	-	125	-	-	-	0	-	0	0	-
100-48520-55	DONATIONS-PARK & REC	-	-	1,500	-	-	-	0	-	0	0	-
100-48535-00	P CARD REBATE REVENUE	31,287	33,761	29,227	28,971	30,000	29,207	(793)	-3%	22,179	7,028	32%
100-48545-00	DONATION-GENERAL	750	-	-	-	-	-	0	-	0	0	-
100-48546-55	MISC GRANT INCOME	5,000	7,000	8,000	87,043	-	46,010	46,010	-	80,043	(34,033)	-43%
100-48600-00	MISC REVENUE-NON RECURRING	10	1,262	2,331	2,155	-	3,212	3,212	-	2,135	1,077	50%
100-48700-00	WATER UTILITY TAXES	349,794	357,531	344,406	346,697	350,000	350,000	0	0%	353,500	(3,500)	-1%
	TOTAL MISC REVENUE	501,514	462,753	595,927	1,377,154	979,930	1,201,103	221,174	8416%	1,233,985	(32,882)	8110%
OTHER FINANCING SOURCES												
100-49260-00	TRANSFER FROM 610 WATER	7,500	8,000	8,000	8,500	8,500	8,500	0	0%	8,500	0	0%
100-49261-00	TRANSFER FROM 620 WASTEWATER	12,000	12,000	12,000	12,500	12,500	12,500	0	0%	12,500	0	0%
100-49262-00	TRANSFER FROM 440 TID 4	-	-	-	-	-	-	0	-	0	0	-
100-49264-00	TRANSFER FROM 200 CABLE TV	-	-	-	-	-	-	0	-	0	0	-
100-49265-00	TRANSFER FROM 630 STORMWATER	7,500	8,500	8,500	8,500	8,500	8,500	0	0%	8,500	0	0%
100-49266-00	GIS TRANSFER-UTILITIES	10,280	12,340	15,720	18,974	16,260	16,260	0	0%	18,974	(2,714)	-14%
100-49267-00	TRANSFER FROM 208 PARKING	2,250	35,927	35,000	35,350	35,350	35,350	0	0%	35,350	0	0%
100-49269-00	TRANSFER FROM 250 FORESTRY	-	-	-	-	-	-	0	-	0	0	-
100-49270-00	TRANSFER FROM 446 TID 6	-	-	-	-	-	-	0	-	0	0	-
100-49275-00	TRANSFER FROM 205 27TH PAYROLL	-	-	-	-	-	-	0	-	0	0	-
100-49280-00	TRANSFER FROM 260 SICK LEAVE	-	-	-	-	-	-	0	-	0	0	-
100-49285-00	TRANSFER FROM 900 CDA	-	-	-	91,383	-	-	0	-	91,383	(91,383)	-100%
100-49290-00	TRANSFER IN FROM OTHER FUNDS	5,000	319,073	5,533	5,000	-	-	0	-	5,000	(5,000)	-100%
100-49291-00	TRANSFER FROM 450 CIP	-	-	-	-	-	-	0	-	0	0	-
100-49295-00	TRANSFER FROM 248 PARK & REC	-	-	14,922	-	-	-	0	-	0	0	-
100-49300-00	FUND BALANCE APPLIED	-	-	-	-	57,000	-	(57,000)	-100%	0	0	-
	TOTAL OTHER FINANCING SOURCES	44,530	395,840	99,675	180,207	138,110	81,110	(57,000)	-100%	180,207	(99,097)	-214%
	TOTAL GEN FUND REVENUES	9,899,390	10,304,042	10,384,446	12,390,752	12,421,525	9,233,422	(3,188,103)	9178%	9,322,916	(89,494)	11816%

GENERAL FUND EXPENDITURE GROUPINGS

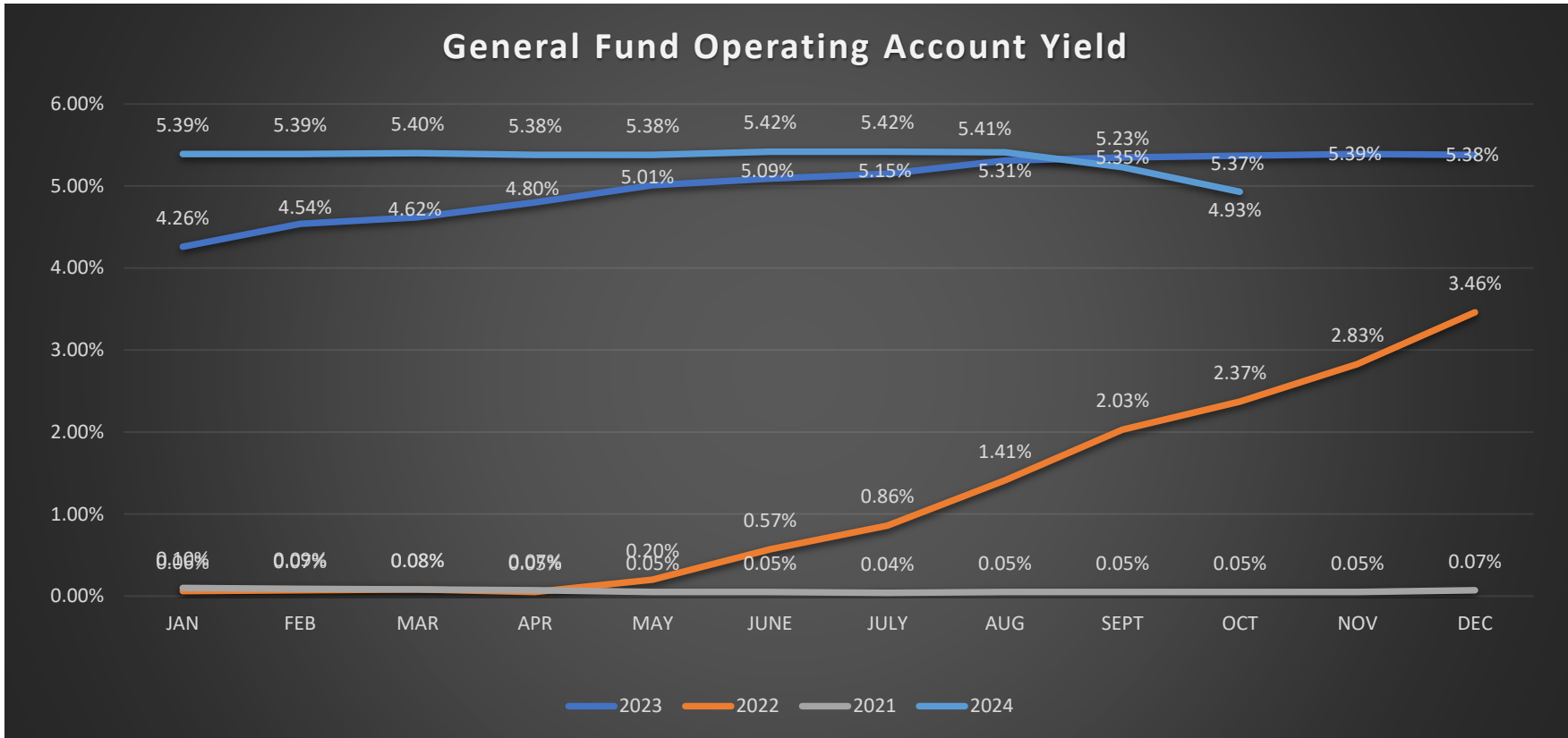
Favorable (Unfavorable)

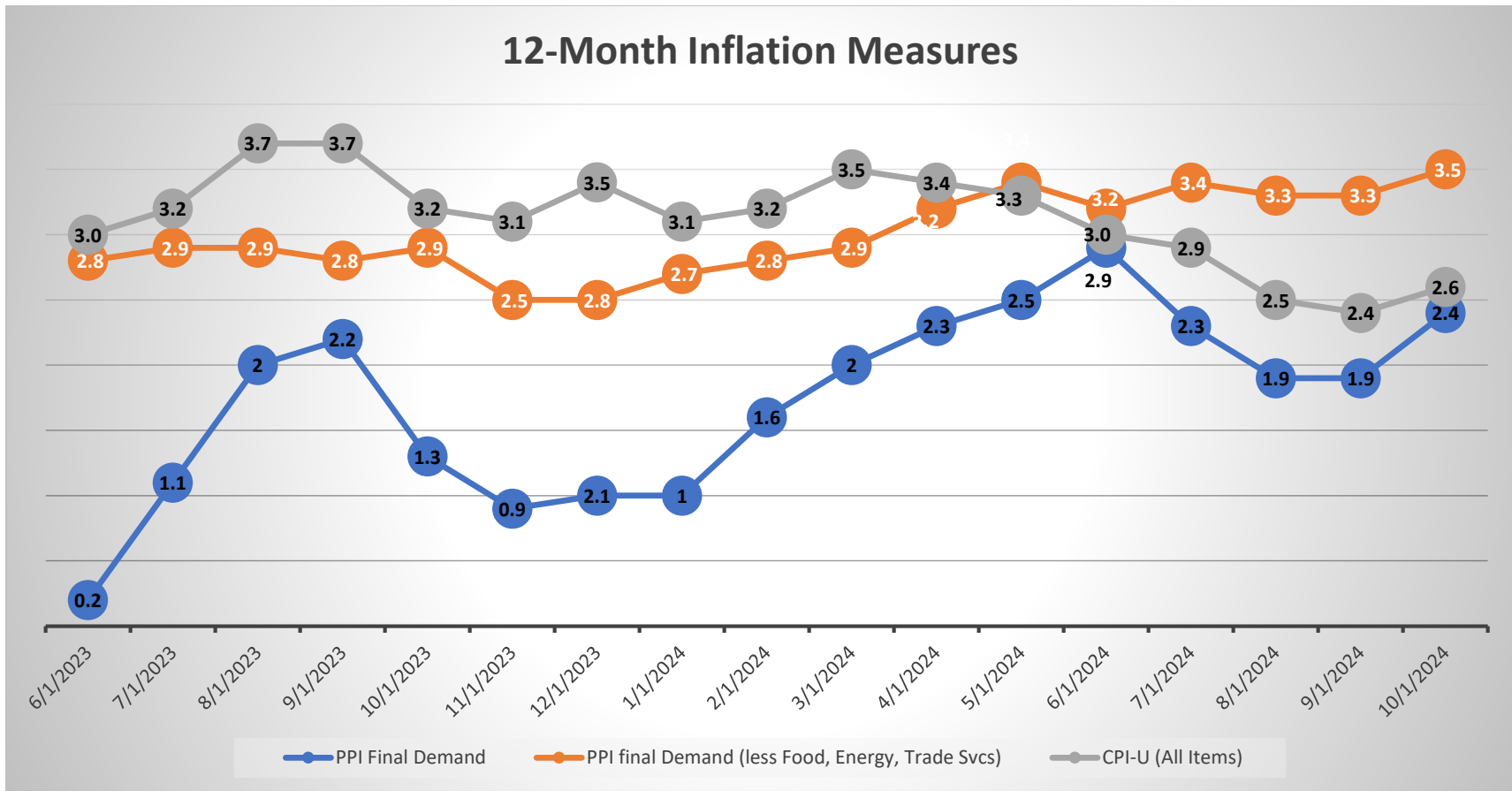
SEC #	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-OCT	2023 Act v Bud		2024 YTD vs. PY			
								2023 YTD	%	2023 YTD	\$ Chg	% Chg	
51100	Total Legislative Support	137,138	234,884	263,085	269,611	254,474	147,832	1	(106,642)	(41.9%)	157,992	(10,160)	(6.4%)
51110	Total Contingencies	26,927	17,258	-	41,800	57,000	89,892	7	32,892	57.7%	16,321	73,571	450.8%
51200	Total Court	72,609	75,869	81,915	85,807	81,180	78,810	1	(2,370)	(2.9%)	69,737	9,074	13.0%
51300	Total Legal	71,277	72,504	72,901	83,516	84,260	61,313	1	(22,947)	(27.2%)	55,870	5,444	9.7%
51400	Total General Administration	343,224	370,144	426,841	369,760	388,644	336,211	1	(52,434)	(13.5%)	307,736	28,475	9.3%
51450	Total Information Technology	82,498	83,395	65,345	114,144	156,148	102,958	1	(53,190)	(34.1%)	80,119	22,839	28.5%
51500	Total Financial Administration	197,879	206,731	215,000	229,735	249,616	204,565	1	(45,051)	(18.0%)	187,776	16,789	8.9%
51540	Total Insurance/Risk Mgt.	116,260	97,278	105,745	83,981	118,593	84,195	1	(34,398)	(29.0%)	83,981	214	0.3%
51600	Total Facilities Maintenance	481,094	429,937	449,597	467,311	453,703	344,011	1	(109,692)	(24.2%)	365,619	(21,608)	(5.9%)
52100	Total Police Administration	642,418	669,231	709,476	799,470	768,065	646,864	2	(121,201)	(15.8%)	596,394	50,471	8.5%
52110	Total Police Patrol	1,916,943	1,877,722	1,914,817	2,082,340	2,190,394	1,749,642	2	(440,752)	(20.1%)	1,607,977	141,665	8.8%
52120	Total Police Investigation	328,880	378,879	419,193	524,244	500,560	453,001	2	(47,559)	(9.5%)	389,924	63,077	16.2%
52130	Total Crossing Guard	-	-	-	-	0	0	2	0	-	-	0	-
52140	Total Comm Service Program	28,631	27,498	32,429	33,068	43,604	32,889	2	(10,715)	(24.6%)	24,703	8,186	33.1%
52200	Total Fire Department	-	-	-	-	0	0	2	0	-	-	0	-
52210	Total Crash Crew	-	-	-	-	0	0	2	0	-	-	0	-
52300	Total Rescue Service (Amb.)	-	-	-	-	0	0	2	0	-	-	0	-
52400	Total Neighbor Svcs & Planning	254,116	349,565	309,932	355,387	258,543	291,452	5	32,909	12.7%	287,444	4,008	1.4%
52500	Total Emergency Preparedness	7,102	6,754	10,971	9,490	10,211	9,936	2	(275)	(2.7%)	4,622	5,313	115.0%
52600	Total Communications/Dispatch	459,233	461,006	479,568	483,601	586,470	480,751	2	(105,720)	(18.0%)	383,211	97,539	25.5%
53100	Total Public Works Administration	45,500	40,109	45,026	48,109	50,000	43,601	3	(6,398)	(12.8%)	55,752	(12,151)	(21.8%)
53230	Total Shop/Fleet Operations	155,827	170,149	210,224	235,267	179,201	141,481	3	(37,719)	(21.0%)	179,185	(37,703)	(21.0%)
53270	Total Parks Maintenance	251,896	207,028	224,661	233,524	282,932	241,775	4	(41,157)	(14.5%)	190,976	50,799	26.6%
53300	Total Street Maintenance	530,072	535,830	527,315	538,881	571,387	434,687	3	(136,700)	(23.9%)	442,655	(7,968)	(1.8%)
53320	Total Snow & Ice	130,637	147,570	106,517	125,096	153,453	104,417	3	(49,035)	(32.0%)	98,122	6,295	6.4%
53420	Total Street Lights	232,441	227,456	250,459	265,450	246,312	189,674	3	(56,638)	(23.0%)	201,366	(11,692)	(5.8%)
55111	Total Young Library Building	57,665	57,800	55,867	55,057	57,934	42,586	1	(15,348)	(26.5%)	42,336	250	0.6%
55200	Total Parks Administration	45,223	46,542	48,615	102,161	91,360	80,847	4	(10,513)	(11.5%)	80,565	282	0.4%
55210	Total Recreation Administration	197,349	196,989	257,934	-	0	0	4	0	-	-	0	-
55300	Total Recreation Programs	1,636	718	3,393	1,055	0	0	4	0	-	-	0	-
55310	Total Senior Citizen's Program	52,224	55,071	-	-	0	0	4	0	-	-	0	-
55320	Total Community Events	11,966	14,157	12,052	15,538	16,000	11,867	4	(4,133)	(25.8%)	14,581	(2,714)	(18.6%)
55330	Total Comm. Based-Coop Projects	128,000	153,000	178,000	329,759	384,973	314,510	4	(70,463)	(18.3%)	329,759	(15,249)	(4.6%)
59220	Total Transfers to Other Funds	1,401,357	1,745,442	1,297,705	1,751,181	1,469,509	593,500	6	(876,009)	(59.6%)	816,600	(223,100)	(27.3%)
59230	Total Transfer to Debt Service Fund	970,287	942,883	1,043,530	1,318,343	1,313,705	1,211,631	6	(102,074)	(7.8%)	1,212,059	(428)	(0.0%)
59240	Total Transfer to Fire Department	215,715	203,837	199,564	1,258,615	1,402,794	550,000	6	(852,794)	(60.8%)	500,000	50,000	10.0%
59240	Total Transfers to Special Funds	97,500	-	46,991	500	500	0	6	(500)	(100.0%)	500	(500)	(100.0%)
Grand Totals		9,691,522	10,103,236	10,064,668	12,311,799	12,421,525	9,074,899		(3,346,626)	(26.9%)	8,783,881	291,018	3.3%

US Treasury: Constant Maturity



	1 mo	3 mo	6 mo	12 mo	2 yr	3 yr	5 yr	7 yr	10 yr	20 yr	30 yr
12/31/2020	0.08%	0.06%	0.09%	0.10%	0.13%	0.17%	0.36%	0.65%	0.93%	1.45%	1.65%
12/31/2021	0.06%	0.06%	0.19%	0.39%	0.73%	0.97%	1.26%	1.44%	1.52%	1.94%	1.90%
12/30/2022	4.12%	4.42%	4.76%	4.73%	4.41%	4.22%	3.99%	3.96%	3.88%	4.14%	3.97%
12/31/2023	5.54%	5.44%	5.34%	4.96%	4.46%	4.19%	4.00%	4.04%	4.02%	4.32%	4.14%
10/31/2024	4.92%	4.72%	4.44%	4.20%	3.97%	3.90%	3.91%	3.99%	4.10%	4.44%	4.38%







GENERAL FUND REVENUE SUMMARY

SEC #	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-NOV	2023 Act v Bud		2024 YTD vs. PY		
								2023 YTD	%	2023 YTD	\$ Chg	% Chg
41000	TAXES	4,104,110	4,339,875	4,624,990	6,120,288	6,194,882	6,109,385	(85,497)	(1.4%)	5,997,843	111,542	1.9%
42000	SPECIAL ASSESSMENTS	1,523	3,308	150	138	0	1,325	1,325	-	138	1,188	863.6%
43000	INTERGOVT REVENUES	4,851,368	4,589,357	4,590,742	4,250,383	4,694,945	4,752,045	57,100	1.2%	4,253,436	498,609	11.7%
44000	LICENSES & PERMITS	49,695	148,817	89,048	167,690	92,233	144,246	52,013	56.4%	164,381	(20,136)	(12.2%)
45000	FINES, FORFEIT PENALTIES	262,214	295,355	296,072	250,979	288,800	241,398	(47,402)	(16.4%)	232,562	8,836	3.8%
46000	PUBLIC CHARGES FOR SVCS	84,435	68,739	87,843	62,413	32,625	52,056	19,431	59.6%	76,833	(24,777)	(32.2%)
48000	MISC REVENUE	501,514	462,853	595,927	1,410,557	979,930	1,213,613	233,683	23.8%	1,315,285	(101,672)	(7.7%)
49000	OTHER FINANCING SOURCES	44,530	395,840	99,675	180,207	138,110	81,110	(57,000)	(41.3%)	180,207	(99,097)	(55.0%)
TOTAL:		9,899,390	10,304,142	10,384,446	12,442,655	12,421,525	12,595,178	173,653	1.4%	12,220,684	374,493	3.1%

Favorable (Unfavorable)

GENERAL FUND EXPENDITURE SUMMARY

SEC #	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-NOV	2023 Act v Bud		2024 YTD vs. PY		
								2023 YTD	%	2023 YTD	\$ Chg	% Chg
1	ADMINISTRATION	1,559,643	1,628,541	1,736,296	1,758,920	1,844,553	1,512,122	(332,431)	(18.0%)	1,530,422	(18,300)	(1.2%)
2	PUBLIC SAFETY	3,383,206	3,421,090	3,566,454	3,932,213	4,099,303.87	3,690,705.05	(408,599)	(10.0%)	3,309,250	381,455	11.5%
3	PUBLIC WORKS	1,094,477	1,121,114	1,139,541	1,212,804	1,200,352	1,001,343	(199,009)	(16.6%)	1,056,508	(55,165)	(5.2%)
4	PARKS AND RECREATION	688,294	673,505	724,655	682,036	775,265	749,436	(25,828)	(3.3%)	644,293	105,143	16.3%
5	NEIGHBORHOOD SVC/PLANNING	254,116	349,565	309,932	355,387	258,543	319,326	60,783	23.5%	312,238	7,088	2.3%
6	TRANSFERS	2,684,859	2,892,162	2,587,789	4,328,639	4,186,508	4,157,244	(29,264)	(0.7%)	3,965,014	192,230	4.8%
7	CONTINGENCIES	26,927	17,258	0	41,800	57,000	89,892	32,892	57.7%	16,321	73,571	450.8%
TOTAL		9,691,522	10,103,236	10,064,668	12,311,799	12,421,525	11,520,068	(901,457)	(7.3%)	10,834,046	686,022	6.3%

Net Surplus / (Deficit) 207,868 200,906 319,777 130,856 - 1,075,110 (727,805) 1,386,638 (311,528)



General Fund
Revenue Budget Summary

GENERAL FUND REVENUES

DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-NOV	Favorable (Unfavorable)		2024 YTD vs. PY			
							2024 Act v Bud \$	%	2023 YTD	Variance	%	
TAXES												
100-41110-00 LOCAL TAX LEVY	3,093,547	3,133,033	3,154,970	4,499,748	4,538,657	4,538,657	0	0%	4,499,748	38,909	1%	
100-41111-00 DEBT SERVICE TAX LEVY	892,438	946,352	1,045,965	1,257,105	1,313,705	1,313,705	0	0%	1,257,105	56,600	5%	
100-41112-00 OMITTED PROPERTY TAXES	-	-	-	-	-	-	0	-	0	0	-	
100-41113-00 RESCINDED TAXES-REAL ESTATE	4,183	-	6,611	2,625	-	-	0	-	2,625	(2,625)	-100%	
100-41114-00 USE VALUE PENALTY	224	546	-	-	-	-	0	-	0	0	-	
100-41140-00 MOBILE HOME FEES	17,400	38,885	57,754	41,587	58,000	12,090	(45,910)	-79%	(20,815)	32,905	-158%	
100-41210-00 ROOM TAX-GROSS AMOUNT	56,542	192,583	233,465	237,932	230,000	175,683	(54,317)	-24%	185,779	(10,096)	-5%	
100-41320-00 IN LIEU-UNIV GARDEN & WW MANOR	27,513	27,733	120,606	27,820	27,820	28,035	215	1%	27,820	215	1%	
100-41800-00 INTEREST ON TAXES	12,263	744	5,620	32,372	26,700	33,205	6,505	24%	24,482	8,723	36%	
TOTAL TAXES	4,104,110	4,339,875	4,624,990	6,120,288	6,194,882	6,109,385	(85,497)	-78%	5,997,843	111,542	-284%	
SPECIAL ASSESSMENTS												
100-42010-00 INTEREST ON SP ASSESS.	53	53	-	-	-	-	0	-	0	0	-	
100-42100-61 WATER MAINS	-	-	-	-	-	-	0	-	0	0	-	
100-42200-62 SEWER MAINS & LATERALS	316	316	-	-	-	-	0	-	0	0	-	
100-42300-53 ST CONST. - PAVING	-	-	-	-	-	-	0	-	0	0	-	
100-42310-53 CURB & GUTTER	58	58	-	-	-	-	0	-	0	0	-	
100-42320-53 SIDEWALKS	32	32	-	-	-	-	0	-	0	0	-	
100-42350-53 TRAFFIC SIGNAL	-	-	-	-	-	-	0	-	0	0	-	
100-42400-53 SNOW REMOVAL	641	1,675	150	-	-	975	975	-	0	975	-	
100-42500-53 FAILURE TO MOW FINES	425	1,175	-	138	-	350	350	-	138	213	155%	
100-42550-53 EQUIPMENT USED-DPW	-	-	-	-	-	-	0	-	0	0	-	
TOTAL SPECIAL ASSESMENTS	1,523	3,308	150	138	-	1,325	1,325	0%	138	1,188	155%	
INTERGOVERNMENTAL REVENUES												
100-43344-00 EXPENDITURE RESTRAINT PROGM	67,958	71,382	63,331	53,306	-	-	0	-	53,306	(53,306)	-100%	
100-43410-00 SHARED REVENUE-UTILITY	371,011	422,541	397,001	395,596	394,892	386,462	(8,430)	-2%	395,596	(9,134)	-2%	
100-43420-00 SHARED REVENUE-BASE	2,836,916	2,836,783	2,836,846	2,836,844	3,534,954	3,534,954	0	0%	2,836,844	698,110	25%	
100-43507-52 POLICE-MISC SAFETY GRANTS	7,697	6,841	8,013	4,164	-	45,531	45,531	-	2,510	43,021	1714%	
100-43510-00 FEDERAL/STATE GRANTS-REIMBURSE	268,360	-	-	-	-	-	0	-	0	0	-	
100-43520-52 LAW ENFORCEMENT TRNG REIMBURSE	-	-	-	8,103	-	-	0	-	8,103	(8,103)	-100%	
100-43530-53 TRANSPORTATION AIDS	664,597	625,414	576,591	572,087	580,479	585,637	5,158	1%	572,087	13,550	2%	
100-43531-52 STATE GRANT--PUBLIC SAFETY	-	-	9,356	38,060	-	-	0	-	16,361	(16,361)	-100%	
100-43540-52 UNIVERSITY-LEASE-PARKING	45,000	45,000	45,000	-	45,000	45,000	0	0%	45,000	0	0%	
100-43550-52 MOU-DISPATCH SERVICE	166,561	170,491	178,963	-	-	-	0	-	0	0	-	
100-43610-52 MSP-STATE UNIVERSITY SVCS PYMT	284,694	279,097	329,598	192,781	7,331	7,304	(27)	0%	192,781	(185,477)	-96%	
100-43663-52 2% FIRE DUES-ST OF WISC	27,783	29,711	32,121	-	-	-	0	-	0	0	-	
100-43670-60 EXEMPT COMPUTER AID-FR STATE	5,587	5,587	5,846	16,330	16,330	16,330	0	0%	16,330	0	0%	
100-43670-61 PERSONAL PROPERTY AID	35,160	31,433	35,656	43,214	43,214	43,214	0	0%	43,214	0	0%	
100-43745-52 WUSD-JUVENILE OFFICIER	62,051	58,228	65,117	65,211	65,237	83,294	18,057	28%	65,211	18,082	28%	
100-43750-52 DRUG GRANT REIMBURSEMENT	-	-	-	94	-	-	0	-	0	0	-	
100-43760-00 WEIGHTS & MEASURES RECOVERY	2,800	2,800	3,408	1,583	3,000	-	(3,000)	-100%	1,583	(1,583)	-100%	
100-43765-00 REIMB-HIST SOC-DEPOT-EL/GAS	1,784	1,571	1,416	2,029	2,029	1,839	(190)	-9%	2,029	(189)	-9%	
100-43767-52 REIMB-BADGERNET-FORT ATKINSON	2,480	2,480	2,480	2,480	2,480	2,480	0	0%	2,480	0	0%	
100-43775-52 FEDERAL EXCISE TAX REIMB	930	-	-	-	-	-	0	-	0	0	-	
TOTAL INTERGOVT REVENUES	4,851,368	4,589,357	4,590,742	4,231,883	4,694,945	4,752,045	57,100	-83%	4,253,436	498,609	1261%	
LICENSES & PERMITS												



General Fund
Revenue Budget Summary

GENERAL FUND REVENUES

DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-NOV	2024 Act v Bud		2024 YTD vs. PY		
							\$	%	2023 YTD	Variance	%
100-44110-51 Liquor & Beer	10,589	18,400	18,608	18,858	18,733	19,720	987	5%	18,858	862	5%
100-44120-51 CIGARETTE	700	1,350	1,540	1,300	1,300	733	(567)	-44%	1,300	(567)	-44%
100-44122-51 BEVERAGE OPERATORS	2,948	4,360	3,020	3,515	3,600	3,601	1	0%	3,398	203	6%
100-44200-51 MISC. LICENSES	1,725	1,725	2,233	2,873	2,750	696	(2,054)	-75%	2,073	(1,377)	-66%
100-44300-53 BLDG/ZONING PERMITS	17,495	94,149	42,537	110,560	50,000	81,247	31,247	62%	109,220	(27,972)	-26%
100-44310-53 ELECTRICAL PERMITS	6,325	8,752	6,911	9,298	5,550	10,376	4,826	87%	9,160	1,215	13%
100-44320-53 PLUMBING PERMITS	4,422	12,059	7,785	9,396	5,775	11,314	5,539	96%	9,042	2,272	25%
100-44330-53 HVAC PERMITS	4,020	5,646	4,668	7,216	3,225	9,569	6,344	197%	7,066	2,503	35%
100-44340-53 STREET OPENING PERMITS	50	250	100	200	200	50	(150)	-75%	200	(150)	-75%
100-44350-53 SIGN PERMITS	689	1,703	952	1,310	600	1,865	1,265	211%	920	945	103%
100-44370-51 WATERFOWL PERMITS	20	-	-	320	-	500	500	-	320	180	56%
100-44900-51 MISC PERMITS	713	423	695	2,845	500	4,575	4,075	815%	2,825	1,750	62%
TOTAL LICENSES & PERMITS	49,695	148,817	89,048	167,690	92,233	144,246	52,013	1280%	164,381	(20,136)	95%
FINES, FORFEITURES - PENALTIES											
100-45110-52 ORDINANCE VIOLATIONS	185,558	216,906	234,661	179,505	216,600	161,297	(55,303)	-26%	165,872	(4,575)	-3%
100-45113-52 MISC COURT RESEARCH FEE	120	285	360	200	200	50	(150)	-75%	200	(150)	-75%
100-45114-52 VIOLATIONS PAID-OTHER AGENCIES	-	-	(200)	520	-	151	151	-	520	(369)	-71%
100-45130-52 PARKING VIOLATIONS	62,361	64,364	52,826	58,224	60,000	50,626	(9,374)	-16%	53,515	(2,890)	-5%
100-45135-53 REFUSE/RECYCLING TOTER FINES	5,300	5,750	7,125	9,550	7,500	1,175	(6,325)	-84%	9,550	(8,375)	-88%
100-45145-53 RE-INSPECTION FINES	8,875	8,050	1,300	2,980	4,500	28,100	23,600	524%	2,905	25,195	867%
TOTAL FINES, FORTFEIT - PENALTIES	262,214	295,355	296,072	250,979	288,800	241,398	(47,402)	324%	232,562	8,836	625%
PUBLIC CHARGES FOR SERVICES											
100-46110-51 CLERK	-	-	-	-	-	-	0	-	0	0	-
100-46120-51 TREASURER	3,895	4,625	4,500	3,935	3,600	4,425	825	23%	3,735	690	18%
100-46210-52 POLICE-DISPATCH-MOU-UNIV	43,005	42,120	41,520	-	-	-	0	-	0	0	-
100-46220-52 FALSE ALARM FINES	450	2,550	750	2,100	1,500	1,050	(450)	-30%	1,800	(750)	-43%
100-46230-52 AMBULANCE	11,265	(8,640)	12,174	-	-	-	0	-	0	0	-
100-46240-52 CRASH CALLS	24	-	164	-	-	-	0	-	0	0	-
100-46310-53 DPW MISC REVENUE	18,521	13,526	9,853	30,298	10,000	13,743	3,743	37%	47,060	(33,317)	-71%
100-46311-53 SALE OF MATERIALS	12	10	202	2	-	-	0	-	2	(2)	-100%
100-46312-51 MISC DEPT EARNINGS	277	1,435	100	-	-	405	405	-	0	405	-
100-46320-53 SAND & SALT CHARGES	700	1,433	1,056	-	500	-	(500)	-100%	0	0	-
100-46350-51 CITY PLANNER-SERVICES	1,695	-	135	360	-	8,144	8,144	-	360	7,784	2162%
100-46450-52 SPECIAL EVENTS-POLICE/DPW	25	-	-	-	-	-	0	-	0	0	-
100-46730-55 RECR/FEES	-	-	-	-	-	-	0	-	0	0	-
100-46733-55 SR CITZ OFFSET	1,307	803	-	-	-	-	0	-	0	0	-
100-46736-55 ATTRACTION TICKETS	-	42	-	-	-	-	0	-	0	0	-
100-46743-51 FACILITY RENTALS	3,234	10,710	17,289	25,683	17,000	24,269	7,269	43%	23,840	429	2%
100-46746-55 SPECIAL EVENT FEES	25	125	100	35	25	20	(5)	-20%	35	(15)	-43%
TOTAL PUBLIC CHARGES FOR SVCS	84,435	68,739	87,843	62,413	32,625	52,056	19,431	-47%	76,833	(24,777)	1927%
MISC. REVENUES											
100-48100-00 INTEREST INCOME	78,769	6,396	179,090	814,758	552,887	727,561	174,674	32%	747,674	(20,113)	-3%
100-48200-00 LONG TERM RENTALS	4,800	4,800	4,800	4,800	4,800	5,200	400	8%	4,400	800	18%
100-48210-55 RENTAL INCOME-LIBRARY PROP	-	-	-	1,000	-	1,000	1,000	-	0	1,000	-
100-48220-55 DEPOSITS-FORFEITED	-	-	380	50	50	4,225	4,175	8350%	50	4,175	8350%
100-48300-00 OTHER PROP/EASEMENT SALES	-	-	7,500	-	-	-	0	-	0	0	-



General Fund
Revenue Budget Summary

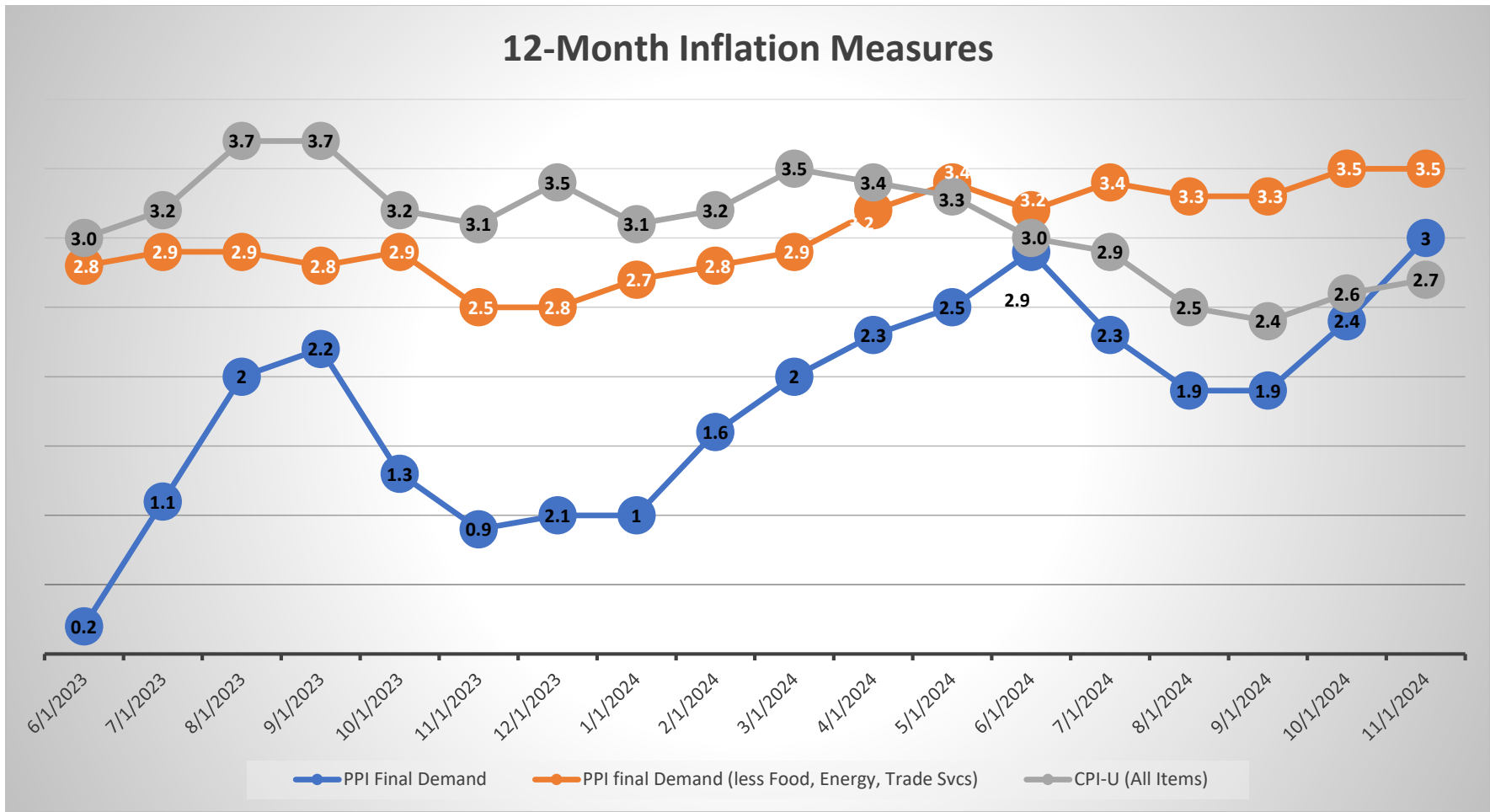
GENERAL FUND REVENUES

	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2024 YTD-NOV	2024 Act v Bud		Favorable (Unfavorable)		
								\$	%	2023 YTD	Variance	%
100-48300-55	PROP SALES-AUCTION PROCEEDS	-	-	-	-	-	-	0	-	0	0	-
100-48400-00	INS./FEMA / CLAIM RECOVERY	-	446	-	1,313	-	-	0	-	1,313	(1,313)	-100%
100-48410-00	WORKERS COMP-RETURN PREMIUM	-	-	-	13,514	10,000	3,934	(6,066)	-61%	13,514	(9,580)	-71%
100-48415-00	RESTITUTION-DAMAGES	4,417	1,121	7,690	5,539	3,000	6,005	3,005	100%	5,371	634	12%
100-48420-00	INSURANCE DIVIDEND	26,688	50,436	10,878	51,535	29,193	29,412	219	1%	51,535	(22,123)	-43%
100-48425-00	WORKERS COMP-REIMBURSEMENT	-	-	-	18,779	-	-	0	-	18,779	(18,779)	-100%
100-48430-00	INSURANCE-REIMBURSEMENT	-	-	-	1,000	-	-	0	-	0	0	-
100-48442-00	RADON KIT SALES	-	-	-	-	-	-	0	-	0	0	-
100-48500-55	DONATIONS-PARKS-DOG PARK	-	-	125	-	-	-	0	-	0	0	-
100-48520-55	DONATIONS-PARK & REC	-	-	1,500	-	-	-	0	-	0	0	-
100-48535-00	P CARD REBATE REVENUE	31,287	33,761	29,227	28,971	30,000	37,054	7,054	24%	28,971	8,083	28%
100-48545-00	DONATION-GENERAL	750	-	-	-	-	-	0	-	0	0	-
100-48546-55	MISC GRANT INCOME	5,000	7,000	8,000	87,043	-	46,010	46,010	-	87,043	(41,033)	-47%
100-48600-00	MISC REVENUE-NON RECURRING	10	1,262	2,331	2,155	-	3,212	3,212	-	2,135	1,077	50%
100-48700-00	WATER UTILITY TAXES	349,794	357,531	344,406	346,697	350,000	350,000	0	0%	353,500	(3,500)	-1%
	TOTAL MISC REVENUE	501,514	462,753	595,927	1,377,154	979,930	1,213,613	233,683	8454%	1,314,285	(100,672)	8094%
	OTHER FINANCING SOURCES											
100-49260-00	TRANSFER FROM 610 WATER	7,500	8,000	8,000	8,500	8,500	8,500	0	0%	8,500	0	0%
100-49261-00	TRANSFER FROM 620 WASTEWATER	12,000	12,000	12,000	12,500	12,500	12,500	0	0%	12,500	0	0%
100-49262-00	TRANSFER FROM 440 TID 4	-	-	-	-	-	-	0	-	0	0	-
100-49264-00	TRANSFER FROM 200 CABLE TV	-	-	-	-	-	-	0	-	0	0	-
100-49265-00	TRANSFER FROM 630 STORMWATER	7,500	8,500	8,500	8,500	8,500	8,500	0	0%	8,500	0	0%
100-49266-00	GIS TRANSFER-UTILITIES	10,280	12,340	15,720	18,974	16,260	16,260	0	0%	18,974	(2,714)	-14%
100-49267-00	TRANSFER FROM 208 PARKING	2,250	35,927	35,000	35,350	35,350	35,350	0	0%	35,350	0	0%
100-49269-00	TRANSFER FROM 250 FORESTRY	-	-	-	-	-	-	0	-	0	0	-
100-49270-00	TRANSFER FROM 446 TID 6	-	-	-	-	-	-	0	-	0	0	-
100-49275-00	TRANSFER FROM 205 27TH PAYROLL	-	-	-	-	-	-	0	-	0	0	-
100-49280-00	TRANSFER FROM 260 SICK LEAVE	-	-	-	-	-	-	0	-	0	0	-
100-49285-00	TRANSFER FROM 900 CDA	-	-	-	91,383	-	-	0	-	91,383	(91,383)	-100%
100-49290-00	TRANSFER IN FROM OTHER FUNDS	5,000	319,073	5,533	5,000	-	-	0	-	5,000	(5,000)	-100%
100-49291-00	TRANSFER FROM 450 CIP	-	-	-	-	-	-	0	-	0	0	-
100-49295-00	TRANSFER FROM 248 PARK & REC	-	-	14,922	-	-	-	0	-	0	0	-
100-49300-00	FUND BALANCE APPLIED	-	-	-	-	57,000	-	(57,000)	-100%	0	0	-
	TOTAL OTHER FINANCING SOURCES	44,530	395,840	99,675	180,207	138,110	81,110	(57,000)	-100%	180,207	(99,097)	-214%
	TOTAL GEN FUND REVENUES	9,899,390	10,304,042	10,384,446	12,390,752	12,421,525	12,595,178	173,653	9750%	12,219,684	375,493	11658%

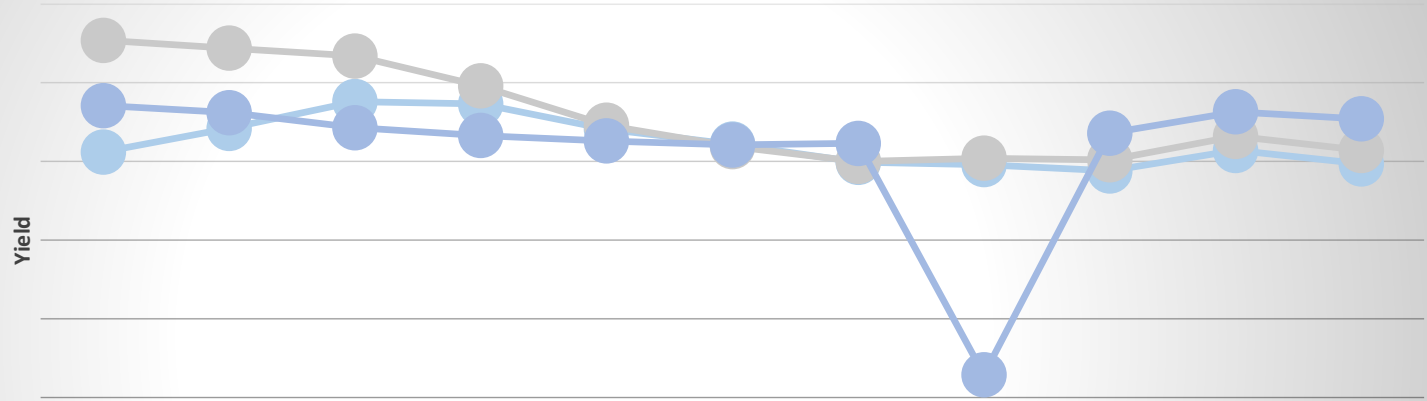
GENERAL FUND EXPENDITURE GROUPINGS

Favorable (Unfavorable)

SEC #	DESCRIPTION	2020	2021	2022	2023	2024	2024	2023 Act v Bud		2024 YTD vs. PY			
		ACTUAL	ACTUAL	ACTUAL	ACTUAL	BUDGET	YTD-NOV	2023 YTD	%	2023 YTD	\$ Chg	% Chg	
51100	Total Legislative Support	137,138	234,884	263,085	269,611	254,474	153,235	1	(101,239)	(39.8%)	219,958	(66,723)	(30.3%)
51110	Total Contingencies	26,927	17,258	-	41,800	57,000	89,892	7	32,892	57.7%	16,321	73,571	450.8%
51200	Total Court	72,609	75,869	81,915	85,807	81,180	86,348	1	5,168	6.4%	76,062	10,286	13.5%
51300	Total Legal	71,277	72,504	72,901	83,516	84,260	69,951	1	(14,309)	(17.0%)	67,499	2,452	3.6%
51400	Total General Administration	343,224	370,144	426,841	369,760	388,644	366,631	1	(22,014)	(5.7%)	333,046	33,585	10.1%
51450	Total Information Technology	82,498	83,395	65,345	114,144	156,148	113,081	1	(43,067)	(27.6%)	98,368	14,713	15.0%
51500	Total Financial Administration	197,879	206,731	215,000	229,735	249,616	220,625	1	(28,991)	(11.6%)	203,913	16,712	8.2%
51540	Total Insurance/Risk Mgt.	116,260	97,278	105,745	83,981	118,593	84,195	1	(34,398)	(29.0%)	83,981	214	0.3%
51600	Total Facilities Maintenance	481,094	429,937	449,597	467,311	453,703	372,006	1	(81,697)	(18.0%)	401,250	(29,243)	(7.3%)
52100	Total Police Administration	642,418	669,231	709,476	799,470	768,065	703,917	2	(64,148)	(8.4%)	655,701	48,216	7.4%
52110	Total Police Patrol	1,916,943	1,877,722	1,914,817	2,082,340	2,190,394	1,924,329	2	(266,065)	(12.1%)	1,761,571	162,758	9.2%
52120	Total Police Investigation	328,880	378,879	419,193	524,244	500,560	494,325	2	(6,235)	(1.2%)	435,985	58,340	13.4%
52130	Total Crossing Guard	-	-	-	-	0	0	2	0	-	-	0	-
52140	Total Comm Service Program	28,631	27,498	32,429	33,068	43,604	35,779	2	(7,824)	(17.9%)	28,937	6,842	23.6%
52200	Total Fire Department	-	-	-	-	0	0	2	0	-	-	0	-
52210	Total Crash Crew	-	-	-	-	0	0	2	0	-	-	0	-
52300	Total Rescue Service (Amb.)	-	-	-	-	0	0	2	0	-	-	0	-
52400	Total Neighbor Svcs & Planning	254,116	349,565	309,932	355,387	258,543	319,326	5	60,783	23.5%	312,238	7,088	2.3%
52500	Total Emergency Preparedness	7,102	6,754	10,971	9,490	10,211	11,181	2	971	9.5%	5,188	5,994	115.5%
52600	Total Communications/Dispatch	459,233	461,006	479,568	483,601	586,470	521,174	2	(65,296)	(11.1%)	421,868	99,306	23.5%
53100	Total Public Works Administration	45,500	40,109	45,026	48,109	50,000	46,562	3	(3,438)	(6.9%)	40,447	6,115	15.1%
53230	Total Shop/Fleet Operations	155,827	170,149	210,224	235,267	179,201	156,049	3	(23,152)	(12.9%)	208,593	(52,544)	(25.2%)
53270	Total Parks Maintenance	251,896	207,028	224,661	233,524	282,932	253,657	4	(29,275)	(10.3%)	211,255	42,401	20.1%
53300	Total Street Maintenance	530,072	535,830	527,315	538,881	571,387	482,601	3	(88,786)	(15.5%)	485,578	(2,977)	(0.6%)
53320	Total Snow & Ice	130,637	147,570	106,517	125,096	153,453	106,620	3	(46,833)	(30.5%)	101,205	5,414	5.3%
53420	Total Street Lights	232,441	227,456	250,459	265,450	246,312	209,512	3	(36,800)	(14.9%)	220,686	(11,173)	(5.1%)
55111	Total Young Library Building	57,665	57,800	55,867	55,057	57,934	46,049	1	(11,885)	(20.5%)	46,346	(296)	(0.6%)
55200	Total Parks Administration	45,223	46,542	48,615	102,161	91,360	88,636	4	(2,724)	(3.0%)	88,698	(62)	(0.1%)
55210	Total Recreation Administration	197,349	196,989	257,934	-	0	0	4	0	-	-	0	-
55300	Total Recreation Programs	1,636	718	3,393	1,055	0	0	4	0	-	-	0	-
55310	Total Senior Citizen's Program	52,224	55,071	-	-	0	0	4	0	-	-	0	-
55320	Total Community Events	11,966	14,157	12,052	15,538	16,000	11,867	4	(4,133)	(25.8%)	14,581	(2,714)	(18.6%)
55330	Total Comm. Based-Coop Projects	128,000	153,000	178,000	329,759	384,973	395,277	4	10,304	2.7%	329,759	65,518	19.9%
59220	Total Transfers to Other Funds	1,401,357	1,745,442	1,297,705	1,751,181	1,469,509	1,470,859	6	1,350	0.1%	1,418,180	52,679	3.7%
59230	Total Transfer to Debt Service Fund	970,287	942,883	1,043,530	1,318,343	1,313,705	1,283,091	6	(30,614)	(2.3%)	1,287,719	(4,628)	(0.4%)
59240	Total Transfer to Fire Department	215,715	203,837	199,564	1,258,615	1,402,794	1,402,794	6	0	0.0%	1,258,615	144,179	11.5%
59240	Total Transfers to Special Funds	97,500	-	46,991	500	500	500	6	0	0.0%	500	0	0.0%
Grand Totals		9,691,522	10,103,236	10,064,668	12,311,799	12,421,525	11,520,068		(901,457)	(7.3%)	10,834,046	686,022	6.3%

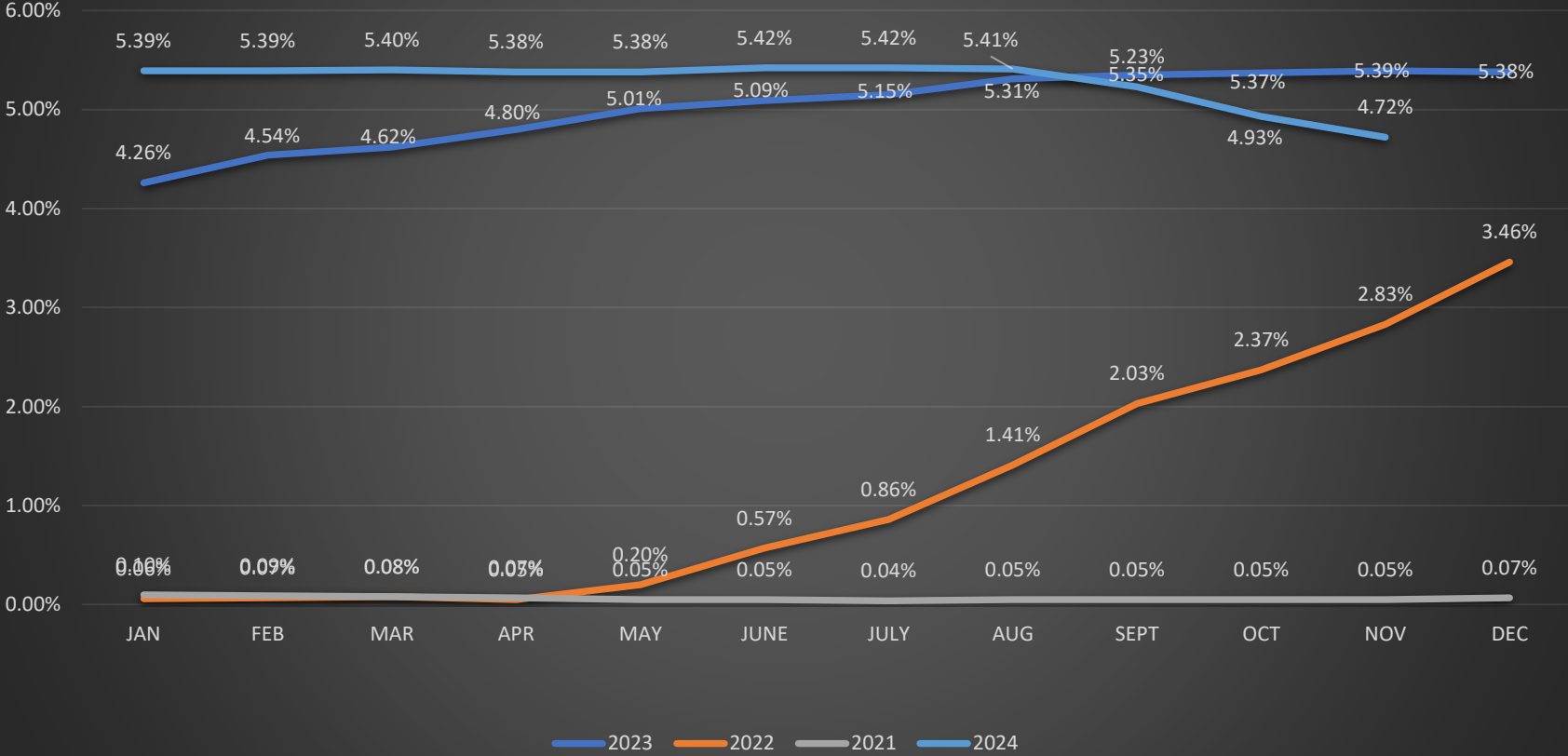


US Treasury: Constant Maturity



	1 mo	3 mo	6 mo	12 mo	2 yr	3 yr	5 yr	7 yr	10 yr	20 yr	30 yr
12/30/2022	4.12%	4.42%	4.76%	4.73%	4.41%	4.22%	3.99%	3.96%	3.88%	4.14%	3.97%
12/31/2023	5.54%	5.44%	5.34%	4.96%	4.46%	4.19%	4.00%	4.04%	4.02%	4.32%	4.14%
11/30/2024	4.71%	4.62%	4.43%	4.33%	4.26%	4.21%	4.23%	1.29%	4.36%	4.63%	4.54%

General Fund Operating Account Yield





Finance Agenda Item

Meeting Date:	December 19, 2024
Agenda Item:	Compensation Policy
Staff Contact (name, email, phone):	Sara Marquardt, smarquardt@whitewater-wi.gov, 262-473-1387

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

1. A municipality should have a well-structured compensation plan to attract and retain talented employees, ensure fair and equitable pay, and align workforce incentives with organizational goals. A clear plan provides transparency, fosters employee satisfaction, and helps the municipality remain competitive in the job market. Additionally, it ensures compliance with legal and regulatory standards while supporting budgetary planning and fiscal responsibility.
2. Small Cost-of-Living Adjustments (COLAs) are designed to help employees keep pace with inflation but do not effectively move employees through their designated pay ranges. Over time, this creates salary compression, where long-tenured employees are compensated similarly to newer hires, reducing incentives for growth and development. Without meaningful progression, employee morale and retention can suffer, as salaries do not reflect their increasing experience, skills, or contributions.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS
(Dates, committees, action taken)

1. From 2019 to 2021, the merit-based pay plan failed due to several challenges. Inconsistent application of merit increases, limited funding, and a lack of clear, objective criteria for evaluations undermined the plan’s effectiveness. Employees perceived the process as inequitable and overly subjective, which diminished its motivational impact.
2. Since 2021, the Council has approved COLAs as part of the annual budget process.

FINANCIAL IMPACT
(If none, state N/A)

The financial impact is still being determined at this time.

STAFF RECOMMENDATION

Staff is only seeking feedback on the Compensation Policy and implementation plan at this time. The policy and adjustments based on feedback will be brought back in January once the financial impact has been determined.

Implementation of the Compensation Plan should be under the following pattern of adjustments:


1. Employees whose present compensation is below the minimum compensation of the range for their classification should be raised to the minimum of the range. (Complete)
2. The compensation of employees whose present compensation is within the range for their classification should be slotted into the new Compensation Plan at their current pay rate. (Complete)
3. Employees with at least five (5) years of service whose present compensation is below the mid-point of the range and have performance evaluations that at least “meets expectations” should be moved to the mid-point of the range.
4. The compensation of employees whose present compensation is above the maximum compensation of the range should be held at their present rate, without a reduction in compensation, until such time that further market analysis indicates commensurate alignment with the marketplace. However,

the City can consider lump sum increases for these employees, which does not impact base compensation levels, until the ranges adjust to include the individual employee compensation rates.

5. It is recommended that the City set aside a fund every year, to fund increases for employees in this Plan. This money would then serve as the pool for merit payments, knowing that some employees will be high performers, getting a higher percentage, and some employees will be lower performers, getting a lower percentage.

ATTACHMENT(S) INCLUDED
(If none, state N/A)

1. Compensation Policy
-

		<h2>Compensation Policy</h2>			
Owner:	Human Resources	Approving Position:	Common Council	Pages:	7
Issue Date:	12-	Revision Date:		Review Date:	
Special Instructions:					

I. PURPOSE

The purpose of a Classification and Compensation System is twofold. First, it establishes internal equity among employees across Departments in the City. Second, it assures external equity and competitiveness by comparing the compensation of Whitewater employees against market data.

Additionally, the plan helps to ensure that the City can recruit the best and brightest employees, as well as retain those employees, even in a competitive marketplace. By retaining qualified, experienced employees the City avoids the cost of turnover and lost productivity.

II. POLICY

The Common Council serves as the legislative body responsible for setting policy and providing oversight. With regard to the City's compensation plan, the Council plays a critical role through approval of the compensation policy and accountability. The Council holds the City Manager accountable for implementing and managing the approved compensation plan in compliance with applicable laws, regulations, and best practices.

The City Manager is authorized to pay employees and adjust staffing levels consistent with the adopted pay plans and bargaining unit contracts.

The annual City budget should include sufficient funds to address the needs of the compensation plan and individual pay issues as they arise due to market conditions, meritorious work and exceptional or remarkable performance.

III. DEFINITIONS

A. **Defined Increment Plan:** This is a Compensation Plan that has salary ranges with a minimum and a maximum with defined percentage increments (e.g., 3%) in between. If an employee has a satisfactory performance evaluation, they systematically advance through the compensation range. The performance evaluation and resulting salary increment increase occurs annually.

B. **Open Range Merit Plan:** This is a Compensation Plan that also has salary ranges with minimums and maximums, but without defined percentage increments in between. Employees are

advanced through the compensation range based on an annual satisfactory performance evaluation, with the percentage of their increase determined annually by City Administration.

- C. Blended Merit Plan: This is a Compensation Plan that uses techniques from both a Defined Increment Plan and an Open Range Merit Plan.

IV. PROCEDURE

A. Internal Equity

Job Evaluations include the completion of a questionnaire by employees covered in a non-union group and interviews with at least one (1) employee working in each position. Numerical values are assigned to each position so that like positions within the organization are grouped together in a classification to produce an internal equity hierarchy. Ten (10) factors are used for the evaluation of Whitewater’s positions:

1. Preparation and Training
2. Experience Required
3. Decision Making and Independent Judgment
4. Responsibility for Policy Development
5. Planning of Work
6. Contact with Others
7. Work of Others (Supervision Exercised)
8. Working Conditions
9. Use of Technology/Specialized Equipment
10. Confidentiality/Risk Liability

The Human Resources Department staff will evaluate all newly proposed positions to determine proper placement on the pay plan. In addition, all current positions will be evaluated on a regular basis to ensure positions are properly classified every five (5) years.

Department Directors may request a review of a position at any time, based upon significant changes which fall within the factors listed above. All changes will be evaluated for their effect on the integrity of the classification relationships established in the Compensation Plan.

B. External Equity – Market Competitiveness

To provide external competitiveness for City salaries, the salary ranges were originally derived from 2024 survey data from communities with specific comparison criteria (e.g., equalized assessed valuation, property tax levy, basic spending, etc.). The following communities were used in the 2024 Pay Plan Analysis: Platteville, River Falls, Delavan, Jefferson, Elkhorn, Fort Atkinson and Weston.

Salary data is also obtained from various compensation surveys conducted by the State, Municipalities and private sector employers.

The City recognizes the importance of making periodic salary wage range adjustments to account for changes in the cost of living in the region, while maintaining flexibility to adapt to economic shifts. The salary ranges will be reviewed every three (3) years to ensure its pay structure remains competitive, equitable and aligned with market trends.

The following factors will be considered when determining comparable communities and the true competition for talent (i.e. the likelihood that our workforce would choose other employers):

1. Population
2. Total Equalized Value
3. Property Tax Levy per Capita
4. Basic Spending per Capita
5. Property Tax Rate
6. Per Capita Income
7. Operational Spending
8. General Obligation Debt
9. Shared Revenue

The City will continue to use the jurisdictions identified in 2024 as a comparable salary survey group for regular salary comparison purposes, until it is determined that they are no longer valid.

All ranges have a 35% range spread from minimum to maximum. The Finance Director is authorized, with prior written approval of the City Manager, to make annual adjustments to the upper and lower limits of the salary ranges for City positions. These salary range adjustments may be based on the ERIP, and shall be adjusted up to 5% based on the ERIP figures. Adjustments greater than 5% will require Common Council approval.

C. Pay Philosophy

The City’s current pay plan was created in 2024 to compensate employees at the 50th percentile of a defined market.

To ensure employee wages reflect changes in economic conditions, annual Cost of Living Adjustments (COLA) will be applied based on economic indices like the Expenditure Restraint Incentive Program (ERIP) or other relevant market factors. COLA adjustments will be applied uniformly to eligible employees who have completed one year of service and are in good standing. Employees with less than one year of service will receive the adjustment on their one-year employment anniversary.

D. Pay Plan Structure - Blended Merit Plan

This Compensation Plan uses techniques from both a Defined Increment Plan and an Open Range Merit Plan.

All non-union exempt and non-exempt employees are in a Blended Merit Plan. In this Plan, salary ranges begin at the minimum with four (4) defined increments and then transition into an open range. The initial increment of the assigned range is the normal hiring/promotion rate. Increment two (2) of four percent (4%) is awarded upon successful completion of the employee's initial introductory period (typically 6 months), increment three (3) of four percent (4%) after an additional year of employment and increment four (4) of three percent (3%) after twenty-four months of employment. During the initial stages of employment, defined incremental raises are implemented to provide employees with predictable and consistent

compensation growth as they acclimate to their roles and develop foundational skills. This approach recognizes the learning curve and incentivizes early performance and skill acquisition.

After that, the employees advance through the Open Range Merit Plan as a result of a successful performance evaluation.

Employees hired below the salary range mid-point may also be assigned targeted training and development goals to support their growth and provide opportunities to progress to the mid-point of the range.

E. Administration of the Compensation Plan

The City’s compensation plan provides guidelines for managers in making compensation decisions based upon defensible policies.

1. Each of the pay ranges identifies a minimum, midpoint, and maximum pay rate. No employee will be paid below the minimum of their pay grade or above the maximum of their grade, unless special incentive pay is provided for job-related licensure and/or specialized certifications and/or market conditions dictate an “in training” hire.
2. Employees are normally hired at or near the minimum of their pay range. An employee may be started above the minimum for exceptional qualifications, when warranted by special market conditions, or in cases of an internal promotions in which the employee’s current compensation is higher than the minimum of the new grade. Hiring above the midpoint requires approval from the City Manager.
3. Each year, the plan will be reviewed and recommendations made for adjustments to the plan that may be necessary to ensure that the plan remains fair and competitive in the market. When a cost-of-living adjustment is made, it is made to all pay ranges in the plan. Employees in the plan whose performance is rated as meeting standards (or better) normally receive the cost-of-living pay increase. It is recommended that this adjustment be made at the beginning of the year; however, timing will depend upon the detail during the budget adoption process.
4. An employee progresses through the range annually, based upon performance. The use of this type of system allows the manager to recognize individual employee growth and performance. The timing of pay increases is July 1. Individuals hired prior March 1st of the previous year are eligible for July 1 pay increases. The timing of the pay increases may be adjusted by Administration, as part of the budget process.
5. The City Manager can approve an additional bonus for exemplary performance. This payment would be a lump sum payment and not added to their base salary. Such additional adjustments shall be based upon performance and within the approved budget.
6. Employees currently on a Performance Improvement Plan are ineligible for cost-of-living adjustments (COLA) or performance-based increases until the plan is successfully completed.
7. In an effort to limit compression of salaries between supervisors and subordinates, the City has adopted a policy that supervisors shall be paid at least 5% more than the midpoint of

their highest subordinates' pay grade. Periodic review (every 5 years recommended) will take place to reduce compression for experienced employees relative to new hires.

8. The implementation and use of a formal performance evaluation process for all staff members is a key component to the success of this Plan. Equally, if not more important, is that supervisors are adequately trained to perform the formal performance evaluation process.

F. Adjustments

1. Permanent Salary Adjustments

- a. The City Manager and Department Directors may request adjustments to pay in writing to the Human Resources Manager at any time during the year. This request may be made jointly with division managers and must:
 - 1) Identify the specific pay issue and outline a recommendation with an effective date.
 - 2) Provide background information and supporting data.
 - 3) Discuss how the cost of the increase or staffing change will be covered in the budget for current and future years.
- b. The Human Resources Manager will provide the request to the Finance Director and City Manager with a recommendation. The City Manager will have final authority to approve or deny the request.

2. Lump-sum Performance Payments

The City Manager and Department Directors may request lump sum performance payments, including stipends, one-time payments or a percentage, at any time during the year based upon the following criteria. Such requests must be in writing to the City Manager, after being reviewed by Human Resources. If approved, detail will be provided to Human Resources outlining the amount and payroll effective date. The following categories will be used to determine the appropriateness of the request:


- a. Performance
 - 1) Through the employee's initiative, developed a new work method or way of doing business, which had a major impact on their department.
 - 2) Successful completion of a significant project impacting the department or City as a whole, in a momentous way. The employee's work was outside of their normal role and was pivotal to the success of the unique program or project.
 - 3) Uncompensated time or training outside of normal work hours.
 - 4) Employee's performance exceeds expectations but employee is at the top of the salary range.
- b. Temporary Change in Duties (where no reclassification or change in salary grade occurred)
 - 1) The Employee assumed additional duties or responsibilities beyond what is expected of their position.
 - 2) The employee assumed additional duties or responsibilities of a person for an extended period of time.
- c. Enhancement of Services

-
- 1) The employee improved service, increased service or added service for either another department or the public (with little or no increase in costs).

d. Savings or Revenue Generation

- 1) The employee created savings in employee time, materials, energy, equipment or money.
- 2) The employee was able to increase the City's revenue for a department.

V. JOB AIDS
Payroll Change Request Form

 City of WHITEWATER	Payroll Change Form						
Employee Name:			Department:				
Date:			Effective Date:				
POSTION INFORMATION							
Initial Hire	<input type="checkbox"/>	Step Increase	<input type="checkbox"/>	Promotion	<input type="checkbox"/>	Leave of Absence	<input type="checkbox"/>
Termination	<input type="checkbox"/>	Adjustment	<input type="checkbox"/>	Transfer	<input type="checkbox"/>	Additional Position	<input type="checkbox"/>
Classification	<input type="checkbox"/>	Status	<input type="checkbox"/>	Other Change	<input type="checkbox"/>		
Title:							
Supervisor:							
Classification:		Status:		New Grade & Step:			
Full-Time		Exempt		New Wage Rate:			
Part-Time		Non Exempt					
Seasonal				Old Grade & Step:			
Limited Term				Old Wage Rate:			
Intern							
COMMENTS AND/OR INSTRUCTIONS INCLUDING BUDGET IMPACT							
SIGNATURES							
Finance Director			Date	City Manager			Date
Supervisor			Date	Human Resources			Date
Department Head			Date	Employee			Date
PAYROLL SECTION							
Changes Completed: _____ Date: _____							

Please forward to Payroll for processing. Payroll will forward to Human Resources for placement in Personnel File.



Finance Committee Agenda Item

Meeting Date:	December, 2024
Agenda Item:	Storm Water Rate Increase
Staff Contact (name, email, phone):	Rachelle Blitch, rblitch@whitewater-wi.gov , 262-473-1380

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

The City established the Stormwater Utility on October 1, 2007, as outlined in Municipal Code [Chapter 16.10](#). According to Section 16.10.070, Rates and Charges, the value of one ERU (Equivalent Runoff Unit) is to be determined annually based on the applicable year’s budget. However, the last rate adjustment occurred in 2015.

In November 2020, Ehlers completed a long-range cash flow analysis for the utilities, which included a series of recommended rate adjustments for the Stormwater Utility (p. 14 of the analysis). The recommendations included a 20.52% rate increase in 2022 and a 3% increase in 2024. It is unclear why these recommendations were not implemented at the time. Nevertheless, it is now evident that a significant rate increase is necessary to prevent future negative cash balances in the utility fund.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS
(Dates, committees, action taken)

- 2007 – Stormwater utility created, rates set at \$3.58 per ERU
- 2011 – Rates increased to \$4.08 per ERU
- 2013 – Rates increased to \$4.75 per ERU
- 2014 – Rates increased to \$5.58 per ERU
- 2015 – Rates increased to \$6.17 per ERU

FINANCIAL IMPACT
(If none, state N/A)

If rates are not adjusted, the Stormwater Utility’s projected operating cash balance is expected to be approximately negative \$180,000 by the end of 2025. To avoid a deficit and achieve a positive year-end balance, rates would need to increase by \$2.38 per ERU, bringing the minimum required rate to \$8.55 per ERU.

STAFF RECOMMENDATION

It is recommended to implement a rate increase sufficient to, at a minimum, address the projected operating cash deficit for 2025. Additionally, engaging Ehlers to conduct a comprehensive stormwater rate study is advised to determine the necessary rate adjustments beyond 2025, ensuring the long-term financial stability of the utility. The cost of a rate study is \$9,000.

ATTACHMENT(S) INCLUDED
(If none, state N/A)

1. Ehler’s cash flow analysis for utilities (2020)
2. Ordinance 16.10 Stormwater Utility and Management Services
3. ERU Calculation

Chapter 16.10 - STORMWATER UTILITY AND MANAGEMENT SERVICES

Item 5.

Sections:

16.10.010 - Purpose and necessity—Authorization.

The common council of the City of Whitewater find that the management of stormwater and other surface water discharges within and beyond Whitewater Creek, Tripp Lake, Cravath Lake, and other bodies of water within the city is a matter that affects the health, safety and welfare of the city, its citizens and businesses and others in the surrounding area. All real property in the city, including property owned by public and tax-exempt entities contributes runoff and either uses or benefits from the stormwater system.

Failure to effectively manage stormwater affects the sanitary sewer utility operations of the city by, among other things, increasing the likelihood of infiltration and inflow into the sanitary sewer system. Surface water runoff may cause nonpoint source pollution, erosion of lands, threaten residences and businesses with water damage, and create environmental damage to the rivers, streams and other bodies of water within and adjacent to the city. A system for the collection and disposal of stormwater provides services to all properties within the City of Whitewater and surrounding areas, including those properties not currently served by the system. The cost of operating and maintaining the city stormwater management system and financing necessary repairs, replacements, improvements and extensions thereof should, to the extent practicable, be allocated in relationship to the services received from the system. In order to protect the health, safety and welfare of the public, the common council exercises its authority to establish a stormwater utility and establish the rates for stormwater management services.

In promulgating the regulations contained in this chapter, the city is acting pursuant to authority granted by Chapters 62 and 66 of the Wisconsin Statutes, including, but not limited to, Sections 62.04, 62.11, 62.16(2), 62.18, 66.0101, 66.0621, 66.080, 66.0811, 66.0813, 66.0703, and 66.0627.

(Ord. 1672A (part), 2008: Ord. 1647A (part), 2007).

16.10.020 - Creation.

There is created and established a stormwater utility within the City of Whitewater, effective October 1, 2007. The entire operation, charge and management of the stormwater utility is vested in the city manager, subject, however, to the general control and supervision of the common council, pursuant to applicable state law.

(Ord. 1672A (part), 2008: Ord. 1647A (part), 2007).

16.10.030 - Authority.

The city, acting through the stormwater 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, clean, dredge, repair, conduct, manage, finance, borrow monies, asse

and/or levy fees for such facilities, operations, maintenance and activities as are deemed, from time to time the city to be proper and reasonably necessary for a system of storm and surface water management. These facilities may include, without limitation due to enumeration, surface and underground drainage facilities, inlets, manholes, sewers, channels, ditches, retention and detention basins, infiltration facilities, retaining walls, streets, roads, natural drainageways, and such other facilities as will support a stormwater management system.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.040 - Definitions.

For purposes of this chapter, 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" means the periodic or other fee imposed under this chapter for the rendering of stormwater utility services by the city.

"Director" means the director of public works or his/her designee.

"Duplex" means any residential property having two dwelling units.

"Dwelling unit" means a room or group of rooms including cooking accommodations, occupied by one family, and in which not more than two persons, other than members of the family, are lodged or boarded for compensation at any one time.

"Equivalent runoff unit" or "ERU" is the basic unit by which a storm sewer charge is calculated under this chapter and is based upon the impervious area reasonably determined by the city. The term "ERU" means the statistical average horizontal impervious area of single-family homes and duplexes within the City of Whitewater on the date of adoption of the ordinance codified in this chapter.

"Impervious area" means a surface which has been compacted or covered with a layer of material so that it is highly resistant to infiltration by rain water. The term includes, without limitation due to enumeration, all areas covered by structures, roof extensions, patios, porches, driveways, loading docks and sidewalks, and semi-impervious surfaces such as compacted gravel, all as measured on a horizontal plane.

"Multifamily unit" means any residential property comprised of three or more dwelling units, including condominiums and manufactured homes.

"Nonresidential property" means a lot or parcel of land, with improvements such as a building, structure, grading or substantial landscaping, which is not residential property, excluding publicly owned rights-of-way, recreational trails, and publicly owned or privately owned rail beds utilized for railroad transportation.

"Person" means 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.

"Residential property" means a lot or parcel of land developed exclusively for residential purposes, including single-family units, duplexes, and multifamily units. The term includes condominiums and manufactured homes.

"Single-family unit" means any residential property consisting of one dwelling unit.

"Stormwater utility" means the city-owned and operated utility established under this chapter for the purpose of managing stormwater and imposing charges for the recovery of costs connected with such stormwater management.

"Undeveloped property" means real property that is not developed by the addition of an improvement such as a building, structure, grading or substantial landscaping. A property shall be considered to be developed if:

- (1) 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; or
- (2) Construction of an improvement on the property is at least fifty percent completed and such construction has ceased for a period of at least three months, whether consecutive or not.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.050 - Income and revenue.

The stormwater utility finances shall be accounted for in a separate stormwater utility enterprise fund by the city. All income and revenues shall be retained by the stormwater utility enterprise fund. The stormwater utility shall prepare an annual budget, which is to include all operation and maintenance costs, debt service and other costs related to the operation of the stormwater utility. The annual budget is subject to approval by the common council.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.060 - Transfer of assets and outstanding debt.

- (a) The land rights and improvements of the city, or such rights determined to exist, for the following components of the public stormwater system are transferred to the land assets of the Whitewater stormwater utility.
 - (1) Stormwater sewers;
 - (2) Inlets, catch basins, retention ponds and related stormwater control features;
 - (3) Access structures;
 - (4) Greenways;
 - (5) Fees collected for stormwater management and fees collected in lieu of land dedication.
- (b) Upon adoption of the ordinance codified in this chapter, the stormwater utility shall assume the responsibility for debt obligation on all outstanding general debt issued for storm drainage purposes.

(Ord. 1672A (part), 2008: Ord. 1647A (part), 2007).

Item 5.

16.10.070 - Rates and charges.

- (a) Every person shall pay the applicable Whitewater stormwater service charge when due for each property owned by that person.
- (b) The basis for computation of the charge for stormwater 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 chapter. Each year the city manager shall determine the value of one ERU based upon the applicable year's adopted city budget and this chapter, and shall certify such value to the city clerk/treasurer and common council. All charges established pursuant to this chapter shall be fair and reasonable. A schedule of current charges shall be maintained and on file in the office of the city clerk/treasurer.
- (c) Charges shall be imposed to recover all or a portion of the costs of the stormwater utility. Such charges may include, but are not limited to, the following components:
 - (1) Base Component. The base component shall include the stormwater utility's estimated annual administrative and management costs, water quality costs, and other costs not in the components described below. The base rate shall be calculated by taking the sum of all base component costs and dividing that by the estimated number of billable ERU's.
 - (2) Operation and Maintenance Component. The operation and maintenance component shall include the stormwater utility's estimated annual operation and maintenance costs for the city's stormwater management system. The operation and maintenance rate shall be determined by: (A) taking the sum of all operation and maintenance component costs, (B) dividing that amount by the ERU's remaining after the ERU's that the city, upon user application, has determined need not pay operation and maintenance component costs, and (C) making appropriate adjustments to the rate to account for factors such as changes in stormwater reserves.
 - (3) Capital and Debt Service Component. The capital and debt service component cost shall include the capital costs and debt service payments for the city's stormwater conveyance system, including retention and detention facilities. The capital and debt service rate shall be determined by: (A) taking the sum of all capital and debt service component costs, (B) dividing that amount by the ERU's remaining after the ERU's which the city, upon user application, has determined need not pay capital and debt service component costs, and (C) making appropriate adjustments to the rate to account for factors such as changes in stormwater reserves.
- (d) Credits or adjustments may be available to individual property owners in the residential and multifamily customer classes. It shall be the burden of the property owner to request such a credit and to demonstrate to a reasonable degree of certainty with evidence that a fee adjustment is warranted. The credits or adjustments shall be applied to the operation and maintenance component.

costs and the capital and debt service component costs. The base component shall be charged to all property owners regardless of credits unless the property is regulated by a separate municipal stormwater discharge permit (WPDES). A stormwater credit system credit policy has been approved by the city council for applicants to refer to. All applications for credit or adjustments shall be reviewed by the director and the director may reduce the measured impervious area after taking into consideration the demonstrated reduction in stormwater volume. Credits or adjustments may be applied to applicable properties based upon two criteria:

Item 5.

- (1) An adjustment may be applicable if some or all of a customer's property provided, (A) stormwater runoff from the property does not discharge directly or indirectly to or through any form of conveyance system owned or operated by the stormwater utility, and (B) the drainage from the property is not in violation of any environmental code or federal, state or local surface water drainage requirements.
- (2) Credits may be granted to owners of properties who have significantly reduced the impacts of stormwater discharge on the stormwater utility system. Owners of property which discharge all or a portion of their stormwater into privately owned and maintained retention and detention ponds shall receive a prorated credit to the number of ERUs assigned to their property as determined by the director. No owner may be given a credit in excess of fifty percent of their total number of ERUs.
- (3) Prior to receiving a credit or adjustment, the director or designee shall be allowed access to the property to determine the amount of credit or exemption to be granted.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.080 - Classifications of customers.

The common council, from time to time, by budget adoption may establish classifications other than the customer classifications set forth in this chapter, as may be likely to provide a reasonable and fair distribution of the costs of the stormwater utility to all users.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.090 - Billing.

The stormwater utility billing schedule shall be set by the city manager and approved by the common council.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.100 - Payment of charge—Lien—Penalty.

- (a) Stormwater utility charges shall be payable upon receipt, subject to the provisions of this section.
- (b) Stormwater utility charges shall not be payable in installments.
- (c)

Charges remaining unpaid for a period of thirty days or more from the date of the utility bill shall be assessed late payment penalty charge. All delinquent utility charges shall be subject to a penalty of one percent computed every thirty days upon the unpaid balance and will be added thereto, in addition to all other charges, penalties or interest, when the delinquent charge is extended upon the tax roll.

- (d) If a charge and/or late penalty remains unpaid for a period of thirty 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 Sections 66.0821 and 66.0809, and other applicable provisions of the Wisconsin Statutes, as from time to time amended or renumbered.
- (e) Delinquent 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.

(Ord. 1672A (part), 2008: Ord. 1647A (part), 2007).

16.10.110 - Customer classifications.

- (a) For the purposes of imposing the stormwater utility charge, all lots and parcels within the city are classified into the following customer classes:
 - (1) Residential — single-family home;
 - (2) Residential — duplex;
 - (3) Residential — multifamily: (including apartments greater than or equal to three units, condominiums, and mobile home parks);
 - (4) Nonresidential;
 - (5) Undeveloped and agricultural.
- (b) The director shall prepare and maintain an updated current list of all lots and parcels of real property (land) within the City of Whitewater and assign the appropriate customer classification to each customer account. This list shall include the number of ERU's assigned to each customer account.
- (c) The average square footage of impervious area of the ERU as of the date of adoption of the ordinance codified in this chapter is established to be equivalent to three thousand eight hundred fifty square feet.
- (d) The ERU charges for the foregoing customer classifications shall be established as follows:
 - (1) Residential — single-family unit (lot size less than five thousand four hundred forty-five square feet) — 0.7 ERU.
 - (2) Residential — single-family unit (lot size between five thousand four hundred forty-six and twenty-one thousand seven hundred eighty square feet) — 1.0 ERU.
 - (3) Residential - single-family unit (lot size twenty-one thousand seven hundred eighty-one square feet or larger) — 1.2 ERU.
 - (4) Residential — duplex: 0.5 ERU multiplied by each dwelling unit.
 - (5)

Residential — multifamily: (including apartments greater than or equal to three units, condominiums, and mobile home parks) The charge per unit shall be calculated by dividing the number of ERU's calculated for the entire property by the number of units existing on the property.

- (6) Nonresidential — one ERU times a factor obtained by dividing the total impervious area of the property by the square footage equivalent for one ERU. Such impervious area shall be determined based upon the best information reasonably available. The result shall be rounded down to the nearest one-tenth.
- (7) Undeveloped and agricultural — no stormwater charge shall be assigned to undeveloped or agricultural land.
- (e) The director shall be responsible for determining the impervious area 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 based on any additions to the impervious area as approved through the building permit process. Individual property owners may submit site and building surveys to the director that help more accurately determine the total area and impervious area.
- (f) The minimum charges for any parcel shall be equal to the rate for four-tenths ERU, unless it contains no impervious surface.
- (g) All unoccupied developed lots and parcels with impervious surfaces shall be subject to a stormwater utility charge.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.120 - New construction.

A property owner shall be responsible for timely submitting a fully completed and accurate stormwater utility service application at the time a building permit is issued or a site plan review is conducted. The application shall be made on a form prescribed by the city and provided with each application for a building permit or application for site plan review. Failure to submit such stormwater utility service application or providing false information on such form shall constitute a violation of this chapter. The implementation of stormwater charges shall commence as set forth in this chapter.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.130 - Appeal.

- (a) The amount of a particular stormwater utility charge may be appealed to the director by filing a written appeal with the city clerk/treasurer prior to the due date of the charge or within thirty 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 director shall determine whether the stormwater 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 director shall notify the appellant in writing of his determination.

- (c) The customer has thirty days from the date of the written decision of the director to file a written appeal with the city manager.
- (d) If the city manager determines that a refund is due the customer, the refund will be applied as a credit towards the customer's next stormwater billing charge, if the refund will not exceed the customer's next stormwater billing charge, or it may be refunded at the discretion of the city manager.

(Ord. 1672A (part), 2008: Ord. 1647A (part), 2007).

16.10.140 - Alternative method to collect stormwater charges.

- (a) The common council find and determine that the stormwater utility charges established under this chapter reasonably reflect the services rendered to real property and may be, and are authorized to be, assessed, charged, levied, imposed and a collected upon property as a special charge in accord with all applicable Wisconsin Statutes.
- (b) The mailing of the bill for stormwater 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 stormwater 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 chapter 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 chapter.

(Ord. 1672A (part), 2008: Ord. 1647A (part), 2007).

16.10.150 - Conflict with other ordinances, laws.

- (a) In the event of any conflict between any provision set forth in this chapter 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.

(Ord. 1672A (part), 2008: Ord. 1647A (part), 2007).

16.10.160 - Penalty.

- (a) Any person who violates or causes to be violated any provisions set forth in this chapter shall, upon conviction thereof, pay a forfeiture to the city in the amount of not less than fifty dollars nor more than one thousand dollars, together with the costs of prosecution thereof. Upon default in payment of

the imposed forfeiture, the violator shall be committed to the Walworth or Jefferson County Jail for a term Item 5. more than ninety days.

- (b) The payment of such imposed forfeiture shall be in addition to the payment of any and all stormwater service charges, fees and penalties imposed by the chapter.
- (c) Each day's continuance of a violation shall constitute a separate offense to which a separate forfeiture may be imposed.
- (d) It shall be the responsibility of the violator to cease and abate the violation immediately.
- (e) In addition to the forfeitures set forth above and payment of the charges, the city may seek, obtain and enforce injunctive relief.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

16.10.170 - Severability.

If any provision of this chapter is found to be illegal, the remaining provisions shall remain in effect.

(Ord. 1672A (part), 2008; Ord. 1647A (part), 2007).

ERU Calculation-Stormwater Utility

7957.79 Total ERU's
-1132.93 Total Credits
6824.86 Net ERU's

	Budgeted Expenses	ERU's	Per ERU (Yearly)	Per ERU (Monthly)	
Base ERU:	270,846	7957.79	34.0353289	2.84	
O & M	188,403	6824.86	27.60540143	2.30	
C & D	279,264	6824.86	40.91864155	3.41	
				8.55	
			Current ERU	6.17	*Rate Set 12/29/2015
			Increase/(Decrease)	2.38	



Finance Committee Agenda Item

Meeting Date:	December 19, 2024
Agenda Item:	Parking Permits
Staff Contact (name, email, phone):	Rachelle Blich, rblitch@whitewater-wi.gov , 262-473-1380

BACKGROUND

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

Prior to June 2014, parking permits were valid for a six-month duration. In June 2014, the City transitioned to permits that were valid for a year running June 1st through May 31st. The sale is timed at the beginning of May in order to accommodate any students that have a summer downtown resident lease starting June 1st.

Lot D is the most coveted lot and typically sells out the first day. As of October 30, 2024, only lots D, G, H and J are sold out. Parking permits are prorated: \$200 if purchased at the start of the sale through October, \$150 November through January, \$100 in February, \$75 in March, \$50 in April and \$25 in May. Total permits available by lot: Lot D – 10; Lot E – 23; Lot G – 25; Lot H – 28; Lot J – 8; Lot K – 53; 4th St – 11; Center St – 13.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

- 1997 – [Ordinance 11.18.010](#) Municipal Parking Lots – Defined
- 1997 – [Ordinance 11.18.020](#) Municipal Parking Lots – Parking Limitations

FINANCIAL IMPACT

(If none, state N/A)

Parking permits bring an average revenue of \$29,000 per year.

STAFF RECOMMENDATION

N/A

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Parking Permit Online Instructions
2. Downtown Parking Map 2023

CITY OF WHITEWATER PARKING 2024/2025 PERMIT SALE INSTRUCTIONS

The City of Whitewater will be selling parking permits online only Tuesday, May 7th, 2024, at 8am. Beginning Wednesday, May 8th, 2024, parking permits may be purchased online or in-person at the Whitewater Police Department Monday through Friday from 8:00 am to 4:30 pm. Please follow the below instructions for online purchasing:

1. All requested information will need to be sent in an email to: police@whitewater-wi.gov
2. Fill out the City of Whitewater Parking Permit Registration form and attach in the email.
3. If you are purchasing a Downtown Resident Parking Permit, you will need to attach proof of residency. The types of documents demonstrating proof of residency include:
 - a. Current signed lease or letter (on letterhead) signed by the landlord stating lease dates and the address
 - b. Current driver's license with valid downtown address
 - c. Current utility bill
 - d. Current bank statement
 - e. Official government correspondence dated within the last ninety days
4. Send email to police@whitewater-wi.gov **after** 8am on Tuesday, May 7th, 2024. Emails that are received prior to 8am will not be honored.
5. Parking lot priority will be based on when both email and payment are received. You can make an electronic payment by using the Payment Service Network: <https://www.paymentservicenetwork.com/PaymentPage.aspx?accid-RT26345>

You can choose to register an account or utilize the quick pay option. When searching for a business, type in Whitewater under Business City and WI in Business State and choose the Parking Permit option or type in Business ID of RT26345.

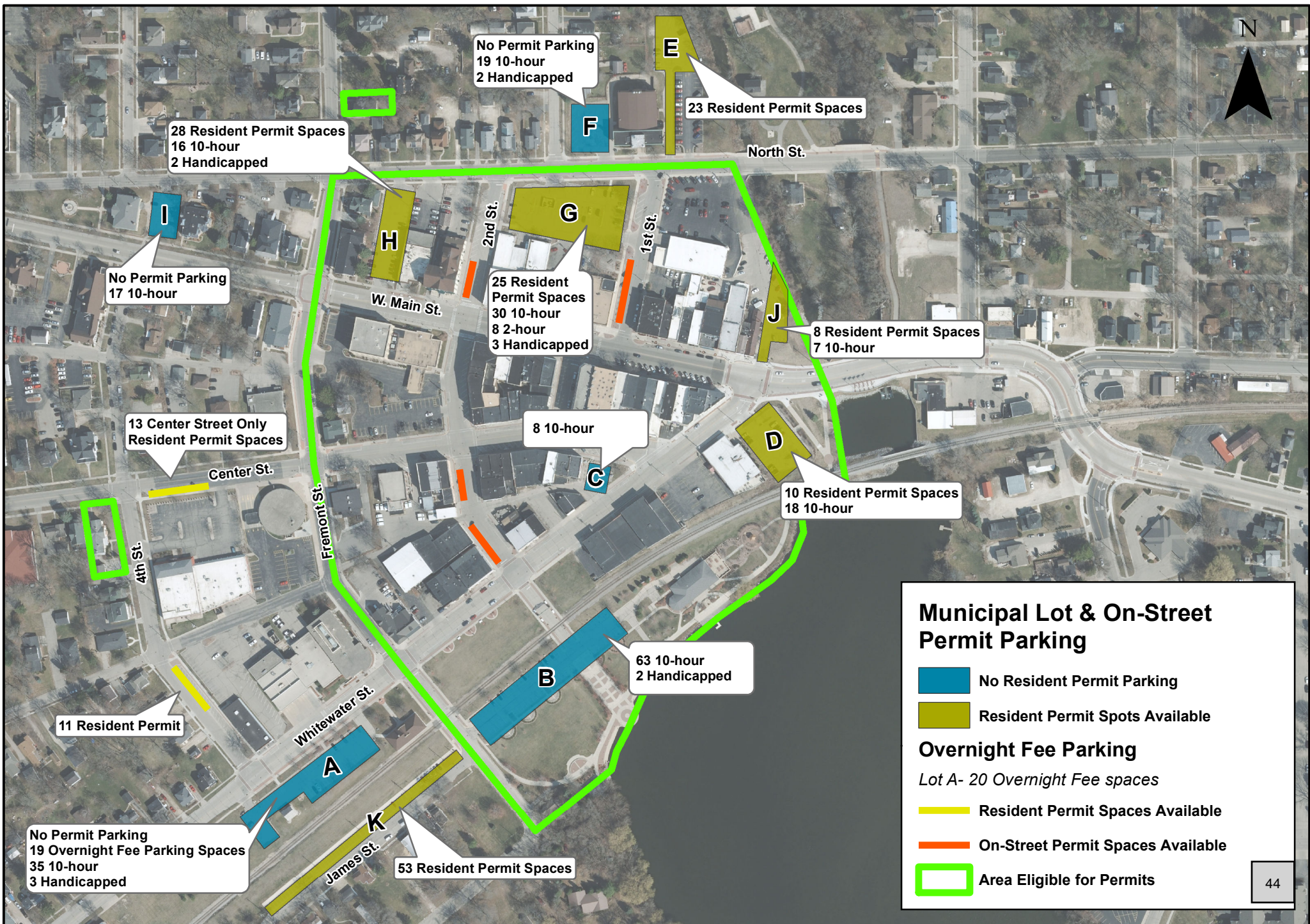
*** Please be sure that the Company Name states
City of Whitewater, WI (Parking Permits).***

If your preference is to pay by cash or check, payment can be left in the drop boxes located in the vestibules of the Whitewater Municipal Building at 312 W Whitewater St, Whitewater, WI 53190. If you choose to mail in your payment (**do not send cash**), be advised that if you have a parking lot preference, your parking permit will not be issued until payment is received and that particular lot may be sold out.

6. Once the City of Whitewater parking permit registration form, proof of residency and payment have been received by our department, you will be assigned a parking permit based on your highest lot preference still available at the time of receipt. Parking permits will be mailed to the address indicated on the parking permit registration form.
7. If you have any questions, feel free to contact the Whitewater Police Department via email or call 262-473-0555 option 1. Thank you.

On-street and Municipal Lot Parking Downtown Whitewater

Item 8.



NAGIS\Maps\Downtown Parking\2021 - Downtown Parking