



Lakes Advisory Committee Meeting

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

Wednesday, June 19, 2024 - 3:30 PM

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

Please 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.

1. Topic: Lakes Advisory Committee Meeting
Time: Jun 19, 2024 03:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85488944447?pwd=mmTaaVOxCbNYLFzUWynN7TizJ74Da0.1>

Meeting ID: 854 8894 4447

Passcode: 384266

Dial by your location

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-

AGENDA

CALL TO ORDER

ROLL CALL

APPROVAL OF AGENDA

A committee member 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 reach meeting even if no changes are being made at that meeting.

CONSENT AGENDA

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

- [2.](#) Lakes Advisory Committee Meeting Minutes May 1, 2024
- [3.](#) Lakes Advisory Committee Meeting Minutes May 21, 2024
- [4.](#) Lakes Advisory Committee Meeting Minutes May 29, 2024

STAFF REPORTS

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

5. Discussion and possible action regarding Whitewater Stormwater Management Plan Budget Questions.
6. Discussion and possible action regarding creation of a Lakes District
7. Discussion and possible action regarding Lake District Marketing Campaign

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.



**Lakes Advisory Committee Meeting Minutes
Wednesday, May 1, 2024 – 4:00 pm
Cravath Lakefront Room
312 W. Whitewater Street
Whitewater, WI 53190
Hybrid Meeting**

1. Call to Order and Roll Call

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

Absent: Geoff Hale

Staff: Michelle Dujardin, and Kevin Boehm

Guest: Don Huntington

2. Approval of Agenda

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

3. Approval of Minutes from Wednesday, April 3, 2024

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

Geoff Hale Arrived at 4:10pm

4. Hearing of Citizen Comments

No Citizens Comment

5. Considerations/Discussions/Reports

a. Discussion and Presentation on attendance at the 2024 Wisconsin Lakes and Rivers Convention April 10-12, 2024.

- i. Presentation given by staff member Michelle Dujardin and Lakes Advisory Committee Member Kurt Zipp.

b. Discussion and Possible Action Regarding Approval of Proposed Scope of Work to be performed by SEWRPC for phase one of the Comprehensive Lakes Management Plan for Cravath and Trippe Lakes

As requested during a March 4, 2024, meeting of the City of Whitewater lake committee (“City”), the Southeastern Wisconsin Regional Planning Commission (“Commission”) has prepared this scope of work examining a variety of management issues that the City believes are important to the continued health and vitality of Cravath and Trippe Lakes (“Lakes”). This scope of work provides most of the technical, schedule, and budget information regarding fieldwork and data collection efforts as the first phase of a two phase process in preparing a comprehensive lake management plan for the lakes. A subsequent phase and scope of work will cover data analysis, plan writing, and management plan activities; the City may elect to apply for a grant through the Wisconsin Department of Natural Resources (“WDNR”) Surface Water Grant program to help fund some of this subsequent phase.

The fee for the 2024 comp plan phase one is up to but not to exceed \$11,500. Monies for the project is budgeted in the Feasibility line for Lakes Capital Budget.

Motioned by Geoff Hale to approve the Cravath and Trippe 2024 Comp Plan Phase One Agreement with Wisconsin Regional Planning Commission with recommendation to Common Council, Seconded by Carol McCormick . Ayes: Carol McCormick, Elvira Kau, Kurt Zipp, Ginny Coburn, Geoff Hale, and Gayle Stettler.

McCormick advised the spelling of Trippe should always contain an (e) .

6. Future Agenda Items

- a. May 21st: Presentation/ Q & A from Extension Lakes Director, Eric Olson. Subject: Creating a Lakes District
- b. May 29th. Southeastern Wisconsin Regional Planning Commission Presentation

7. Adjournment

- c. Motioned by Geoff Hale at 5:05pm.

Respectfully Submitted,

Michelle Dujardin



Special Lakes Advisory Committee Meeting Minutes
Tuesday, May 21, 2024 – 9:00 am
Cravath Lakefront Room
312 W. Whitewater Street
Whitewater, WI 53190
Hybrid Meeting

1. Call to Order and Roll Call

Present: Carol McCormick, Kurt Zipp, and Ginny Coburn.
Absent: Geoff Hale, Elvira Kau, and Gayle Stettler
Staff: Michelle Dujardin
Guest: Eric Olson

2. Approval of Agenda

No quorum, no action taken

3. Approval of Minutes from, May 1, 2024

No quorum, no action taken

4. Hearing of Citizen Comments

No Citizens Comment

5. Considerations/Discussions/Reports

- a. Discussion and Presentation on Creating Lakes District by Extension Lakes Director, Eric Olson**
 - i. Presentation given by Eric Olson

Presentation Notes:

- Budget is the main power of the Lake District
- Lakes Districts can be formed in two different ways
 - Creating a resolution that goes to City Council (If passed the City Council becomes the governing body)
 - 51% Petition
- Important questions to think about:
 - Boundary lines- What makes sense
 - Urban Management Run Off
 - How to collaborate with the community

- How to collaborate with Storm Water
- Storm Water incentives for the community
- Set an example of positive storm water practices on City Property
- Education is key (Brochures, Educational Signs, Videos, Social Media Campaign)
- Lake District help fund season staff person to take care of positive storm water projects (Rain Gardens)
- New Developments- Do they have in their designs how to help storm water
- Create and simulate an annual budget to demonstrate benefits to community
 - Is the fee based on Mill Levy or Special Charges?
- Suggested Idea
 - Create a Public Planning Event- Invite the Community to learn why a Lake District is beneficial. Blend in professionals such as SEWRPC and Eric Olson to help answer specific questions.

6. Future Agenda Items

- a. Storm Water Information Requested by Kurt Zipp

7. Adjournment

- b. Adjournment at 10:05am.

Respectfully Submitted,

Michelle Dujardin



Lakes Advisory Committee Meeting Minutes
Wednesday, May 29, 2024 – 4:00 pm
Cravath Lakefront Room
312 W. Whitewater Street
Whitewater, WI 53190
Hybrid Meeting

1. Call to Order and Roll Call

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

Absent: Geoff Hale

Staff: Michelle Dujardin

Guest Speakers: Justin Poinatte, Danielle Matuszak, and Hanna Helker

2. Hearing of Citizen Comments

No Citizens Comment

3. Considerations/Discussions/Reports

a. Discussion and possible action regarding presentation from Southeastern Wisconsin Regional Planning Commission

- i. Presentation of current timeline, scope of work and discussion given by Justin Poinatte and Danielle Matuszak.

Presentation Notes:

Plan: Short-Term

- Aquatic plant survey of Cravath and Tripp lakes (**Scheduled for week of July 15th, 2024**)
 - This survey would inform an updated aquatic plant management plan for the lake
- Shoreline survey (**Scheduled for week of July 15th, 2024**)
 - Complete survey of both lakes' shorelines using WDNR protocol
 - Conducting in 2024 would help document current problems with cattail encroachment
 - Conducting in 2025 or beyond may better document "typical" conditions if cattails begin to die off
- Fisheries
 - Request information from WDNR fisheries biologist regarding next fishery survey for lakes (already completed)
- Water quality monitoring in 2024
 - Cravath and Tripp lakes (**UW-Whitewater Professor Dale Splinter will work with SEWRPC starting in June to collect data**)

- Water clarity (secchi disk), temperature, dissolved oxygen, specific conductance, chloride, total phosphorus, and chlorophyll-a
 - Bluff Creek, Spring Brook, Whitewater Creek upstream, and Whitewater Creek downstream (UW-Whitewater and SEWRPC)
 - Water clarity (transparency tube), temperature, dissolved oxygen, specific conductance, total phosphorus, and total suspended solids
 - Note: we (SEWRPC) have automated water temperature and specific conductance loggers that could be installed into the lakes and creeks (**Scheduled to be in place June or July 2024**)
- Recreational use
 - Incidental monitoring while completing other surveys on lake – no intensive survey efforts

Plan: Long-Term

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

- These elements inform the pollutant load modeling as well as other aspects of plan development, e.g. recommending areas where wetland enhancement can trap nutrients
- Pollutant loading
 - Conduct watershed pollutant load modeling (e.g., STEPL model) to examine major pollutant sources and source areas
 - Recommend practices and programs to help reduce pollutant loading
 - Agricultural practices, wetland enhancements, stormwater management, lawn and shoreline care, etc.
- Grants and Funding Opportunities

We will recommend grants, programs, and other funding opportunities to help implement the practices and programs that we recommend within the plan. These will include grants that the City, District, and individual homeowners are eligible applicants for
- **SEWRPC will be drafting scope of second phase along with budget to submit for review**

4. Considerations/Discussions/Reports

a. Discussion and possible action regarding bids for mechanical dredging of Cravath and Trippe Lake Cattail.

The City Clerk opened bids on May 9, 2024 at 3:00 pm for 37,020 square feet (1,927 cubic yards) of mechanical dredging of Cravath Lake and 2,334 square feet (130 cubic yards) of mechanical dredging of Trippe Lake. At that time the following bid were received:

- Cravath and Trippe Lake Dredging Bid from Eco Waterway Services, \$167,630.00
 - Cravath and Trippe Lake Dredging Bid from RLP Diversified, Inc, \$160,000.00

The City of Whitewater holds a dredge permit with the State of Wisconsin Department of Natural Resources. Permit #IP-SE-2021-65-03182. Set to expire 11/04/2026.

The bid notice went out on April 22, 2024. Bid notice was published for two weeks in the Whitewater Register.

Monies for the project is budgeted in the 2024 & 2025 Engineering line for Lakes Capital Budget.

Kurt Zipp noted the success of the Swamp Devil Cattail Shredding on his property in 2023. Zipp noted he made contact with the owner of the company to inquire on possible return to both lakes to help water quality.

Motioned by Ginny Coburn to award RLP Diversified the bid contract \$160,000.00 for Cravath and Trippe Lake Dredging of cattail with recommendation to Common Council, Seconded by Elvira Kau .

Discussion:

Stettler questioned the working relationship with Eco Waterway Services in 2023. Dujardin replied with great working relationship.

McCormick stated a great working relationship with Eco Waterway Services on her personal property project
Zipp commented the benefit of having a previous working relationship

Ayes: None. No's: Carol McCormick, Elvira Kau, Kurt Zipp, Ginny Coburn, and Gayle Stettler.
Absent: Geoff Hale.

Motion Failed

Motioned by Ginny Coburn to reward Eco Waterway Services the bid of \$167,630.00 for Cravath and Trippe Lake Dredging of Cattail as noted in the bid packet. Seconded by Elvira Kau. Ayes: Carol McCormick, Elvia Kau, and Ginny Coburn. Abstain: Kurt Zipp and Gayle Stettler. Noes: None. Absent: Geoff Hale.

Motion Passed

5. Future Agenda Items

- a. Storm Water Information Requested by Kurt Zipp
- b. Lake District Creation Discussion
- c. Lake District Marketing Campaign

6. Adjournment

- d. Motioned by Kau to adjourn, seconded by McCormick. Unanimous voice vote.
Adjournment at 5:35pm.

Respectfully Submitted,

Michelle Dujardin

DEPARTMENT SERVICE METRICS

SERVICE TYPE	2019	2020	2021	2022	2023/thru Oct
Structural Storm Water Facilities	19	19	19	19	19
Street Sweeping Miles & Tons*	557 Miles / 47 Tons	1314 Miles / 536 Tons	1703 Miles / 536 Tons	471 Miles / 332 Tons	1241 Miles / 312 Tons
Street Sweeping Hours*		19	417	104	309
*To help control pollutants from entering into the storm sewer system and ultimately discharging into the lakes and streams, the City routinely sweeps the streets. This measure will collect the number of miles and hours the street sweeping machine is in use.					
Catch Basins/Inlets Cleaned**	70	152 / 17.23 Tons	319 / 35.9 Tons	309 / 34.76 Tons	293 / 18.6 Tons
**To help control pollutants from entering into the storm sewer system and ultimately discharging into the lakes and streams, catch basins have been installed with 2' sumps. These sumps need to be routinely cleaned out. This measure will collect the number of catch basins cleaned and the tonnage of sediment removed.					

GOALS & OBJECTIVES

2024/2025 OUTLOOK

- Storm Sewer Maintenance Tracking – Working with GIS staff, develop protocols to determine and track maintenance requirements on storm sewer related devices, including items such as, detention pond maintenance, inlet cleaning, inlet reconstruction, and outfall inspections.
- Communicate with Private Post-Storm Water Management Device property owners on the need to clean and maintain their devices to be in compliance with City and DNR requirements.

STORMWATER UTILITY REVENUE DETAIL

	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2023 ACT-EST	2024 BUDGET	2025 BUDGET
REVENUES								
630-4110-63	RESIDENTIAL REVENUES	205,635	206,427	207,115	205,412	205,093	207,114	207,114
630-4112-63	COMMERCIAL REVENUES	138,913	140,262	144,864	138,442	148,354	144,864	144,864
630-4113-63	INDUSTRIAL REVENUES	73,038	73,037	73,029	73,164	73,036	73,029	73,029
630-4114-63	PUBLIC/TAX EXEMPT REVENUES	102,314	102,448	102,448	101,655	102,286	102,448	102,448
630-4115-63	PENALTIES	3,529	5,369	5,236	4,303	5,070	5,235	5,235
630-4116-63	OTHER REVENUES	15,000	15,000	17,000	-	-	-	-
630-4118-63	RESERVE ERUS	-	-	-	-	-	-	-
	Total Revenues	538,428	542,543	549,692	522,977	533,839	532,690	532,690
REVENUES/OTHER SOURCES								
630-4210-63	INTEREST INCOME	195	30	-	500	-	-	-
630-4221-63	GRANTS-REIMBURSEMENT-STATE	-	49,800	-	-	-	42,500	-
630-4223-63	MISC INCOME	1,730	1,730	3,866	-	4,738	3,000	2,000
630-4240-63	INS CLAIMS REIM/DIVIDENDS	-	-	-	-	-	-	-
630-4992-63	TRANS-CITY-STORMWATER ASSETS	-	-	-	-	-	-	-
630-4993-63	RETAINED EARNINGS-(INC)-DEC	-	-	-	227,864	322,649	144,518	163,484
630-4994-63	RETAINED LOAN PROCEEDS	-	-	-	-	-	-	-
630-4995-63	CAPITAL IMPROVE-LOAN	-	-	-	-	-	471,700	215,000
	Total Revenues/Other Sources	1,926	51,560	3,866	228,364	327,387	661,718	380,484
	630 - Stormwater Util	540,353	594,103	553,558	751,341	861,226	1,194,408	913,174

STORMWATER UTILITY EXPENSE DETAIL

	DESCRIPTION	2020 ACTUAL	2021 ACTUAL	2022 ACTUAL	2023 BUDGET	2023 ACT-EST	2024 BUDGET	2025 BUDGET
ADMINISTRATIVE/GENERAL EXPENSES / 630-63300								
630-63300-115	ADMINISTRATIVE SALARIES	63,952	65,195	66,100	64,943	70,853	67,093	68,602
630-63300-116	ACCOUNTING/FINANCE SALARIES	18,732	18,755	19,756	27,200	22,215	26,002	26,587
630-63300-120	EMPLOYEE BENEFITS-TOTAL	75,430	80,682	78,614	87,187	73,357	87,715	89,689
630-63300-154	PROFESSIONAL DEVELOPMENT	-	-	-	-	-	-	-
630-63300-214	PROF SERVICES/AUDIT EXPENSES	4,150	3,079	3,010	4,040	4,000	4,040	4,040
630-63300-220	ENGINEERING/PLANNING- TO GF	7,500	8,500	8,500	8,500	8,500	8,500	8,500
630-63300-221	GIS EXPENSES	4,034	4,344	5,700	6,160	6,160	6,160	6,160
630-63300-224	SOFTWARE/HARDWARE MAINTENAN	-	-	-	-	-	4,128	4,313
630-63300-225	TELECOM/INTERNET/COMMUNICATI	-	-	-	-	-	-	-
630-63300-247	SOFTWARE EXPENSES	292	-	-	-	-	-	-
630-63300-310	OFFICE & OPERATING SUPPLIES	3,850	5,401	4,473	4,040	4,786	4,040	4,080
630-63300-350	CONTINGENCIES	-	-	-	-	-	-	-
630-63300-352	INFO TECHNOLOGY EXPENSES	2,162	2,568	2,214	2,818	2,818	2,818	2,846
630-63300-362	CREDIT/DEBIT CARD EXPENSES	2,152	2,379	2,746	2,608	-	2,608	2,635
630-63300-519	INSURANCE EXPENSES	10,317	10,124	10,527	11,977	12,000	11,977	12,336
630-63300-610	DEBT SERVICE-PRINCIPAL/INT	52,277	54,664	78,918	276,499	276,499	276,499	279,264
630-63300-913	ERF TRANSFER-DPW ERF	21,500	25,000	25,000	25,000	25,000	25,000	25,000
Total Adm./General Expenses		266,349	280,691	305,558	520,971	506,188	526,579.75	534,052.37
STREET CLEANING / 630-63310								
630-63310-111	SALARIES/WAGES	19,132	23,795	24,013	24,153	20,377	24,697	25,252
630-63310-351	FUEL EXPENSES	-	222	2,431	505	1,461	2,000	2,000
630-63310-353	EQUIPMENT PARTS/SUPPLIES	4,455	1,511	355	505	-	505	510
630-63310-550	DEPRECIATION EXPENSE	81,918	100,685	117,144	-	-	-	-
Total Street Cleaning Exp.		105,505	126,212	143,943	25,163	21,838	27,202	27,763
STORMWATER MANAGEMENT / 630-63440								
630-63440-111	SALARIES/WAGES	15,680	16,304	27,059	17,996	17,918	22,401	22,905
630-63440-113	SEASONAL WAGES	-	-	-	-	-	-	-
630-63440-295	CONTRACTUAL SERVICES	9,463	20,489	20,943	10,000	43,600	20,000	20,000
630-63440-320	PUBLIC EDUCATION/OUTREACH	5,203	5,078	5,096	5,555	5,195	5,200	5,200
630-63440-350	REPAIR/MAINTENANCE SUPPLIES	4,071	12,517	12,619	5,050	3,200	5,050	5,101
630-63440-351	FUEL EXPENSES	-	-	-	-	-	-	-
630-63440-590	PERMIT FEES-DNR	2,000	2,000	2,144	2,020	2,000	2,020	2,040
630-63440-670	BOND ISSUE EXPENSES	4,057	-	29,974	-	-	-	-
630-63440-810	CAPITAL EQUIPMENT	-	-	-	-	-	-	-
630-63440-820	CAPITAL IMPROVEMENTS	9,360	-	410	90,000	171,000	514,200	215,000
630-63440-856	TMDL STORMWATER PLAN	-	-	-	-	-	-	-
Total Stormwater Maintenance		49,834	56,388	98,244	130,621	242,913	568,871	270,246
COMPOST SITE/YARD WASTES / 630-63600								
630-63600-111	SALARIES/WAGES	55,092	53,235	61,423	60,951	60,288	59,230	60,563
630-63600-113	SEASONAL WAGES	2,623	5,443	6,832	-	11,781	-	-
630-63600-310	OFFICE & OPERATING SUPPLIES	6,000	-	6,000	6,060	7,500	8,000	8,000
630-63600-351	FUEL EXPENSES	2,567	2,700	2,448	2,525	1,350	2,525	2,550
630-63600-352	VEHICLE/EQUIPMENT/REPAIR PARTS	34,333	27,641	27,180	5,050	9,367	2,000	10,000
Total Compost Site/Yard Wastes		100,615	89,019	103,882	74,586	90,287	71,755	81,113
LAKE MANAGEMENT/MAINTENANCE / 630-63610								
630-63610-291	LAKE WEED CONTROL EXPENSES	-	-	-	-	-	-	-
630-63610-295	CONTRACTUAL EXPENSES	-	-	-	-	-	-	-
Total Lake Manage/Maintenance		-	-	-	-	-	-	-
STORMWATER EXPENSE TOTAL		522,302	552,311	651,628	751,341	861,226	1,194,408	913,174

STORMWATER UTILITY EXPENSE NOTES

2024 2025

A	Transfer to GF for general engineering services	8,500	8,500	A
B	Transfer to GF for GIS services	6,160	6,160	B
C	Debt Service	276,499	279,264	C
D	Transfer to DPW ERF	25,000	25,000	D
E	Contractual Services	20,000	20,000	E
F	Capital Equipment	-	-	F
G	Capital Improvements:			
	Stormwater Quality Mgmt Plan	85,000	-	
	BMP Dredging	125,000	175,000	
	Ann/Fremont Construction	171,300	-	
	Fremont Construction	82,400	-	
	Forest Construction	50,500	-	
	Jefferson Street Design	-	40,000	
Total:		514,200	215,000	G