



Public Works Committee Meeting

Cravath Lakefront Room, 2nd floor
312 W. Whitewater St.
Whitewater, WI 53190
*In Person and Virtual

Tuesday, March 11, 2025 - 5:00 PM

AGENDA

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

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/81317256709?pwd=JNKI5cBrgLuHeobLTKPocSBb4crbA7.1>

Telephone: +1 (312) 626-6799 US
Meeting ID: 813 1725 6709
Passcode: 690025

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0107.

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 Committee to be implemented. The agenda shall be approved at each meeting even if no changes are being made at that meeting.

APPROVAL OF MINUTES

1. Approval of minutes from February 11, 2025

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.

NEW BUSINESS

- [2.](#) Discussion and Possible Action regarding the addition of a right turn only lane on southbound Prairie Street at Main Street.
- [3.](#) Discussion and Possible Action regarding Wastewater Utility Building 600 roof replacement.
- [4.](#) Discussion and Possible Action regarding Amendment No. 1 to Strand Task Order 24-10.
- [5.](#) Discussion and Possible Action regarding the 2024 Municipal Separate Storm Sewer System (MS4) Annual Report.
- [6.](#) Discussion and Possible Action regarding reducing parking and adding a sitting area at Parking Lot C.

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.



Public Works Committee Meeting

Cravath Lakefront Room, 2nd floor
312 W. Whitewater St.
Whitewater, WI 53190
*In Person and Virtual

Tuesday, February 11, 2025 - 5:00 PM

AGENDA

CALL TO ORDER

The Public Works Committee meeting was called to order by Board President Hicks at 5:00 p.m.

ROLL CALL

Present:

Board Member Majkrzak

Board Member Smith

Board Member Hicks

APPROVAL OF AGENDA

Motion made by Board Member Majkrzak, Seconded by Council Board Member Smith to approve the agenda for Tuesday, February 11, 2025.

Voting Yea: all via voice (3)

Voting Nay: None

APPROVAL OF MINUTES

1. Approval of minutes from January 14, 2025

Motion made by Board Member Majkrzak, Seconded by Council Board Member Smith to approve the minutes from January 14, 2025.

Voting Yea: all via voice (3)

Voting Nay: None

HEARING OF CITIZEN COMMENTS

None

NEW BUSINESS

2. Discussion and Possible Action regarding the award of Contract 8-2024, Well No 7 Modifications and Starin Park Reservoir Demolition.

Marquardt stated with the new Southwest Water Tower in operation, the 125+ year old ground reservoir can be taken out of service. This project will demolish and remove the reservoir. The project will also reroute piping and update electrical components so Well No 7 pumps directly into the distribution system. Booster pumps, which no longer will be needed, will be removed. Strand Associates prepared bidding documents with the project advertised on January 9, and January 16, 2025.

Three bids were received and opened on February 5, 2025.

Mid City Corporation

\$1,068,000.00

RR Walton	\$1,449,250.00
Veit & Company	\$1,490,000.00

The Task Order for the design was approved in June 2024. The Project was also approved as part of the 2024-2025 CIP budget, and 2025 updated CIP budget. \$1,275,000 was budgeted for this project. The low bid by Mid City Corporation, Butler, WI is within the budget.

Prequalification statements were received, and approved for all three bidders.

Staff recommended a motion to approve Contract 8-2024, Well No. 7 Modifications and Starin Park Reservoir Demolition to the low bid from Mid City Corporation and forward to Council.

Motion made by Board Member Hicks to award Contract 8-2024, Well No 7 Modifications and Starin Park Reservoir Demolition to Mid City Corporation, Seconded by Board Member Majkrzak.

Voting Yea: Board Member Hicks, Board Member Smith, Board Member Majkrzak

Voting Nay: None

3. Discussion and Possible Action regarding Strand Task Order 25-01, Construction related services for Well No 7 Modifications and Starin Park Reservoir Demolition.

Marquardt stated the City is scheduled to remove the ground reservoir from service and demolish it in 2025. As part of this work, Well No 7 has to have piping and electrical changes in order to pump directly into the distribution system instead of into the reservoir. Strand's Task Order will provide construction related services including:

The Public Works Committee and Common Council approved the design of the project in June 2024. The project was approved as part of the 2024-2025 CIP budget and is included in the updated 2025 CIP budget.

The estimated cost to provide the stated construction related services, based on an hourly rate plus expenses, is \$75,000. The low bid for construction was \$1,068,000. \$1,275,000 was budgeted in the CIP for this project.

Staff recommended a motion to approve Strand Task Order 25-01 for construction related services regarding Well No 7 modifications and the Starin Park reservoir demolition and forward to Council.

Motion made by Board Member Majkrzak to approve Strand Task Order 25-01, Construction related services for Well No 7 Modifications and Starin Park Reservoir Demolition, Seconded by Hicks.

Voting Yea: Board Member Smith, Board Member Majkrzak, Board Member Hicks

Voting Nay: None

4. Discussion and Possible Action regarding a lease agreement with BTS Towers for an AT&T communication tower placed on Lot 2T off of Greenway Court.

City staff has been working with a consultant for BTS Towers to help find a location for BTS Towers to install a telecommunication tower for AT&T. They were originally looking at Lot 10B off of East Main Court, in the Business Park. However, with the potential sale of that property, staff did not want to enter into an agreement to muddy the sale of said property. Looking at other possibilities, the northwest corner of Lot 2T off of Greenway Court in the Business Park seems to be a good fit. The 100' X 100' easement

area would be located in an area most likely not to be developed. Access could come from Howard Road along the north property line, which also should not interfere with development of the property. The one caveat is that Lot 2T is zoned as Technology Park. Current City regulations do not allow telecommunication facilities in the Technology Park zoning. However, this is contrary to state statute 66.0404, which allows for telecommunication facilities in all types of zoning districts. The City's zoning code would need to be updated to allow telecommunication facilities as a Conditional Use Permit (CUP) in the Technology Park zoning.

Attached is the Option and Lease Agreement which has been reviewed by staff and the City Attorney with edits highlighted.

At the November 2024 Public Works meeting, the Public Works Committee did approve the site location on Lot 10B off of East Main Court.

BTS Towers would pay \$2,000 for an Option Period of 2 years. If the Option is executed, rent in the amount \$800 per month (\$9,600/year) would be made for the initial Term (Term being 5 years). The rent payment would escalate at 15% respectively for the next 9 Terms.

Hicks would like to see the rent at a minimum of \$1,000/month and a surety bond of \$10,000. It will cost the City money to clear the land if BTS doesn't exist in the future.

Majkrzak stated it sounds like the City would have to allow this tower based on State Statute. Majkrzak referenced the Option and Lease Agreement:

1. Option to Lease.

(d) During the Option Period or the Term, Landlord shall not take any action to change the zoning status or land use of the Property which would diminish, impair, or adversely affect the use of the Premises by Tenant for its permitted uses hereunder. Tenant does acknowledge Landlord has the Property listed for sale and is actively marketing the Property. Should the Property be sold, this agreement is subject to termination or assignment upon sale at Landlord's discretion.

Majkrzak commented the City has had this technology board zoning area for quite a while. It's been slow and they want it better. He wonders if that would limit the City. Marquardt stated his interpretation is once they have the CUP they would be grandfathered into a different zoning change, if the zoning would change. It won't be changed to residential just because of where it's at. Marquardt stated he would speak with Municipal Code Enforcement about this topic.

Staff recommended a motion to approve the Option and Lease Agreement with BTS Towers and forward to Council, contingent upon the following:

- The Plan & Architectural Review Commission changes the zoning code to allow a CUP for telecommunication facilities in the Technology Park zoning district
- The Plan & Architectural Review Commission approves such CUP for BTS Towers

Motion made by Board Member Hicks to approve the lease agreement with BTS Towers for an AT&T communication tower placed on Lot 2T off Greenway Court with the change of rent starting at \$1,000 for the first term, per month, and a surety bond of at \$10,000 for removal, Seconded by Board Member Smith.

Voting Yea: Board Member Majkrzak, Board Member Hicks, Board Member Smith

Voting Nay: None

5. **Discussion and Possible Action regarding Strand Task Order 25-03, Wastewater Treatment Plant Capacity Study.**

Marquardt stated staff routinely receives information requests from potential developments asking for capacity at the Wastewater Treatment Plant (WWTP). Most recently, staff has had face to face discussions with a potential developer whose productions would cause additional “industrial” loadings to the system. The WWTP can handle the volume of the wastewater, but the effects of the additional “industrial” loadings is what needs to be evaluated. The additional “industrial” loadings could impact our DNR Permit limits for the amount of Biological Oxygen Demand (BOD) loadings the plant receives.

The estimated cost to provide the study, based on an hourly rate plus expenses, is \$15,000. This study was not specifically budgeted for in 2025. Funds in 620-62820-219, Professional Services, would be used for this study.

While this study is specific to this potential developer in its “industrial” loadings, it will give staff a better understanding of our available capacity for other similar developments in the future if this development does not happen. Staff recommends a motion to approve Strand Task Order 25-03 for the WWTP Capacity Study and forward to Council.

The Study will review:

- The WWTP’s current capacity
- The potential impacts on the current WWTP processes and draft an agreement between WWTP and a potential developer related to sewer discharges
- Compare potential revenue against additional operating expenses
- Review WWTP modifications that would provide additional capacity

Hicks asked if this would be an all-encompassing general study to use in the future. Marquardt stated, yes.

Majkrzak asked who the biggest offenders are with BOD within the City. Are we measuring BOD from our current industrial customers? This will eventually affect the tax base. Should the customers contributing to the BOD have a helping hand in paying those additional costs? Marquardt stated in our ordinance there are sewer use charges. Those customers with a higher load do pay extra. Majkrzak asked if the ordinance should be looked at again. Marquardt said it was probably not appropriate to include in this, but we should be able to get a list of this industrial industries who are being charged extra. Marquardt will have Wastewater Superintendent take a look at those industries.

Motion made by Board Member Majkrzak to approve Strand Task Order 25-03, Wastewater Treatment Plant Capacity Study, Seconded by Board Member Hicks.

Voting Yea: Board Member Hicks, Board Member Smith, Board Member Majkrzak

Yoting Nay: None

6. **Discussion and Possible Action regarding Strand Task Order 25-04, Wastewater Treatment Plant Return Activated Sludge Pump Addition.**

Marquardt stated the three existing Return Activated Sludge (RAS) pumps are experiencing high temperatures and an inadequate return rate of the activated sludge back to the aeration basin. After investigating this issue, the recommendation was to install a fourth RAS pump to help with the process.

Strand’s Task Order will:

- Prepare hydraulic calculations for the addition of the fourth pump
- Develop plan sheets for the installation of the fourth pump
- Develop a plan for incorporating the fourth pump in to the supervisory control and data acquisition (SCADA) system
- Prepare bidding documents, specifications, and opinion of construction cost
- The design of the 4th RAS pump addition was included in the 2024-2025 CIP budget and the updated 2025 CIP budget

The estimated cost to complete the design for the fourth RAS pump based an hourly rate basis plus expenses is \$36,000. \$55,000 was budgeted in the CIP.

Staff recommended a motion to approve Strand Task Order 25-04, WWTP Return Activated Sludge (RAS) Pump Addition, with the compensation changed from lump sum to an hourly rate basis plus expenses.

Majkrzak would like an update on the pump efficiencies at the next meeting.

Motion made by Board Member Majkrzak to approve Strand Task Order 25-04, Wastewater Treatment Plant Return Activated Sludge (RAS) Pump Addition, Seconded by Hicks.

Voting Yea: Board Member Smith, Board Member Majkrzak, Board Member Hicks

Voting Nay: None

7. Discussion and Possible Action regarding pedestrian safety crossing W. Main Street.

Marquardt stated this item was requested at a previous Public Works Committee meeting to be placed on a future agenda for discussion.

Hick's stated he asked about getting a cost of moving the flashing light crossing set up (at Mulberry Glen) to the west between Walmart and the Aldi parking lot. Marquardt stated he was going to see what kind of comments he received and review in May/June. At this point, he has not received any comments. Hick's thinks now it might be best where it's at. Marquardt stated if you start moving the crossing light further to the west, you start incorporating additional driveways and more conflicts with turning movements.

Hick's does have a concern with the intersections at Tratt and Prince. However, it may depend on what happens with the referendum in April. If the referendum passes and the WUSD and the City can work out the additional SRO, that would help with a crossing guard at Main Street. That would help parents who do not want to send their kids to cross Main Street by themselves. If it doesn't pass, he doesn't know what the next step would be to make Main Street safer for kids to cross.

Smith was looking for a brainstorming session because the subject has been brought up a lot. Can there be something done proactively on the City's part? There have been concerns about Starin Road with professors having offices facing Main Street. They hear semi brakes because people are trying to cross the road. At this point, Smith wondered what the next steps should be. Just talking about it, is a good start. Marquardt stated he would need more information regarding the semi brakes, since there is only one other street that doesn't have some sort of signal. That means people are crossing at an intersection where they should not be crossing.

Majkrzak stated he struggles with this topic. There isn't one solution that is going to fix all of it. In previous discussions about this, it was mentioned to increase the enforcement regarding Jay walking. He has seen in other communities the up and over. He doesn't think that's the magic bullet either. They are incredibly expensive and it forces people to cross at place they may or may not cross

at. More stoplights are not the answer either. Marquardt commented on the Jay walking and that it has to be consistent. If you are going to do it in one area, it must be done everywhere.

Marjkrzak asked if changing the speed limit to 15 mph would help. Marquardt stated that becomes an enforcement issue then. Hicks would be in favor of trying this for a couple of weeks. Marquardt doesn't think by lowering the limit to 15 that drivers would follow it based on what type of street it is. A four-lane road is designed to move traffic.

Hicks stated there are four sets of traffic lights between Tratt Street and Prairie Street. If this continues to be a problem, could Strand do a study to see how to adjust the lights to more red lights or longer red lights; therefore, slowing down traffic on Main Street. Marquardt stated when it's the busiest times, you could be stopped on red at every light because of the traffic coming up on the side streets.

Committee members would be interested in bringing this discussion back in May or June. Marquardt stated he will bring it back in May 2025.

FUTURE AGENDA ITEMS

- 8. Adding turns on southbound Prairie Street at W. Main Street – March 2025

There were no other future agenda items to be added at that time.

ADJOURNMENT

Motion made by Board Member Majkrzak to adjourn the Public Works Meeting at 5:45 p.m., Seconded by Board Member Smith.

Voting Yea: all via voice (3)

Voting Nay: None

Respectfully submitted,

Alison Stoll

Alison Stoll, Administrative Assistant
Department of Public Works

*Minutes approved on: _____



Public Works Agenda Item

Meeting Date:	March 11, 2025
Agenda Item:	Prairie Street turn lane at Main Street
Staff Contact (name, email, phone):	Brad Marquardt, bmarguardt@whitewater-wi.gov , 262-473-0139

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

Councilperson Schanen requested this item to be reviewed by staff and the Public Works Committee. Staff reached out to Strand to get their comments.

Strand evaluated the southbound approach at the Main Street and Prairie Street intersection. It appears to be possible to mark a narrow southbound right-turn bay. The primary limitation would be to what size of vehicle should be accommodated for the westbound right-turn onto Prairie Street. We used pavement widths to sketch out the edge of pavement on an aerial for evaluation.

Attached are PDF's of two alternatives to show impacts to a standard SU truck making the westbound right-turn. A SU is a reasonable representation of delivery vehicles similar to what UPS and FedEx use or small box trucks. The PDF labeled Version 1 is showing a 10-foot turn bay (when measured from the edge of pavement) and a 10-foot southbound through/left lane. There is approximately 14 feet of width (measured to the edge of pavement) for northbound traffic at the stop bar on Prairie Street. A SU truck was evaluated using AutoTurn on the westbound right turn. It showed that to stay entirely on the northbound side of the pavement, the truck will have to overtrack through most or all of the gutter pan and be close to the traffic signal poles in the northeast corner of the intersection.

The PDF labeled Version 2 is showing an 8-foot turn bay (when measured from the edge of pavement) and a 10-foot southbound through/left lane. This would result in 10 feet of total width for the southbound right turn if the 2-foot gutter pan is used for that movement. There is approximately 16 feet of width (measured to the edge of pavement) for northbound traffic at the stop bar. An SU truck evaluated on the westbound right-turn showed that it will be able to stay on the pavement with no encroachment into the gutter pan and stay on the northbound side of the roadway.

The black lines on the PDF are pavement marking lines. We evaluated if the marked on-street parking south of the UW-W parking lot entrance would impact the storage length that would be available. We used a minimum urban turn bay taper to evaluate how close to the on-street parking it would be appropriate to mark the turn bay. It appears that you could mark an 80-foot-long turn bay and not have to impact the on-street parking area. If the parking stalls along the west side of Prairie Street are removed, the turn bay marking could be extended as far north as the parking lot entrance, if desired.

To accommodate a larger design vehicle and provide separate southbound turn lanes, the curb radii at the Main Street intersection would need to be reconstructed. This would include concrete pavement replacement, curb ramp replacement, traffic signal pole relocations, and tree removals.

According to Google Maps Street View, the dedicated turn lane idea was looked at in 2012. Pictures from 2007 and 2018 do not show the dedicated turn lane.

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

FINANCIAL IMPACT

(If none, state N/A)

The fiscal impact to add a dedicated turn lane would be minimal and involve city employee labor time and the cost of paint.

STAFF RECOMMENDATION

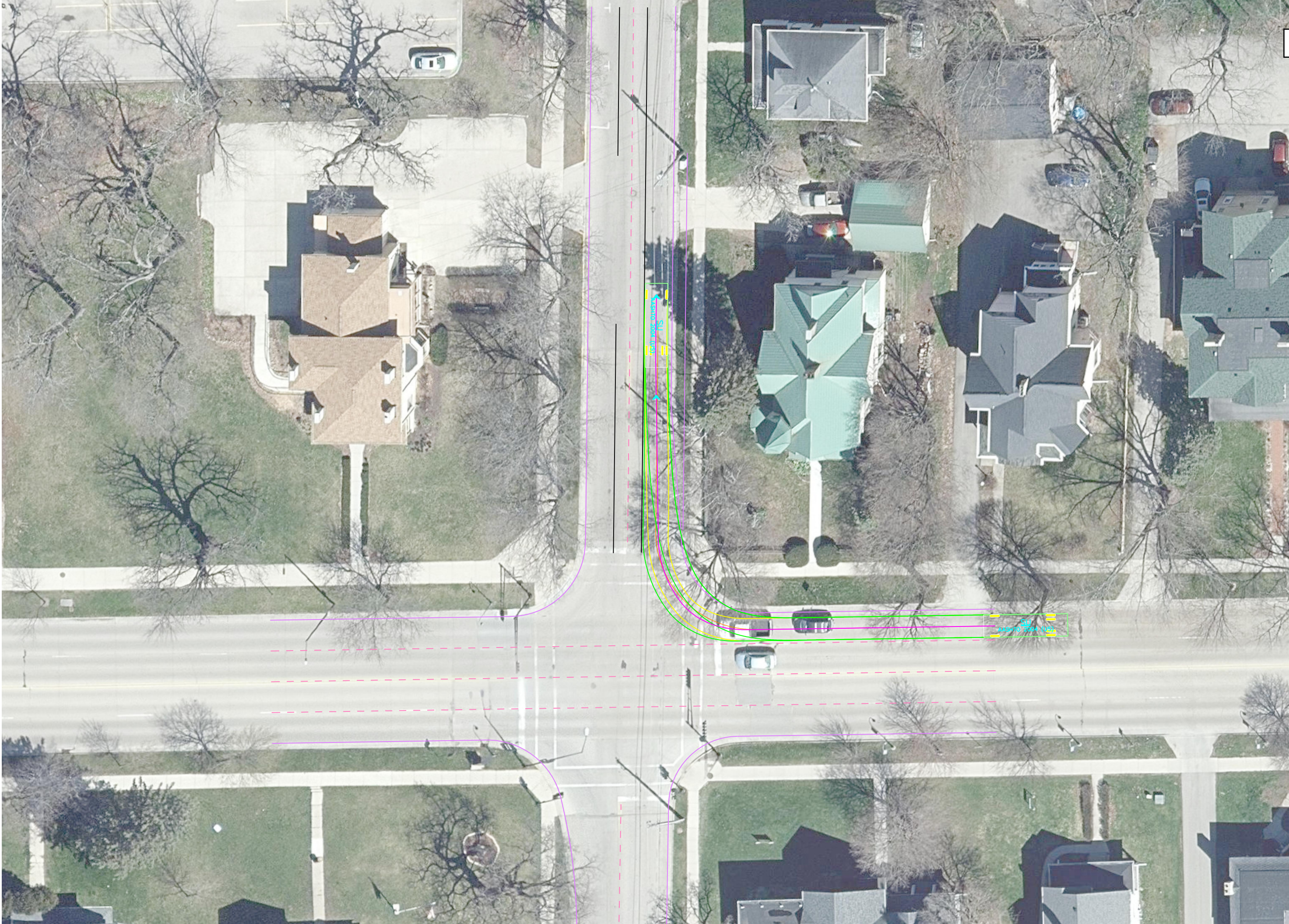
Staff is open to the idea of creating a dedicated right turn lane, however, there are concerns.

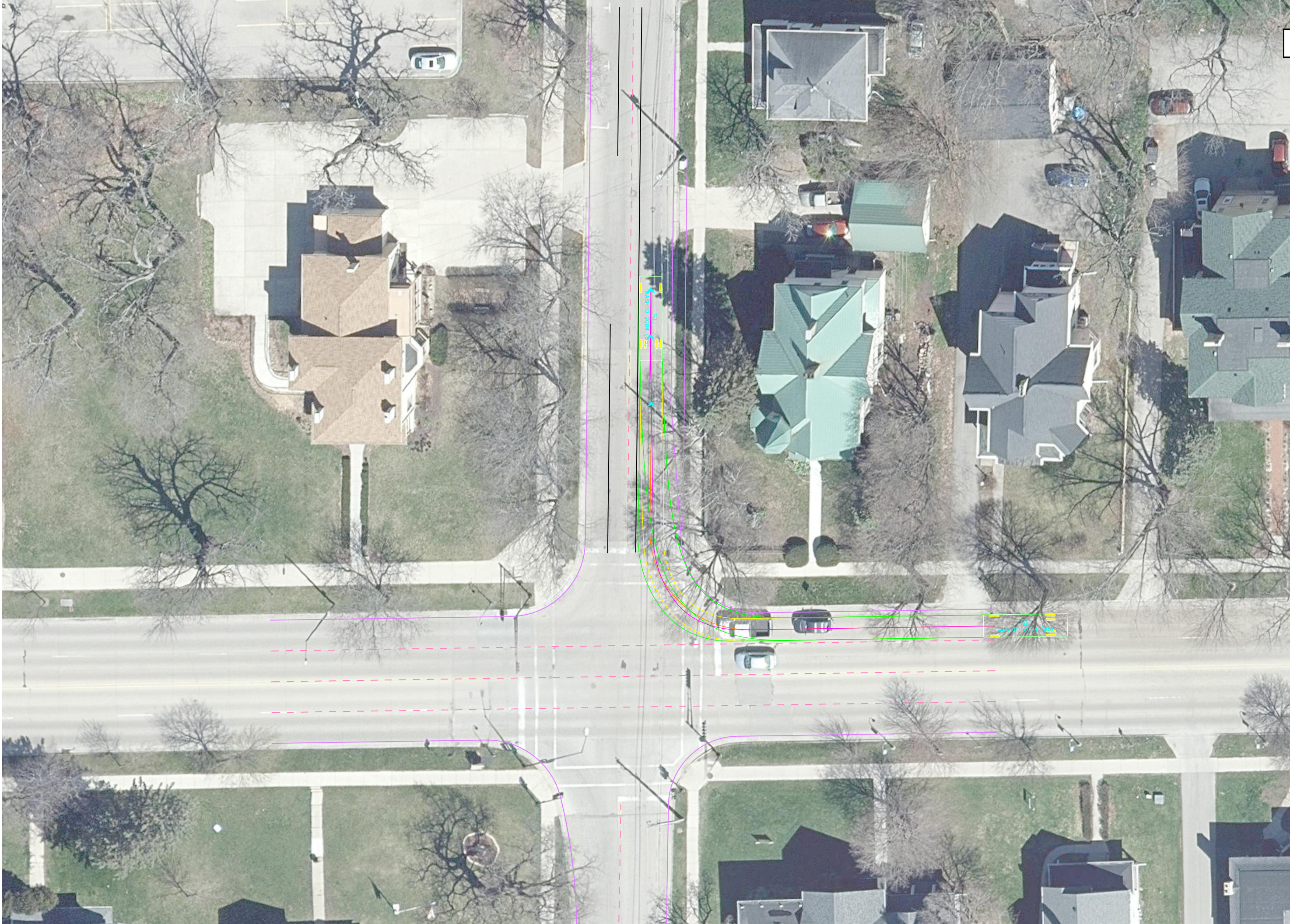
1. An 80-foot turning lane can stack 4 to 5 vehicles. Does this create enough of a benefit.
2. Anything longer would require the removal of parking stalls that are leased to the University. The University would need to approve this change, which would almost involve a reduction in payment to the City.
3. In Version 1 there is a risk of a traffic signal being hit due to the back wheels tracking in the gutter section.
4. In Version 2, there is a risk of a traffic signal being hit due to vehicles having to use the gutter section in the right turn lane.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Prairie Street Version 1
2. Prairie Street Version 2
3. 2012 Turn Lane Markings









Public Works Agenda Item

Meeting Date:	March 11, 2025
Agenda Item:	Wastewater Utility Building 600 Roof Replacement
Staff Contact (name, email, phone):	Ben Mielke, bmielke@whitewater-wi.gov , 262-458-2811

BACKGROUND

Over the past several years the Wastewater Utility has been replacing old roofs on buildings that were not addressed during the major plant upgrade. Building 600 roof is due for replacement and has numerous roof penetrations for equipment that is no longer used. In addition to the installation of the new roof, all unnecessary roof penetrations will be roofed over to minimize needless roof penetrations. Wastewater staff will aid in removal and isolation of any equipment that is due to be removed to reduce costs. Two quotes were received by reputable roofing contractors who have previously performed work at the WWTP.

F.J.A. Christiansen Roofing Co. Inc. quoted roof the replacement at \$112,000.00

Pioneer Roofing quoted the roof replacement at \$99,997.00 (which includes a new roof hatch and additional 2" of insulation).

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

N/A

FINANCIAL IMPACT

This roof replacement was budgeted for as apart of the 2025 annual budget in the amount of \$105,000.

STAFF RECOMMENDATION

As this is considered a maintenance project, public bidding is not required, but due to the dollar amount, council approval is needed. Staff recommends a motion to approve Pioneer Roofing for the roof replacement of Building 600 and forward to council.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Pioneer Roofing Quote
2. F.J.A Christiansen Roofing Co. Inc Quote

February 27, 2025

City of Whitewater
312 W. Whitewater St
Whitewater, WI 53190
Attn: Ben Mielke

RE: Wastewater Treatment Facility – Filtration Building- Approximately – 5,300 square feet

Dear Mr. Ben Mielke:

Thank you for giving us the opportunity to present you with our quotation for the roofing work for the above-referenced project, to be completed according to the following conditions and specifications.

- 1) Remove existing roofing, sheet metal, old pipe vents, and lightning protection system.
- 2) Mechanically fasten one layer of 2.0” polyisocyanurate insulation.
- 3) Fully-adhere 60 mil EPDM roof membrane.
- 4) Install new drip edge metal to replace the existing drip edge.
- 5) Install new aluminum lightning protection system.
- 6) Provide a twenty-year warranty.

PRICE FOR THE PROPOSED WORK: Eighty-Three Thousand Nine Hundred Ninety-Seven Dollars (\$83,997.00)

Add an additional layer of 2.0” polyisocyanurate insulation. Add: Thirteen Thousand (\$13,000.00)

Add: Remove existing roof hatch and install new Add: Three Thousand (\$3,000.00)

Add: UL inspection and Certification Add: Three Thousand Dollars (\$3,000.00)

Exclusions: The supply and installation of surge protectors, repair or upgrade of mechanical units or below grade grounding.



151 Maple Street P.O. Box 277 - Johnson Creek, WI 53038-0277

PHONE (920) 699-2731

FAX (920) 699-2733

February 27, 2025
City of Whitewater
312 W. Whitewater St
Whitewater, WI 53190
Attn: Ben Mielke

This proposal is good for sixty days. Sales tax is excluded.

Snow and ice removal are excluded.

Pioneer to pay for and provide, dumpsters, and port-o-lets necessary on the project.

We are completely covered by public liability, property damage, and workmen's compensation insurance while working on this project.

All work on this project will be done in a neat and thorough manner by experienced roofing and sheet metal mechanics.

We appreciate the opportunity to present this quotation and look forward to working with you on this project. If we can be of further assistance to you, please feel free to contact us.

Sincerely,

PIONEER ROOFING

Doug Lamers



February 20, 2025

Whitewater water treatment
107 Cty Hwy U
Whitewater, WI 53190

Re: Budgetary re-roof proposal / Building 600

F.J.A. Christiansen Roofing CO., Inc. is pleased to provide the following information associated with the project listed above. We have inspected the roof per your recent request.

Work Scope

- Set up project to OSHA approved standards for roofing work.
- Remove and dispose of existing membrane, insulation and related sheet metal.
- Inspect roof decking. Any deteriorated decking will be reported to owner and replaced on a time and material basis. insulation
- Furnish and install One (1) layers of 2.5” Polyisocyanurate insulation. Insulation to be mechanically fastened to deck.
- Tapered insulation will be adhered over the 2.5” insulation boards.
- Furnish and install 60 mil EPDM roof membrane. 60 mil membrane will be used for all flashing. The flashing membrane will be installed by using approved bonding adhesive.
- Furnish and install EPDM pre-molded pipe flashings for round projections.
- At the base of the perimeter and penetrations we will install an anchoring system (RTS strip) as required by the manufacturer.
- Existing units will be lifted, properly flashed. The units and related gas line need to be disconnected prior to the arrival of the roofing crew. Disconnect and reconnect of HVAC units is not included.
- Fabricate and install 24 ga. Pre-finished galvanized Fascia with a continuous cleat to be installed at existing locations.
- Furnish and install a new roof access hatch.
- Furnish crane time to move our materials to and from the roof area.

Dependable Service since 1879

2101 W. Purdue Street Milwaukee, Wisconsin 53209-0350 | T: 414.445.4141 F: 414.449.4748 | christiansenroofing.com

Budgetary re-roof proposal / Building 600
February 20, 2025
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Exclusions:

- Plumbing
- Electrical
- Permitting, if needed
- Disconnects of HVAC units
- Deteriorated light weight concrete or decking

We will perform as outlined for the sum of: **\$112,000.00**

F.J.A. Christiansen Roofing Co., Inc. will warranty our work for two (2) years and will receive a fifteen (15) year manufactures warranty from the date of completion in accordance with the terms and conditions of our standard warranty.

We appreciate the opportunity to provide this information and are looking forward to being of service to you on this project. Please do not hesitate to contact me if you have any questions or require additional information.

We will schedule this work upon confirmation and your request.

Sincerely,



Todd Samuel
Project Manager
414-788-2562
FJA Christiansen Roofing Co., Inc.

Dependable Service since 1879



Public Works Agenda Item

Meeting Date:	March 11, 2025
Agenda Item:	Amendment 1 to Task Order 24-10
Staff Contact (name, email, phone):	Brad Marquardt, bmarguardt@whitewater-wi.gov , 262-473-0139

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

Task Order 24-10 pertained to surveying and producing a topographic survey of the Starin Park Underground Detention Pond. The Task Order was intended to be amended upon learning the City’s ranking in the Clean Water Fund (CWF) which were anticipated to be released in January. The DNR has still not released the rankings, however the facilities update plan still must be submitted by March 31 in order to apply for the funding. The DNR is encouraging communities who are interested in applying to still submit the facilities plan by March 31.

To keep this project moving along with the intention of submitting an application by September 30, 2025, Strand has submitted the Amendment. Amendment No. 1 includes submitting the facilities update plan, hydraulic modeling, preparing design plans and specifications, preparing bidding documents, assisting with Clean Water Funding financing requirements and other related project requirements.

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

Task Order 24-10 was approved by the Public Works Committee and Council in November 2024.

FINANCIAL IMPACT
(If none, state N/A)

The original Task Order had an estimated cost of \$17,400. The Amendment increases the compensation to \$149,500. \$200,000 was included in the 2025 CIP budget. The estimated cost of the underground detention basin is around \$3.6 million.

STAFF RECOMMENDATION

Staff recommends a motion to approve Amendment No. 1 to Task Order 24-10 and forward to Council.

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

1. Amendment No. 1 to TO 24-10



OWNER REVIEW

Strand Associates, Inc.®

910 West Wingra Drive

Madison, WI 53715

(P) 608.251.4843

www.strand.com

DRAFT

Amendment No. 1 to Task Order No. 24-10
 City of Whitewater, Wisconsin (OWNER)
 and Strand Associates, Inc.® (ENGINEER)
 Pursuant to Agreement for Technical Services dated December 30, 2020

This is Amendment No. 1 to the referenced Task Order.

Services Name: Starin Road Underground Wet Detention Basin

Under Services Description, DELETE the first sentence and replace with the following:

“Provide topographic survey, design services and bidding-related services for the Starin Road underground wet detention basin.”

Under **Scope of Services**, ADD

“Design Services

1. Attend one virtual kickoff meeting with OWNER to discuss the WDNR grant, proposed scope of services, and proposed project schedule.
2. Assist OWNER with procurement of geotechnical engineering services to be performed by others.
3. Communicate with OWNER-hired geotechnical company and incorporate recommendations into drawings and technical specifications, as appropriate.
4. Provide hydrologic and hydraulic modeling for up to a 100-year storm event of the underground wet detention basin to review operational dynamics of the underground wet detention pond and its outlet.
5. Provide stormwater quality modeling to estimate pollutant removal reduction of the underground wet detention basin.
6. Provide the following design drawings.
 - a. Title sheet.
 - b. Existing survey and control sheet.
 - c. Access and erosion control sheet.
 - d. Traffic control sheet.
 - e. Detail sheets.
 - f. Grading sheet.
 - g. Plan and profile sheet for stormwater-related improvements with associated rebuilding of path, parking lot, and access drive.

JHL.mds\R\MAD\Documents\Agreements\W\Whitewater, City of (WI)\ATS 2020\TO\2024\Amd\1407.145.24-10.1.docx

OWNER REVIEW

Strand Associates, Inc.®

City of Whitewater, Wisconsin
 Amendment No. 1 to Task Order No. 24-10
 Page 2
 November 7, 2024

DRAFT

- h. Cross section sheet for the underground wet detention basin.
 - i. Restoration sheet.
7. Submit preliminary design drawings to private utility companies. Communicate with private utility companies regarding work plans for conflicts with the OWNER's project identified by the private utilities. Design changes caused by conflict resolution shall be considered additional services.
 8. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition, technical specifications, and engineering drawings. Submit preliminary Bidding Documents to OWNER in portable document format file for review.
 9. Prepare one preliminary and one final opinion of probable construction cost for the project and submit to OWNER.
 10. Attend a virtual progress meeting with the OWNER to discuss preliminary Bidding Documents.
 11. Modify preliminary Bidding Documents to address comments from OWNER, as appropriate.
 12. Prepare an operation and maintenance plan for the underground wet detention basin.
 13. Prepare and submit a grant technical submittal to WDNR consisting of final technical specifications and engineering drawings, water quality modeling results, and an operation and maintenance plan for the underground wet detention basin.
 14. Communicate with regulatory agencies to discuss project status and permitting.
 15. Prepare and submit an endangered resources review request to the WDNR.
 16. Prepare and submit a Water Resources Application for Project Permit seeking construction site stormwater permit coverage from the WDNR for the project.
 17. Provide up to 40 hours of assistance with Clean Water Fund financing through the WDNR.

Bidding-Related Services

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

OWNER REVIEW

Strand Associates, Inc.®

DRAFT

City of Whitewater, Wisconsin
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After **Scope of Services**, ADD the following:

“Services Elements Not Included

In addition to those listed in the associated Agreement for Technical Services, the following service elements are not included in this Task Order and, if required, may be provided through an amendment to this Task Order or under a separate task order with OWNER.

- 1. Construction-Related Services: Construction-related services for the project.
- 2. Wetland-Related Permitting, if Required by Regulatory Agencies: It is anticipated that wetland permitting is not required because the WDNR’s Surface Water Data Viewer shows no wetlands or wetland indicator soils at the project location.”

Under **Compensation**, CHANGE \$17,400 to “\$149,500.”

Under **Schedule**, CHANGE April 14, 2025, to “June 30, 2026.”

After **Schedule**, ADD the following:

“OWNER Responsibilities

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

Coordinate WDNR Urban Nonpoint Source and Stormwater grant administration, including reimbursement requests.”

TASK ORDER AMENDMENT AUTHORIZATION AND ACCEPTANCE:

ENGINEER:
STRAND ASSOCIATES, INC.®

OWNER:
CITY OF WHITEWATER, WISCONSIN

DRAFT

John Weidl
City Manager

Joseph M. Bunker
Corporate Secretary

Date



Public Works Agenda Item

Meeting Date:	March 11, 2025
Agenda Item:	MS4 Annual Report
Staff Contact (name, email, phone):	Brad Marquardt, bmarguardt@whitewater-wi.gov , 262-473-0139

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

Each year the City is required by the DNR to submit an Annual Report for the City’s Municipal Separate Storm Sewer System (MS4) Permit by March 31. Information required for the permit consists of: Public Education and Outreach; Public Involvement and Participation; Illicit Discharge Detection and Elimination; Construction Site Pollutant Control; Post-Construction Storm Water Management; Pollution Prevention; Storm Sewer Map; and Fiscal Analysis.

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

N/A

FINANCIAL IMPACT
(If none, state N/A)

N/A

STAFF RECOMMENDATION

Staff will review the MS4 Annual Report with the Committee. No action is required.

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

1. Draft 2024 MS4 Annual Report

Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

Item 6.

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

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Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name: 2024 Annual Report

County: Walworth

Municipality: Whitewater, City

Permit Number: S050075

Facility Number: 31439

Reporting Year: 2024

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment

- TMDL Attachment
 - Storm Water Consortium/Group Report
 - Municipal Cooperation Attachment
 - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality: Whitewater, City

Facility ID # or (FIN): 31439

Updated Information: Check to update mailing address information

Mailing Address: 312 W Main Street

Mailing Address 2:

City: Whitewater, City

State: WI

Zip Code: 53190 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Brad

Last Name: Marquardt

Select to **update** current contact information

Title: Public Works Director

Mailing Address: 312 West Whitewater St

Mailing Address 2:

City: Whitewater

State: WI

Zip Code: 53190 xxxxx or xxxxx-xxxx

Phone Number: 262-473-0139 Ext: xxx-xxx-xxxx

Email: bmarquardt@whitewater-wi.gov

Additional Contacts Information (Optional)

I&E Program

Individual with responsibility for:
(Check all that apply)

- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

Select to **create new** Billing contact

First Name:

Last Name:

Select to **update** current contact information

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

Yes No

Public Education and Outreach Rock River Storm Group - Creative Marketing Unlimited

Public Involvement and Participation Rock River Storm Group - Creative Marketing Unlimited

Illicit Discharge Detection and Elimination Water Resource Associates

Construction Site Pollutant Control Municipal Zoning and Inspection Services

Item 6.

Post-Construction Storm Water Management Water Resource Associates

Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

Yes No

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) Yes No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? Yes No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
<input checked="" type="checkbox"/> Education activities (school presentations, summer camps) <input checked="" type="checkbox"/> Information booth at event <input checked="" type="checkbox"/> Targeted group training (contractors, consultants, etc.) <input checked="" type="checkbox"/> Government event (public hearing, council meeting) <input checked="" type="checkbox"/> Workshops <input type="checkbox"/> Tours <input type="checkbox"/> Other: <input type="text" value="River Clean up"/>	<input checked="" type="checkbox"/> Passive print media (brochures at front desk, posters, etc.) <input checked="" type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email. <input checked="" type="checkbox"/> Media offerings (radio and TV ads, press release, etc.) <input checked="" type="checkbox"/> Social media posts <input checked="" type="checkbox"/> Signage <input checked="" type="checkbox"/> Website <input type="checkbox"/> Other: <input type="text"/>

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination <input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing <input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application <input checked="" type="checkbox"/> Stream and shoreline management <input checked="" type="checkbox"/> Residential infiltration <input checked="" type="checkbox"/> Construction sites and post-construction storm water management <input checked="" type="checkbox"/> Pollution prevention <input checked="" type="checkbox"/> Green infrastructure/low impact development <input checked="" type="checkbox"/> Other: <input type="text" value="Salt"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input checked="" type="checkbox"/> Contractors <input checked="" type="checkbox"/> Developers <input checked="" type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other: <input type="text"/>

- e. Will additional information/summary of these education events be attached to the annual report? Yes No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	Select...	<input checked="" type="radio"/> Yes <input type="radio"/> No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	Select...	<input checked="" type="radio"/> Yes <input type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have?
- b. How many major outfalls does the municipality have?
- c. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?
- d. From the municipality's routine screening, how many were confirmed illicit discharges?
- e. How many illicit discharge complaints did the municipality receive?
- f. From the complaints received, how many were confirmed illicit discharges?
- g. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)?

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

h. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information:

i. Brief explanation on Illicit Discharge Detection and Elimination reporting. If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

Item 6.

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?
- d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.
 - Verbal Warning
 - Written Warning (including email)
 - Notice of Violation
 - Civil Penalty/ Citation
 - Stop Work Order
 - Forfeiture of Deposit
 - Other - Describe below
- e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many new structural storm water management Best Management Practice (BMP) have received local approval ?
*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? Yes No
- c. If Yes, how many privately owned storm water management facilities were

inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number.

12

Item 6.

- d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? Yes No
- e. Does MS4 have maintenance authority on these privately owned BMPs?
 Yes No

f. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation
- Forfeiture of Deposit
- Complete Maintenance
- Bill Responsible Party
- Other - Describe below

g. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections Not Applicable

a. Enter the total number of "municipally owned" (i.e., publicly owned BMPs) or operated (i. e., privately owned BMPs) structural storm water management best management practices.

b. How many new municipally owned storm water management best management practices were installed in the reporting year ?

c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year? 27

d. What elements are looked at during inspections (250 character limit)?
Trash/Debris, Invasive Species, Erosion, Accumulated Sediment, Structural Condition, Embankment, Inlet/Outlet

e. How many of these facilities required maintenance? 21

f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* Not Applicable

g. How many municipal properties require a SWPPP? 2

h. How many inspections of municipal properties have been conducted in the reporting year? 0

i. Have amendments to the SWPPPs been made?
 Yes No

j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:

k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - Street Sweeping Program Not Applicable

l. Did the municipality conduct street sweeping during the reporting year?
 Yes No

m. If known, how many tons of material was removed? 505

n. Does the municipality have a [low hazard exemption](#) for this material? Yes No

o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes - Explain frequency average once every 2 weeks. 2777 miles swept
 No - Explain _____
 Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

Item 6.

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No
- q. How many catch basin sumps were cleaned in the reporting year?
- r. If known, how many tons of material was collected?
- s. Does the municipality have a low hazard exemption for this material? Yes No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes- Explain frequency Average every 2 years
 No - Explain _____
 Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- u. Does the municipality conduct curbside leaf collection? Yes No
- v. Does the municipality notify homeowners about pickup? Yes No
- w. Where are the residents directed to store the leaves for collection?
 Pile on terrace Pile in street Bags on terrace
 Other - Describe _____
- x. What is the frequency of collection?
citywide over 3 weeks
- y. Is collection followed by street sweeping? Yes No
- z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles.*)
- ab. Provide amount of de-icing products used by month last winter season?
 Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
<u>Salt</u>	<input type="text" value="0"/>	<input type="text" value="15"/>	<input type="text" value="40"/>	<input type="text" value="100"/>	<input type="text" value="105"/>	<input type="text" value="0"/>
<u>Sand</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="20"/>	<input type="text" value="50"/>	<input type="text" value="60"/>	<input type="text" value="0"/>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	<input type="text" value="0"/>	<input type="text" value="0"/>	<input type="text" value="13000"/>	<input type="text" value="5000"/>	<input type="text" value="8600"/>	<input type="text" value="0"/>

- ac. Was salt applying machinery calibrated in the reporting year? Yes No
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No

Training Date	Training Name	# Attendance
10/23/2024	SaltWise-Fitchburg	2

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

training on salt use and calibration for snow plowing

Internal (Staff) Education & Communication

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element? Yes No

If yes, describe what training was provided (250 character limit):

BMP Maintenance

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Agenda items and staff reports at Public Works Committee comprised of three out of seven councilpersons

Municipal Officials

Regular staff meetings and biweekly project meetings

Appropriate Staff (such as operators, Department heads, and those that interact with public)

morning meetings before work starts

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 7 : Complete

7. Storm Sewer System Map

- a. Did the municipality update their storm sewer map this year?

Yes No

Item 6.

If yes, check the areas the map items that got updated or changed:

- Storm water treatment facilities
- Storm pipes
- Vegetated swales
- Outfalls
- Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

Element: Public Education and Outreach

47659	41620	46056	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Element: Public Involvement and Participation

47659	41620	46056	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Element: Illicit Discharge Detection and Elimination

45033	39020	43456	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Element: Construction Site Pollutant Control

45033	39020	43456	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Element: Post-Construction Storm Water Management

89027	88491	85186	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Element: Pollution Prevention

32780	30060	32077	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Other (describe)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<u>Select...</u>
----------------------	----------------------	----------------------	------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the

municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

Item 6.

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? Yes No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

Do not close your work until you SAVE.

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Form 3400-224 (R8/2021)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you SAVE.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

Attach - Other Supporting Documents

AR SWGroupReport

File Attachment

[2024 Annual Report - Condensed - FINAL.pdf](#)

AR SWGroupReport

File Attachment

[2024 FINAL - MS4 Permit Reporting Tables - MS4 Event Tables.pdf](#)

AR IP

File Attachment

[2024 FINAL - MS4 Permit Reporting Tables - Volunteer Activities - Clean Up.pdf](#)

AR CSPC

File Attachment

[2024 Erosion Control Inspection Summary.pdf](#)

AR IDDE

File Attachment

[City of Whitewater - IDDE Outfall Inspections 2024.pdf](#)

AR PCSSW

File Attachment

[Whitewater Private BMP Follow Up Inspections - July-2024pdf.pdf](#)

AR PCSSW

File Attachment

[Public Storm Water BMP.xlsx](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Whitewater, City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality’s governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:

Title:

Authorized Signature.

I accept the above terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.



Public Works Agenda Item

Meeting Date:	March 11, 2025
Agenda Item:	Parking Lot C
Staff Contact (name, email, phone):	Brad Marquardt, bmarguardt@whitewater-wi.gov , 262-473-0139

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

In November 2024, the Public Works Committee listened to a proposal to improve Parking Lot C (corner of Center Street and Whitewater Street) to bring more awareness to the mural on the side of the building at 119 W. Center Street. The Committee was open to the concept but wanted a revised layout for the area keeping some parking and possible dimensions of the enhanced area. Attached is a revised layout keeping the four parking stalls on the east side of the lot. The four parking stalls on the west side would be replaced with a raised sitting wall and a 20' x 25' paver patio area.

Also attached is a map showing approximate dimensions of the existing parking lot. For typical parking lots, standard stall lengths should be 18', and with perpendicular parking the aisle width should be 24'.

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

The Public Works Committee discussed this at their November 2024 meeting and asked for additional information.

FINANCIAL IMPACT
(If none, state N/A)

The quote associated with the design is \$35,391. The quote does not include the concrete parking lot as shown on the rendering.

STAFF RECOMMENDATION

Staff is open to the concept, but would still recommend a Memorandum of Understanding be developed outlining who is responsible and for what, especially in the future. Staff would recommend the ongoing maintenance of the sitting walls, paver patio area, and garden beds and plantings not be the responsibility of the city.

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

1. Revised Layout and Quote
2. Existing Parking Lot



Electric Boxes

3' Sitting Rocks to protect sitting area from cars. Also could consider lighted structural posts as well. Limestone rocks go with the local stone reputation.

Sitting wall raised garden beds

Sitting wall raised garden beds

Concrete Parking lot

Concrete Parking lot

Sitting wall raised garden beds

Pro Landscape Supply

1002 S. Janesville Street
Whitewater, WI 53190

Item 7.

Estimate

Date	Estimate #
2/20/2025	290

Customer / Address
City Of Whitewater ATTN: Kristen Burton 312 W Whitewater St Whitewater, WI 53190



E-mail	Phone #	Terms	Due Date	Rep	Project
thepros@pro-landscape.com	262-473-9675		2/20/2025	S	

Item	Description	Qty	Rate	Total
Excavation	Removal of existing garden beds, and asphalt parking lot.	1	3,850.00	3,850.00
Pavers	Installation of a 20'x25' Belgard Brooklyn paver patio as per design provided by Pro Landscape Supply -8" of open grade base as well as permeable paver joint material as well. - Area to be 20'x30	500	32.00	16,000.00
Sitting Wall	- 2 Colors, one interior color with "picture frame" border around outside 30" sitting walls around 3 garden bed areas. - To be constructed with Belgard Weston Stone - Drain tile to be installed as well to avoid aquatic pressure. - Lower color to match with interior paver on patio, midnight cap to match picture frame border	235	38.00	8,930.00
Plants	Plants in Design - Green = Ornamental Grass 20 - Yellow = Different colored coneflowers 50 - Pink = Russian Sage 28 - Blue = Phlox 13	111	30.00	3,330.00
Tree	Installing Ornamental tree in upper right garden bed	1	775.00	775.00
Flagstone ...	Flagstone 30" tall sitting rocks to be placed around outer border of patio - 5 total	5	475.00	2,375.00
			Subtotal	335,260.00

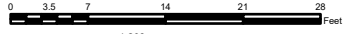
			Tax (5.5%)	\$130.63
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pro-landscape.com			Total	\$35,390.63
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Letter (ANSI A) Landscape

WALWORTH COUNTY, WISCONSIN



1:208



Author:
Map Produced on: 3/5/2025

Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83-2011



Walworth County Information Technology Department
Land Information Division
1800 County Trunk NN
Elkhorn, Wisconsin 53121-1001

DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY, EXPRESSED OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, SECURITY, RELIABILITY OR USER LIVES OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.