



Common Council Meeting

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

Thursday, November 07, 2024 - 6:30 PM

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

Please click the link below to join:

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Telephone: +1 (312) 626-6799 US (Chicago)

Webinar ID: 843 0464 5001

Passcode: 460333

Please note that although every effort will be made to provide for virtual participation, unforeseen technical difficulties may prevent this, in which case the meeting may still proceed as long as there is a quorum. Should you wish to make a comment in this situation, you are welcome to call this number: (262) 473-0108.

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

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

CONSENT AGENDA

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

- [1.](#) Alcohol Committee Meeting Minutes from July 16, 2024.
- [2.](#) Plan and Architectural Review Commission September 9, 2024 Minutes.
- [3.](#) CDA Minutes from September 19, 2024.
- [4.](#) Finance Committee Meeting Minutes from September 24, 2024, October 8, 2024, and October 17, 2024.
- [5.](#) Library Board of Trustees Minutes from September 16, 2024.
- [6.](#) Library Board Development Committee Meeting Minutes from September 18, 2024.

- [7.](#) Pregnancy Fairness Policy.
- [8.](#) Lactation Policy.
- [9.](#) Bring Your Baby to Work Policy.
- [10.](#) AI Policy.
- [11.](#) Equipment Replacement Policy.
- [12.](#) Bring Your Own Device Policy.
- [13.](#) Appointment of Pat Blackmer to Landmarks Commission.
- [14.](#) Appointment of Nicholas Petreikis to BZA and Community Involvement and Cable TV.
- [15.](#) September 2024 Financials

CITY MANAGER REPORT

STAFF REPORTS

- [16.](#) Upcoming deadlines for Councilmember Candidates-**City Clerk**

HEARING OF CITIZEN COMMENTS

No formal Council action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Council discusses that particular item.

To make a comment during this period, or during any agenda item: On a computer or handheld device, locate the controls on your computer to raise your hand. You may need to move your mouse to see these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

RESOLUTION

- [17.](#) Resolution Requesting Exemption from County Library Tax- **Finance**

CONSIDERATIONS

- [18.](#) Public Safety Referendum-**PD**
- [19.](#) Discussion and Possible action regarding 2025 Budget-**Finance**
- [20.](#) Discussion and Possible Action regarding City Manager's Performance Evaluation Tool-**HR**
- [21.](#) Discussion and Possible Action regarding the Job Descriptions for City Attorney and Building Inspector/Zoning Administrator.-**HR**
22. Councilmember Requests for Future Agenda Items or Committee items. Questions

FUTURE AGENDA ITEMS

23. Financial Outcomes with Walworth County TLE. -**Q4**
24. WAFC year-end financial update.- **Hicks Q4**

25. Audio/Visual System Updated in Council Chamber-**Hicks Q4**
26. Resolution to raise Permit Fees - **Economic Development Director Q4**
27. Starin Road Pedestrian Study- **Schanen Q4**

ADJOURNMENT

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

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



Alcohol Licensing Committee Meeting

Whitewater Municipal Building Cravath Lakefront
Room, 2nd Floor, 312 West Whitewater St.,
Whitewater, WI 53190 *In Person and Virtual

Tuesday, July 16, 2024 - 5:30 PM

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

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/86273818205?pwd=NuAaj2EUUMA1tQlgBAPzsa9OxhRB28.1>

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

Webinar ID: 862 7381 8205

Passcode: 559859

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MINUTES

CALL TO ORDER

Chair Person Patrick Singer called the meeting to order at 5:30 pm.

ROLL CALL

PRESENT

Chairperson Patrick Singer

Greg Majkrzak

Vice Chair Person Brian Schanen

City Attorney Jonathan McDonnel

Economic Development Director Taylor Zeinert

Chief of Staff Becky Magestro

APPROVAL OF AGENDA

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Motion made to approve the agenda by Vice Chair Person Schanen, Seconded by Majkrzak.
Voting Yea: Chairperson Singer, Majkrzak, Vice Chair Person Schanen

CONSENT AGENDA

Motion made to approve the Consent Agenda by Vice Chair Person Schanen, Seconded by Majkrzak.
Voting Yea: Chairperson Singer, Majkrzak, Vice Chair Person Schanen

1. June 6, 2024 and June 18, 2024 Alcohol Licensing Committee Meeting Minutes.

CONSIDERATION

Motion made to approve the agreement between City of Whitewater and DLK by Vice Chair Person Schanen, Seconded by Majkrzak.

Voting Yea: Chairperson Singer, Majkrzak, Vice Chair Person Schanen

2. Discussion and possible action regarding the DLK Hawk Bowl Class "B" alcohol license agreement with the City of Whitewater.

HEARING OF APPEAL

ADJOURNMENT

Motion made to adjourn at 5:36 pm by Vice Chair Person Schanen, Seconded by Majkrzak.

Voting Yea: Chairperson Singer, Majkrzak, Vice Chair Person Schanen

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.



Plan & Architectural Review Meeting

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

Monday, September 09, 2024 - 6:00 PM

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

Plan and Architectural Review Commission
Sep 9, 2024, 6:00 – 8:30 PM (America/Chicago)

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

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MINUTES

CALL TO ORDER

Meeting called at 6:00 p.m.

ROLL CALL

PRESENT

Chairman, Councilmember Neil Hicks

Board Member Bruce Parker

Vice Chairperson Tom Miller

Board Member Michael Smith

Board Member Marjorie Stoneman

Board Member Carol McCormick

Board Member Lynn Binnie

STAFF PRESENT

Taylor Zeinert, Economic Development Director
Attorney Jonathan McDonell
Llana Dostie, Neighborhood Services Administrative Assistant
Allison Schwark, Zoning Administrator

APPROVAL OF AGENDA

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Motion made by Board Member Binnie, Seconded by Board Member McCormick.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

HEARING OF CITIZEN COMMENTS

No formal Plan Commission action will be taken during this meeting although issues raised may become a part of a future agenda. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Commission discusses that particular item.

None

CONSENT AGENDA

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

- 1. Approval of Minutes for August 12, 2024.

Binnie made the following recommendations for changes to the minutes.

- 1) Johnson
- 2) Brock
- 3) \$5.1
- 4) parking spaces
- 5) 30% of median family income.
- 6) "the" rather than "they"
- 7) reevaluation of market demand
- 8) Bluff Road is a collector road which currently...
- 9) Add after the vote - Motion passed.
- 10) statutes

11) Delete last sentence and add something like, "The consensus was to bring back proposed language allowing the city to impose a larger notification buffer on certain applications."

Motion made by Board Member McCormick with Binnie's correction, Seconded by Board Member Binnie.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

PUBLIC HEARING FOR REVIEW AND POSSIBLE APPROVAL

2. Discussion and possible approval of a Conditional Use Permit and Site Plan Review for a multifamily development located on vacant land at the corner of Moraine View Parkway and Jakes Way Tax Parcel # /WPB 00044.

Economic Development Director gave a update as to why this was returned to the commission. There were concerns that some of the conditions placed would violate law. We had the City Attorney look at this and also Attorney Rick Manthe, and both presented memos that are in the packet.

Attorney McDonell explained that Wisconsin Fair Housing Act is more stringent than the Federal Fair Housing act. You cannot limit based on lawful sources of income. Both Section 8 and Section 42 are considered lawful sources of income. The conclusion was that having limitations for Section 8 and Section 42 housing would not be enforceable.

Economic Development Director asked Attorney McDonell to make sure everyone understood that it was his legal opinion that the condition was not legal. Attorney McDonell confirmed that was correct.

Attorney Rick Manthe is an attorney with Stafford Rosenbaum and attended the meeting at the request of City Staff. He wanted to make clear that he does work for the CDA but was not attending on their behalf; he was attending on behalf of the request from City Staff. He wanted to explain the Conditional Use Legislative Statutes with the change that occurred in 2017. Basically the legislature took away most of the discretion of local governments. There is a framework that says that the ordinances need to be reasonable and measurable. The legislature has said now there essentially should be a checklist of items so that if the developer can check all the boxes for getting a conditional use the City has to issue the Conditional Use Permit. The applicant has to put forth substantial evidence which is a pretty low bar to meet. Honestly it is basically to present facts or information such that a reasonable person would feel that the applicant has meet the Conditional Use framework. To deny a Conditional Use Permit it has to be supported by facts and information; it can not be denied based on personal preference or speculation. With conditions, they need to be reasonable, measurable and practical based on substantial evidence. Once an applicant meets the zoning ordinance it is very difficult to deny a conditional use permit.

Hicks stated that at the last meeting we technically approved the Conditional Use Permit with the limitation. Would we have to reconsider.

Attorney McDonell stated that it is back to square one where it is back to considering that the initial condition placed on the application is not legally sound.

Economic Development Director Zeinert stated so just the board knows, is there a motion the attorneys can suggest the board make so as the board is not violating the law.

Attorney Manthe stated that he thinks a motion to reconsider would be appropriate. Once that passes then it is back on the table for consideration.

Smith asked if we want to reject the original motion and start over. Would that be an option?

Attorney Manthe stated that basically the motion to reconsider would be that we are reopening it for discussion.

Motion by Stoneman to reconsider approval of the Conditional Use Permit. Motion was seconded by Binnie.

Public Hearing was opened at 6:15 p.m.

Jeff Knight 405 Panther Court, Asked if this is being reconsidered is this the full discussion to the plans as last time. He is on the CDA and he was one of three that voted against this project. He felt that this was rushed and they didn't know the total amount of dollars the City was putting into the project. Which turns out to be \$5.1 million, and when you compare it to a project in Madison where we are paying about \$40,000 per apartment and Madison is paying \$11,000 per apartment. He has no issue with the development but the size of it. There is no discussion about extending the boulevard to Milwaukee. There is no money left to put the infrastructure in the TIF district. He feels the project should be shrunk down.

Economic Development Director Zeinert wanted to make clear again that this body has no authority over TIF funds.

Nancy Boyer 1270 E Jakes Way #9 stated the whole subdivision is against this. She feels that Tom Miller should not be able to vote because his wife Bonnie works for the City and John Weidl.

Brian Zellmer 1270 E Jakes Way #14. He spoke to the state representative office today and they also think it is not a good idea. He doesn't feel that traffic has been considered. He asked the board if any of them had gone out and looked at the area in person. You are going to put off the tax levy for up to 30 years. Guess who is going to be responsible for the additional cost of the police department, fire department and emergency services. You told us you are going to raise the taxes if that is necessary. Why is it the citizens of Whitewater's responsibility to pay for the taxes. The developer should put up this money, make it smaller so the taxes get paid right away. A mixed use apartment complex is going to drag down the property value of my house.

Rosa Awuor 1270 E Jakes Way #4. She has lived here for 20 years. She doesn't like seeing all those apartments and high raises. She thinks this too big for our city. She is worried about the water and sewer. Each unit will have trash bin and recycling -this will be a nightmare on trash day.

Jill Gerber, 234 S Pleasant. Wanted to remind the board we need to think about what is best for the City. As a unit you can reduce the size from 16 to 8 units. Does think that some of the board have a conflicts of interest and have information that the public doesn't have. It will put a burden on our fire and police. There was nothing in the previous housing studies that stated we needed more apartments. The last study did say that more apartments were needed, however if you want to find a company to say what you want you can find that. Doesn't think the salaries in the city will support this complex. She asked that the board go to 8 instead of 16 units.

Amanda Payton 1270 Jakesway #12. Wants to echo the same concerns about the size. I would echo the concerns about traffic and city services. She doesn't feel that these have been properly addressed in these proposals.

Representative Scott Johnson, he is a member of the state Assembly. At the last meeting there were a number of issues brought up related to crime potential. You tried to restrict low income college students and seems to be that to comply with the law you will have to allow that to take place. He's still fascinated by the fact that this community still sees a need to augment the upper 15% of our rental market. If you had the employees already in the community that were without that housing that would be one issue. But I think your public funds would be better rewarded bringing jobs to the community that actually pay the employees that you wish to house instead of housing for employees that may not exist. I think that complying with the law allows the landlord to fill the units with whoever is willing to write the checks. You will end up with populations that would be in conflict with one another. Again, I think that the legislature would see the use of public funds at the high end of the rental market place to be a rather interesting segue way for public housing or public assistance in trying to create less costly housing. People who are earning \$70,000 plus a year usually don't have an issue finding and affording the housing they desire. He finds our targeted marketplace rather unique.

Brian Schanen 441 S Buckingham Boulevard. I served on the PARC from May of 2023 until my election to Common Council in April 2024 and have served as an alternate member since then so that is why I have occasionally ended up on the board for various meetings. The purpose of the PARC functions as a body to look through the specific zoning criteria and making sure that setbacks are met so that private developers can do with private land as they see fit. Make sure to ask Allison on those specifics on those plat lines. I know that this was brought up last time as well as tonight related to the density of units and how those fit within City specific guidelines. That doesn't say that there is not agreement as to where those perimeters are set but that is the code of ordinance that the city is using when developers are looking and setting up their plans.

Public Hearing closed at 6:35 p.m.

Attorney McDonell reminded the board that there is still a motion on the table to reconsider that has not been voted on.

***Motion by Stoneman moved to reconsider the approval of the Conditional Use Permit.
Motion was seconded by Binnie.***

Yea: Binne, Stoneman, Hicks, McCormick, Miller, Parker, Smith

Motion passed unanimously.

Planner explained that we are essentially back to where we started. Nothing has changed other than we have two legal opinions that state that we cannot place a condition to restrict section 8 and section 42 housing. It is her recommendation tonight that we follow those guidelines and remove that condition from the previously approved Conditional Use Permit. I would recommend that we keep all of the other conditions previously approved in place and just remove the condition as to the housing as it is prohibited by State and Federal guidelines.

Stoneman moved that we approve issuance of the Conditional Use Permit with the same conditions but removing the condition related to section 8 and section 42. Seconded by Binnie.

Hicks requested a list of the same conditions from last time.

Planner Schwark read the conditions as follows:

The project shall be developed in accordance with the plan of operations, and enclosed site plan. Any deviation from the approved plans shall require zoning administrator and/or Plan Commission approval.

All Engineering Memo comments or conditions be addressed or included.

Applicant shall provide reimbursement to the City of Whitewater, all costs incurred by the City for review of this conditional use including but not limited to engineering, legal and planning review that occurred prior to permit issuance and during the implementation of the plans and construction of the improvements.

Project must begin within one year of the date of approval, or applicant will be required to re-apply for both Conditional Use and Site Plan Review.

The applicant must allow any City employees, or contracted firm, or designee unlimited access to the project site at a reasonable time to investigate the project's constructions, operation, or maintenance.

All exterior lighting shall be in compliance with the City of Whitewater Municipal Ordinances.

Any signage shall be reviewed and approved by the Zoning Administrator.

All police comments or concerns be addressed.

All fire department comments or concerns be addressed.

Sidewalks be added to the site for connections to Moraine Parkway, which has been done.

Both phases of the development shall be included in this Conditional Use Permit

Hicks stated that he is looking at the minutes I do see where he brought up the concern about having a gate at the emergency access on Bluff Ridge Drive for fire department access. But it is not listed as one of the recommendations, but he hopefully would like to be able to add that amendment into the recommendations.

Planner Schwark asked if anyone would be willing to make that amendment.

Stoneman stated that she would like to amend her motion to add the emergency gate at Bluff Ridge Road emergency access road. Seconded by Hicks.

Binnie requested an explanation from Hicks where he was going with that amendment. Hicks stated it is simple-Bluff Ridge Drive dead ends just north of the property. However, after talking with the Fire Department this would make an excellent entrance in the case of an emergency when their lines are across Moriane View Parkway. Simply to have the developer add that as an emergency access lane whether it is paved or gravel and then add a gate with a lock and they work out with fire department key access.

Smith asked about where we landed on a traffic study. He wanted to know what the status is with a traffic study as there seems to be some concerns over that. Economic Development Director Zeinert stated that at the last meeting DPW Brad Marquardt gave his professional expertise that the road would be able to accommodate the new visitors and people living within this complex. Smith asked if Marquardt had any data. Zeinert stated that they had previously looked at the Wisconsin Department of Transportation and believed that this is outlined within his memo.

Binnie stated that Stoneman had a motion to add what Hicks requested. He seconded that for discussion. Binnie asked Hicks if his amendment was addressed in some way in the fire department memo. Hicks stated he does not believe that it was which is why he added it last time. Then it seems appropriate to me to change that motion a little bit to say that would be required subject to agreement of the fire department or something like that. Hicks stated that he takes his previous statement back, he is looking at the fire department memo under site access "while the current plan includes two ingress/egress points off of Moraine View Parkway which meet the required width per code, we believe that extending Bluff Ridge Drive to the south would enhance emergency vehicle access" Hicks stated he agrees with that but at the same point he doesn't want to turn this into something that is used daily by commuters. My motion was strictly emergency access only with a gate installed that is locked.

Stoneman asked again for Hicks to clarify what is different from what was shared by fire. They are saying to extend Bluff Ridge Drive to the south which brings it into the development which would simply make it a third access road in and out. And my intention is to put a gate to make it emergency access only for fire and police. Stoneman confirmed that he would like a gate there. Hicks confirmed in the affirmative.

Planner Schwark stated I think what Neil is trying to avoid is people sneaking through there and using that as a regular access point. So I do think that it would not be a bad idea to have a gate there so that we don't have unwanted traffic going through that access point. And of course there would be a key or Knox box for the emergency services to always be able to utilize that entrance.

Public Hearing Reopened at 6:46 p.m.

Nancy Boyer stated she doesn't understand how we can add things to this and take things away. This is not what you voted on to begin with. I think you should vote again on the way you want it now. This is totally unfair and we don't get to have any say in it.

Economic Development Director Zeinert asked Attorney McDonell whether the PARC was in their purview to add conditions.

Attorney McDonell confirmed that the PARC can add conditions, because it has been moved for reconsideration

Jill Gerber wants bring up a point from what Hicks stated if this is going to be a locked gate and separate entrance. What usually happens is you find people parking there, but he wants a access for the fire department. She doesn't know how or if you can restrict parking from that lane to be no parking and if it's enforceable if it is private property.

Bill Zellmer the point of this meeting I thought because there was some discrimination against the section 8 you were going to reconsider this project which means to reconsider whether you are going to say yes or no to it. Not just to add what you want to it as far an addendum goes. This is not fair as all the stuff that people brought that weren't here before make a lot of sense. I think you should reconsider this and take a vote on whether this should pass or not. There are so many things that people brought up I can't see how you can approve this.

Hicks pointed out that we had a first and second to that motion but did we need to take a vote on his amendment to the original motion. Do we need to take a vote on that before the original motion.

Attorney McDonell confirmed that we need to take a vote first on the amendment.

Hick's motion is to include a locked gate at the emergency access point, so that this is not a usable path. Seconded by Binnie.

Yea: Stoneman, Hicks, McCormick, Miller, Parker, Smith, Binnie

McCormick wanted to clarify why, your comments did not fall on deaf ears. I understand your complaints. But according to our commission if those requirements are met then it is our responsibility as a board to pass this CUP.

Binnie clarified that we are just on the amendment right now not on the main motion.

Miller explained that he asked the City Attorney if he felt that Miller had a conflict of interest and he didn't think he did. And just to clarify my wife and I do not discuss City business and besides she doesn't tell me how to vote.

Motion on amendment passed unanimously

Binnie stated that we are now back to the main motion. He stated that he is not insensitive to the comments and concerns that have been raised but the reality is the CDA put us in this situation and there is absolutely nothing we can do about the TIF as has been indicated. It is not true that the public didn't have an opportunity to comment on that, I'm sure it was noticed just like any other decision by the public. It was apparently not noticed by the public but it was legal noticed and consequently the public did have an opportunity to comment on that decision. Secondly, we are also in a position where the state has put us by restricting so highly our ability to oppose a conditional use permit. In spite of the concerns we have heard, I cannot come up with anything that would legally qualify as a reason not to approve this conditional use permit. Because the applicant has

as indicated by the attorney checked the boxes to comply with our current ordinances and among them as the planner indicated the allowance to construct a certain amount of units within this property size and she has indicated that actually they could apply for more units than what they have applied for. My other concern would be in terms of postponing this decision we do have requirements within our ordinances and probably even in state statutes that require us to make a decision within a certain timeframe unless the applicant agrees to allow a postponement of that decision. And I suspect that we are already up against that deadline now since we already dealt with the matter once a month ago. So again I hear and understand the concerns but I do not believe we have a justifiable reason to be able to turn down this application.

Smith stated that he would love a chance to chime in as well. He will throw out there that today he actually called other municipalities and discussed this situation with them and they confirmed what our lawyers here today said. I actually called West Bend, Mukwonago and Oconomowoc and they confirmed it is what it is. I will throw out there that it is an interesting situation that we can't deny lawful payment. The payment would be coming from the federal government. The federal government is printing money like it is going out of style and we can't object to that. By saying in our community we don't want to be a part of that. It is an interesting conversation and specifically with regards to the the TIF I have documented it was passed on a Thursday and on the following Tuesday I specifically asked city administration what the amount of the TIF was. It was very directly not told to me and citizens were not allowed to speak on it and it was voted on that night. Please correct me if I'm wrong. I think it is unfortunate, it's a lot a money. I will say I think I would support the toning down or halving of the units I would say my kids play in that neighborhood; it's a beautiful neighborhood. I think because of the emphasis on the government subsidized housing. I think with the emphasis it is probably going to be there one day or it is likely or a very good chance of it. And I think that would support putting in half. I can tell you despite what we hear it is a congested area there is one road in and out and we are going to multiple the traffic by a factor.

Stoneman stated that she just wanted to thank everyone for coming and talking to us on this. The PARC has limited amount we can do. We have to look at the conditional use and the architectural review of it. She is relieved that we are taking off the section 8 and section 42 part of it because we shouldn't be discriminating against people because of social status or for any reason.

Planner Schwark asked if we had opened public comment.

Attorney McDonell stated he believes we hadn't closed it.

Planner Schwark asked if we were in the middle of a roll call vote or where were we at.

Jeff Knight said he wanted to address Binnie's comment. When the CDA took action on the Thursday night the total amount was never disclosed. So when people asked me how much it was I couldn't share that because it was a closed item from the CDA. When it came to the City they allowed the public to speak and a lot of the people who were there weren't on the CDA and didn't know the number but he was not at liberty to share it. So they went to closed session and there motion came up with the amount when they came out of closed session. I tried to address the city council at that time and come to

the podium and said I would like to address they stated nope you already spoke. I said well I beg your pardon there is new information. The decision was made that I could not speak again because I spoke during the city's open session and up until that point in time nobody in the public knew the total amount of the TIF funding. I think there was an error, a serious error and I will be more vigilant to call people on the carpet and bring legal counsel if I have to. But that was a mistake and I think these people are paying for that mistake. Because they couldn't address the excesses the city put in the funding on this project, when you compare it to a farm or a progressive community like Madison.

Public Hearing was again closed at 7:00 p.m.

Motion Stoneman moved to approve issuance of the conditional Use Permit with the conditions removing the condition related to section 8 and section 42 housing adding a locked gate at emergency access point. Seconded by Binnie.

Yea; McCormick, Miller, Parker, Binnie, Stoneman

Nay Hicks, Smith

Motion passed

- 3. Consideration to Approve to Recommend to Common Council a change to the City of Whitewater Municipal Code Chapter 19, Specifically Repeal Section 19.51.180 Truck, Trailer, Mobile Home and Equipment Parking Restrictions.

Planner Schwark explained that we currently have two ordinance sections that say the exact same thing. We would like to repeal the section in 19 since the exact same verbiage is also in title 20, to get rid of areas that have repeat items to make it easier to read for the public.

Motion to recommend to the common council to repeal 19.51.180.

Motion made by Board Member Binnie, Seconded by Board Member McCormick.

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

- 4. Consideration to Approve and Recommend to Common Council a change to the City of Whitewater Municipal Code Chapter 19, Specifically Section 19.48.020 Institutional District Permitted Uses, adding Libraries, Municipal Buildings, Public and Semi Public Uses.

Planner Schwark stated that we have had discussion on this in the last couple of months at PARC. At last month's meeting we had a great discussion about some final tweaks that the board wanted to see in this ordinance and this is those changes.

Motion to recommend to common council with removing churches.

Binnie stated that his recommendation last time was to remove religious institutions and make it faith based institutions. To him it feels quite redundant the way it is it reading now with both churches and faith based institutions, my preference would be to

eliminate churches and just have cultural centers and faith based institutions but he can live with it.

Motion made by Chairman, Councilmember Hicks, Seconded by Board Member Smith. Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

5. Consideration to Approve and Recommend to Common Council a change to the City of Whitewater Municipal Code Chapter 19, Specifically Section 19.69.050 Hearing-Notice to Property Owners.

Planner Schwark stated at last month's meeting we had a discussion about this ordinance section about adding in some verbiage that would allow us to have some discretion with the buffer requirement. So if it was a project we felt that we wanted to notify more of the general public or make a larger area informed of the project coming before the PARC we would have the discretion to do so.

Hicks stated he would like to add a stipulation to the motion. At last meeting it was mentioned that you go off the the Walworth County or whatever GIS where they just put a dot in the middle of the property. I would like it to be the border of every lot line. So it would be a square line 300 feet from the property line and not just a circle or radius.

Dostie stated that she has attempted to draw in the property lines and use the border but it is still giving the same circle or blub approximation. She would have to ask our GIS analyst if there is another way to do this.

Hicks stated he would appreciate if we continue looking into how we can do this.

Planner Schwark stated do we want to keep looking into that as a separate discussion item and bring that back to the PARC next month but move forward with the ordinance change itself.

Hicks stated he would be fine with that and bring it up as a future agenda item.

Smith asked about a clarification trying to figure out what is the boundary.

Dostie explained that currently with GIS there is a red dot on each property-some are in the middle some are closer to the street and that is where it is pulling the 300 feet from.

Smith stated so that we have the opportunity to err on the side of caution so that if it is close we send it.

Binne stated that his view is that if it needs to be an ordinance then we need to defer this so that we don't have to go publishing this thing twice since it is a waste of time. But if we are ok with it just being a policy of the department than I think we can proceed.

Planner Schwark stated she would recommend that the buffer itself be a policy and not in the ordinance.

Parker stated that back in the day we did it from the property corners. And depending on the type of project we went out more than 300 feet. We had it as a policy.

Motion to recommend to council.

Motion made by Board Member Binnie, Seconded by Board Member Parker.
Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

UPDATES / REPORTS

None

FUTURE AGENDA ITEMS

McCormick requested updates on the Doggie Daycare and Hawk Arcade.

NEXT MEETING DATE

October 14, 2024

ADJOURNMENT

Meeting adjourned at 7:18 p.m.

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

Voting Yea: Chairman, Councilmember Hicks, Board Member Parker, Vice Chairperson Miller, Board Member Smith, Board Member Stoneman, Board Member McCormick, Board Member Binnie

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

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



Community Development Authority Board of Directors Meeting (In-Person & Virtual)

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

Thursday, September 19, 2024 - 5:30 PM

MINUTES

CALL TO ORDER. Chair Greg Majkrzak called the meeting order at 5:30 p.m.

ROLL CALL: Present: Christ Christon, Neil Hicks, Jeff Knight, Jon Kachel, Greg Majkrzak, Thayer Coburn. Absent: Joe Kromholz. Staff Present: Taylor Zeinert (Executive Director), Rachele Blich (Finance Director), Bonnie Miller (CDA Administrative Assistant).

DECLARATION OF CONFLICT OF INTEREST. None declared.

APPROVAL OF AGENDA: Moved by Board Member Coburn to approve the Agenda; seconded by Board Member Hicks. Roll Call Vote: AYES: Majkrzak, Hicks, Christon, Coburn, Knight, Kachel. NOES: None. ABSENT: Kromholz.

HEARING OF CITIZEN COMMENTS: None.

APPROVE MINUTES: Moved by Board Member Hicks to approve the Minutes of the August 15, 2024 CDA Meeting; seconded by Board Member Kachel. Motion passed by roll call vote. AYES: Knight, Hicks, Coburn, Kachel, Christon, Majkrzak. NOES: None. ABSENT: Kromholz. .

KNOWLEDGE CDA FINANCIAL STATEMENTS: So acknowledged by Chair Majkrzak.

ACTION ITEMS

3. **Discussion and possible action regarding outstanding loan to Fine Food Arts LLC d/b/a The Black Sheep.** EDD Zeinert provided a summary of the background and prior events with regard to this loan. After evaluation and discussion of collateral by the Board, it was moved by Knight to approve the Assignment and Assumption Agreement; second by Hicks. Motion passed by roll call vote. AYES: Kachel, Knight, Hicks, Christon, Majkrzak, Coburn. NOES: None. ABSENT: Kromholz.

Moved by Knight to direct Staff to ask the attorney to investigate the pursuit of legal action against Jay Stinson and report back to the Board; seconded by Kachel. Motion passed by roll call vote: AYES: Kachel, Knight, Hicks, Christon, Majkrzak, Coburn. NOES: None. ABSENT: Kromholz.
4. **Discussion and possible action regarding status of Inventalator (f/k/a Ideawake) Capital Catalyst Loan:** Finance Director Blich provided a detailed summary of the history of the loan, amount of payments received to date, if any, and previous actions taken by Staff to collect the debt. Director Blich stated that it appears that the business is still active. It was noted that the business is a tech company (Idea Management Software). Following discussion among the body,

Board Member Hicks moved to direct CDA legal counsel to pursue collection of the loan; seconded by Board Member Kachel. Motion passed by roll call vote. AYES: Majkrzak, Hicks, Christon, Coburn, Knight, Kachel. NOES: None. ABSENT: Kromholz.

5. **Staff Update regarding Memorandum of Understanding (MOU) between CDA and City Water Utility.** Finance Director Blich provided a summary of the development of the MOU between the CDA and the City Water Utility regarding funds held by the CDA that were used by the Water Utility to partially fund the water tower project. Director Blich clarified that the source of the funds that were the subject of the MOU originated from a grant received by the City from the State. As a result, the City was under no obligation to return the funds to the CDA.
6. **Appointment to Tech Park Advisory Board.** EDD Zeinert requested that a Board Member be appointed to serve as the CDA Representative on the Tech Park Advisory Board as required by the Memorandum of Understanding. This Advisory Board will meet at the Innovation Center on the 2nd Tuesday of each quarter at 8:30 a.m. A virtual option via ZOOM will be available. Staff requested one Board Member to serve as the CDA representative on the newly-formed Tech Park Advisory Board. Board Member Coburn expressed an interest in serving in that capacity. Chair Majkrzak nominated Board Member Coburn to serve as the CDA representative to the Tech Park Advisory Board; seconded by Board Member Hicks. Motion passed by roll call vote. AYES: Kachel, Knight, Hicks, Christon, Majkrzak, Coburn. NOES: None. ABSENT: Joe Kromholtz.
7. **Discussion and possible action regarding approval of Subordination Agreement between th\$50,000 loan from the CDA to Shabani Investments, LLC, which loan would be in third position behind two loans with First Citizens State Bank (FCSB).** FCSB notified Staff that Shabani Investments, LLC was consolidating the two FCSB loans into one loan and requested that CDA enter into a Subordination Agreement listing the CDA in first position behind one consolidated FCSB loan. The result would be no actual change in the position of the CDA. It was moved by Coburn to approve the execution of the Subordination Agreement; seconded by Kachel. The Motion passed by roll call vote. AYES: Kachel, Hicks, Christon, Majkrzak, Knight, Coburn. NOES: None. ABSENT: Kromholz.
8. **Staff Update regarding sunk costs related to 108 W. Main Street Building.** EDD Zeinert provided an update with regard to the costs expended to date regarding the 108 W. Main Street Building, including purchase of the property at approximately \$90,000.
9. **Discussion and possible action regarding repair of the basement foundation wall at 108 West Main Street.** EDD Zeinert summarized the estimates that came in for the repair of the basement wall structure. The estimate from Acculevel came in at approximately \$58,000; the proposal from RR Walton & Company came in at \$30-35,000. Badger Basements did a preliminary inspection of the basement, however, they indicated that they may not want to do this job. The estimate for the roof from Badger Roofing at approximately \$19,000. Following discussion by the Board, the consensus of the Board was not to sink any more money into the building. Board Member Coburn moved to demolish the building; seconded by Board Member Kachel. Motion passed on roll call vote. AYES: Kachel, Christon, Hicks, Majkrzak, Coburn, Knight. NOES: None. ABSENT: Kromholz.

10. **Discussion and possible action regarding demolition of 126 North Jefferson Street Property.** EDD Zeinert summarized the status of the building and called attention to the pictures of the building. EDD Zeinert asked for a motion to approve the Request for Proposal regarding demolishing the building. After further discussion, Coburn moved to approve the RFP to demolish the 126 North Jefferson Street structure; seconded by Kachel. Motion passed by roll call vote. AYES: Christon, Knight, Kachel, Majkrzak, Coburn, Hicks.
11. **Discussion and possible action regarding continuation of Whitewater WindUp event in the future.** EDD Zeinert presented a proposed timeline for putting together another Whitewater WindUp business competition. The timeline for planning the project would be over a period of six months and would not include the participation from ENACTUS in the next WindUp. After further discussion, Chair Majkrzak moved to direct staff to move forward with organizing a WindUp 2025 and to bring back a proposal for review at a future meeting for and approval by the Board; seconded by Christon. Motion passed by roll call vote: AYES: Coburn, Hicks, Christon, Kachel, Majkrzak. Knight. None. ABSENT: Kromholz.

CONSIDERATIONS / DISCUSSIONS / REPORTS

12. **Economic Development Director Report.** EDD Zeinert presented a summary of current economic development activities, including the multi-family development on Moraine View Parkway, Neumann Developments construction of the road at Park Crest, Phase IV, the Food Truck Fest held last weekend with an estimated attendance of 3,000 people. On October 3, 2024, the CDA will conduct a Home Buyer 101 Workshop at the CEC, including a presentation by Roxanne Witte who will cover the Jefferson County assistance available to homebuyers. On November 1, 2024, the CDA will host a Developer Meet and Greet, including landowners, realtors, bankers and developers, including a coach bus tour of the available parcels of land in the City suitable for development.
13. **Presentation by Fire Department regarding development of a fire training facility.** Assistant Fire Chief Dion presented a conceptual plan for a fire training facility and how it will provide for robust training activity for our firefighters. This facility would also aid in requirement and retention of firefighters. Assistant Chief Dion is requesting the donation of a vacant located in the Industrial Park at the corner of Innovation Drive and Technology Way on which the training facility would be built. The Whitewater Community Foundation is holding donated funds in trust designated for use strictly by the fire department, including construction of a training facility to be named the Chief C.G. Hickey Training Facility. Assistant Chief Dion went on the described how the facility would be used and what type of material would be burned.

[Noted that Board Member Coburn left the meeting at approximately 6:55 p.m.]

Following the presentation, it was moved by Chair Majkrzak and seconded by Board Member Hicks to move Item 14 into Open Session. Motion passed by roll call vote. AYES: Majkrzak, Hicks, Christon, Knight, Kachel. NOES: None. ABSENT: Kromholz, Coburn.
14. **Discussion and possible action regarding Development Agreement for construction of a fire training facility to be located on vacant parcel of land owned by the City on**

Innovation Drive (Parcel No. /A455500001). EDD Zeinert stated that under the Development Agreement, the Fire Department would be required to hold two events per year at the Innovation Center (*i.e.*, regular meeting, internal training, etc.). Following brief discussion, it was moved by Chair Majkrzak to approve the Development Agreement and Offer to Purchase between the City of Whitewater and the Whitewater Fire Department for referral to the Common Council for consideration; seconded by Board Member Hicks. Motion passed by roll call vote. AYES: Knight, Hicks, Kachel, Christon, Majkrzak. NOES: None. ABSENT: Kromholz, Coburn.

EXECUTIVE SESSION

Moved by Board Member Hicks and seconded by Board Member Kachel to adjourn to Closed Session, TO RECONVENE, pursuant to Wisconsin Statutes 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. Item to be discussed: Discussion and possible action regarding Offer to Purchase vacant parcel of land located on Starin Road (Tax Parcel No. /WUP 00018D). Motion passed by roll call vote: AYES: Hicks, Christon, Kachel, Knight, Majkrzak; NOES: None. ABSENT: Kromholz, Coburn.

RECONVENE INTO OPEN SESSION

- 16. **Reconvene to Open Session for possible action on Closed Session item(s).** No action taken

FUTURE AGENDA ITEMS

- 17. Staff Report - How to do a TIF Calculation
- 18. Cost of Amending a TIF District
- 19. Update to Rules of Procedure Handbook.
- 20. Updates to Revolving Loan Program.
- 21. Updates to Facade Loan Program.

VIDEO PRESENTATION

- 22. **Open Meetings Law Compliance Training:** Open Meetings Law Compliance Training video was viewed in person by all Board Members present.

ADJOURNMENT: Moved by Kachel and seconded by Chair Majkrzak to adjourn the meeting. Motion passed by unanimous voice vote. Chair Majkrzak adjourned the meeting at 8:04 p.m.

Respectfully submitted,
Bonnie Miller, Recorder

Minutes approved at the October 17, 2024 CDA Board Meeting.



Finance Committee Meeting

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

Tuesday, September 24, 2024 - 5:00 PM

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

Please click the link below to join the webinar:

When: Sep 24, 2024 05:00 PM Central Time (US and Canada)

Topic: Finance Committee Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/87952083173>

Or One tap mobile :

+13052241968,,87952083173# US

+13092053325,,87952083173# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 312 626 6799 US (Chicago)

Webinar ID: 879 5208 3173

AGENDA

CALL TO ORDER

The meeting was called to order by Brian Schanen at 5:00 p.m.

ROLL CALL

Present: Brian Schanen and Patrick Signer Absent: Lisa Dawsey-Smith

Additional Attendees: Rachelle Blich, Director of Finance and Taylor Zeinert, Economic Development Director

CONSENT AGENDA

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

1. August 28, 2024 Finance Committee Meeting Minutes
2. September 11, 2024 Special Finance Committee Meeting Minutes

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

Voting Yes: Patrick Singer, Brian Schanen. Voting No: None.

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

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

3. August Financials
4. Discussion and Possible Edits to the Permit Fee Schedule

Motion to remove the following Residential permit fees; Sink/Dishwasher, Disposal replacement, water softener replacement, and bath/shower replacement and to bring the item back for further discussion made by Brian Schanen, Seconded by Patrick Singer. Voting Yes: Brian Schanen, Patrick Singer. Voting No: None.

5. Public Comment Policy Discussion

Committee Member Patrick Singer submitted the following to the Committee regarding Public Comment at Public Meetings.

Public Appearance Card

Public Meeting Appearance Cards (PMAC) shall be used by members of the public who wish to speak during public comment, public hearing or specific agenda item. This form would also be used for those individuals who do not wish to or cannot verbally address the Common Council during a meeting.

A person may provide comments and support or opposition for an agenda item on the form. Those requesting to speak during the meeting may indicate this on the form. Prior to taking action on an item on the agenda, the presiding officer will request the City Clerk to indicate any speakers who have signed up for that particular item. The Clerk will read the name of the speaker and the speaker on-deck. The Clerk will alternate between those in support and opposition. After all speakers have been called, the Clerk will indicate written support and opposition by reading the name and the position of the individual. The minutes will reflect the receipt of written comments in support or opposition by all registered individuals.

Time Limits

Public Comment - 5 minutes with a limit of 30 minutes total. Increased from 3 minutes.

Public Hearing - 5 minutes with a limit of 60 minutes for each support and opposed speakers Per speaker time is the same. Provide support and opposed delineation.

Agenda Items - 3 minutes, with an ability for extension with consent of Common Council. Per speaker time is the same. Provide clarification about extension of time.

Whenever a group of individuals wishes to address the Council on the same subject matter, those individuals may designate a spokesperson to address the Common Council. The spokesperson may ask for additional time when

completing the PMAC, and with the consent of the Common Council, the presiding officer may extend the time allocation. Individuals are still welcome to complete a PAC registering their support or opposition, and written comments will be entered into the record by the City Clerk.

The presiding officer, with the concurrence of the Common Council, may extend or limit any of the enumerated time allocations based on the complexity of the item and the number of persons wishing to speak on the item.

Expectations of Speakers

The speaker shall conduct themselves in a professional and respectful manner.

All remarks shall be directed to the Common Council, as a body, and not a City staff or any member of the public in attendance.

The speaker shall not defame, intimidate, make personal affronts, make threats of violence, or use profanity.

Expectation of Public

Members of the public in the audience shall not engage in any of the following activities during a Common Council meeting:

Shouting, clapping, unruly behavior, or speaking out when not recognized by the presiding officer.

Defamation, intimidation, personal affronts, threats of violence, or profanity.

Behavior that disrupts the orderly conduct of the meeting.

Expectation of Councilmembers

While the Common Council is in session, the members must preserve order and decorum. Each Councilmember shall conduct themselves with decorum and shall neither, by conversation or otherwise, delay nor interrupt the proceedings or the peace of the Common Council, nor disturb any member while speaking or refuse to obey the orders of the presiding officer.

Motion to direct staff to make the language universal for council and committees, change the public comment to 3 minutes, change the public hearing limit to 30 minutes each side, and send to all committees for review and feedback made by Brian Schanen, Seconded by Patrick Singer. Voting Yes: Brian Schanen, Patrick Singer. Voting No: None.

6. Insurance Claim

Motion to deny claim made by Patrick Singer, Seconded by Brian Schanen. Voting Yes: Patrick Singer, Brian Schanen. Voting No: None.

7. Discussion and Development of Brown Cab Survey

8. Open Meetings Law Compliance Training

FUTURE AGENDA ITEMS

9. Discussion Regarding Parking Violation Fee Increase

10. Paid Parental Leave Discussion

11. Bring Your Own Device Policy

12. Equipment Replacement Policy

13. AI Policy Draft
14. Update on MOU with UWW Parking Data Collection/Schanen
15. Update on Projected Mill Rates for 2025/Singer

ADJOURNMENT

Motion to adjourn made by Patrick Singer, Seconded by Brian Schanen. Voting Yes: Patrick Singer, Brian Schanen. Voting No: None.

The meeting adjourned at 6:31 p.m.

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

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



Finance Committee Meeting

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

Tuesday, October 08, 2024 - 4:30 PM

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

You are invited to a Zoom webinar.

When: Oct 8, 2024 04:30 PM Central Time (US and Canada)

Topic: Finance Committee Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/86834216141>

Or One tap mobile :

+13052241968,,86834216141# US

+13092053325,,86834216141# US

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 312 626 6799 US (Chicago)

Webinar ID: 868 3421 6141

International numbers available: <https://us06web.zoom.us/j/86834216141>

AGENDA

CALL TO ORDER

The meeting was called to order at 4:31 p.m. by Lisa Dawsey-Smith.

ROLL CALL

Present: Lisa Dawsey-Smith, Patrick Singer, and Brian Schanen. Absent: None.

Additional Attendees: Rachelle Blich, Director of Finance, Taylor Zeinert, Economic Development Director

CONSENT AGENDA

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

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

1. Discussion Regarding an Amendment to Slater Development

A motion was made to recommend the amendments to the developer's agreement by Brian Schanen, Seconded by Lisa Dawsey-Smith. Voting Yes: Lisa Dawsey-Smith, Patrick Singer, and Brian Schanen. Voting No: None.

FUTURE AGENDA ITEMS

ADJOURNMENT

Motion to adjourn was made by Brian Schanen, Seconded by Patrick Singer. Voting Yes: Lisa Dawsey-Smith, Brian Schanen, and Patrick Singer.

The meeting adjourned at 4:40 p.m.

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

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



Finance Committee Special Meeting

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

Thursday, October 17, 2024 - 5:00 PM

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

Please click the link below to join the webinar:

When: Oct 17, 2024 05:00 PM Central Time (US and Canada)

Topic: Finance Committee Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/88151158335>

Or One tap mobile :

+13126266799,,88151158335# US (Chicago)

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

+1 312 626 6799 US (Chicago)

Webinar ID: 881 5115 8335

AGENDA

CALL TO ORDER

The meeting was called to order by Lisa Dawsey-Smith at 5:00 p.m.

ROLL CALL

Present: Lisa Dawsey-Smith, Brian Schanen, Patrick Singer (arrived at 5:08p.m.)

Absent: None

Additional Attendees: Rachelle Blich, Director of Finance, Brad Marquardt, Director of DPW, Kevin Boehm, Director of Parks and Recreation.

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

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these controls. On a traditional telephone, dial *6 to unmute your phone and dial *9 to raise your hand.

CONSIDERATIONS / DISCUSSIONS / REPORTS

1. 2025 Draft Budget Review (1 of 3)

FUTURE AGENDA ITEMS

ADJOURNMENT

A motion to adjourn was made by Patrick Singer, Seconded by Brian Schanen. Voting Yes: Lisa Dawsey-Smith, Patrick Singer, Brian Schanen. Voting No: None.

The meeting adjourned at 5:46 p.m.

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

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



Library Board of Trustees

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

Monday, September 16, 2024 - 6:30 PM

Meeting Minutes

CALL TO ORDER At 6:33 pm

ROLL CALL

Present – Brienne Diebolt- Brown, Jaime Weigel, Jennifer Motszko, Sallie Berndt, Doug Anderson -joined 6:36pm

Staff- Diane Jaroch, Rachel Clift

Absent- Alyssa Orlowski, Kathy Retzke

APPROVAL OF AGENDA

MSC Diebolt-Brown/Berndt approve the agenda

Ayes: Motszko, Weigel, Diebolt-Brown, Anderson, Berndt, Anderson

CONSENT AGENDA

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

MSC Diebolt-Brown/Berndt approve the consent agenda

Ayes: Motszko, Weigel, Diebolt-Brown, Anderson, Berndt, Anderson

1. Approval of the minutes of the July 15, 2024 and August 19, 2024 meetings
2. Approval of Payment of Invoices for July and August 2024
3. Acknowledgement of Receipt of July and August 2024 Statistical reports
4. Acknowledgement of Receipt of July and August 2024 Financial reports
5. Acknowledgement of Receipt of July and August Treasurer's reports

OLD BUSINESS

6. Library Building Project
 - a) General Update
 - Email sent out giving over view, met last week Wednesday with Architect from Studio GC and Miron Construction Company.

- Started removing trees Friday, large tree in front, large tree in back, pine trees, small trees in parking lot. Save wood for a future project and a cookie ring to be dated and displayed.
- Trailer and machinery delivered.
- Staff no longer allowed in building due to water being off, electric off in sections.
- No asbestos found in mirror or toilet ring.
- New sprinkler room will be in the corner of the children's area.
- Family bathroom will be back by current makerspace.
- Groundbreaking will be October 2nd at 5:00pm, invites have been sent out and will be shared via social media and email. There will be cake and photos taken. Pictures will be taken by the City of Whitewater.
- Staff has space at the Innovation Center to work out of and they will be holding weekly trainings in the Cravath Lakefront Community Center.
- Temporary book drop- what should we do to provide a temporary outside book drop after this first phase of construction. Diane will look into options.

b) Discussion of city bricks

- There are also city bricks from old main street. Could be added to library outdoor space? Something to look into and take to the architect. Reach out to Landmarks committee about bricks.

NEW BUSINESS

7. Mid-Year Review of the 2024 Strategic Plan Activities
 - Reviewed to see what is done, on-going, and on-hold due to the renovation project.
 - See page 34 of packet for a detailed list.
 - Review what we are able to do while closed, what can be done via social media and digitally?
 - PSA- first draft with library staff and updates and corrections needed have been sent back.
8. Review and possible action of Library Card Project Proposal with the WWUSD
 - Pages 36-37
 - Intent is to provide outline of library goals for the project with WWUSD.
 - Board encourages staff to have an in-person meeting with WWUSD.
 - Goal for project start would be for Fall 2025.
9. Review and possible action of the Land Acknowledgement Statement
 - Pages 38-40

- Board approved draft at earlier meeting, a letter with a small package was mailed to Tribal Leaders and Library Board members were hoping for feedback but have not gotten a response.
 - Library Board will publish the Land Acknowledgement Statement and share with the Tribal Leaders that it has been posted. Plan is to publish it on Library website shortly.
10. Preview Open Meeting video and review pages 6-12 of the City of Whitewater Good Governance Manual
 - Video played and viewed by all attendees, in person and online.
 11. Review and approval of the Recognition Policy
 - Page 33
 - No changes to policy.

MCS Weigel/ Diebolt-Brown

Ayes: Motszko, Weigel, Diebolt-Brown, Anderson, Berndt, Anderson

CONSIDERATIONS / DISCUSSIONS / REPORTS

12. Library Director's report
 - Pages 49-52
13. Assistant Director's report
 - Pages 53-54
 - Books are being sent to city hall during remodel.
14. Youth Educational Services report
 - Pages 55-58
 - Highest summer reading since 2016!
15. Programming & Makerspace report
 - Pages 59-60
 - Had a baby, teaching a class, finished her MLIS.
 - Getting Lauchpads via Grant.
16. Bridges Library System Staff reports
 - New librarians in our system!
17. Board reports
 - None

FUTURE AGENDA ITEMS

CONFIRMATION OF NEXT MEETING- October 21st at 6:30pm at Cravath Lakefront Conference Room

ADJOURNMENT-

MSC- Diebolt-Brown/Weigel

Ayes: Motszko, Weigel, Diebolt-Brown, Anderson, Berndt, Anderson

Library Board Development Committee Meeting



Cravath Lakefront Room 2nd floor
312 West Whitewater Street
Whitewater, WI, 53190
*In Person

Wednesday, September 18, 2024 - 4:30 PM

AGENDA

CALL TO ORDER at 4:36 pm.

ROLL CALL

Present: Jennifer Motszko, Alyssa Orlowski, Jaime Weigel

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.

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.

NEW BUSINESS

1. Discuss upcoming vacancy of library board of trustee position. Discussed possible candidates and strategies for reaching out about the open position. Following up in a week.

ADJOURNMENT at 5:11 pm.

Minutes respectfully submitted by Alyssa Orlowski on Wednesday, September 18, 2024.



Common Council Agenda Item

Meeting Date:	November 7, 2024
Agenda Item:	Reasonable Accommodations for Pregnant Workers Policy
Staff Contact (name, email, phone):	Kristina Letson, kletson@whitewater-wi.gov, 262-458-2142

BACKGROUND

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

1. The Pregnant Workers Fairness Act (PWFA) is a federal law that requires an employer to provide reasonable accommodations to a qualified employee with known limitations related to pregnancy, childbirth, or related medical conditions. This policy ensures the City of Whitewater meets federal obligations under the PWFA, reducing the risk of legal penalties.
2. The PWFA went into effect on June 27, 2023. On April 15, 2024, the Equal Employment Opportunity Commission issued its final regulations which went into effect on June 18, 2024.
3. CVMIC provided a sample policy for the City to use as a reference.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

1. On October 22, 2024, the Finance Committee recommended approval of the Reasonable Accommodations for Pregnant Workers Policy and subsequent inclusion in the Employee Handbook.

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Staff recommends approval of the policy and its inclusion in the Employee Handbook. The City Attorney reviewed the policy with no recommended changes.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Reasonable Accommodations for Pregnant Workers Policy



**Reasonable
Accommodations for
Pregnant Workers Policy**

Owner:	HR Manager	Approving Position:	Common Council	Pages:	4
Issue Date:		Revision Date:		Review Date:	
Special Instructions:					

I. PURPOSE

As required by the federal Pregnant Workers Fairness Act (PWFA), the City of Whitewater will provide reasonable accommodations to employees and applicants with limitations related to pregnancy, childbirth, or related medical conditions, unless the accommodation will cause undue hardship to the City of Whitewater's operations.

II. POLICY

An employee or applicant may request an accommodation due to pregnancy, childbirth, or a related medical condition by submitting the request in writing to human resources (HR). The accommodation request should include an explanation of the pregnancy-related limitations, the accommodation needed and any alternative accommodation(s) that might be reasonable. Depending on the nature of the accommodation, the individual may be requested to submit a statement from a health care provider substantiating the need for the accommodation.

Upon receipt of a request for accommodation, HR will contact the employee or applicant to discuss the request and determine if an accommodation is reasonable and can be provided without significant difficulty or expense, i.e., undue hardship.

While the reasonableness of each accommodation request will be individually assessed, possible accommodations include, but are not limited to, allowing the individual to:

- Sit while working
- Drink water during the workday
- Receive closer-in parking
- Have flexible hours
- Receive appropriately sized uniforms and safety apparel
- Receive additional break time to use the bathroom, eat and rest
- Take time off to recover from childbirth
- Be excused from strenuous activities and/or activities that involve exposure to compounds deemed unsafe during pregnancy

An employee may request paid or unpaid leave as a reasonable accommodation under this policy; however, the City of Whitewater will not require an employee to take time off if another reasonable accommodation can be provided that will allow the employee to continue to work.

City of Whitewater prohibits any retaliation, harassment, or adverse action due to an individual's request for an accommodation under this policy or for reporting or participating in an investigation of unlawful discrimination under this policy.



Council Agenda Item

Meeting Date: November 7, 2024

Agenda Item: Lactation Policy

Staff Contact (name, email, phone): Sara Marquardt, smarquardt@whitewater-wi.gov, 262-473-1387

BACKGROUND

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

1. The Providing Urgent Maternal Protections (PUMP) Act is a federal law that expands workplace protections for nursing employees, requiring employers to provide reasonable break time and a private, non-bathroom space for employees to pump breast milk during the workday. Passed as part of the Fair Labor Standards Act, the PUMP Act now covers more employees, including salaried and exempt workers, ensuring they have adequate support to manage lactation needs at work.
2. The 2024 Employee Handbook utilized wording from the SHRM Handbook Builder for the Lactation Policy. Upon the recommendation of our employment attorneys, this expanded policy is being provided which more clearly defines the expectations of the employee break time requirements.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

1. The 2024 Employee Handbook was approved by the Common Council on July 16, 2024.
2. On October 22, 2024, the Finance Committee recommended approval of the Lactation Policy and subsequent change to the Employee Handbook.

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Staff is requesting approval of the policy with the corresponding update to the Employee Handbook.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Lactation Policy
2. Lactation Policy Summary for Employee Handbook



Lactation Policy

Owner:	HR Manager	Approving Position:	Common Council	Pages:	2
Issue Date:		Revision Date:		Review Date:	
Special Instructions:					

I. PURPOSE

All employees who are nursing are eligible to take reasonable breaks under this policy to express breast milk for up to one year after the birth of the employee's child unless doing so would cause an undue hardship for the City. The City of Whitewater encourages all eligible employees who intend to take breaks under this policy to notify Human Resources and their manager of their intent when they are discussing their return to work following leave relating to childbirth.

II. POLICY

A. Lactation Breaks

Eligible employees may take a reasonable amount of break time to accommodate the employee's need to express breast milk for the employee's nursing child. Eligible employees should notify their direct supervisor of the frequency, timing, and duration of lactation breaks they need to take. A lactation room will be provided that is private and where an employee will not be interrupted. Please contact your supervisor or Human Resources for information about the designated location for lactation breaks in closest proximity to your work area.

B. Compensation During Breaks

Lactation breaks under this policy are paid if taken during the regularly scheduled breaks set in your department. However, any break that exceeds 30 minutes whether scheduled or not, will be unpaid.

Employees who are required to record time under the City's timekeeping policy must accurately record the start and end of lactation breaks falling outside of the Department's regular break times on their time sheets in accordance with the City's timekeeping policy. Uninterrupted lactation breaks do not count as hours worked. Exempt employees may be provided break time with pay when necessary to comply with state and federal wage and hour laws.

C. Administration of This Policy

The Human Resources Department is responsible for the administering this policy. If you have any questions regarding this policy or if you have questions about lactation breaks that are not addressed in this policy, please contact the Human Resources Department.

D. No Retaliation

The City of Whitewater expressly prohibits any form of discipline, reprisal, intimidation, retaliation, or discrimination against any individual for requesting or taking lactation breaks, or filing a complaint for

violations of this policy, the Fair Labor Standards Act, or applicable state or local law.

The City of Whitewater is committed to enforcing this policy and prohibiting retaliation against employees who request or take break time under this policy, or who file a related complaint. However, the effectiveness of our efforts depends largely on individuals telling us about inappropriate workplace conduct. If employees feel that they or someone else may have been subjected to conduct that violates this policy, they should report it immediately to the Human Resources Department. If employees do not report retaliatory conduct, the City may not become aware of a possible violation of this policy and may not be able to take appropriate corrective action.

New:

Lactation Accommodations

The City of Whitewater will provide a reasonable amount of break time to accommodate employees desiring to express breast milk for their child, in accordance with and to the extent required by applicable law. The break time, if possible, **should** run concurrently with rest and meal periods already provided. If the break time cannot run concurrently with rest and meal periods already provided, **the break time should be planned for 30 minutes, which will be unpaid**. The City will make reasonable efforts to provide employees with the use of a room or location in close proximity to the employee's work area, other than a bathroom, to express milk in private. This location may be the employee's private office, if applicable. Please consult the HR Manager with questions regarding this policy.

Employees should advise management if they need break time and an area for this purpose. Employees will not be discriminated against or retaliated against for exercising their rights under this policy.

Old:

Lactation Accommodations

The City of Whitewater will provide a reasonable amount of break time to accommodate employees desiring to express breast milk for their child, in accordance with and to the extent required by applicable law. The break time, if possible and permitted by applicable law, must run concurrently with rest and meal periods already provided. If the break time cannot run concurrently with rest and meal periods already provided, the break time will be unpaid, subject to applicable law.

The City will make reasonable efforts to provide employees with the use of a room or location in close proximity to the employee's work area, other than a bathroom, to express milk in private. This location may be the employee's private office, if applicable. Please consult the HR Manager with questions regarding this policy.

Employees should advise management if they need break time and an area for this purpose. Employees will not be discriminated against or retaliated against for exercising their rights under this policy.



Common Council Agenda Item

Meeting Date: November 7, 2024

Agenda Item: Infant at Work Policy

Staff Contact (name, email, phone): Sara Marquardt, smarquardt@whitewater-wi.gov, 262-473-1387

BACKGROUND

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

1. Implementing an "Infant at Work" policy provides opportunities for the City to support employee retention, job satisfaction, and family bonding. This type of policy allows new parents to bring their infants to work for a specified period, during the first months postpartum, helping them balance work responsibilities with family care.
2. Additionally, an Infant at Work policy can promote workplace morale and productivity by reducing the stress and financial burden often associated with finding immediate childcare for infants.
3. This policy seeks to provide clear guidelines to maintain productivity and ensure a safe environment for the infant, employees, and workplace as a whole.
4. By providing this option, the City can position itself as a family-friendly employer, attracting and retaining top talent who may otherwise need to take extended leave or consider other employment options.
5. To date, the City has successfully approved two trial runs of this policy, both without any issues.
6. Attorney Mark Kapocious from vonBriesen reviewed the policy with two minor changes recommended (highlighted in yellow).

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

1. On October 22, 2024, the Finance Committee recommended approval of the Infant at Work Policy and subsequent inclusion in the Employee Handbook pending final approval by legal.

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Staff is requesting approval of the Infant at Work Policy and its inclusion in the Employee Handbook.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Infant at Work Policy



Infant at Work Policy

Owner:	HR Manager	Approving Position:	Common Council	Pages:	8
Issue Date:		Revision Date:		Review Date:	
Special Instructions:					

I. PURPOSE

It is the policy of the City of Whitewater to provide a positive work environment that recognizes parents' responsibilities to their jobs and to their infants by acknowledging that, when an infant is able to stay with a parent, this benefits the family, the employer, and society. The City of Whitewater Infant at Work Program encourages new mothers, fathers, or legal guardians to return to work sooner by allowing the new parents to bring their infant to work with them until the child is mobile. The program is designed to accommodate an individual parent's participation with a single infant. Multiple births will be evaluated on a case-by-case basis.

II. POLICY

A. Eligibility

City of Whitewater FTE employees are eligible to participate in the program, subject to the specific job responsibilities of the parent and subject to ensuring the physical safety of the infant. To be eligible, employees must have a solid performer or better rating on their most recent performance evaluation. Parents may request a temporary, alternative work assignment if their current assignment is not suitable for participation in the program. City of Whitewater will attempt to accommodate such requests based on business and staffing situations at the time of the request but is not required to honor the requests. The opportunity for an alternative assignment is typically a rare event at the City and should by no means be an expectation. Parents may also request a temporary relocation or workstation modification in the *Infant at Work Request Form and Individual Plan*, which is available from Human Resources.

B. Pre-Program Meeting

Before any infant is brought into the workplace, a meeting must take place between the parent, the supervisor and Human Resources. All parties must review, discuss, and approve the proposed *Infants at Work Request Form and Individual Plan*.

C. Employee Responsibilities

A parent who wishes to bring their infant to work must obtain written permission from the supervisor and the City Manager on the *Infants at Work Request Form*.

The parent shall establish a satisfactory work schedule with the supervisor. If requested, alternative work schedules must be approved according to the process followed in the respective office or department.

A parent participating in this program may leave the building without taking the infant with them as long as the child is in the care of the designated Alternative Care Provider. Each Alternative Care Provider must acknowledge that they have agreed to serve in that role by initialing an *Individual Plan*, which is available in the Human Resources Department. Each parent shall designate one alternative care provider in the workplace. The alternative care provider will be an employee in the same office or department in close proximity who voluntarily agrees to care for the infant in the event the parent is unavailable due to attendance at a meeting, participating in a conference call, or a similar work responsibility. The alternative care provider may not simultaneously participate in the program as a parent. The alternative care provider shall obtain permission from their supervisor prior to participation in the program.

If the parent is going to be unavailable for a period exceeding 1.5 hours within a four-hour period, the parent shall make arrangements for the infant's care outside the office or department. If a parent consistently has unexpected scheduling issues, they may become ineligible for the program.

The parent will accept complete responsibility for the safety of the infant. If the parent's duties require leaving the primary work site, the parent will take the infant along. A parent may not transport the infant in a City vehicle.

The parent must provide all supplies and equipment needed to care for the infant at the work site and ensure that the area is kept in a clean and sanitary condition. When an infant accompanies a parent to work, soiled cloth diapers must be stored in a closed container (provided by the parent) and taken home daily. Soiled disposable diapers must be wrapped appropriately and discarded in a restroom.

Parents must have day care or other arrangements in place by the time the baby becomes mobile.

There may be work circumstances unsuitable for infants such that it may be necessary for parents to make other arrangements for child care during these extended periods in which leaving the child in the care of the Alternative Care Provider is not feasible. Parents are expected to work closely with their supervisor and coworkers to ensure that all parties involved are aware of what duties can and cannot be reassigned and parents are expected to make alternate child care arrangements when required to do so.

In order for an Infant at Work program to be most effective, all parties need to be sensitive to the needs of others. The employee must maintain acceptable work performance and ensure that the presence of the infant does not create any office disturbances. If problems arise that cannot be resolved, the employee understands that the program may be immediately discontinued for that employee.

City of Whitewater will notify employees of City lactation room locations if employees choose to breastfeed or otherwise feed their infants in private. Employees are not required to utilize a lactation room to breastfeed or otherwise feed their infants.

D. Infant's Location During the Program

Each parent shall make their work area suitable for the new baby and the baby shall be located primarily at that work area during the work day. Ideally, the employee will stay with the infant at all times.

In the event that an infant becomes noticeably fussy, loud, or uncontrollable, or exhibits any behavior that causes a distraction in the workplace or prevents the parent from accomplishing work, the parent must immediately take the infant to a quiet area, such as a lactation room, break room or unused conference room until the infant calms down and is quieter. If the infant does not calm down within 30 minutes, the parent must remove the infant from City of Whitewater premises. Time tending to the child is not considered time worked, with the exception of standard paid breaks. The parent must use paid leave time for such absences. If disruption occurs more than three times within a 30-day period, the parent will be required to find alternative arrangements.

The infant may be in another employee's workspace for brief intervals (not more than one hour) if the arrangement is agreed upon between the parent, the other employee and the other employee's supervisor. Consideration must be taken to ensure that the environment is safe for the infant at all times and that other employees are not disturbed.

E. Illness

A sick infant should not be brought to work. If the infant becomes sick during the day, the infant must be taken home by the parent. The Centers for Disease Control and Prevention ("CDC") "Recommendations for Inclusion or Exclusion" of children from out-of-home child care settings are available from Human Resources, and are hereby adopted by the City of Whitewater as a means for determining whether a baby is sick.

F. Mobility

"Mobility" is defined as crawling, walking, or another form of movement which results in the child moving from one location to another without assistance. Mobility varies for each child and typically can occur 6 to 10 months after birth, but may be sooner or later depending on the child's individual development. The point at which the child is deemed mobile is

determined by the employee's supervisor or Human Resources. Once deemed mobile, the child is no longer eligible for the Infants-at-Work Program. Parents have a responsibility to anticipate the transition to mobility wherever possible and prepare in advance for alternative childcare arrangements for the infant. The maximum age an infant will be allowed at work is 12 months of age.

G. Termination of Eligibility

Parents have the right to terminate their individual agreement at any time. The City of Whitewater has the right to terminate an individual agreement at any time **including but not limited to** if the parent's performance declines or if organizational needs are not being met (i.e., complaints and/or disruptions to coworkers cannot be resolved). The parent must maintain acceptable work performance and ensure that the presence of the infant does not create unreasonable office disturbances.

This agreement may also be terminated if the parent becomes involved in disciplinary action, if the parent does not comply with the terms and conditions of the Individual Plan, or when complaints have been made that cannot be resolved. When eligibility is terminated, the infant must be removed from the workplace. Depending on the circumstances, the City of Whitewater may require immediate removal or notice may be given.

H. Other

The City of Whitewater's Infant-at-Work Program is a voluntary option for parents, subject to approval as outlined in this Policy where it is compatible with job requirements.

Other affected employees may request a "baby-free" work environment. Such requests should be made in writing through the affected employee's immediate supervisor and the Human Resources Department.

The City of Whitewater will attempt to accommodate such requests based on business need and staffing situations at the time of the request.

Participation in the City of Whitewater's Infant-at-Work Program is a privilege and not a right.

The City of Whitewater expressly reserves the right to refuse participation in the Program for any reason or no reason at all or to terminate participation in the program due to business conditions or for no reason at all.

The City of Whitewater expressly reserves the right to change or revise this policy with or without notice.

The City of Whitewater expressly prohibits any form of discrimination against any individual for utilization of the Infant-at-Work program.

I. Procedure

The employee who wishes to participate in the program is responsible for completing the request form and submitting it to the supervisor for consideration.

The supervisor shall coordinate with the Human Resources Division to set up the pre-program meeting to discuss the employee's eligibility based on work performance and to review the request form.

The supervisor will recommend approval or disapproval of the

request. If the supervisor approves of the request:

1. The request will be forwarded to Human Resources for review.
 - a) If Human Resources agrees with the supervisor's approval, the form is signed and dated and forwarded to the City Manager for review.
2. If Human Resources or the City Manager denies the request:
 - a) A written justification for the denial shall be provided and attached to the form request.

If the supervisor denies the request:

1. The supervisor shall provide written justification for the denial.
 - a) A written justification for the denial shall be provided and attached to the form request.

III. **JOB AIDS**

- A. Infant at Work Request Form
- B. Individual Plan
- C. CDC Recommendations for Inclusion or Exclusion

Infant-at-Work Request Form

1. Employee: Read and Sign Agreement

I request permission to bring my infant to my workplace from Estimated Start Date _____ to Estimated End Date _____.

Note: The estimated start and end dates are based on the mother's delivery date. The actual end date must be on or before the date the infant is mobile or twelve months of age, whichever occurs first.

I have read and understand the City of Whitewater's Infant at Work Policy and will comply with all the employee's responsibilities. I understand that participation is a privilege and not a right of employment and may be revoked at the discretion of the City at any time without prior notice.

Employee's Name (Print)

Employee's Signature

Date

2. Mandatory Infant at Work Meeting

Division/Department _____

Mandatory Infant at Work Meeting with employee, employee's supervisor and the human resource representative was held.

Date _____

HR Representative's Name (Print)

HR Representative's Signature

Date

3. Supervisor

- Recommend Approval
- Recommend Denial (Attach Explanation for Denial)

Supervisor's Name (Print)

Supervisor's Signature

Date

Comments:

4. Human Resources

- Recommend Approval
- Recommend Denial (Attach Explanation for Denial)

HR Representative's Name (Print)

HR Manager's Signature

Date

Comments:

5. City Manager

Approved

Denied

City Manager's Name (Print)

City Manager's Signature

Date

Distribution after all signatures have been obtained:

Original: Personnel file

Copy: Supervisor

Employee

_____New Plan _____Revised Plan

INDIVIDUAL PLAN Infant at Work Program

I. GENERAL INFORMATION

Name of Parent/Employee: _____ Home phone: _____

Name of Parent: _____ Phone number: _____

Name of Baby: _____ Baby's Date of Birth: _____

Baby Begins Program: _____ Baby Ends Program: _____

Indicate days and times Baby will be present in the Workplace:

Mon. _____ Tue. _____ Wed. _____ Thurs. _____ Fri. _____

II. CARE PROVIDERS

The following persons have agreed to be Care Providers, responsible for providing care for my baby in the workplace, when I become temporarily unavailable to provide care. (Provider care is not to exceed 1.5 hours in a four-hour period.)

1. Care Provider Name: _____ Work phone (ext.): _____

Acknowledgement Initials: _____

2. Care Provider Name: _____ Work phone (ext.): _____

Acknowledgement Initials: _____

III. SPECIFIC INFORMATION

Include any specific plan information or requirements in the space below (optional):

Recommendations for Inclusion or Exclusion **[From the Centers for Disease Control and Prevention (CDC)]**

Mild illness is very common among children, and most children should not be excluded from their usual source of care for common respiratory and gastrointestinal illness of mild severity. Infectious disease prevention and control strategies are often influenced by the fact that asymptotically infected persons can transmit certain infectious microorganisms to others. Parents of children in childcare and adult child caregivers should be educated as to the infectious disease risks of childcare. Following common sense hygienic practices can reduce much illness risk.

Exclusion of children from out-of-home childcare settings has been recommended for illnesses known to be transmitted among, by, and to children when exclusion of the child or adult has a potential for reducing the likelihood of secondary cases.

Exclusion has also been recommended in cases of serious illness for which a hypothetical risk of transmission exists, but for which data at present is insufficient to quantify the risk. In many situations, the expertise of the program's medical consultant and the responsible local and state public health authorities are helpful in determining the benefits and risks of excluding children from their usual care program.

Child and caregiver-specific exclusion policies reflect the present state of knowledge. Children need not be excluded for a minor illness unless any of the following exists:

- The illness prevents the child from participating comfortably in program activities.
- The illness results in a greater care need than the childcare staff can provide without compromising the health and safety of the other children.
- The child has any of the following conditions: fever, unusual lethargy, irritability, persistent crying, difficult breathing, or other signs of possible severe illness.
- Diarrhea (defined as an increased number of stools compared with the child's normal pattern, with increased stool water and/or decreased form) that is not contained by diapers or toilet use.
- Vomiting two or more times in the previous 24 hours, unless the vomiting is determined to be due to a non-communicable condition and the child is not in danger of dehydration.
- Mouth sores associated with an inability of the child to control his/her saliva, unless the child's physician or local health department authority states that the child is noninfectious.
- Rash with fever or behavior change, until a physician has determined the illness not to be a communicable disease.
- Purulent conjunctivitis (defined as pink or red conjunctiva with white or yellow eye discharge, often with matted eyelids after sleep and eye pain or redness of the eyelids or skin surrounding the eye), until examined by a physician and approved for readmission, with or without treatment.
- Tuberculosis, until the child's physician or local health department authority states that the child is noninfectious.
- Impetigo, until 24 hours after treatment has been initiated.
- Streptococcal pharyngitis, until 24 hours after treatment has been initiated and until the child has been afebrile for 24 hours.
- Head lice (pediculosis), until the morning after the first treatment.
- Scabies, until after treatment has been completed.
- Varicella, until the sixth day after the onset of rash or sooner if all lesions have dried and crusted.
- Pertussis (which is confirmed by laboratory or suspected based on symptoms of the illness or because of cough onset within 14 days of having face-to-face contact with a person in a household or classroom who has a laboratory-confirmed case of pertussis), until 5 days of appropriate antibiotic therapy (currently: erythromycin) has been completed (total course of treatment is 14 days).
- Mumps, until 9 days after onset of parotid gland swelling.
- Hepatitis A virus infection, until one week after onset of illness and jaundice, if present, has disappeared or until passive immunoprophylaxis (immune serum globulin) has been administered to appropriate children and staff in the program, as directed by the responsible health department.

Certain conditions do not constitute a prior reason for excluding a child from childcare unless the child would be excluded by the above criteria or the disease is determined by a health authority to contribute to transmission of the illness at the program. These conditions include the following: a symptomatic excretion of an enteropathogen; nonpurulent conjunctivitis (defined as pink conjunctiva with a clear, watery eye discharge and without fever, eye pain, or eyelid redness); rash without fever and without behavior change; cytomegalovirus infection; hepatitis B virus carrier state; and HIV infection.

To: City Council

Rachelle Blicht, Director of Finance and Administrative Services

From: Tim Neubeck, IT Director

Date: October 31, 2024

Re: 10/22/24 Finance Committee Follow Up


At the conclusion of the conclusion of the 10/22/24 Finance Committee meeting, I was directed to provide additional context to each policy. First, Councilman Singer requested the AI & LLM Acceptable Use Policy come back to the Finance Committee for evaluation every 6 months due to the changing nature of artificial intelligence and large language models. This would be for the April Finance Committee Meeting.

Second, Councilman Singer asked if we buy extended warranties for our PCs and laptops pertaining to the proposed Hardware Replacement Policy, and the answer is that the City does not at this time due to the additional cost it would put on the City. I only purchase extended warranties for items that are sensitive and difficult to replace such as server equipment and larger network switches.

Lastly, Councilman Schanen asked if the Bring Your Own Device Policy extends to the City Council, Committees, and Commissions. This policy only affects City Council members are they are technically employees of the City and use their personal devices to conduct City business. Non-Councilmembers of Committees and Commissions are exempt from this policy unless they too are City employees.



AI & LLM Acceptable Use Policy

		<h2 style="margin: 0;">AI & LLM Acceptable Use Policy</h2>			
Owner:	IT Director	Approving Position:	Common Council	Pages:	
Issue Date:		Revision Date:		Review Date:	
Special Instructions:					

I. PURPOSE

The purpose of the City’s AI & LLM Acceptable Use Policy is to establish the acceptable use of AI (artificial intelligence) and LLM (large language models) technologies within the operations of the City. Through the use of AI & LLM, the City can drive innovation, increase operational efficiencies, and better serve the community while protecting privacy, managing risk, and promoting accountability, safety, and equity.

II. GUIDELINES

The City may use AI systems to further its mission and meet critical business needs. The use of AI, even if not subject to this policy, must be in compliance with applicable State and federal law. Additionally, employees must maintain awareness of how the AI system uses personally identifiable, confidential, or sensitive information to ensure such use complies with applicable laws, rules, regulations, notices, and policies. Employees are required to have IT Director approval prior to adopting new AI systems.


AI systems aid and enhance human decision making that may impact the public. Employees must ensure that decisions that impact the public are not made without oversight by appropriate staff, who make the final decisions. Automated final decision systems are not permitted. Employees shall take steps to ensure that where AI systems are used to aid in decision making that impacts the public, the outcomes, decisions, and supporting methodologies of such AI systems are documented appropriately. The Department Head, with assistance from the IT Department if necessary, is responsible for periodically assessing the outputs of their in-production AI systems to validate continuing reliability, safety, and fairness. Systemic, computational, and human biases should be identified and remediated. All AI systems should be explainable to the maximum extent practicable.

III. PROCEDURE

- a. Treat all information as highly confidential. Do not disclose or share any sensitive customer, employee, voter, CJIS (Criminal Justice Information Services), etc. data during interactions with AI or LLM platforms.
- b. All use of AI systems involving personally identifiable information (PII) must comply with Wisconsin privacy laws, including the Wisconsin Data Breach Notification Law (Wis. Stat. § 134.98). Employees must report any suspected data breaches immediately to the IT Department and Data Privacy Officer.
- c. All interactions with CJIS data must comply with the CJIS Security Policy, including encryption, access controls, and vetting requirements.
- d. Monitoring of employee interactions with AI and LLM systems must comply with the Wisconsin Electronic Surveillance Control Law to ensure that employee privacy rights are not violated.
- e. Ensure that AI and LLM platform interactions occur over secure channels and on systems with appropriate security measures to protect information from unauthorized access or disclosure.

- f. Usage must adhere to all relevant laws, regulations, and industry standards, such as data protection and privacy regulations and financial industry guidelines.
- g. AI and LLM platform usage and/or integration into existing tools will require review and approval by the IT Department.
- h. Exercise caution when relying on AI and LLM responses for critical decisions or actions. Use these models as a support tool rather than a sole source of information.
- i. Conduct periodic audits and assessments of AI and LLM usage, including access controls, data handling practices, and compliance with policies and regulations.
- j. Implement monitoring mechanisms to track and record interactions with AI and LLM platforms for security, compliance, and quality assurance purposes.
- k. Educate employees on the appropriate usage of AI and LLM platforms, including data privacy, security best practices, and the importance of adhering to the established policies.
- l. Regularly review and update the policy as needed to address emerging risks, changes in regulations, or advancements in technology.

Personnel found to have violated this policy may be subject to disciplinary action, up to and including termination of employment, and related civil or criminal penalties. Any vendor, consultant, or contractor found to have violated this policy may be subject to sanctions up to and including removal of access rights, termination of contract(s), and related civil or criminal penalties.

		<p style="text-align: center;">Computer Systems Hardware Replacement Standards Policy</p>			
Owner:	IT Director	Approving Position:	Common Council	Pages:	3
Issue Date:		Revision Date:		Review Date:	
Special Instructions:					

I. PURPOSE

It is the policy of the City of Whitewater to provide computer-related equipment to City employees in a cost-effective and efficient manner, subject to available funding. The purpose of this policy is to provide a clear outline of how and when computer systems and hardware throughout the City should be replaced to avoid interruptions, maximize production value, and maintain operational excellence.

II. POLICY

The City of Whitewater should have a rolling replacement schedule for all electronic devices. It is primarily the responsibility of the Information Technology (IT) and Media Services departments to administer this policy, under the general direction of the City Manager. The Media Services department is responsible for non-surveillance audio and video equipment including conference cameras, television broadcasting equipment, A/V production and editing equipment, and any other equipment used by the department and for communication with the public. In conjunction with the departments in which the devices are used, the IT department is responsible for other equipment including surveillance cameras, servers, computers, laptops, cell phones, printers, and copiers. Some departments such as the Police and Library have specialized equipment outside of the purview of Media Services and IT such as drones, automated license plate readers, and Makerspace equipment. Furthermore, per Criminal Justice Information Services (CJIS) standards, some Police equipment may have an expedited replacement schedule.

III. PROCEDURE

While replacement of computing hardware is an expensive and often labor-intensive process, it is necessary to ensure continuity of the City’s business functions. While computers of any age can have hardware deficiencies, older computers are significantly more likely to fail, resulting in lost time, increased employee dissatisfaction, and potentially lost data. The intention of this policy is to provide a clear outline of how and when computer systems are replaced throughout the City to avoid interruptions. Desktop computers should be replaced no less than 5 years and no more than 8 years, and laptops replaced no less than 3 years and no more than 8. The City relies on Microsoft operating systems to conduct its business, and any computer with a non-Windows operating system (Linux, Mac OS, etc.) that needs to be joined to the City’s domain requires a business reason as well as written permission from the IT Director. Without such permission, non-Windows computers will not be joined to the City’s domain, nor will the IT department service the device.

Servers should be purchased with the intention of providing acceptable performance for no less than 5 years and no more than 10, with the goal of replacement by the sixth year.

The usable lifespans of monitors and other peripheral hardware can vary significantly from the usable lifespan

of a desktop computer. IT permits individual departments to purchase nonstandard keyboard, mice, and speakers for their employees. In the event these nonstandard devices require replacement, IT will only supply standard replacement peripherals, and will require the department head to approve and re-order on an as-needed basis. Standard peripherals are evaluated and replaced as needed whenever a workstation is replaced, or whenever an end user reports a problem via a ticket. IT will strive to accommodate any user with a disability.

Desktop and Laptop Replacement

- A. While computer configurations (including operating systems) should remain relatively consistent across the organization to minimize the time required for deployment and maintenance, users needing resource-intensive applications or who frequently utilize large data sets should be given priority access to devices capable of higher performance.
- B. Computers should be replaced in the event they are no longer capable to run required software adequately or in a timely fashion. Systems that require replacement earlier than anticipated need to be evaluated and approved by both the department head of the user requesting replacement and the IT Director. Devices may be purchased through institutional funds or grants, if applicable.
- C. Replaced devices must be returned to IT for redeployment or decommissioning at the discretion of the IT Director.
- D. Because they are both more expensive and less robust, laptops should only be purchased for users who have job duties that require their primary workstations to be portable. The City supports other mechanisms for working remotely.
- E. The remaining new and reclaimed devices are then deployed to locations with typical application use with the oldest computers taking the priority for replacement. The replaced computers may then be redeployed (if of usable quality) or disposed (if the devices are in poor quality) of per the discretion of the IT Director.

Server Replacement

- A. To maximize compatibility and longevity, servers should only be purchased from top-tier manufacturers providing full support for the expected lifespan of the hardware, and should not contain consumer-grade components such as SATA disks.
- B. Because server downtime affects the work of many people at once, resiliency during hardware failure should always be considered. Hot-swappable and redundant components should be purchased whenever possible.
- C. Servers should be purchased with at least a five-year hardware warranty and with response time of at most one business day by the manufacturer or reseller.

IV. REPLACEMENT STRATEGIES


Hardware replacement requires different strategies in different areas to minimize inconvenience for end users. Staff will be given adequate notice prior to workstation replacement, and IT personnel will attempt to work around individual end user schedules. End users are responsible for giving IT staff a list of applications needed, saving their local data is either to a network or portable drive, transferring favorites and bookmarks, and ensuring they have the necessary credentials for their applications. Server replacement typically requires software migration, which often requires an interruption of service. Migrations should take place outside of normal business hours of the affected department(s) and, when feasible, on days that minimize impact to end users. Replacement schedules may be completed earlier if technology and funding opportunities are available.

For every type of device, the City should have a hot spare that can be used in the event of an emergency, but

exceptions can be made for devices that are unique or where cost is prohibitive. In some cases, a device that is replaced in production may become a hot spare rather than being redeployed or scrapped. The purpose of this is to minimize outages and allow staff to source a new device that unexpectedly fails.

V. SCHEDULE

- A. Desktop PC: 5 – 8 years
- B. Laptop PC: 3 – 5 years (depends largely on use)
- C. LCD/LED monitor: 10 – 20 years
- D. LCD/LED television: 10 – 15 years
- E. Cell phones: 4 – 5 years
- F. Server: 5 – 10 years
- G. Copiers/office printers: 10 years if owned; leased equipment is replaced every 5 years
- H. Network switch: 10 – 15 years
- I. Surveillance camera (indoor): 8 – 12 years
- J. Surveillance camera (outdoor/humid conditions): 5 – 10 years
- K. Surveillance DVR: 5 – 8 years
- L. Tablet: 3 – 5 years
- M. Police squad vehicle laptop: 4 – 6 years
- N. Police body camera: 4 – 7 years
- O. Camcorder: 5 – 10 years
- P. Desktop laser printers: 5 – 10 years
- Q. 3D printers: 5 – 10 years

		Bring Your Own Device Policy			
Owner:	IT Director	Approving Position:	Common Council	Pages:	3
Issue Date:		Revision Date:		Review Date:	
Special Instructions:					

I. PURPOSE

This policy establishes that the City of Whitewater recognizes guidelines for employee use of personally owned electronic devices for work-related purposes.

II. GUIDELINES

Employees of the City of Whitewater may have the opportunity to use their personal electronic devices for work purposes when authorized in writing, in advance, by the employee and management. Personal electronic devices include personally owned cellphones, smartphones, tablets, laptops, and computers. The use of personal devices is limited to certain employees and may be limited based on compatibility of technology. Contact the Human Resources or IT departments for more details.

III. PROCEDURE

A. To ensure the security of the City of Whitewater’s information, authorized employees may be required to have antivirus and mobile device management (MDM) software installed on their personal mobile devices. Prior to the installation of MDM software or any security applications, employees must provide explicit, written consent regarding the monitoring of their personal devices, the use of MDM software, and the potential for data removal or wiping functions. This MDM software will store all City-related information, including calendars, emails, and other applications, in a password-protected and secure area.

B. Employees may store City-related information only in this area. Employees may not use cloud-based apps or backup that allows City-related data to be transferred to unsecure parties. Due to security issues, personal devices may not be synchronized with other devices in employees’ homes. Making any modifications to the device hardware or software beyond authorized and routine installation updates is prohibited unless approved by IT. Employees may not use unsecure Internet sites except for City-sponsored. Personal devices should be turned off or set to silent or vibrate mode during

Bring Your Own Device Policy

meetings and conferences and in other locations where incoming calls may disrupt normal workflow.

- C. The City of Whitewater's IT department is not responsible for personal items. The IT department may not be used as personal IT technician on personal items. If you are working for the City of Whitewater remotely and use personal devices for working, it is your own responsibility to make sure that device's operating system and drivers are up-to-date, you have an antivirus solution, and is able to function properly while working for the City of Whitewater. The City of Whitewater's IT department is only responsible for only the City owned devices. It is at the discretion of an IT staff member whether they choose to assist with a personal device during their own personal time. Employees using home WiFi must ensure that their router is password-protected.
- D. Employees whose personal devices have camera, video, or recording capability are restricted from using those functions anywhere in the building or on City property at any time unless authorized in advance by management.

While at work, employees are expected to exercise the same discretion in using their personal devices as is expected for the use of City devices. The City of Whitewater's policies pertaining to harassment, discrimination, retaliation, trade secrets, confidential information, and ethics apply to employee use of personal devices for work-related activities.

Excessive personal calls, e-mails, instant messages, or text messaging during the workday, regardless of the device used, can interfere with employee productivity and be distracting to others. Employees must handle personal matters on nonwork time and ensure that friends and family members are aware of the policy. Exceptions may be made for emergency situations and as approved in advance by management. Managers reserve the right to request employees' work cellphone bills and use reports for calls and messaging made during working hours to determine if use is excessive.

Employees may not use their personal devices for work purposes during periods of unpaid leave without authorization from management. The City of Whitewater reserves the right to deactivate the City's application and access on the employee's personal device during periods of unpaid leave.

An employee may not store information from or related to former employment on the City's network or devices. Family (including children) and friends should not use personal devices that are used for City purposes. Employees cannot use personal USB drives for City business. Only IT approved USB drives can be used in City business.

- E. No employee using his or her personal device during work hours should expect any privacy except that which is governed by law. The City of Whitewater has the right, at any time, to monitor and preserve any communications that use its networks, including data, voicemail, telephone logs, internet usage, and network traffic, to determine proper use. Management reserves the right to review or retain personal and City-related data on personal devices or to release the data to government agencies or third parties during an investigation or litigation. Management may review the activity and

Bring Your Own Device Policy

analyze use patterns and may choose to publicize these data to ensure that the City of Whitewater's resources in these areas are being used according to this policy. No employee may knowingly disable any network software or systems identified as monitoring tools.

- F. Employees are expected to follow applicable local, state and federal laws and regulations regarding the use of electronic devices at all times.

Employees whose job responsibilities include regular or occasional driving are expected to refrain from using their personal devices while driving. Regardless of the circumstances, including slow or stopped traffic, employees are required to pull off to the side of the road and safely stop the vehicle before placing or accepting a call or texting. Special care should be taken in situations involving traffic, inclement weather or unfamiliar areas.

Employees charged with traffic violations resulting from the use of their personal devices while driving will be solely responsible for any resulting liabilities. Employees who work in hazardous areas must refrain from using personal devices while at work in those areas, as such use can potentially be a major safety hazard.

- G. Employees are expected to protect personal devices used for work-related purposes from loss, damage, or theft.

In an effort to secure sensitive data, employees may be required to have 'remote-wipe' software installed on their personal devices by the IT department before using the devices for work purposes. This software allows the City-related data to be erased remotely in the event the device is lost or stolen. Wiping City data may affect other applications and data.

The City of Whitewater will not be responsible for loss or damage of personal applications or data resulting from the use of City applications or the wiping of City information. Employees must immediately notify management in the event their personal device is lost, stolen or damaged. If IT is unable to repair the device, the employee will be responsible for the cost of replacement.

- H. Upon resignation, termination of employment, or at any time upon request, the employee may be required to produce the personal device for inspection
- I. Employees who have not received authorization in writing from the City of Whitewater's management and who have not provided written consent will not be permitted to use personal devices for work purposes. Failure to follow the City of Whitewater's policies and procedures may result in disciplinary action, up to and including termination of employment.

MEMORANDUM

To: Common Council

From: John Weidl, City Manager

Date: 10/17/24

Re: Appointment of Pat Blackmer to Landmarks Commission

I am writing to recommend the appointment of Pat Blackmer to the Landmarks Commission. Pat is a former member and served as Chair of the Commission for seven years, during which time she provided exemplary leadership and contributed significantly to the preservation of our city's historic sites.

Pat currently holds positions on several prestigious boards and organizations, including:

- Board of Directors of the Walworth County Historical Society
- President of the Whitewater Federation of Women's Clubs, Board of Directors
- Member of the Wisconsin State Historical Preservation Commission
- Member of the National Historic Preservation Commission

Her extensive experience in historical preservation at both state and national levels makes her uniquely qualified to contribute to the work of the Landmarks Commission. Her passion for historical preservation, combined with her leadership and service, ensures that she will be an asset to our community in this role.

I would like to appoint Pat Blackmer to the Landmarks Commission.

Best-



John S. Weidl

JSW/RLM

Becky Magestro

From: noreply@civicplus.com
Sent: Monday, October 7, 2024 4:36 PM
To: Patrick Singer; City Manager; City Clerk Staff
Subject: Online Form Submittal: Citizen Service Information Form

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Citizen Service Information Form

This form is used to apply to City of Whitewater Boards, Committees or Commissions.

Date	10/7/2024
Applicant Information	
First Name	Pat
Last Name	Blackmer
Home Address	445 W. Center Street
City	Whitewater
State	WI
Zip Code	53190
Home Phone Number	262-458-2178
Cell Number	262-721-7621
Email Address	blackmerpa@aol.com

Boards/Committees/Commissions of Interest

Select all Boards, Committees & Commissions you are applying for by checking each box:

Landmarks Commission

Give a brief overview of your background, experience, interest, or concerns pertaining to the selected board(s),

I was a previous member of the Landmarks Commission for nine years and Chair of the Commission for 7 years. I currently serve on the Board of Directors of the Walworth County Historical Society and am the current President of the Whitewater Federation of Women's Clubs Board of Directors.

committee(s) or
commission(s).

In addition I am a member of the Wisconsin State Historical
Preservation Commission as well as the National Historic
Preservation Commission.

Optional: Upload
supportive documents
(resume, recommendation
letter, etc.)

Field not completed.

Indicate whether you are
available during the day or
the early evening for a short
interview with the City
Manager & Common
Council President.

Day or evening

Business/Employer Information

Business/Employer Name

retired

Business/Employer Address

Field not completed.

City

Field not completed.

State

Field not completed.

Zip Code

Field not completed.

Business/Employer Phone
Number

Field not completed.

Reference #1 Full Name

Fred Winchowky

Reference #1 Address &
Phone Number

520 Fox Street, Mukwonago, WI 53149 262-363-7884

Reference #2 Full Name

Richard Helmick

Reference #2 Address &
Phone Number

688 Waters Edge, Whitewater, WI 53190 920=728-1227

Regular Board, Committee and Commission members are expected to attend at
least three-quarters of the meetings each year. Alternate members are always
welcome to attend all meetings, but are not required to attend meetings unless
requested.

Email not displaying correctly? [View it in your browser.](#)

MEMORANDUM

To: Common Council

From: John Weidl, City Manager

Date: 10/17/24

Re: Appointment of Nicholas Petreikis to Board of Zoning Appeals and Community Involvement & Cable TV Commission

I would like to appoint Nicholas Petreikis to the Board of Zoning Appeals and the Community Involvement & Cable TV Commission. Nicholas has demonstrated a strong interest in our community, particularly through his active involvement at the University of Wisconsin-Whitewater, where he has served on student government.

His dedication and experience in representing the interests of students and the broader community make him a valuable addition to these boards. I believe his perspective will contribute positively to the work of both commissions.

Please consider this appointment for your approval.

Best-



John S. Weidl

JSW/RLM

um 10/8

Becky Magestro

From: noreply@civicplus.com
Sent: Tuesday, October 1, 2024 3:51 PM
To: Patrick Singer; City Manager; City Clerk Staff
Subject: Online Form Submittal: Citizen Service Information Form

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Citizen Service Information Form

This form is used to apply to City of Whitewater Boards, Committees or Commissions.

Date	10/1/2024
Applicant Information	
First Name	Nicholas
Last Name	Petreikis
Home Address	222 S 4th St
City	Whitewater
State	WI
Zip Code	53190
Home Phone Number	7158910133
Cell Number	7158910133
Email Address	petreikin02@uww.edu

Boards/Committees/Commissions of Interest

Select all Boards, Committees & Commissions you are applying for by checking each box:	Board of Zoning Appeals, Community Involvement & Cable TV Commission, Equal Opportunities Commission
----------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------

Give a brief overview of your background, experience, interest, or concerns pertaining to the selected board(s),	I am a student of UW-Whitewater originally from Eagle River, WI. I'm currently a junior majoring in Public Policy and Administration. I'm currently employed at the University Center on campus as a Computer Assistant II where my responsibilities include overseeing the maintenance and
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committee(s) or commission(s).

implementation of all technology for the dining contractor. I am also extracurricularly involved as President of a student organization, the Coalition Against Sexual and Interpersonal Violence, as Senate Parliamentarian for the Whitewater Student Government, as Vice Chair of Educational Outreach for the Segregated University Fee Allocation Committee, and was recently selected to serve on the Dean's Advisory Council for the College of Letters & Sciences. I would love to get more involved with my community beyond the university and think this is a valuable way to do so.

Optional: Upload supportive documents (resume, recommendation letter, etc.)

[Petreikis - Resume.pdf](#)

Indicate whether you are available during the day or the early evening for a short interview with the City Manager & Common Council President.

I'm available from 12:30-1:30 PM every weekday.

Business/Employer Information

Business/Employer Name University of Wisconsin-Whitewater

Business/Employer Address 800 W Main St

City Whitewater

State WI

Zip Code 53190

Business/Employer Phone Number 262 472 5749

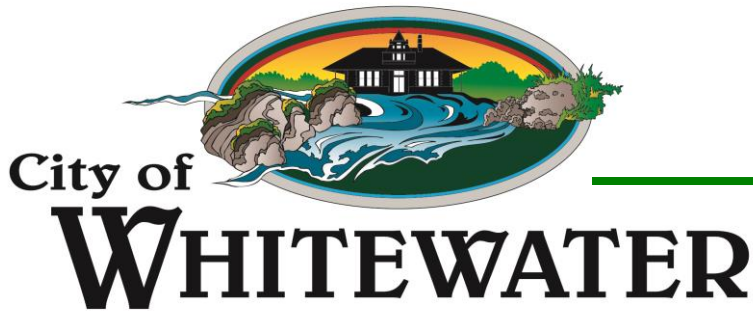
Reference #1 Full Name Orin Smith

Reference #1 Address & Phone Number 901 W Starin Rd, Whitewater, WI - 608-739-1604

Reference #2 Full Name Josh Crawford

Reference #2 Address & Phone Number 190 Hamilton Green Way, UC 250A, Whitewater, WI - 262 472 5749

Regular Board, Committee and Commission members are expected to attend at least three-quarters of the meetings each year. Alternate members are always



Karen Dieter
Comptroller
P.O. Box 690
Whitewater, WI 53190

PHONE: (262) 473-1382
FAX: (262) 473-0589
Email: kdieter@whitewater-wi.gov
WEBSITE: www.whitewater-wi.gov

TO: City Manager and Common Council Members

FROM: Karen Dieter, Comptroller

RE: September 2024 Financial Statements

DATE: October 14, 2024

Attached are the following financial statements/summary information:

1. Manual Check Totals by Fund
2. Manual Check Detail
3. Summary of Cash/Investment Balance and Fund Balance for all funds
4. Summary of Investment Balances – All Funds
5. General Fund – Fund #100
6. Water Utility – Fund #610
7. Wastewater Utility – Fund #620
8. Storm Water Utility – Fund #630

If you have any questions, please do not hesitate to contact me.

**Manual and Authorized Checks Processed/Paid
September 2024**

Below is a detail listing of all authorized checks processed.

<u>Fund #</u>	<u>Fund Name</u>	<u>Fund Total</u>
100	General Fund	204,354.84
200	Cable TV Fund	4,087.87
208	Parking Permit Fund	249.89
210	Fire Equipment Revolving Fund	
214	Election Fund	1,091.82
215	DPW Equipment Fund	
216	Police Vehicle Revolving Fund	17,870.28
217	Building Repair Fund	
220	Library Special Revenue	5,651.72
230	Solid Waste/Recycling Fund	42,701.82
235	Ride-Share Grant Program Fund	28,771.36
240	Parkland Acquisition	
245	Parkland Development	304.62
246	Treytons Field of Dreams	24.46
247	Aquatic Center	16,902.40
248	Park & Rec Special Revenue	3,117.60
249	Fire & EMS Department	8,985.44
250	Forestry	
271	Insurance/SIR Fund	13,283.50
272	Lakes Improvement	
280	Street Repair Revolving Fund	848.23
295	Police Trust Fund	
300	Debt Service	
410	TID 10	7,577.32
411	TID 11	
412	TID 12	
413	TID 13	
414	TID 14	
441	TID 4 Affordable Housing	
450	CIP Fund	42,710.55
452	Birge Fountain Restoration	
610	Water Utility	666,010.74
620	Wastewater Utility	153,865.56
630	Stormwater Utility	22,646.89
900	CDA Operating Fund	2,752.96
910	CDA Project Fund	
920	Innovation Center	11,536.38
Grand Total:		<u><u>1,255,346.25</u></u>

Report Criteria:

Report type: GL detail

Check.Check number = 97256-97367,900173

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
100									
09/24	09/05/2024	97256	38	ALSCO		AUG 2024 MAT SERVICE	AUG 2024	100-55111-355	107.37
09/24	09/05/2024	97257	3240	AMERICAN AWARDS & PROMO		ADD ENGRAVING TO 6 AWARDS	20958	100-51100-220	119.70
09/24	09/05/2024	97258	8352	ABT MAILCOM		2024 PROP TAX BILL POSTAGE	2024CDP	100-51500-310	1,800.00
09/24	09/05/2024	97260	28	BURNS INDUSTRIAL		#449 CORDUVA SLEEVE/CRIMP/HOSES/LABOR	1115269	100-53230-352	124.90
09/24	09/05/2024	97262	9938	CASA MIA COOKIES		COOKIE DONATION - 300 COOKIES	100224	100-51400-790	450.00
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		108 W Main St-CDA	AUG 2024	100-15205	42.03
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		216 E Main St- CDA	AUG 2024	100-15205	19.48
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		216 A E Main St-CDA	AUG 2024	100-15205	19.48
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		HILLSIDE CEMETARY	AUG 2024	100-51600-221	66.47
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		431 W CENTER ST-LIBRARY	AUG 2024	100-55111-221	405.70
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		CENTER ST SKATING RINK	AUG 2024	100-53270-221	141.48
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		BATH HOUSE-TRIPP	AUG 2024	100-53270-221	55.86
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		ROUND ABOUT	AUG 2024	100-51600-221	9.80
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		LIBRARY FOUNTAIN/BUBBLER-BIRGE FOUNTAIN	AUG 2024	100-51600-221	63.18
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		ARMORY	AUG 2024	100-51600-221	279.35
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		WHITE BLDG	AUG 2024	100-51600-221	49.29
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		GARAGE STORAGE BLDG-CITY GARAGE BLDING	AUG 2024	100-53230-221	64.77
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		GARAGE & BUBBLER	AUG 2024	100-53230-221	351.85
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PARK COMMUNITY BLDG-SENIOR CTR	AUG 2024	100-53270-221	365.83
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		STARIN PARK	AUG 2024	100-53270-221	40.80
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		KILAR FIELD OF DREAMS	AUG 2024	100-53270-221	17.19
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PARK STAND PIPE	AUG 2024	100-51600-221	15.97
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		NORTH PARK MANHOLE-CRAVATH LAKE	AUG 2024	100-53270-221	15.97
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PUBLIC SAFETY BLDG	AUG 2024	100-51600-221	859.08
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		313 W WHITEWATER ST-DEPOT	AUG 2024	100-51600-221	63.15
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		CRAVATH LAKE PARK-STORMWATER	AUG 2024	100-51600-221	16.41
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		215 S FREMONT ST-CRAVATH LK FRONT BLDG	AUG 2024	100-53270-221	252.38
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		E SIDE PARK	AUG 2024	100-51600-221	28.05
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		SKATE PARK	AUG 2024	100-53270-221	37.64
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		342 N FREMONT -CITY PURCH 12/17	AUG 2024	100-53270-221	18.25
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		336 N FREMONT ST	AUG 2024	100-51600-221	18.25
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		126 N JEFFERSON ST-910-56500-408	AUG 2024	100-15205	18.87
09/24	09/05/2024	97265	8597	DVORAK LANDSCAPE SUPPLY		TURF STRIPING PAINT	1-127887	100-53270-310	313.96
09/24	09/05/2024	97266	2765	JFTCO INC		#449 MISC FREIGHT	PIMK035070	100-53230-352	29.90

M = Manual Check, V = Void Check

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/05/2024	97266	2765	JFTCO INC		#449 DRAIN COCK	PIMK035071	100-53230-352	82.51
09/24	09/05/2024	97266	2765	JFTCO INC		#449 LEVEL RING/CASE/SEAL	PIMK035124	100-53230-352	69.42
09/24	09/05/2024	97266	2765	JFTCO INC		#448 TEE	PIMS036463	100-53320-353	114.64
09/24	09/05/2024	97266	2765	JFTCO INC		#448 VALVE/TEE/TUBING	PIMS036463	100-53320-353	1,313.83
09/24	09/05/2024	97266	2765	JFTCO INC		#448 CLIP-SADDLE	PIMS036483	100-53320-353	60.12
09/24	09/05/2024	97267	9939	GARCIA, MARGARITA		RFND CITATION PMTS \$500 & 150	G4803C73H	100-45114-52	650.00
09/24	09/05/2024	97268	9926	GONZALES, JESUS JEREMIAS		AUG 2024 RESTITUTION FROM EDUIN AL FAJARDO	AUG 2024 R	100-21690	150.00
09/24	09/05/2024	97270	6638	HINTZ, TERRI		AUG 2024 RESTITUTION FROM CORBIN VAUGHN	AUG 2024 R	100-21690	114.00
09/24	09/05/2024	97273	191	JEFFERSON CO		AUG 2024 COURT FINES	AUG 2024	100-21690	20.00
09/24	09/05/2024	97273	191	JEFFERSON CO		AUG 2024 COURT FINES	AUG 2024	100-21690	20.00- V
09/24	09/05/2024	97274	9937	JENNER, CHARLES C		RFND OF PMT ON CITATION BJ657463-2	BJ657463-2	100-21690	961.00
09/24	09/05/2024	97274	9937	JENNER, CHARLES C		RFND OF PMT ON CITATIO C4803C73G9	G4803C73G	100-21690	91.00
09/24	09/05/2024	97277	9940	MAGANA GARCIA, HENRY		RFND CIATION PMT	G4803C73H	100-45114-52	150.00
09/24	09/05/2024	97279	494	MENARDS JANESVILLE		SHZ WS ALL PURPOSE 5#	54045	100-53270-295	183.84
09/24	09/05/2024	97284	727	PETE'S TIRE SERVICE INC		#561 FLAT TIRE REPAIR	5207	100-53230-352	60.00
09/24	09/05/2024	97284	727	PETE'S TIRE SERVICE INC		#772 FLAT TIRE REPAIR	5400	100-53270-242	40.00
09/24	09/05/2024	97285	43	PETTY CASH		POSTAGE	AUG 2024	100-52100-310	30.75
09/24	09/05/2024	97285	43	PETTY CASH		VOLUNARY ED MEAL	AUG 2024	100-51200-293	6.52
09/24	09/05/2024	97286	9941	SERNA, NATALIE		CAT CAFE BUILD OUT AS WINDUP WINNER	090524	100-15205	17,012.98
09/24	09/05/2024	97287	713	STATE OF WISCONSIN		AUG 2024 COURT FINES	AUG 2024	100-21690	4,207.86
09/24	09/05/2024	97288	8137	TDS		SEPT 2024 911 LINES	0917WWPD-	100-52600-225	351.60
09/24	09/05/2024	97290	9790	VIKING ELECTRIC		4-KEY STE LED LIGHTS	S008358704.	100-53420-310	216.60
09/24	09/05/2024	97291	6	WALMART		AUG 2024 RESTITUTION FROM AMANDA MEINEN	AUG 2024 R	100-21690	1.32
09/24	09/05/2024	97291	6	WALMART		AUG 2024 RESTITUTION FROM TANYA VOEGELI	AUG 2024 R	100-21690	18.00
09/24	09/05/2024	97292	125	WALWORTH CO TREASURER		AUG 2024 COURT FINES	AUG 2024	100-21690	1,610.09
09/24	09/05/2024	97295	191	JEFFERSON CO TREASURER		AUG 2024 COURT FINES	AUG 2024 C	100-21690	20.00
09/24	09/12/2024	97297	6517	CHILDS PHD SC, CRAIG D		NEW HIRE EVAL-MOORE	3917	100-52600-219	510.00
09/24	09/12/2024	97297	6517	CHILDS PHD SC, CRAIG D		WELLNESS CHECK - HEILBERGER	3922	100-52120-219	200.00
09/24	09/12/2024	97297	6517	CHILDS PHD SC, CRAIG D		WELLNESS CHECK - GEMPLER	3922	100-52600-219	200.00
09/24	09/12/2024	97297	6517	CHILDS PHD SC, CRAIG D		EE FOLLOW UP SESSION	3922	100-52110-219	200.00
09/24	09/12/2024	97298	5729	CIVICPLUS LLC		2023 SOCIAL MEDIA ARCHIVING SOFTWARE	272149	100-51450-225	9,588.00
09/24	09/12/2024	97298	5729	CIVICPLUS LLC		VERBAL CONCESSION ON 2023 PRICE PER HOPE PADIL	272149	100-51450-225	799.00-
09/24	09/12/2024	97299	4192	DIVERSIFIED BENEFIT SVC INC		SEPT 2024 HRA PLAN	420153	100-51500-217	345.80
09/24	09/12/2024	97300	133	FRAWLEY OIL CO INC		AUG 2024 FUEL PURCHASES	AUG 2024	100-16600	9,822.15
09/24	09/12/2024	97300	133	FRAWLEY OIL CO INC		BARREL OF DEF	AUG 2024	100-53300-351	156.75
09/24	09/12/2024	97305	6622	LANGUAGE LINE SERVICES		AUG 2024 INTERPRETING SVCS	11380868	100-52600-219	58.00
09/24	09/12/2024	97306	9942	MAGANA, JASMINE		RFND PMT ON CITATION FOR CALEB TUCKER	24C023432	100-45114-52	150.00
09/24	09/12/2024	97309	9700	MUNICIPAL CODE ENFORCEME		AUG 2024 ZONING ADMIN	1308	100-52400-219	1,597.40
09/24	09/12/2024	97309	9700	MUNICIPAL CODE ENFORCEME		AUG 2024 ZONING RETAINER/PERMIT FEES	1311	100-52400-222	29,640.56

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09/24	09/12/2024	97309	9700	MUNICIPAL CODE ENFORCEME		AUG 2024 INSPECTION SERVICE	1315	100-52400-219	8,565.20
09/24	09/12/2024	97311	727	PETE'S TIRE SERVICE INC		#26 TIRE REPLACEMENT	5421	100-53230-354	920.00
09/24	09/12/2024	97312	89	REINDERS INC		#772 CAP CREASE/CASTOR SPACER	6058926-00	100-53270-242	118.78
09/24	09/12/2024	97312	89	REINDERS INC		PIVOT HUM ASM, REAR ARM ASM, SHAFT PIVOT	6059661-00	100-53270-242	350.01
09/24	09/12/2024	97312	89	REINDERS INC		#769 REAR ARM ASM	6059661-01	100-53270-242	362.56
09/24	09/12/2024	97312	89	REINDERS INC		BUSHING, COMPRESSION SPRING/BEARING	6059938-00	100-53270-242	138.10
09/24	09/12/2024	97317	8	UW WHITEWATER		SLOAN FLUSH KIT, CAN LINERS, NITRILE GLOVES	40652	100-51600-310	86.24
09/24	09/12/2024	97317	8	UW WHITEWATER		COUPLER, COPPER PIPE	40652	100-51600-355	32.13
09/24	09/12/2024	97317	8	UW WHITEWATER		TOILET PAPER, PAPER TOWELS, CAN LINERS	40652	100-51600-310	287.33
09/24	09/12/2024	97318	125	WALWORTH CO CLERK OF CIR		G4803C73HW URBINA FLORES, WILMER	G4803C73H	100-45114-52	150.00
09/24	09/16/2024	97320	9943	ZEIERT, TAYLOR		MISS RAN PAYROLL FROM 9/13 CORRECTION/ADVANCE	09/13/2024	100-21590	2,000.00
09/24	09/16/2024	97320	9943	ZEIERT, TAYLOR		MISS RAN PAYROLL FROM 9/13 CORRECTION/ADVANCE	09/13/2024	100-21590	2,000.00- V
09/24	09/16/2024	97321	9943	ZEINERT, TAYLOR		MISSED HRS ON 9/13 PAYROLL	091324	100-21590	2,000.00
09/24	09/19/2024	97322	9945	AARON'S LOCK & SAFE INC		SVC CALL/MASTER KEY LOCK/28-KEYS	10046185	100-51600-245	687.00
09/24	09/19/2024	97324	9936	BARNETT, HOLLY		GAS PAYMENT FROM WIND UP WINNING	091824	100-15205	249.47
09/24	09/19/2024	97326	9946	CHARTWELLS DINING SVCS		WHITEWATER COMM GALA FOOD INVOICE	6552600199	100-51100-220	2,713.80
09/24	09/19/2024	97327	6478	CITIES & VILLAGES MUTUAL IN		4Q24 WORKERS COMP	216	100-21532	28,877.37
09/24	09/19/2024	97330	9714	EXPRESS ELEVATOR LLC		ARMORY ELEVATOR REPAIR -BUTTON NOT WORKING	114662	100-51600-355	1,241.40
09/24	09/19/2024	97331	1255	FASTENAL COMPANY		50 SPLIT WASHERS	WIWHT6673	100-53420-310	2.05
09/24	09/19/2024	97333	62	HARRISON WILLILAMS & MCDO		AUG 2024 CITY LEGAL SVCS	02151	100-52400-212	395.00
09/24	09/19/2024	97333	62	HARRISON WILLILAMS & MCDO		AUG 2024 CITY LEGAL SVCS	02151	100-51300-214	2,699.17
09/24	09/19/2024	97333	62	HARRISON WILLILAMS & MCDO		AUG 2024 CITY LEGAL SVCS	02151	100-51300-212	3,489.16
09/24	09/19/2024	97336	494	MENARDS JANESVILLE		HOSE HANGER/HYDRO FLEX HOSE	55324	100-53270-310	12.30
09/24	09/19/2024	97337	9210	JP'S SNOW REMOVAL		AUG 2024 MOWINGS FOR JEFF ST LOTS	091124	100-15205	150.00
09/24	09/19/2024	97342	125	WALWORTH COUNTY SHERIFF'		AUG 2024 PRISONER CONFINEMENT	132684	100-51200-293	1,595.00
09/24	09/19/2024	97343	25	WE ENERGIES	BZ868568	Electric-0713499904-00095-Main & Prince Sts.	AUG 2024	100-53300-222	78.96
09/24	09/19/2024	97343	25	WE ENERGIES	3301864	Gas-0713499904-00038-Shop	AUG 2024	100-53230-222	14.75
09/24	09/19/2024	97343	25	WE ENERGIES	NZT268270	Electric-0713499904-00052-Executive Dr.	AUG 2024	100-53420-222	60.81
09/24	09/19/2024	97343	25	WE ENERGIES	PBZT704076	Electric-0713499904-00056-Walton Dr. Siren	AUG 2024	100-52500-310	22.45
09/24	09/19/2024	97343	25	WE ENERGIES	NZT1074701	Electric-0713499904-00059-Newcomb St Light	AUG 2024	100-53420-222	121.81
09/24	09/19/2024	97343	25	WE ENERGIES	NZT962179	Electric-0713499904-00060-Main & Indian Mound Pkwy	AUG 2024	100-53420-222	31.90
09/24	09/19/2024	97343	25	WE ENERGIES	NA	Electric-0713499904-00070-329 N. Tratt (flashers)	AUG 2024	100-53300-222	6.97
09/24	09/19/2024	97343	25	WE ENERGIES	NZT947757	Electric-0713499904-00071-TFOD-Electric	AUG 2024	100-53270-222	146.65
09/24	09/19/2024	97343	25	WE ENERGIES	NZT962084	Electric-0713499904-00082-Behind 124 Main St.	AUG 2024	100-53420-222	50.81
09/24	09/19/2024	97343	25	WE ENERGIES	NZT797817	Electric-0713499904-00085-Florence & Tratt Siren	AUG 2024	100-52500-310	17.89
09/24	09/19/2024	97343	25	WE ENERGIES	PBZT703910	Electric-0713499904-00091-Bluff Rd. Siren	AUG 2024	100-52500-310	21.63
09/24	09/19/2024	97343	25	WE ENERGIES	NZT910081	Electric-0713499904-00094-W. side North St.	AUG 2024	100-53420-222	136.05
09/24	09/26/2024	97348	4192	DIVERSIFIED BENEFIT SVC INC		SEPT 2024 FSA PLAN	421445	100-51500-217	225.50
09/24	09/26/2024	97350	9953	HIRSH, ERIC		RFND BOND MONEY	24C023494	100-45114-52	500.00

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09/24	09/26/2024	97355	9952	MENDOZA, FRANKLIN A		RFND CITATION PMT	G48197RB0L	100-45114-52	150.00
09/24	09/26/2024	97356	9806	ON TIME TOWING LLC		EVIDENCE TOW ON 8/25/24	24-01853	100-52120-219	150.00
09/24	09/26/2024	97358	9954	RODRIGUEZ VALLADARES, WIL		RFND CITATION PMT G4803C73DM	G4803C73D	100-45114-52	150.00
09/24	09/26/2024	97360	9951	SMITH, REANA I		RFND CIATION PMT FOR JORDYNN BAHR	G4803C73DJ	100-45114-52	150.00
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		LIBRARY REVIEW	0214843	100-53100-213	388.16
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		MAIN/FRANKLIN ST INTERSECTION	0214843	100-53100-213	159.83
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		MORAIN VEW PKWY MULTIFAMILY	0214843	100-53100-213	257.38
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		PMT MEETING	0214843	100-53100-213	185.73
09/24	09/26/2024	97362	418	TRIEBOLD OUTDOOR POWER		LARGE UNIVE	SEPT 2024	100-53270-242	73.99
09/24	09/26/2024	97362	418	TRIEBOLD OUTDOOR POWER		LINE CF3 PR	SEPT 2024	100-53270-295	92.99
09/24	09/26/2024	97362	418	TRIEBOLD OUTDOOR POWER		DEFLECTOR	SEPT 2024	100-53270-310	117.98
09/24	09/26/2024	97362	418	TRIEBOLD OUTDOOR POWER		5# .105 XL ST DIS C	SEPT 2024	100-53270-310	127.98
09/24	09/26/2024	97363	8	UW WHITEWATER		PINE-SOL, BATTERIES, CAN LINES, LUBRICANT	40485	100-51600-355	277.53
09/24	09/26/2024	97363	8	UW WHITEWATER		50-INVITATION W/ENVELOPS	40486	100-51100-220	33.08
09/24	09/26/2024	97363	8	UW WHITEWATER		TOILET PAPER/CAN LINERS/SOAP	40712	100-55111-355	210.38
09/24	09/26/2024	97363	8	UW WHITEWATER		TOILET PAPER/CAN LINERS/PAPER TOWELS	40712	100-51600-310	148.66
09/24	09/26/2024	97364	125	WALWORTH COUNTY		G4819597RS SCHLAEFER, NICHOLAS A	G4819597RS	100-45114-52	500.00
09/24	09/26/2024	97364	125	WALWORTH COUNTY		G4819597RS SCHLAEFER, NICHOLAS A	G4819597RS	100-45114-52	500.00- V
09/24	09/26/2024	97364	125	WALWORTH COUNTY		G4819597RT SCHLAEFER, NICHOLAS A	G4819597RS	100-45114-52	150.00
09/24	09/26/2024	97364	125	WALWORTH COUNTY		G4819597RT SCHLAEFER, NICHOLAS A	G4819597RS	100-45114-52	150.00- V
09/24	09/26/2024	97366	125	WALWORTH CO CLERK OF CIR		G4819597RS SCHLAEFER, NICHOLAS A	G4819597RT	100-45114-52	500.00
09/24	09/26/2024	97366	125	WALWORTH CO CLERK OF CIR		G4819597RT SCHLAEFER, NICHOLAS A	G4819597RT	100-45114-52	150.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-STAFF	91056500212 BARISTA CAT CAFE LEGAL WORK	SEPT 2024	100-15205	268.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-STAFF	91056500212 BLUFF RD PROPERTY SALE WORK	SEPT 2024	100-15205	912.49
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-STAFF	91056500212 BLACKSHEEP AGREEMENT LEGAL WORK	SEPT 2024	100-15205	569.50
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-STAFF	91056500212 MEEPER LOAN LEGAL WORK	SEPT 2024	100-15205	1,675.00
09/24	09/19/2024	900173	8487	US BANK	KELLY FREEMAN-WAL-MAR	PLATES/CUPS/PANCAKE MIX	SEPT 2024	100-15815	76.27
09/24	09/19/2024	900173	8487	US BANK	KELLY FREEMAN-WAL-MAR	WATER/ICE	SEPT 2024	100-15815	34.40
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-USPS	PREPAID POSTAGE	SEPT 2024	100-16500	50.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-USPS	PREPAID POSTAGE	SEPT 2024	100-16500	25.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-USPS	PREPAID POSTAGE	SEPT 2024	100-16500	50.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-USPS	PREPAID POSTAGE	SEPT 2024	100-16500	50.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-USPS	PREPAID POSTAGE	SEPT 2024	100-16500	100.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-USPS	PREPAID POSTAGE	SEPT 2024	100-16500	50.00
09/24	09/19/2024	900173	8487	US BANK	ADAM C VANDER STEEG-A	Crime Prevention Fund - Protective screen cover for drone re	SEPT 2024	100-25212	27.61
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-UWW P	GALA - Parking	SEPT 2024	100-51100-220	5.00
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-UWW P	parking for Gala for vendors	SEPT 2024	100-51100-220	5.00
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-UWW P	parking for Gala for vendors	SEPT 2024	100-51100-220	5.00
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-UWW P	parking for Gala for vendors	SEPT 2024	100-51100-220	5.00

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09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-LENOVO UNI	Elected officials tablets	SEPT 2024	100-51100-310	2,883.60
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-SOUTH	COUNCIL AGENDAS	SEPT 2024	100-51100-320	2.00
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-VON B	Legal - Council Matter	SEPT 2024	100-51110-910	213.00
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-VON B	Legal - Civil Case	SEPT 2024	100-51110-910	138.00
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-VON B	Legal - Civil Claim	SEPT 2024	100-51110-910	931.50
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-AMAZON MK	Keyboard for court clerk	SEPT 2024	100-51200-310	38.99
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-IN *AC	SEPT 2024 ASSESSOR SVCS	SEPT 2024	100-51400-219	3,292.67
09/24	09/19/2024	900173	8487	US BANK	JOHN S WEIDL-MADISON N	newspapers	SEPT 2024	100-51400-310	14.99
09/24	09/19/2024	900173	8487	US BANK	JOHN S WEIDL-GRAMMARL	Grammarly	SEPT 2024	100-51400-310	144.00
09/24	09/19/2024	900173	8487	US BANK	JOHN S WEIDL-OPENAI *CH	Chat GPT	SEPT 2024	100-51400-310	20.00
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMZN	Supplies - HR Portion	SEPT 2024	100-51400-310	22.03
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-SSP*VI	Funeral Donation - Jaroch	SEPT 2024	100-51400-310	50.00
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-ORDER	Lunch Emerging Leaders	SEPT 2024	100-51400-310	140.65
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-OTC B	Supplies - HR Portion	SEPT 2024	100-51400-310	49.54
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-WAL-M	Bottled water for office	SEPT 2024	100-51400-310	4.60
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-WAL-M	Office supplies for Administration	SEPT 2024	100-51400-310	25.20
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-ODP B	Office supplies for Administration	SEPT 2024	100-51400-310	64.59
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-SQ *TH	Birthday treat for CCmember and donuts for Water dept	SEPT 2024	100-51400-310	63.48
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-USPS P	Stamps for Discover WW	SEPT 2024	100-51400-310	730.00
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-E M C	e & m consulting per John-Logo for Chamber directory	SEPT 2024	100-51400-310	436.95
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-AMZN	Teacher appreciation gifts	SEPT 2024	100-51400-310	31.75
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-AMAZO	Teacher appreciation gifts	SEPT 2024	100-51400-310	549.73
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-PRINT	new mission statement posters	SEPT 2024	100-51400-310	150.00
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-DOJ E	Code E Record Checks for City Clerk and WAFC	SEPT 2024	100-51400-310	161.00
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-SAMS	Break room snacks	SEPT 2024	100-51400-312	39.10
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-SAMS	Breakroom snacks	SEPT 2024	100-51400-312	141.78
09/24	09/19/2024	900173	8487	US BANK	JOHN S WEIDL-CASA VALE	meeting with downtown East Troy	SEPT 2024	100-51400-330	30.74
09/24	09/19/2024	900173	8487	US BANK	JOHN S WEIDL-THE ABBEY	WCMA lunch	SEPT 2024	100-51400-330	21.10
09/24	09/19/2024	900173	8487	US BANK	JOHN S WEIDL-SQ *ESPRES	Business visit	SEPT 2024	100-51400-330	8.00
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-CHINA	Lunch while in Middleton at the WMCA conference-Heather	SEPT 2024	100-51400-330	12.11
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-THE VI	Dinner for Tiffany and I while at the WMCA conference	SEPT 2024	100-51400-330	22.64
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-SARK	Lunch while in Middleton at the WMCA conference-Tiffany	SEPT 2024	100-51400-330	12.64
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-MARRI	Hotel room for Tiffany at the WMCA Conference	SEPT 2024	100-51400-330	262.00
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-MARRI	Hotel room for me at the WMCA Conference	SEPT 2024	100-51400-330	262.00
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-COZUM	lunch with Gabby from UWW	SEPT 2024	100-51400-330	18.50
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMAZO	Employee Event - Apple Day	SEPT 2024	100-51400-790	470.49
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMAZO	Employee Event - Apple Day Refund	SEPT 2024	100-51400-790	137.70-
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMZN	Employee Recognition-Years of Service	SEPT 2024	100-51400-790	21.87
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMZN	Employee Recognition-Years of Service	SEPT 2024	100-51400-790	40.16

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMAZO	Employee Recognition-Years of Service	SEPT 2024	100-51400-790	23.98
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMZN	Employee Recognition-Years of Service	SEPT 2024	100-51400-790	17.98
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMZN	Employee Recognition - Bday	SEPT 2024	100-51400-790	31.99
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-WM SU	Employee Recognition-Years of Service	SEPT 2024	100-51400-790	270.00
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMZN	Employee Recognition-Years of Service	SEPT 2024	100-51400-790	21.87
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-BESTO	Employee Recognition-Years of Service	SEPT 2024	100-51400-790	54.99
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-KWIK T	Employee Recognition-Years of Service	SEPT 2024	100-51400-790	330.00
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-AVTECH SO	SPLIT AMONG ALL OTHER DEPARTMENTS - Data center e	SEPT 2024	100-51450-225	1,612.51
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-GOTOCOM*	AUG 2024 VIRTUAL MEETINGS	SEPT 2024	100-51450-225	40.09
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-GOLDFAX	AUG 2024 FAX SVC	SEPT 2024	100-51450-225	110.48
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-BACKBLAZE	AUG 2024 CLOUD STORAGE	SEPT 2024	100-51450-225	127.75
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-SPECTRUM	AUG 2024 BACK UP INTERNET	SEPT 2024	100-51450-225	149.98
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-SPECTRUM	AUG 2024 PHONE SVC/CABLE/BOXES	SEPT 2024	100-51450-225	850.76
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-ZOOM.	AUG 2024 VIRTUAL MEETINGS	SEPT 2024	100-51450-225	345.99
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-GFC L	JULY 2024 COPIES CHARGES	SEPT 2024	100-51450-225	1,210.44
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-ATT*B	JULY 2024 IND PHONE LINES	SEPT 2024	100-51450-225	954.24
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-ATT* BI	JULY 2024 CELL SERVICE	SEPT 2024	100-51450-225	1,232.88
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-ATT* BI	JULY 2024 CELL SERVICE	SEPT 2024	100-51450-225	1,659.52
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-GFC L	SEPT 2024 COPIER LEASES	SEPT 2024	100-51450-225	1,227.31
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-USPS PO 5	POSTAGE STAMPS	SEPT 2024	100-51500-310	243.33
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-AMAZON.C	FLAVORED COFFEE	SEPT 2024	100-51500-310	37.84
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CINTAS CO	UNIFORMS	SEPT 2024	100-51600-118	56.96
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-JOHNS	SPP6 SUPER BOOST/C240A DP CONTRACTOR/TRCPF45	SEPT 2024	100-51600-244	93.98
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-COVE	AUG 2024 JANITORIAL SVC- 312 W WHITEWATER	SEPT 2024	100-51600-246	4,545.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-COVE	AUG 2024 JANITORIAL SVC-341 S FREMONT	SEPT 2024	100-51600-246	338.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-COVE	AUG 2024 JANITORIAL SVC-504 W STARIN RD	SEPT 2024	100-51600-246	1,154.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-COVE	AUG 2024 JANITORIAL SVC-146 NORTH ST	SEPT 2024	100-51600-246	1,364.00
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-AMAZON.CO	Tornado Shelter Signs for White Building	SEPT 2024	100-51600-310	13.70
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-DSPS E SER	Elevator and Boiler state permits since 2018	SEPT 2024	100-51600-310	27.00
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-DSPS EPAY I	Elevator and Boiler state permits since 2018	SEPT 2024	100-51600-310	1,200.00
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-MENARDS J	Trowels, straight edge, fan and scraper for misc. building repa	SEPT 2024	100-51600-355	193.73
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-AMAZON MK	Key rings	SEPT 2024	100-51600-355	7.99
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-MENARDS J	Drywall Scraper	SEPT 2024	100-51600-365	11.99
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-DOJ W	Sahr CIB Conference	SEPT 2024	100-52100-211	150.00
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-DOJ W	Sahr CIB Conference	SEPT 2024	100-52100-211	3.00
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-THE O	Sahr CIB Conference Lodging	SEPT 2024	100-52100-211	294.00
09/24	09/19/2024	900173	8487	US BANK	DANIEL A MEYER-DRAKE A	Drake University online Implicit Bias training - Meyer	SEPT 2024	100-52100-211	36.99
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-CDW GOVT	PD VPN licensing	SEPT 2024	100-52100-224	231.51
09/24	09/19/2024	900173	8487	US BANK	DANIEL A MEYER-IDI	IDI Core July bill	SEPT 2024	100-52100-225	144.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/19/2024	900173	8487	US BANK	DANIEL A MEYER-LEXISNE	Lexis Nexis July bill	SEPT 2024	100-52100-225	101.97
09/24	09/19/2024	900173	8487	US BANK	DANIEL A MEYER-IDI	IDI Core August bill	SEPT 2024	100-52100-225	159.50
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-AMAZON MK	PD squad MDC battery replacement	SEPT 2024	100-52100-310	104.22
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-ODP B	Brother DR-820 Drum	SEPT 2024	100-52100-310	115.70
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-COMP	VPO Badger Paper 10 Count	SEPT 2024	100-52100-310	389.90
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-AMAZ	GBC Shredder Oil 2 Liters	SEPT 2024	100-52100-310	122.80
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-ODP B	Xerox Paper, Sharpie, Uni-Ball, Pilot Pens and Binder Clips	SEPT 2024	100-52100-310	141.26
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-KWIK T	3 CAR WASH CARDS	SEPT 2024	100-52100-310	266.55
09/24	09/19/2024	900173	8487	US BANK	ADAM C VANDER STEEG-U	Fraud - Charge disputed and to be refunded by US Bank	SEPT 2024	100-52100-310	21.85
09/24	09/19/2024	900173	8487	US BANK	DANIEL A MEYER-SQ *THE	Coffee for Jefferson County Chiefs meeting	SEPT 2024	100-52100-310	25.30
09/24	09/19/2024	900173	8487	US BANK	DANIEL A MEYER-KWIK TRI	Kwik Trip donuts for Jefferson County Chiefs meeting	SEPT 2024	100-52100-310	12.98
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-SOUT	Whitewater Register Annual Subscription	SEPT 2024	100-52100-320	29.00
09/24	09/19/2024	900173	8487	US BANK	ADAM C VANDER STEEG-Z	Zoom yearly subscription for drone share	SEPT 2024	100-52100-320	158.15
09/24	09/19/2024	900173	8487	US BANK	DANIEL A MEYER-BIL*WISC	WILEAG accreditation on-site invoice	SEPT 2024	100-52100-320	674.76
09/24	09/19/2024	900173	8487	US BANK	RYAN TAFT-AMAZON MARK	Training Equipment (Thin Gas Mask Filters)	SEPT 2024	100-52110-211	334.80
09/24	09/19/2024	900173	8487	US BANK	RYAN TAFT-AMAZON MKTP	Training Equipment (Tourniquet's)	SEPT 2024	100-52110-211	103.97
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-MILLS	Evidence Tow for Agency Case # 24-008435	SEPT 2024	100-52110-219	355.00
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-PROPI	Spanish Interpretation for multiple July patrol cases	SEPT 2024	100-52110-219	374.40
09/24	09/19/2024	900173	8487	US BANK	RYAN TAFT-AEDCENTER.C	AED Pads	SEPT 2024	100-52110-310	505.14
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-KWIK T	6 CAR WASH CARDS	SEPT 2024	100-52110-310	533.05
09/24	09/19/2024	900173	8487	US BANK	ADAM C VANDER STEEG-A	Taser training cartridges and axon body camera cables	SEPT 2024	100-52110-360	1,525.94
09/24	09/19/2024	900173	8487	US BANK	DANIEL A MEYER-AMAZON	Training dummies	SEPT 2024	100-52110-360	188.94
09/24	09/19/2024	900173	8487	US BANK	JACOB HINTZ-SQ *NWTC C	Refund for cancelled training	SEPT 2024	100-52120-211	175.00-
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-KWIK T	3 CAR WASH CARDS	SEPT 2024	100-52120-310	266.55
09/24	09/19/2024	900173	8487	US BANK	ADAM C VANDER STEEG-A	SRO replacement MDC battery	SEPT 2024	100-52120-310	41.73
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-SMAR	SmartDraw Software for Room Diagraming	SEPT 2024	100-52120-359	119.40
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-KWIK T	1 CAR WASH CARD	SEPT 2024	100-52140-310	88.85
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-SOUTH	CUP HEARING/BZA AGENDA/ORD HEARING NOTICES	SEPT 2024	100-52400-212	239.73
09/24	09/19/2024	900173	8487	US BANK	BRAD MARQUARDT-ESRI	ESRI - GIS Renewal	SEPT 2024	100-52400-224	4,500.00
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-VISTAPRI	Door Hangers for NS	SEPT 2024	100-52400-310	374.51
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-USPS PO	Stamps for Public Notices for PARC	SEPT 2024	100-52400-310	29.20
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-AVTECH SO	Data center environmental monitoring	SEPT 2024	100-52600-224	1,612.51
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-TRUSE	TruSens UV Replacement Bulbs	SEPT 2024	100-52600-310	38.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-R.O.D. INC	SALT, COOLER RENTAL	SEPT 2024	100-53230-310	61.93
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-AMAZON M	OFFICE SUPPLIES	SEPT 2024	100-53230-310	11.48
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-IN *JESUS A	FLEET DECALS	SEPT 2024	100-53230-310	105.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-TERMINAL S	SHRINK BUTT CONNECTOR - ADHESIVE	SEPT 2024	100-53230-310	39.83
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CINTAS CO	MATS, BATHROOM SUPPLIES	SEPT 2024	100-53230-310	484.22
09/24	09/19/2024	900173	8487	US BANK	TODD BUCKINGHAM-SNAP	POLICE DEPARTMENT SQUAD CARS - SOFTWARE UPDA	SEPT 2024	100-53230-354	375.00

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09/24	09/19/2024	900173	8487	US BANK	JACOB HINTZ-GMPARTSGI	Squad 26 seat cushion	SEPT 2024	100-53230-354	217.80
09/24	09/19/2024	900173	8487	US BANK	JACOB HINTZ-TIGERTOUG	26 seat cover	SEPT 2024	100-53230-354	217.00
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-SEWISC PAY	Invasive Plant Management Workshop Kevin Boehm	SEPT 2024	100-53270-211	60.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-VERMEER	#446 REPAIR PARTS	SEPT 2024	100-53270-242	877.63
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-SITEONE LA	HERBICIDE	SEPT 2024	100-53270-295	300.61
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-AMAZON M	FERTILOME	SEPT 2024	100-53270-295	32.17
09/24	09/19/2024	900173	8487	US BANK	NEUMEISTER BRIAN-WAL-	ICE CREAM TREATS	SEPT 2024	100-53270-310	92.25
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-UWW PARKI	Parking at UWW for promoting city events, activities and empl	SEPT 2024	100-53270-310	3.05
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-UWW PARKI	Parking at UWW for promoting city events, activities and empl	SEPT 2024	100-53270-310	2.35
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-PATS SERVI	PORTABLE TOILET RENTAL - 7/18/2024 - 8/14/2024	SEPT 2024	100-53270-310	240.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CINTAS CO	UNIFORMS	SEPT 2024	100-53300-118	527.31
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-FT HEA	DPWST DOT Random Testing	SEPT 2024	100-53300-211	148.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-TAPCO	ANNUAL TRAFFIC SIGNAL PREVENTIVE MAINTENANCE/T	SEPT 2024	100-53300-222	4,126.89
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-DECKER SU	STREET SIGNS	SEPT 2024	100-53300-354	233.47
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-BADGER CO	14" MVP BLADE	SEPT 2024	100-53300-405	528.66
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-COVE	AUG 2024 JANITORIAL SVC-431 CENTER ST	SEPT 2024	100-55111-246	1,259.00
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-ZOOM.U	zoom	SEPT 2024	100-55200-225	15.99
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WHEN I	wheniwork tfd	SEPT 2024	100-55200-225	93.32
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-AMAZO	School Supply drive backpack credit	SEPT 2024	100-55200-341	308.04-
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-WM SU	School Supply drive	SEPT 2024	100-55200-341	167.42
Total 100:									204,354.84
200									
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-HOO*HO	Hoot Suite	SEPT 2024	200-55110-224	1,188.00
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-YODEC	Yodeck subscription	SEPT 2024	200-55110-224	32.00
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-NEWE	2- new computers	SEPT 2024	200-55110-310	2,529.87
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-NEWE	monitors	SEPT 2024	200-55110-310	208.89
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-CANON	new battery	SEPT 2024	200-55110-310	118.16
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-PREMIUM	AUG 2024 WATER COOLER RENTAL	SEPT 2024	200-55110-310	10.95
Total 200:									4,087.87
208									
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PARKING LOT G	AUG 2024	208-51920-650	44.42
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PARKING LOT H	AUG 2024	208-51920-650	20.36
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PARKING LOT I	AUG 2024	208-51920-650	11.11
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PARKING LOT C	AUG 2024	208-51920-650	12.34
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PARKING LOT D	AUG 2024	208-51920-650	23.45

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09/24	09/05/2024	97264	1	DEPT OF UTILITIES		PARKTING LOT J	AUG 2024	208-51920-650	14.81
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		CDA-NEWCOMB ST PARKING PAD	AUG 2024	208-51920-650	123.40
Total 208:									249.89
214									
09/24	09/26/2024	97346	381	BEAR GRAPHICS INC		ABSENTEE BALLOT ENVELOPS	0946583	214-51400-310	703.30
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-BUILDASIGN	Sign for elections ""Absentee Voting at City Hall""	SEPT 2024	214-51400-310	151.24
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-#49292	Election worker dinner	SEPT 2024	214-51400-310	23.72
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-#49292	Election worker dinner	SEPT 2024	214-51400-310	48.47
09/24	09/19/2024	900173	8487	US BANK	HEATHER M BOEHM-JIMMY	Lunch for election workers	SEPT 2024	214-51400-310	130.80
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-SOUTH	ABSENTEE CANVASING NOTICE	SEPT 2024	214-51400-310	34.29
Total 214:									1,091.82
216									
09/24	09/26/2024	97345	9146	10-33 VEHICLE SEVICES LLC		SQUAD 24 SETUP/OUTFITTING	3439	216-52200-810	8,878.04
09/24	09/26/2024	97345	9146	10-33 VEHICLE SEVICES LLC		SQUAD 27 SET UP	3444	216-52200-810	8,992.24
Total 216:									17,870.28
220									
09/24	09/05/2024	97269	5499	HARTLAND PUBLIC LIBRARY		Lost Library Items	20240903	220-55110-350	19.99
09/24	09/05/2024	97272	2915	IRVIN L YOUNG MEMORIAL LIB		Postage	83124	220-55110-313	16.07
09/24	09/05/2024	97275	3490	JOHNSON CREEK PUBLIC LIBR		Lost Library Items	20240903	220-55110-350	17.99
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		AV-digital	505843293	220-55110-333	291.64
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		Books-digital	505843293	220-55110-332	68.66
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		Audiovisual-adult	505857555	220-55110-326	55.99
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		Audiovisual-adult	505882696	220-55110-326	58.99
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		Audiovisual-adult	505922230	220-55110-326	34.99
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		Audiovisual-juvenile	505922232	220-55110-327	116.95
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		Audiovisual-adult	505942346	220-55110-326	39.99
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		Audiovisual-juvenile	505942348	220-55110-327	79.99
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		Books-digital	505984544	220-55110-332	75.64
09/24	09/05/2024	97280	1832	MIDWEST TAPE LLC		AV-digital	505984544	220-55110-333	281.25
09/24	09/05/2024	97281	4132	MUKWONAGO COMMUNITY LIB		Lost Library Items	20240902	220-55110-350	12.00
09/24	09/05/2024	97282	4060	OCONOMOWOC PUBLIC LIBRA		Lost Library Items	20240901	220-55110-350	40.00
09/24	09/05/2024	97289	4630	UNIQUE MANAGEMENT SVC IN		Material Recovery	6129022	220-55110-319	58.25
09/24	09/05/2024	97294	7700	WT COX INFORMATION SERVIC		Magazine renewals	311247	220-55110-325	952.22

M = Manual Check, V = Void Check

Item 15.

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-ATT*C	JULY 2024 ALARM LINE	SEPT 2024	220-55110-225	111.80
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-ATT*C	JULY 2024 ALARM LINE	SEPT 2024	220-55110-225	111.80
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMZN MKT	Office supplies	SEPT 2024	220-55110-310	24.85
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON M	Office supplies	SEPT 2024	220-55110-310	39.59
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-STERICYCL	Office supplies	SEPT 2024	220-55110-310	95.82
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-BAKER & T	Books-adult	SEPT 2024	220-55110-321	539.45
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-BAKER & T	Books-adult	SEPT 2024	220-55110-321	326.86
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-BAKER & T	Books-adult	SEPT 2024	220-55110-321	286.07
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-BAKER & T	Books-adult	SEPT 2024	220-55110-321	512.76
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-BAKER & T	Books-adult	SEPT 2024	220-55110-321	18.35
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-INGRAM LI	Books-juvenile	SEPT 2024	220-55110-323	457.85
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-INGRAM LI	Books-juvenile	SEPT 2024	220-55110-323	55.15
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-INGRAM LI	Books-juvenile	SEPT 2024	220-55110-323	24.81
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-JOURNAL S	Periodicals adult	SEPT 2024	220-55110-324	78.00
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-APG SOUT	Periodicals adult	SEPT 2024	220-55110-324	32.93
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON M	Audiovisual-adult	SEPT 2024	220-55110-326	32.94
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON.C	Audiovisual-adult	SEPT 2024	220-55110-326	42.60
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON.C	Audiovisual-adult	SEPT 2024	220-55110-326	19.95
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON M	Audiovisual-adult	SEPT 2024	220-55110-326	17.95
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-VENMILL	Technical supplies	SEPT 2024	220-55110-310	185.33
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-SHOWCAS	Technical supplies	SEPT 2024	220-55110-310	32.30
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-SHOWCAS	Technical supplies	SEPT 2024	220-55110-310	46.40
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-DEMCO IN	Technical supplies	SEPT 2024	220-55110-310	119.38
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON.C	Program supplies-juvenile	SEPT 2024	220-55110-342	26.87
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON R	Program supplies-juvenile	SEPT 2024	220-55110-342	32.98
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON R	Program supplies-juvenile	SEPT 2024	220-55110-342	32.98
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON R	Program supplies-juvenile	SEPT 2024	220-55110-342	20.98
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMAZON M	Library Use of Grants Expense	SEPT 2024	220-55110-347	103.37
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-AMZN MKT	Library Use of Grants Expense	SEPT 2024	220-55110-347	10.80
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-DISCOUNT	Library Use of Grants Expense	SEPT 2024	220-55110-347	33.60
09/24	09/19/2024	900173	8487	US BANK	DIANE JAROCH-WALMART.	Library Use of Grants Expense	SEPT 2024	220-55110-347	22.55

Total 220: 5,651.72

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09/24	09/12/2024	97303	42	JOHNS DISPOSAL SERVICE IN		SEPT 2024 GARBAGE	1439637	230-53600-219	25,243.25
09/24	09/12/2024	97303	42	JOHNS DISPOSAL SERVICE IN		SEPT 2024 RECYCLE	1439637	230-53600-295	11,652.83
09/24	09/12/2024	97303	42	JOHNS DISPOSAL SERVICE IN		SEPT 2024 BULK	1439637	230-53600-219	5,621.74
09/24	09/12/2024	97303	42	JOHNS DISPOSAL SERVICE IN		SEPT 2024 DUMPSTER	1439637	230-53600-219	184.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
Total 230:									42,701.82
235									
09/24	09/19/2024	97325	47	BROWN CAB SERVICE INC		AUG 2024 CAB SERVICES	5080	235-51350-295	28,771.36
Total 235:									28,771.36
245									
09/24	09/26/2024	97347	9731	CHANDLER, BILL		PURPLE MARTIN GUARDS	092624	245-56120-219	304.62
Total 245:									304.62
246									
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WHEN I	wheniwork tfd	SEPT 2024	246-55110-310	4.52
09/24	09/19/2024	900173	8487	US BANK	ETHAN CESARZ-WM SUPE	Padlocks	SEPT 2024	246-55110-310	19.94
Total 246:									24.46
247									
09/24	09/05/2024	97256	38	ALSCO		AUG 2024 MAT SERVICE	AUG 2024	247-55800-310	168.54
09/24	09/05/2024	97261	7972	CARRICO AQUATIC RESOURCE		SEPT 2024 CHEMICAL & EQUIP AGREEMENT	20245830	247-55600-350	1,500.00
09/24	09/05/2024	97261	7972	CARRICO AQUATIC RESOURCE		AUG 2024 DAILY OPERATIONAL CONSULTS	20245843	247-55600-346	1,050.00
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		580 S ELIZABETH ST-AQUATIC CTR	AUG 2024	247-55700-221	2,307.34
09/24	09/19/2024	97344	408	WHITEWATER GLASS CO INC		VAN DUPRIN 99 DOGGIN SHAFT	091024	247-55800-310	30.00
09/24	09/26/2024	97351	4833	JIM'S KEY SHOP LLC		DOGGING SHAFTS & KEYS	261270	247-55700-355	149.00
09/24	09/26/2024	97357	8819	REVITALIZE YOUR FLOOR LLC		TILE REMOVAL, COVERBASE INSTAL	972	247-55800-820	6,009.00
09/24	09/26/2024	97363	8	UW WHITEWATER		TOILET PAPER/CAN LINERS/BEACH/SOAP/HANDTOWELS	40712	247-55800-310	761.89
09/24	09/26/2024	97365	9950	WISCONSIN BILBOARD ASSOCT		2-ELEVATOR ADS	455	247-55800-324	1,400.00
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WHEN I	wheniwork wafc	SEPT 2024	247-55500-224	54.19
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-ZOOM.U	wafc zoom	SEPT 2024	247-55500-225	15.99
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WHEN I	wheniwork wafc	SEPT 2024	247-55500-225	93.35
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-COVE	AUG 2024 JANITORIAL SVC	SEPT 2024	247-55500-246	808.00
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	new chord for fitness speaker	SEPT 2024	247-55500-310	10.98
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	fitness bands	SEPT 2024	247-55500-310	9.95
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WM SUP	lifeguard competition staff supplies/snacks	SEPT 2024	247-55600-310	63.48
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WAL-MA	vinyl for lifeguard shirts	SEPT 2024	247-55600-310	5.24
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMZN M	lifeguard suits	SEPT 2024	247-55600-310	127.96
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	lifeguard first aid supplies	SEPT 2024	247-55600-310	113.57

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Item 15.

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-SOUTH	WAFB-HVAC BID NOTICE	SEPT 2024	247-55600-310	45.04
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WAL-MA	mounting tape for signs	SEPT 2024	247-55800-310	5.74
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WM SUP	office supplies	SEPT 2024	247-55800-310	25.66
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WM SUP	morning coffee supplies	SEPT 2024	247-55800-310	28.67
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WAL-MA	swim lesson binder and front desk pens	SEPT 2024	247-55800-310	9.38
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	scheduling calendar dry erase	SEPT 2024	247-55800-310	26.98
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WM SUP	office supplies	SEPT 2024	247-55800-310	15.75
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	wall hanging organizer for forms	SEPT 2024	247-55800-310	29.91
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	new bathroom signs	SEPT 2024	247-55800-310	26.88
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	office chair for 2nd office	SEPT 2024	247-55800-310	39.99
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMZN M	new towels	SEPT 2024	247-55800-310	169.99
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	new towels	SEPT 2024	247-55800-310	91.88
09/24	09/19/2024	900173	8487	US BANK	DAN BUCKINGHAM-NASSC	10GAL-TIDE	SEPT 2024	247-55800-310	364.97
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-PIXLR -	marketing software	SEPT 2024	247-55800-324	7.99
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	wet floor signs	SEPT 2024	247-55800-341	128.31
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WAL-MA	concessions	SEPT 2024	247-55800-342	109.53
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-SAMS C	concessions	SEPT 2024	247-55800-342	437.68
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-SAMSCL	concessions	SEPT 2024	247-55800-342	77.00
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	pro shop items	SEPT 2024	247-55800-346	64.95
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-AMAZON	pro shop items	SEPT 2024	247-55800-346	221.05
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-MENARDS J	Refund of tax charged	SEPT 2024	247-55800-820	28.32
09/24	09/19/2024	900173	8487	US BANK	ETHAN CESARZ-ALL SURFA	Bathroom Renovation Materials	SEPT 2024	247-55800-820	324.89

Total 247: 16,902.40

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09/24	09/12/2024	97310	8484	ORANGE WHIP DESIGN LLC		WWDFCI BROCHURE DESIGN	001556-WW	248-55115-342	320.00
09/24	09/12/2024	97316	8557	THE COACH'S LOCKER		36 FOOTBALL JERSEY'S	865771	248-55110-435	504.00
09/24	09/19/2024	97338	4500	ADRC OF ROCK COUNTY		DEMENTIA CONF LEFT OVER MONEY	091224	248-55115-342	75.00
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-VRBO HAHC	NRPA Conference Lodging Kevin, Hunter, Ethan	SEPT 2024	248-55110-211	295.40
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WHEN I	wheniwork rec	SEPT 2024	248-55110-224	31.61
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-CASE	Park and Rec Tour Snacks	SEPT 2024	248-55110-310	35.94
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-KWIK	Park and Rec Tour Snacks	SEPT 2024	248-55110-310	4.49
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-EIG*CON	constant contact	SEPT 2024	248-55110-324	110.00
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-PACA	Staff Clothing paid for by Grant	SEPT 2024	248-55110-342	247.63
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-PY *O	Staff Clothing paid for by Grant	SEPT 2024	248-55110-342	48.00
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-AMAZON MK	Stop Watches	SEPT 2024	248-55110-435	9.99
09/24	09/19/2024	900173	8487	US BANK	ETHAN CESARZ-WAL-MART	Cones and Whistle	SEPT 2024	248-55110-435	15.94
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-KWIK TR	*NOT FISHING - Cash included for Hunter's use of card	SEPT 2024	248-55110-462	3.00

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Item 15.

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WAL-MA	*NOT FISHING - CASH Included for Hunter's use	SEPT 2024	248-55110-462	26.42
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-WAL-	Summer Camp party supplies	SEPT 2024	248-55110-470	53.51
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-DOMI	Summer Camp end of party pizza	SEPT 2024	248-55110-470	22.12
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-AMA	after school supplies	SEPT 2024	248-55110-475	228.68
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-WM S	after school supplies	SEPT 2024	248-55110-475	66.99
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-AMA	after school supplies	SEPT 2024	248-55110-475	15.81
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-AMA	after school supplies	SEPT 2024	248-55110-475	47.46
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-AMA	after school supplies	SEPT 2024	248-55110-475	116.93
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-SAM	After School Snack	SEPT 2024	248-55110-475	255.36
09/24	09/19/2024	900173	8487	US BANK	MICHELLE DUJARDIN-AMA	after school supplies	SEPT 2024	248-55110-475	13.03
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-USPS P	Stamps for letters	SEPT 2024	248-55110-486	146.00
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-AMZN MKTP	Refund of shirt purchase	SEPT 2024	248-55110-486	34.40-
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-AMAZON RE	Gloves and welding gloves	SEPT 2024	248-55110-486	32.56
09/24	09/19/2024	900173	8487	US BANK	KEVIN BOEHM-MENARDS J	3 way cord adapters	SEPT 2024	248-55110-486	33.46
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-ZOOM.U	rec zoom	SEPT 2024	248-55115-225	15.99
09/24	09/19/2024	900173	8487	US BANK	HUNTER KARNITZ-WHEN I	wheniwork rec	SEPT 2024	248-55115-225	93.32
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-GOLDE	Golden Carers Membership	SEPT 2024	248-55115-310	59.99
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-WM SU	Sound system	SEPT 2024	248-55115-342	42.07
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-AMAZO	Card used by mistake. Payment made in cash for \$10.51	SEPT 2024	248-55115-342	10.51
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-WAL-M	Respite supplies	SEPT 2024	248-55115-342	10.07
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-WM SU	Respite Cleaning supplies	SEPT 2024	248-55115-342	5.07
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-WAL-M	Respite snacks	SEPT 2024	248-55115-342	4.98
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-WM SU	Picnic supplies	SEPT 2024	248-55115-342	119.10
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-WM SU	Picnic supplies	SEPT 2024	248-55115-342	13.50
09/24	09/19/2024	900173	8487	US BANK	JENNIFER FRENCH-WM SU	Respite snacks	SEPT 2024	248-55115-342	5.61
09/24	09/19/2024	900173	8487	US BANK	ETHAN CESARZ-WM SUPE	Coffee	SEPT 2024	248-55115-342	12.46
Total 248:									3,117.60
249									
09/24	09/12/2024	97304	9455	KWIK TRIP INC		AUG 2024 FUEL PURCHASES	AUG 2024	249-52270-351	1,210.18
09/24	09/12/2024	97304	9455	KWIK TRIP INC		AUG 2024 FUEL PURCHASES	AUG 2024	249-52280-351	361.28
09/24	09/12/2024	97314	9485	SECOND SALEM BREWING CO		RIBEYES & POTATOS FOR STEAK FRY	202474	249-52290-790	398.46
09/24	09/19/2024	97328	9669	CONWAY SHIELD		3-6"SHIELDS WITH PANELS	0527222	249-52280-250	166.20
09/24	09/26/2024	97359	9529	SIREN SERVICES LLC		#1250 HYDRAULIC REPAIRS	3300	249-52280-241	342.03
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-FT HEA	EMS Pre-employment Testing	SEPT 2024	249-52270-211	127.33
09/24	09/19/2024	900173	8487	US BANK	JASON DEAN-GATEWAY TE	class refund	SEPT 2024	249-52270-211	766.38-
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-AMAZON MK	FD vehicle chargers	SEPT 2024	249-52270-224	115.65
09/24	09/19/2024	900173	8487	US BANK	KELLY FREEMAN-WAL-MAR	H13LED2 LIGHTS	SEPT 2024	249-52270-241	97.88

M = Manual Check, V = Void Check

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMZN	Supplies - EMS Portion	SEPT 2024	249-52270-310	4.13
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-OTC B	Supplies - EMS Portion	SEPT 2024	249-52270-310	9.29
09/24	09/19/2024	900173	8487	US BANK	JASON DEAN-BOUND TREE	Medical supplies	SEPT 2024	249-52270-342	129.79
09/24	09/19/2024	900173	8487	US BANK	JASON DEAN-BOUND TREE	Medical supplies	SEPT 2024	249-52270-342	463.51
09/24	09/19/2024	900173	8487	US BANK	JASON DEAN-BOUND TREE	Medical supplies	SEPT 2024	249-52270-342	182.56
09/24	09/19/2024	900173	8487	US BANK	JASON DEAN-BOUND TREE	Medical supplies	SEPT 2024	249-52270-342	735.00
09/24	09/19/2024	900173	8487	US BANK	JASON DEAN-BOUND TREE	Medical supplies	SEPT 2024	249-52270-342	199.10
09/24	09/19/2024	900173	8487	US BANK	JASON DEAN-AIRGAS - NO	Medical supplies	SEPT 2024	249-52270-342	86.80
09/24	09/19/2024	900173	8487	US BANK	JASON DEAN-BOUND TREE	Medical supplies	SEPT 2024	249-52270-342	10.05-
09/24	09/19/2024	900173	8487	US BANK	KELLY FREEMAN-AMAZON	FIRE & EMS INSTRUCTOR BOOK	SEPT 2024	249-52280-211	144.83
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-FT HEA	Fire Pre-employment Testing	SEPT 2024	249-52280-211	254.67
09/24	09/19/2024	900173	8487	US BANK	TIM NEUBECK-AMAZON MK	FD vehicle chargers	SEPT 2024	249-52280-224	38.55
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-S & H T	#1221 OIL CHANGE/REPLACE 2 BACK UP LIGHTS	SEPT 2024	249-52280-241	3,135.11
09/24	09/19/2024	900173	8487	US BANK	KELLY FREEMAN-SAMS CL	VACUUM/TIDE/SPONGES/LYSOL	SEPT 2024	249-52280-310	166.87
09/24	09/19/2024	900173	8487	US BANK	KELLY FREEMAN-AMZN MK	SHADOW BOX FRAME	SEPT 2024	249-52280-310	73.95
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-AMZN	Supplies-Fire Portion	SEPT 2024	249-52280-310	1.38
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-OTC B	Supplies-Fire Portion	SEPT 2024	249-52280-310	3.10
09/24	09/19/2024	900173	8487	US BANK	SABRINA L OJIBWAY-DOJ E	Code E Record Check for Fire	SEPT 2024	249-52280-310	35.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-R.O.D.	AUG 2024 WATER COOLER RENTAL	SEPT 2024	249-52280-310	38.95
09/24	09/19/2024	900173	8487	US BANK	KELLY FREEMAN-FESTIVAL	FOOD FOR MEETING	SEPT 2024	249-52290-325	106.99
09/24	09/19/2024	900173	8487	US BANK	DUSTIN TOMLINSON-WAL-	11 Cases of soda	SEPT 2024	249-52290-325	132.78
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-VON B	Legal - Fire Dept	SEPT 2024	249-52290-770	1,000.50
Total 249:									8,985.44
271									
09/24	09/19/2024	97334	9944	LEECE & PHILLIPS SC		FINAL SETTLEMENT FOR CASE 24-CV-0098	24-CV-0098	271-51920-350	13,283.50
Total 271:									13,283.50
280									
09/24	09/19/2024	97341	2701	WALTON SAND AND GRAVEL LL		ASPHALT LOAD	5331	280-57500-805	42.00
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		2024 STREET MAIN PJT 1407-140	0214929	280-57500-821	220.73
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-LYCON INC	SIDEWALK REPAIR	SEPT 2024	280-57500-805	585.50
Total 280:									848.23
410									
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		INNV DR RECONST-BIL PJT 1407-133	0214928	410-57660-295	7,577.32

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
Total 410:									7,577.32
450									
09/24	09/19/2024	97323	4947	AYRES ASSOCIATES INC		OLD STONE DAM PROF SVCS THRU AUG 2024	217702	450-58000-813	581.50
09/24	09/19/2024	97329	9949	D&L TRIEBOLD JOINT REV TRS		LTE FOR WALWORTH AVE PJCT	09092024	450-54000-866	250.00
09/24	09/19/2024	97332	9948	MICHAEL AND LAURA GRUBB		LTE FOR WALWORTH AVE PROJECT	090924	450-54000-866	250.00
09/24	09/19/2024	97339	5689	ROCK ROAD COMPANIES INC		ANN & FREMONT ST PAY REQ 2	PAY APP 2-A	450-54000-861	21,096.65
09/24	09/19/2024	97340	9947	AARON ROLOFF AND CORY RO		TLE FOR WALWORTH AVE CONST	090524	450-54000-866	1,000.00
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FOREST AVE RECONST PJT 1407-125	0214926	450-54000-864	263.16
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		WALWORTH AVE RECONS-BIL PJT 1407-132	0214927	450-54000-866	8,146.20
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		ANN/FREMONT ST CONST PJT 1407-142	0214930	450-54000-861	5,045.11
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FOREST AVE RECONST PJT 1407-142	0214930	450-54000-864	1,948.94
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FREMONT ST RECONST PJT 1407-142	0214930	450-54000-862	4,128.99
Total 450:									42,710.55
610									
09/24	09/05/2024	97263	2005	CGC INC		FREMONT/ANN ST SEWER&WATER INSTAL	69082	610-61936-820	1,027.35
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		WELL 8-E COMMERCIAL AVE	AUG 2024	610-61935-220	6.17
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		WELL 8-INDIAN MOUND	AUG 2024	610-61935-220	3.41
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		CARRIAGE DR PUMP HOUSE	AUG 2024	610-61935-220	7.40
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		WATER PLANT	AUG 2024	610-61935-220	35.17
09/24	09/05/2024	97271	9376	HYDRO CORP INC		AUG 2024 CROSS CONNECTION SVCS	CI-02101	610-61923-210	2,516.00
09/24	09/05/2024	97278	9293	MASTERS CONSTRUCTION		MOVE WATERLINES AT WATER OFFICE	4512	610-61935-350	1,285.99
09/24	09/12/2024	97301	493	JAECKEL BROS INC		WATER LEAK REPAIR- PRAIRIE ST	32127	610-61651-350	1,512.70
09/24	09/12/2024	97307	8957	MARTELLE WATER TREATMEN		FLOURIDE AND CHLORINE	16116	610-61630-341	3,241.00
09/24	09/12/2024	97313	2701	RR WALTON & COMPANY		WATER STORAGE GARAGE-PAY REQ 4	PAY REQ 4	610-61936-820	238,948.00
09/24	09/19/2024	97335	8957	MARTELLE WATER TREATMEN		STENNER TUBES/STENNER ROLLER ASSEMBLY	27820	610-61630-310	310.00
09/24	09/19/2024	97339	5689	ROCK ROAD COMPANIES INC		ANN & FREMONT ST PAY REQ 2	PAY APP 2-A	610-61936-820	309,138.30
09/24	09/19/2024	97343	25	WE ENERGIES	PNXZT30761	Electric-0713499904-00036-308 Fremont	AUG 2024	610-61620-220	5,587.78
09/24	09/19/2024	97343	25	WE ENERGIES	1739465	Gas-0713499904-00043-308 Fremont	AUG 2024	610-61620-220	14.19
09/24	09/19/2024	97343	25	WE ENERGIES	3022024	Gas-0713499904-00063-Carriage Dr.	AUG 2024	610-61620-220	10.56
09/24	09/19/2024	97343	25	WE ENERGIES	PNXZT36612	Electric-0713499904-00074-Well #9	AUG 2024	610-61620-220	4,712.15
09/24	09/19/2024	97343	25	WE ENERGIES	391007	Gas-0713499904-00075-951 Commercial Ave.	AUG 2024	610-61620-220	18.83
09/24	09/19/2024	97343	25	WE ENERGIES	BZ789251	Electric-0713499904-00089-Cravath & Wood Sts.	AUG 2024	610-61620-220	78.03
09/24	09/19/2024	97343	25	WE ENERGIES	PVZT439031	Electric-0713499904-00090-Comm Ave. well	AUG 2024	610-61620-220	4,432.24
09/24	09/19/2024	97343	25	WE ENERGIES	3571984	Gas-0713499904-00110-320 Fremont	AUG 2024	610-61620-220	105.63
09/24	09/26/2024	97349	5996	FERGUSON WATERWORKS #14		2-HUMIDIFIRES FOR PUMP HOUSES	0423578	610-61620-350	6,382.00

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/26/2024	97349	5996	FERGUSON WATERWORKS #14		LOCATOR REPAIR	0425029	610-61652-350	520.00
09/24	09/26/2024	97352	9798	KURITA AMERICA INC		WELL#7 FILTER PANEL	INV853223	610-61630-350	44,703.90
09/24	09/26/2024	97353	8957	MARTELLE WATER TREATMEN		FLOURIDE/CHORINE	27888	610-61630-341	3,817.30
09/24	09/26/2024	97354	494	MENARDS JANESVILLE		RETURNED ITEMS	54022	610-61935-350	261.53-
09/24	09/26/2024	97354	494	MENARDS JANESVILLE		SHELVING UNITS	55550	610-61936-820	894.90
09/24	09/26/2024	97354	494	MENARDS JANESVILLE		8PC SCREWDRIVER/RAIN SUITS	55550	610-61935-350	26.88
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FOREST AVE RECONST PJT 1407-125	0214926	610-61936-820	263.16
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		ANN/FREMONT ST CONST PJT 1407-142	0214930	610-61936-820	5,045.10
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FOREST AVE RECONST PJT 1407-142	0214930	610-61936-820	1,948.94
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FREMONT ST RECONST PJT 1407-142	0214930	610-61936-820	4,128.99
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		VEHICLE STORAGE GARAGE PJT 1407-130	0214978	610-61936-820	570.95
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		LEAD LINE REPLACEMENT PJT 1407-141	0214979	610-61936-820	570.46
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		WELL 7 MOD & DESIGN PJT 1407-143	0214980	610-61923-210	4,590.89
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		VERIZON CELLULAR REVIEW PJT 1407-144	0214981	610-61923-210	3,028.26
09/24	09/27/2024	97367	234	US POSTAL SERVICE		SEPT 2024 UTILITY BILL POSTAGE	SEPT 2024	610-61921-310	357.92
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-WI STATE H	FLUORIDE TESTING	SEPT 2024	610-61630-310	29.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-NORTHERN	BACKWASH FROM FILTER TANK, QUARTERLY DW-2024	SEPT 2024	610-61630-310	548.31
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-WI STATE H	FLUORIDE TESTING	SEPT 2024	610-61630-310	29.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-FERGUSON	2 HYMAX 2 REP COUP	SEPT 2024	610-61651-350	202.38
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CORE & MAI	ADPT GSKTS	SEPT 2024	610-61651-350	47.08
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CORE & MAI	SUPPLIES FOR 1143 CARRIAGE DR	SEPT 2024	610-61652-350	2,935.98
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CORE & MAI	YOKE END CON NO LEAD	SEPT 2024	610-61653-350	450.65
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-PAYNE & DO	MAIN BREAK REPAIRS	SEPT 2024	610-61653-350	1,356.60
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-LYCON INC	WATER REPAIR	SEPT 2024	610-61654-350	500.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-BADGER ME	ORION CELLULAR LTE SER UNIT/BEACON FIXED NETWO	SEPT 2024	610-61903-361	1,194.42
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-BADGER ME	ORION CELLULAR LTE SER UNIT/BEACON FIXED NETWO	SEPT 2024	610-61903-361	1,293.48
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-USPS PO 5	POSTAGE STAMPS	SEPT 2024	610-61921-310	531.47
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-OFFICESUP	OFFICE DESKS (4)	SEPT 2024	610-61921-310	2,951.96
09/24	09/19/2024	900173	8487	US BANK	JIM A BERGNER-DNR WS2	WATER OPERATOR LICENSE RENEWAL CC CONVENIEN	SEPT 2024	610-61927-154	.90
09/24	09/19/2024	900173	8487	US BANK	JIM A BERGNER-DNR WS2	WATER OPERATOR LICENSE RENEWAL - JASON KELLEY	SEPT 2024	610-61927-154	45.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CINTAS CO	MATS AND BATHROOM SUPPLIES	SEPT 2024	610-61935-118	105.80
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-FERGUSON	4 FT CURB BX KEY	SEPT 2024	610-61935-350	151.37
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-USABLUEB	DOORKNOB CARDS DELINQUENT	SEPT 2024	610-61935-350	215.24
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CINTAS CO	UNIFORMS	SEPT 2024	610-61935-350	170.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-MIDWEST M	3/4" M-25 METER BASE (36)	SEPT 2024	610-61936-823	2,700.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-MIDWEST M	METER SUPPLIES	SEPT 2024	610-61936-823	973.08
Total 610:									666,010.74

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
620									
09/24	09/05/2024	97263	2005	CGC INC		FREMONT/ANN ST SEWER&WATER INSTAL	69082	620-62810-820	1,027.35
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		WASTEWATER STORMWATER	AUG 2024	620-62860-220	131.29
09/24	09/05/2024	97283	1910	PBBS EQUIPMENT CORP		2024 ANNUAL BOILER CLEANING/SVC	283744	620-62850-242	2,644.59
09/24	09/12/2024	97302	217	JIM'S JANITORIAL SERVICE		GEN CLEANING 08/09, 08/23/24	15257	620-62860-245	330.00
09/24	09/12/2024	97308	6227	MULCAHY SHAW WATER INC		700 IQ PROBE REPLACEMENT CAP	326182	620-62840-310	892.83
09/24	09/12/2024	97315	9344	SJE		EFFLUENT CONTROLER CALIBRATION	CD99539796	620-62850-242	1,184.96
09/24	09/12/2024	97319	293	WI DEPT OF NATURAL RESOUR		WASTEWATER SUBCLASS D EXAM-NELSON	090624	620-62820-154	25.00
09/24	09/19/2024	97339	5689	ROCK ROAD COMPANIES INC		ANN & FREMONT ST PAY REQ 2	PAY APP 2-A	620-62810-820	110,508.02
09/24	09/19/2024	97343	25	WE ENERGIES	PVXZT86648	Electric-0713499904-00042-Wastewater Plant	AUG 2024	620-62840-222	11,882.48
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		VANDERLIP PUMPING STATION PJT 1407-111	0214925	620-62810-820	8,081.96
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FOREST AVE RECONST PJT 1407-125	0214926	620-62810-820	263.16
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		ANN/FREMONT ST CONST PJT 1407-142	0214930	620-62810-820	5,045.11
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FOREST AVE RECONST PJT 1407-142	0214930	620-62810-820	1,948.94
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FREMONT ST RECONST PJT 1407-142	0214930	620-62810-820	4,128.99
09/24	09/26/2024	97362	418	TRIEBOLD OUTDOOR POWER		GAL OF OIL	SEPT 2024	620-62860-355	53.16
09/24	09/27/2024	97367	234	US POSTAL SERVICE		SEPT 2024 UTILITY BILL POSTAGE	SEPT 2024	620-62810-310	357.92
09/24	09/19/2024	900173	8487	US BANK	SARA MARQUARDT-FT HEA	DPWWW DOT Random Testing	SEPT 2024	620-62810-154	224.00
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-USPS PO 5	POSTAGE STAMPS	SEPT 2024	620-62810-310	531.47
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-MCMASTER	REPAIR SLUDGE LOADOUT PUMP	SEPT 2024	620-62810-820	770.80
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-MCMASTER	BLDG 700 NEW LOAD OUT PUMP	SEPT 2024	620-62810-820	56.23
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-STAPLS7638	OFFICE SUPPLIES	SEPT 2024	620-62820-310	103.92
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-AMAZON W	AMAZON WEB SERVICES FOR COLLECTIONS AUGUST 2	SEPT 2024	620-62830-295	13.43
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-WWW.NORT	KRYLON INDUSTRIAL QUIK-MARK SAFETY SPRAY PAINT	SEPT 2024	620-62830-354	191.16
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CINTAS CO	UNIFORMS	SEPT 2024	620-62840-118	235.72
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-WM SUPER	PLANT OP SUPPLIES	SEPT 2024	620-62840-310	38.11
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-WAL-MART	BOX FANS	SEPT 2024	620-62840-310	41.94
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-TOTAL WAT	PLANT OP SUPPLIES AUGUST 2024	SEPT 2024	620-62840-310	104.50
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-CINTAS CO	MATS	SEPT 2024	620-62840-310	177.52
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-AMZN MKTP	RUBBER COUPLING INSERT	SEPT 2024	620-62850-357	35.76
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-MCMASTER	HVAV SUPPLIES	SEPT 2024	620-62860-357	53.68
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-NORTHERN	WASTEWATER WATER TESTING JULY 2024	SEPT 2024	620-62870-295	1,035.45
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-NBS CALIBR	ONSITE CALIB/CLEAN/ADJ SCALE/BALANCE	SEPT 2024	620-62870-295	370.00
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-NORTHERN	WEEKLY WASTEWATER TESTING AUGUST 2024	SEPT 2024	620-62870-295	754.42
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-NCL OF WIS	LAB SUPPLIES	SEPT 2024	620-62870-310	584.19
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-TOTAL WAT	LAB SUPPLIES AUGUST 2024	SEPT 2024	620-62870-310	37.50
Total 620:									153,865.56

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
630									
09/24	09/05/2024	97259	5213	BIOBAG AMERICAS INC		BIOBAG LEAF BAGS	INV507432	630-63600-310	7,008.00
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		502 E CRAVATH	AUG 2024	630-63440-350	4.32
09/24	09/19/2024	97339	5689	ROCK ROAD COMPANIES INC		ANN & FREMONT ST PAY REQ 2	PAY APP 2-A	630-63440-820	1,169.75
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		STARIN PARK UNDRGRND WET DETNTON BASIN	0214843	630-63440-295	1,715.44
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FOREST AVE RECONST PJT 1407-125	0214926	630-63440-820	263.17
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		ANN/FREMONT ST CONST PJT 1407-142	0214930	630-63440-820	5,045.10
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FOREST AVE RECONST PJT 1407-142	0214930	630-63440-820	1,948.93
09/24	09/26/2024	97361	358	STRAND ASSOCIATES INC		FREMONT ST RECONST PJT 1407-142	0214930	630-63440-820	4,128.99
09/24	09/27/2024	97367	234	US POSTAL SERVICE		SEPT 2024 UTILITY BILL POSTAGE	SEPT 2024	630-63300-310	178.96
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-USPS PO 5	POSTAGE STAMPS	SEPT 2024	630-63300-310	265.73
09/24	09/19/2024	900173	8487	US BANK	ALISON STOLL-LYCON INC	W SHAW CT/PLT PICK UP	SEPT 2024	630-63600-310	918.50
Total 630:									22,646.89
900									
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-STAFF	JULY 2024 GENERAL LEGAL SVCS	SEPT 2024	900-56500-212	938.00
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-STAFF	JULY 2024 INNV CTR MOU WORK	SEPT 2024	900-56500-212	134.00
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-IEDC ONL	IEDC Training	SEPT 2024	900-56500-215	1,380.00
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-TICKETS*	Ticket for JCEDC Event	SEPT 2024	900-56500-215	22.29
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-VISTAPRI	Stickers to Handout at Hawkfest	SEPT 2024	900-56500-310	151.08
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-SQ *THE	Coffee with Watertown ED Director	SEPT 2024	900-56500-310	7.59
09/24	09/19/2024	900173	8487	US BANK	BECKY MAGESTRO-PRINT	signs for ED dept	SEPT 2024	900-56500-310	120.00
Total 900:									2,752.96
920									
09/24	09/05/2024	97256	38	ALSCO		AUG 2024 MAT SERVICE	AUG 2024	920-56500-250	206.14
09/24	09/05/2024	97264	1	DEPT OF UTILITIES		1221 INNOVATION CTR	AUG 2024	920-56500-221	554.69
09/24	09/05/2024	97276	8825	KREATIVE SOLUTIONS LLC		SEPT 2024 MARKETING SVCS, GRAPHIC DESIGN	1949	920-56500-323	300.00
09/24	09/05/2024	97293	25	WE ENERGIES		EICTRIC-0713499904-00072-INNV CNTR	AUG 2024 IN	920-56500-222	5,860.01
09/24	09/12/2024	97296	9234	BUCKINGHAM, DAN		SEPT 2024 LAWN SVC	SEPT 2024	920-56500-294	700.00
09/24	09/26/2024	97363	8	UW WHITEWATER		TOILET PAPER/CAN LINERS/SOAP	40712	920-56500-250	431.66
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-STAFF	IBUTTON LEASE LEGAL WORK	SEPT 2024	920-56500-227	402.00
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-WWP*WIL-K	AUG 2024 PEST CONTROL SVCS	SEPT 2024	920-56500-245	73.16
09/24	09/19/2024	900173	8487	US BANK	KAREN DIETER-WWP*WIL-K	SEPT 2024PEST CONTROL SVC/PERIMETER TREATMEN	SEPT 2024	920-56500-245	285.26
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-COVE	AUG 2024 JANITORIAL SVC	SEPT 2024	920-56500-246	1,888.00
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-AMAZON	Supplies for Innovation Center	SEPT 2024	920-56500-310	119.99
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-AMAZON	Supplies for Innovation Center	SEPT 2024	920-56500-310	35.97

M = Manual Check, V = Void Check

Item 15.

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Notes	Description	Invoice Number	Invoice GL Account	Invoice Amount
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-HY-VEE J	Water for Donuts with the Director	SEPT 2024	920-56500-310	10.73
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-WAL-MAR	Plates and Napkins for Donuts with the Director	SEPT 2024	920-56500-310	22.24
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-AMAZON	Office Chair for Innovation Center	SEPT 2024	920-56500-310	107.98
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-AMAZON	Supplies for Innovation Center	SEPT 2024	920-56500-310	20.98
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-AMAZON	Fraud	SEPT 2024	920-56500-310	38.36
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-AMAZON.	Supplies for Innovation Center	SEPT 2024	920-56500-310	11.28
09/24	09/19/2024	900173	8487	US BANK	TAYLOR ZEINERT-AMAZON	Supplies for Innovation Center	SEPT 2024	920-56500-310	30.98
09/24	09/19/2024	900173	8487	US BANK	JEREMIAH THOMAS-E&M C	2025 DISCOVER WHITEWATER CHAMBER GUIDE AD	SEPT 2024	920-56500-323	436.95
Total 920:									11,536.38
Grand Totals:									1,255,346.25

Report Criteria:

Report type: GL detail

Check.Check number = 97256-97367,900173

M = Manual Check, V = Void Check

Item 15.

CITY OF WHITEWATER
CASH/INVESTMENT - TOTAL FUND EQUITY
September 30, 2024

FUND NAME	FUND #	A	B	C	FUND
		LIQUID-CASH / INVESTMENT BALANCES	FUND BALANCE less CASH	YTD NET INCOME / REV - (EXP)	EQUITY / A+B- C
General Fund	100	3,553,062	(424,238.84)	398,181	3,527,005
Cable T.V.	200	56,612	30,868.87	(30,869)	56,612
Parking Permit Fund	208	65,204	6,654.23	(6,654)	65,204
Fire/Rescue Equipment Revolving	210	1,288,712	(228,158.98)	228,159	1,288,712
Election Fund	214	30,735	(11,975.12)	11,975	30,735
DPW Equipment Revolving	215	359,198	(71,395.63)	71,396	359,198
Police Vehicle Revolving	216	34,670	(1,932.74)	1,933	34,670
Building Repair Fund	217	46,152	-	-	46,152
Library Special Revenue	220	(167,963)	788,775.04	(791,295)	(170,482)
Skate Park Fund	225	5,433	-	-	5,433
Solid Waste/Recycling	230	(14,118)	31,892.06	(31,892)	(14,118)
Ride-Share Grant Fund	235	(54,601)	115,863.21	(115,863)	(54,601)
Parkland Acquisition	240	61,233	-	-	61,233
Parkland Development	245	19,801	(2,312.89)	2,313	19,801
Field of Dreams	246	57,872	7,241.42	(7,241)	57,872
Aquatic Center	247	(58,154)	(11,424.61)	70,841	1,262
Park & Rec Special Revenue	248	48,384	(12,403.21)	11,995	47,976
Fire/EMS Department	249	(42,048)	(58,695.45)	578,159	477,416
Forestry Fund	250	8,394	5,433.61	(5,434)	8,394
Sick Leave Severence Fund	260	38,693	93,696.73	(93,697)	38,693
Insurance-SIR	271	104,845	31,435.99	(31,436)	104,845
Lakes Improvement Fund	272	(259)	733.78	(734)	(259)
Street Repair Revolving Fund	280	469,434	146,801.62	(146,802)	469,434
Police Dept-Trust Fund	295	75,214	(5,225.48)	5,225	75,214
Debt Service Fund	300	(1,350)	1,350.24	(1,350)	(1,350)
TID #4 Affordable Housing	441	1,857,539	150,000.00	(125,000)	1,882,539
TID #10	410	161,906	(178,375.57)	165,876	149,406
TID #11	411	17,043	(14,607.47)	14,607	17,043
TID #12	412	44,686	(88,981.90)	88,982	44,686
TID #13	413	887	(8,040.65)	8,041	887
TID #14	414	262,276	(261,664.19)	261,664	262,276
Capital Projects-LSP	450	5,670,508	(5,321,093.05)	5,291,543	5,640,959
Birge Fountain Restoration	452	10,556	-	-	10,556
Depot Restoration Project	459	31,368	-	-	31,368
Water Utility	610	2,587,899	8,812,992.45	298,310	11,699,202
Wastewater Utility	620	6,514,931	14,043,677.49	(1,032,264)	19,526,345
Stormwater Utility	630	96,854	4,317,536.36	(296,500)	4,117,891
Tax Collection	800	-	-	-	-
Rescue Squad Equip/Education	810	128,137	9,833.61	(9,834)	128,137
CDA Operating Fund	900	50,434	(23,593.86)	44,833	71,673
CDA Program Fund-Prelim.	910	926,932	6,206,946.09	(111,455)	7,022,424
Innovation Center-Operations	920	56,508	(19,004.43)	38,594	76,097
Total:		24,403,622	28,058,609	4,754,309	57,216,539

FIDUCIARY FUNDS	FUND #	A	B	C	FUND
		LIQUID-CASH / INVESTMENT BALANCES	FUND BALANCE less CASH	YTD NET INCOME / REV - (EXP)	EQUITY / A+B+C
Library Board Funds	220	331,319	-	-	331,319
Rock River Stormwater Group	820	69,238	(5,722.17)	5,722	69,238
Fire & Rescue	850	1,505,265	89,404.93	(89,405)	1,505,265
Total:		1,905,821	83,683	(83,683)	1,905,821

INVESTMENT DETAIL							Sep-24
FUND	#	BANK	TYPE-CD#	FUND	AMOUNT		RATE
General	100-11300	Amer Dep Mgmt	PublicFund	General	1,054,977.35		5.11%
General	100-11301	LGIP	PublicFund	General	2,480,522.53		5.23%
Petty Cash	100-11150	On Hand	PublicFund	General	1,300.00		
Cable TV	200-11300	Amer Dep Mgmt	PublicFund	Cable TV	49,426.93		5.11%
Parking	208-11300	Amer Dep Mgmt	PublicFund	Pking Permit	29,747.15		5.11%
Fire/Rescue Equip.	210-11300	Amer Dep Mgmt	PublicFund	Fire Equip	57,748.79		5.11%
DPW Equip.	215-11300	Amer Dep Mgmt	PublicFund	DPW Equip	28,936.42		5.11%
Library Investments	220-11300	Amer Dep Mgmt	PublicFund	Library	35,142.97		5.11%
Forestry Fund	250-11300	Amer Dep Mgmt	PublicFund	Forestry	1,370.32		5.11%
Street Repairs	280-11300	Amer Dep Mgmt	PublicFund	Street Repair	437,535.51		5.11%
PD Crime Prevention	295-11103	1st Citizens	Crime Prev	PD Trust	14,498.56		0.05%
PD Donations	295-11104	1st Citizens	Donations	PD Trust	22,824.36		0.05%
PD Seizures-Spending	295-11111	1st Citizens	Seizures	PD Trust	14,474.76		0.05%
PD Seizures-Held	295-11110	1st Citizens	Seizures	PD Trust	3,337.47		0.05%
PD Evidence/Prop-Held	295-11120	1st Citizens	Evid-Found Prop	PD Trust	17,138.00		0.05%
PD Evidence/Prop-Spending	295-11121	1st Citizens	Evid-Found Prop	PD Trust	2,940.63		0.05%
Sub-Total By Fund	295				75,213.78		
CIP FUND 450	450-11300	Amer Dep Mgmt	PublicFund	CIP	133,824.62		5.11%
ARPA FUNDS 450	450-11405	LGIP	PublicFund	CIP	219,077.44		5.23%
Water Operating Reserve	610-13200	Amer Dep Mgmt	PublicFund	Water	416,096.24		5.11%
Water Debt Svc Reserve	610-13240	Amer Dep Mgmt	PublicFund	Water	352,217.18		5.11%
ARPA Funds 610	610-13250	LGIP	PublicFund	Water	732,866.11		5.11%
Sub-Total By Fund	610				1,501,179.53		
Sewer Operating Reserve	620-11300	Amer Dep Mgmt	PublicFund	Wastewater	1,724,115.93		5.11%
Sewer ERF Reserve	620-11320	Amer Dep Mgmt	PublicFund	Wastewater	1,551,311.70		5.11%
Sewer Debt Svc Reserve	620-11340	Amer Dep Mgmt	PublicFund	Wastewater	50,754.28		5.11%
Sewer Connection Fund	620-11350	Amer Dep Mgmt	PublicFund	Wastewater	352,858.91		5.11%
ARPA Funds 620	620-11360	LGIP	PublicFund	Wastewater	974,916.21		5.11%
Sub-Total By Fund	620				4,653,957.03		
Hospital Fund	810-11101	Premier	PublicFund	Hospital	5,235.76		0.00%
Hospital Fund	810-11301	LGIP	PublicFund	Hospital	34,848.82		5.23%
Hospital Fund	810-11300	Amer Dep Mgmt	PublicFund	Hospital	88,053.03		5.11%
Sub-Total By Fund	810				128,137.61		
Rock River Stormwater	820-11101	Assoc. Bank	Fund 820	Rock River	69,237.56		2.27%
Action	910-11800	1st Citizens	Fund 910	CDA	790,169.88		5.55%
CDBG Housing	910-11600	1st Citizens	Fund 910	CDA	8,303.72		5.55%
Façade	910-11702	1st Citizens	Fund 910	CDA	7,401.46		5.55%
Capital Catalyst	910-11900	Assoc. Bank	Fund 910	CDA	121,057.24		1.00%
Sub-Total By Fund	910				926,932.30		
Library Brd MMKT	220-11301	1st Citizens	Fund 220	Library Board	3,114.76		0.35%
Library Brd Invest	220-11500	Amer Dep Mgmt	Fund 220	Library Board	328,203.74		5.11%
Sub-Total By Fund	220				331,318.50		
Inn Ctr-Drouillard Trust	920-11300	Amer Dep Mgmt	PublicFund	Innovation Ctr	9,004.96		5.11%
				TOTAL	12,224,591.30		

**CITY OF WHITEWATER
BALANCE SHEET
SEPTEMBER 30, 2024**

GENERAL FUND

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>				
100-11100 CASH	(78,920.07)	(518,002.56)	95,182.34	16,262.27
100-11150 PETTY CASH	1,200.00	.00	100.00	1,300.00
100-11300 INVESTMENTS	985,243.51	4,412.39	69,733.84	1,054,977.35
100-11301 LGIP-INVESTMENTS	2,318,516.79	12,728.37	162,005.74	2,480,522.53
100-12100 TAXES RECEIVABLE - CURRENT Y	5,852,362.00	.00	(5,852,362.00)	.00
100-12300 TAXES RECEIVABLE/DELINQUENT	3,839.60	(6.64)	(1,536.89)	2,302.71
100-12400 DELINQUENT SPECIALS-A/R	4,935.66	(99.17)	1,509.33	6,444.99
100-12623 SPECIAL ASSESSMENTS/SEWER	168,161.43	.00	.00	168,161.43
100-12624 SPECIAL ASSESSMENTS/WATER	9,021.12	.00	.00	9,021.12
100-12625 A/R - WEEDS	.00	125.00	275.00	275.00
100-12626 A/R - SNOW	.00	.00	225.00	225.00
100-13102 ACCOUNTS REC-WW SCHOOL DIST	.00	(49,370.50)	.00	.00
100-13105 ACCOUNTS REC-UW WHITEWATER	.00	45,000.00	45,000.00	45,000.00
100-13106 ACCOUNTS RECEIVABLE-OTHER	71,276.05	223.00	(70,963.05)	313.00
100-13120 A/R--MOBILE HOMES	62,401.73	(5,232.38)	(46,705.00)	15,696.73
100-13122 A/R--TOTERS	200.00	.00	150.00	350.00
100-13125 A/R--FALSE ALARMS	150.00	250.00	400.00	550.00
100-13132 A/R--STREET LIGHTS	10,772.75	.00	(946.75)	9,826.00
100-13134 A/R--SIGNAL DAMAGE	.00	.00	577.63	577.63
100-13138 A/R--TREE DAMAGE	1,822.38	.00	(1,822.38)	.00
100-13150 A/R-TREASURER	60.00	40.00	70.00	130.00
100-13170 A/R--RE-INSPECTION FEES	(50.00)	2,675.00	14,100.00	14,050.00
100-13199 UNAPPLIED ACCOUNTS RECV	(235.00)	.00	(100.00)	(335.00)
100-13500 REC DESK RECEIVABLE	44.96	(1,243.78)	(4,309.92)	(4,264.96)
100-14100 ACCTS. REC.--OTHER	20,248.14	.00	(20,248.14)	.00
100-15205 DUE FROM FD 900 & 910 CDA	17,176.56	20,937.30	3,760.74	20,937.30
100-15240 DUE FROM FD 247 AQUATIC CTR	69,578.48	.00	(69,578.48)	.00
100-15410 DUE FROM TID 10,11,12,13,14	67,919.56	.00	(67,919.56)	.00
100-15601 DUE FROM FD 610 WATER UTILITY	(6,803.00)	.00	6,803.00	.00
100-15800 DUE FROM FD 800 TAX COLLECTION	40,156.79	.00	(40,156.79)	.00
100-15801 DUE FROM FD 800 TAX INTEREST	7,890.39	.00	(7,890.39)	.00
100-15802 DUE FROM FD 810 RESCUE SQUAD	45.00	.00	(45.00)	.00
100-15807 DUE FROM FD 295 POLICE TRUST	1,095.74	.00	(1,095.74)	.00
100-15815 DUE FROM FD 850 FIRE & RESCUE	100,743.15	110.67	(100,632.48)	110.67
100-16100 PREPAID HEALTH INSURANCE PREM	(2,779.40)	2,432.27	4,303.17	1,523.77
100-16500 PREPAID POSTAGE	639.71	325.00	256.11	895.82
100-16600 PREPAID FUEL	5,690.68	5,590.44	(2,248.18)	3,442.50
100-16700 PREPAID PROFESSIONAL SVCS	2,855.00	(2,134.37)	29,131.88	31,986.88
TOTAL ASSETS	9,735,259.71	(481,239.96)	(5,854,976.97)	3,880,282.74

LIABILITIES AND EQUITY

**CITY OF WHITEWATER
BALANCE SHEET
SEPTEMBER 30, 2024**

GENERAL FUND

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>LIABILITIES</u>				
100-21100 ACCOUNTS PAYABLE	187,407.93	.00 (187,407.93)	.00
100-21106 WAGES CLEARING	183,064.44	.00 (183,064.44)	.00
100-21511 SOCIAL SECURITY TAXES PAYABL	.00 (558.85)	.00	.00
100-21513 WIS WITHHOLDING TAX PAYABLE	.00 (101.95)	.00	.00
100-21520 WIS RETIREMENT PAYABLE	108,451.72 (48,772.42) (7,493.11)	100,958.61
100-21531 LIFE INSURANCE PAYABLE	188.74 (17.69) (178.20)	10.54
100-21532 WORKERS COMP PAYABLE	28,884.74 (19,748.40) (24,429.77)	4,454.97
100-21575 FLEXIBLE SPENDING-125-MEDICAL	29,074.52	2,120.02	775.00	29,849.52
100-21576 FLEX SPEND-125-DEPENDENT CARE	10,332.43 (2,273.95) (1,677.04)	8,655.39
100-21585 DENTAL & VISION INS PAYABLE	2,303.30 (31.30) (2,303.36) (.06)
100-21620 PARK & REC SUNSHINE FUND	498.65	.00 (498.65)	.00
100-21660 DEPOSITS-STREET OPENING PERMIT	850.00	.00	1,300.00	2,150.00
100-21680 DEPOSITS-FACILITY RENTALS	5,033.21 (200.00) (3,962.61)	1,070.60
100-21690 MUNICIPAL COURT LIABILITY	(1,099.08) (1,016.21)	6,714.74	5,615.66
100-23125 DOT- LICENSE RENEW PAYABLE	234.00 (78.00)	519.00	753.00
100-24213 SALES TAX DUE STATE	187.25 (164.34)	669.63	856.88
100-25212 DUE TO FD 295 POLICE TRUST	.00 (27.61) (27.61) (27.61)
100-25800 DUE TO FD 810 RESCUE/HOSPITAL	.00	268.00	268.00	268.00
100-26100 ADVANCE INCOME	5,852,362.00	.00 (5,852,362.00)	.00
100-26200 DEFERRED SPECIAL ASSESSMENTS	177,182.55	.00	.00	177,182.55
100-26500 DEF INFLOW OF RESOURCES LEASES	21,480.00	.00	.00	21,480.00
TOTAL LIABILITIES	6,606,436.40 (70,602.70) (6,253,158.35)	353,278.05
<u>FUND EQUITY</u>				
100-34300 FUND BALANCE	3,128,823.31	.00	.00	3,128,823.31
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00 (410,637.26)	398,181.38	398,181.38
BALANCE - CURRENT DATE	.00 (410,637.26)	398,181.38	398,181.38
TOTAL FUND EQUITY	3,128,823.31 (410,637.26)	398,181.38	3,527,004.69
TOTAL LIABILITIES AND EQUITY	9,735,259.71 (481,239.96) (5,854,976.97)	3,880,282.74

**CITY OF WHITEWATER
BALANCE SHEET
SEPTEMBER 30, 2024**

WATER UTILITY FUND

		BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>					
610-11100	CASH-COMBINED	1,009,227.81	(434,620.38)	77,492.00	1,086,719.81
610-11310	SOURCE OF SUPPLY - LAND	76,703.91	.00	.00	76,703.91
610-11311	STRUCTURES & IMPROVEMENTS	102,784.78	.00	.00	102,784.78
610-11314	WELLS	366,520.36	.00	.00	366,520.36
610-11316	SUPPLY MAINS	17,028.80	.00	.00	17,028.80
610-11321	PUMPING PLANT/STRUCTURES	107,481.74	.00	.00	107,481.74
610-11325	ELECTRIC PUMPING EQUIPMENT	97,696.89	.00	.00	97,696.89
610-11326	DIESEL PUMPING EQUIPMENT	51,850.78	.00	.00	51,850.78
610-11328	OTHER PUMPING EQUIPMENT	27,830.00	.00	.00	27,830.00
610-11331	WATER TREATMENT - STRUCTURES	155,594.35	.00	.00	155,594.35
610-11332	WATER TREATMENT - EQUIPMENT	273,081.91	.00	.00	273,081.91
610-11340	TRANSMISSION - LAND	897.98	.00	.00	897.98
610-11342	RESERVOIRS & STANDPIPES	2,983,139.90	.00	.00	2,983,139.90
610-11343	MAINS	10,406,614.20	.00	.00	10,406,614.20
610-11345	SERVICES	1,365,978.76	.00	.00	1,365,978.76
610-11346	METERS	888,273.33	.00	.00	888,273.33
610-11348	HYDRANTS	1,093,808.79	.00	.00	1,093,808.79
610-11389	GENERAL PLANT - LAND	146,904.44	.00	.00	146,904.44
610-11390	GENERAL PLANT - STRUCTURES	102,032.15	.00	.00	102,032.15
610-11392	TRANSPORTATION EQUIPMENT	234,388.48	.00	.00	234,388.48
610-11396	POWER OPERATED EQUIPMENT	431,706.23	.00	.00	431,706.23
610-11397	COMMUNICATION EQUIPMENT	9,348.00	.00	.00	9,348.00
610-11398	MISC EQUIPMENT	92,002.97	.00	.00	92,002.97
610-11399	COMPUTER EQUIPMENT	23,150.21	.00	.00	23,150.21
610-11400	SCADA EQUIPMENT	158,555.00	.00	.00	158,555.00
610-12313	CIAC-RESERVOIRS & STANDPIPES	435,134.00	.00	.00	435,134.00
610-12314	CIAC-WELLS	219,029.00	.00	.00	219,029.00
610-12321	CIAC-STRUCTURES/IMPROVEMENTS	405,058.00	.00	.00	405,058.00
610-12325	CIAC-ELECTRIC PUMPING EQUIP	298,014.15	.00	.00	298,014.15
610-12331	CIAC-TREATMENT STRUCTURES	215,280.00	.00	.00	215,280.00
610-12332	CIAC-TREATMENT EQUIPMENT	814,786.00	.00	.00	814,786.00
610-12343	CIAC-MAINS	3,978,252.09	.00	.00	3,978,252.09
610-12345	CIAC-SERVICES	811,087.20	.00	.00	811,087.20
610-12348	CIAC-HYDRANTS	495,873.00	.00	.00	495,873.00
610-12400	SPECIAL ASSESS RECEIVABLE	2,198.61	.00	.00	2,198.61
610-13120	CASH-CIP/CONSTRUCTION FUND	134,563.17	.00	.00	134,563.17
610-13121	CASH-OPERATING FUND	512,558.54	(434,620.38)	77,492.00	590,050.54
610-13122	CASH-OFFSET	(1,009,227.81)	434,620.38	(77,492.00)	(1,086,719.81)
610-13125	CASH-DEBT SVC RESERVE	362,106.10	.00	.00	362,106.10
610-13200	INVEST-OPERATING FUND	505,527.94	1,740.29	(89,431.70)	416,096.24
610-13240	INVEST-DEBT SVC RESERVE	224,837.23	1,473.12	127,379.95	352,217.18
610-13250	LGIP INVESTMENT	1,732,866.11	.00	(1,000,000.00)	732,866.11
610-14200	CUSTOMER ACCOUNTS RECEIVABLE	200,136.74	25,627.21	142,808.65	342,945.39
610-14210	SPECIAL ASSESSMENTS	.00	74,624.88	74,624.88	74,624.88
610-14250	ACCOUNTS REC.-MISC/SERVICE	11,581.53	.00	(11,581.53)	.00
610-15000	INVENTORY	22,500.00	.00	.00	22,500.00
610-15500	CONST WORK IN PROGRESS	672,739.17	.00	.00	672,739.17
610-17100	INTEREST RECEIVABLE	189.00	.00	.00	189.00
610-19000	GASB 68-WRS NET PENSION ASSETS	(110,346.84)	.00	.00	(110,346.84)
610-19021	GASB 68-WRS DOR	419,024.19	.00	.00	419,024.19
610-19200	SHORT TERM LEASE RECEIVABLE	8,020.01	.00	.00	8,020.01
610-19500	ACCUM PROV/DEPR/UTILITY PLT	(6,142,006.82)	.00	.00	(6,142,006.82)
610-19501	ACCUM DEPR-CIAC-PRE 1/1/03	(2,228,823.95)	.00	.00	(2,228,823.95)
610-19502	ACCUM DEPR-CIAC-AFTER 1/1/03	(685,887.92)	.00	.00	(685,887.92)
610-19999	GASB 68-PENSION CLEARING ACCT	38,777.00	.00	.00	38,777.00

**CITY OF WHITEWATER
BALANCE SHEET
SEPTEMBER 30, 2024**

WATER UTILITY FUND

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
TOTAL ASSETS	22,566,447.21	(331,154.88)	(678,707.75)	21,887,739.46
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
610-21100 ACCOUNTS PAYABLE	241,446.07	.00 (214,782.08)	26,663.99
610-23110 2014 GO-4.2M-3.00%	230,000.00	.00	.00	230,000.00
610-23121 2018 GO CORP PURP BD 6.54M	1,465,000.00	.00	.00	1,465,000.00
610-23122 2020 GO CORP 10YR-313K	187,800.00	.00	.00	187,800.00
610-23124 2020 GO CORP 5.195M-1.73M	1,520,000.00	.00	.00	1,520,000.00
610-23125 2022B WATER/SEWER REV BD 8.19M	6,050,000.00	.00	.00	6,050,000.00
610-23126 2022 CDBG GRANT DUE TO FD 910	851,866.00	.00 (851,866.00)	.00
610-23200 WAGES CLEARING	19,160.77	.00 (19,160.77)	.00
610-23700 ACCRUED INTEREST PAYABLE	67,631.68	.00	.00	67,631.68
610-23800 ACCRUED VACATION	5,360.02	.00	.00	5,360.02
610-23810 ACCRUED SICK LEAVE	17,916.67	.00	.00	17,916.67
610-24530 DUE TO GENERAL FUND	(6,803.00)	.00	6,803.00	.00
610-25250 DEFERRED REVENUE	.00	74,624.88	74,624.88	74,624.88
610-26200 DEFERRED SA-UNTIL DEVELOPMENT	2,198.61	.00	.00	2,198.61
610-29000 PREMIUM ON DEBT	264,124.40	.00	27,362.85	291,487.25
610-29011 GASB 68-WRS DIR	231,032.82	.00	.00	231,032.82
610-29500 DEF INFLOW OF RESOURCES LEASES	18,821.38	.00	.00	18,821.38
TOTAL LIABILITIES	11,165,555.42	74,624.88 (977,018.12)	10,188,537.30
<u>FUND EQUITY</u>				
610-39160 UNAPPROP EARNED SURPLUS	9,298,629.92	.00	.00	9,298,629.92
610-39165 PSC UNAPPROP EARNED SURPLUS	59,200.00	.00	.00	59,200.00
610-39170 CAPITAL CONTRIB BY CITY-FBAL	2,043,061.87	.00	.00	2,043,061.87
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00	(405,779.76)	298,310.37	298,310.37
BALANCE - CURRENT DATE	.00	(405,779.76)	298,310.37	298,310.37
TOTAL FUND EQUITY	11,400,891.79	(405,779.76)	298,310.37	11,699,202.16
TOTAL LIABILITIES AND EQUITY	22,566,447.21	(331,154.88)	(678,707.75)	21,887,739.46

**CITY OF WHITEWATER
BALANCE SHEET
SEPTEMBER 30, 2024**

WASTEWATER UTILITY

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>				
620-11100 CASH-COMBINED CASH	1,233,725.33	116,829.18	627,248.64	1,860,973.97
620-11120 CASH-ERF-EQUIP REPLACE FUND	802,847.51	.00	.00	802,847.51
620-11150 CASH-CONNECTION FUND	40,128.00	.00	.00	40,128.00
620-11151 CASH-OPERATING FUND	390,749.82	116,829.18	627,248.64	1,017,998.46
620-11152 CASH-OFFSET	(1,233,725.33)	(116,829.18)	(627,248.64)	(1,860,973.97)
620-11300 INVEST-OPERATING FUND	1,338,621.96	7,211.00	385,493.97	1,724,115.93
620-11320 INVEST-ERF-SEWER EQUIP REPLACE	1,474,689.85	6,488.26	76,621.85	1,551,311.70
620-11340 INVEST-DEBT SVC RESERVE	350,602.05	212.28	(299,847.77)	50,754.28
620-11350 INVEST-CONNECTION FUND	335,430.64	1,475.81	17,428.27	352,858.91
620-11360 INVEST-LGIP	2,974,916.21	.00	(2,000,000.00)	974,916.21
620-14200 CUSTOMER ACCTS RECEIVABLES	350,785.69	35,611.46	62,916.21	413,701.90
620-14210 SPECIAL ASSESSMENTS REC	57,612.78	.00	.00	57,612.78
620-15510 INTERCEPTOR MAINS	2,790,483.75	.00	.00	2,790,483.75
620-15511 STRUCTURES/IMPROVEMENTS	13,177,661.05	.00	.00	13,177,661.05
620-15512 PRELIMINARY TREATMENT EQUIP	2,641,890.01	.00	.00	2,641,890.01
620-15513 PRIMARY TREATMENT EQUIPMENT	759,906.02	.00	.00	759,906.02
620-15514 SECONDARY TREATMENT EQUIP	11,643,793.40	.00	.00	11,643,793.40
620-15515 ADVANCED TREATMENT EQUIP	1,862,640.38	.00	.00	1,862,640.38
620-15517 SLUDGE TRTMT/DISPOSAL EQUIP	5,216,676.41	.00	.00	5,216,676.41
620-15518 PLANT SITE PIPING	1,953,827.53	.00	.00	1,953,827.53
620-15519 FLOW METR/MONITOR EQUIP	155,894.40	.00	.00	155,894.40
620-15520 OUTFALL SEWER PIPES	232,935.89	.00	.00	232,935.89
620-15521 LAND	4,498,925.40	.00	.00	4,498,925.40
620-15522 FORCE SEWER MAINS	315,538.00	.00	.00	315,538.00
620-15523 COLLECTING SEWERS	12,997,287.94	.00	.00	12,997,287.94
620-15524 AERATION BASINS	148,434.16	.00	.00	148,434.16
620-15525 LIFT STATIONS	1,084,080.35	.00	.00	1,084,080.35
620-15526 OFFICE FURNITURE/EQUIPMENT	118,533.02	.00	.00	118,533.02
620-15527 TRANSPORTATION EQUIPMENT	438,713.71	.00	.00	438,713.71
620-15528 OTHER GENERAL EQUIPMENT	756,675.67	.00	.00	756,675.67
620-15531 COMPUTER EQUIPMENT	17,149.23	.00	.00	17,149.23
620-15532 STRUCTURES AND IMPROVEMENTS	514,114.65	.00	.00	514,114.65
620-15550 CONSTRUCTION WORK IN PROG	236,468.68	.00	.00	236,468.68
620-16100 ACCUM PROV FOR DEPRECIATION	(26,379,327.26)	.00	.00	(26,379,327.26)
620-19000 GASB 68-WRS NET PENSION ASSETS	(132,581.14)	.00	.00	(132,581.14)
620-19021 GASB 68-WRS DOR	503,456.65	.00	.00	503,456.65
620-19999 GASB 68-PENSION CLEARING ACCT	50,749.00	.00	.00	50,749.00
TOTAL ASSETS	43,720,311.41	167,827.99	(1,130,138.83)	42,590,172.58

LIABILITIES AND EQUITY

**CITY OF WHITEWATER
BALANCE SHEET
SEPTEMBER 30, 2024**

WASTEWATER UTILITY

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>LIABILITIES</u>				
620-21010 ACCRUED INTEREST PAYABLE	90,965.36	.00	.00	90,965.36
620-21020 ACCRUED VACATION	5,425.32	.00	.00	5,425.32
620-21030 ACCRUED SICK LEAVE	24,424.16	.00	.00	24,424.16
620-21100 ACCOUNTS PAYABLE	88,213.99	.00 (81,717.48)	6,496.51
620-21106 WAGES CLEARING	22,142.43	.00 (22,142.43)	.00
620-21305 CWF 4558-2 PLANT IMP-2.1%	15,436,484.70	.00	.00	15,436,484.70
620-21310 CWF LOAN 4558-03	1,063,822.50	.00	.00	1,063,822.50
620-21320 CWF 4558-04 BIO-GAS BOILER	291,413.72	.00	.00	291,413.72
620-21360 2014 GO-4.280M-3.00%	95,000.00	.00	.00	95,000.00
620-21371 2018 GO CORP PURP BD 6.54M	1,150,000.00	.00	.00	1,150,000.00
620-21372 2020 GO CORP 10YR 133.5K	76,700.00	.00	.00	76,700.00
620-21374 2020 GO CORP 5.195M-1.795M WW	1,575,000.00	.00	.00	1,575,000.00
620-21375 2022B WATER/SEWER REV BD 8.19M	1,900,000.00	.00	.00	1,900,000.00
620-26200 DEFERRED SA-UNTIL DEVELOPMENT	57,612.78	.00	.00	57,612.78
620-26730 OTHER DEFERRED REVENUE	866,900.00	.00	.00	866,900.00
620-29000 PREMIUM ON DEBT	140,014.06	.00	5,984.65	145,998.71
620-29011 GASB 68-WRS DIR	277,583.90	.00	.00	277,583.90
TOTAL LIABILITIES	23,161,702.92	.00 (97,875.26)	23,063,827.66
<u>FUND EQUITY</u>				
620-34300 SURPLUS/FUND BALANCE	10,095,402.98	.00	.00	10,095,402.98
620-34310 EPA GRANT CONTRIBUTION-FBAL	7,092,068.43	.00	.00	7,092,068.43
620-34320 CAPITAL CONTRIB BY CITY-FBAL	1,508,238.25	.00	.00	1,508,238.25
620-34340 CONSTRUCTION AID CONTRIBS-FBAL	1,862,898.83	.00	.00	1,862,898.83
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00	167,827.99 (1,032,263.57)	(1,032,263.57)
BALANCE - CURRENT DATE	.00	167,827.99 (1,032,263.57)	(1,032,263.57)
TOTAL FUND EQUITY	20,558,608.49	167,827.99 (1,032,263.57)	19,526,344.92
TOTAL LIABILITIES AND EQUITY	43,720,311.41	167,827.99 (1,130,138.83)	42,590,172.58

**CITY OF WHITEWATER
BALANCE SHEET
SEPTEMBER 30, 2024**

STORMWATER UTILITY FUND

	BEGINNING BALANCE	ACTUAL THIS MONTH	ACTUAL THIS YEAR	ENDING BALANCE
<u>ASSETS</u>				
630-11100 CASH-COMBINED	413,853.05	14,270.75 (316,998.67)	96,854.38
630-14200 CUSTOMER ACCOUNTS RECEIVABLE	49,322.96	393.20	2,572.28	51,895.24
630-15100 STORMWATER FIXED ASSETS	7,107,356.48	.00	.00	7,107,356.48
630-15150 MISC EQUIPMENT	294,998.00	.00	.00	294,998.00
630-15500 CONST WORK IN PROGRESS	75,680.00	.00	.00	75,680.00
630-19000 GASB 68-WRS NET PENSION ASSETS	(42,970.66)	.00	.00	(42,970.66)
630-19021 GASB 68-WRS DOR	163,176.06	.00	.00	163,176.06
630-19500 ACCUM PROV/DEPR/STORMWATER	(1,049,168.88)	.00	.00	(1,049,168.88)
630-19999 GASB 68-PENSION CLEARING ACCT	19,975.00	.00	.00	19,975.00
TOTAL ASSETS	7,032,222.01	14,663.95 (314,426.39)	6,717,795.62
<u>LIABILITIES AND EQUITY</u>				
<u>LIABILITIES</u>				
630-21100 ACCOUNTS PAYABLE	30,172.32	.00 (26,658.99)	3,513.33
630-22100 2012 GO NOTE-227K-2.58%	240,000.00	.00	.00	240,000.00
630-22200 2014 GO-4.280M-2.36%	410,000.00	.00	.00	410,000.00
630-22301 2018 GO CORP PURP BD 6.54M	630,000.00	.00	.00	630,000.00
630-22302 2020 GO CORP 5.195M-220K ST	190,000.00	.00	.00	190,000.00
630-22303 2022 A SERIES BOND 5.13M-965K	925,000.00	.00	.00	925,000.00
630-23200 WAGES CLEARING	6,912.28	.00 (6,912.28)	.00
630-23700 ACCRUED INTEREST PAYABLE	14,662.70	.00	.00	14,662.70
630-23800 ACCRUED VACATION	1,836.25	.00	.00	1,836.25
630-23810 ACCRUED SICK LEAVE	16,522.80	.00	.00	16,522.80
630-29000 PREMIUM ON DEBT	62,757.35	.00	15,644.75	78,402.10
630-29011 GASB 68-WRS DIR	89,967.57	.00	.00	89,967.57
TOTAL LIABILITIES	2,617,831.27	.00 (17,926.52)	2,599,904.75
<u>FUND EQUITY</u>				
630-39160 SURPLUS/FUND BALANCE	2,218,103.98	.00	.00	2,218,103.98
630-39170 CAPITAL CONTRIB BY CITY-FBAL	1,726,849.73	.00	.00	1,726,849.73
630-39180 CONSTRUCTION AID CONTRIBS-FBAL	469,437.03	.00	.00	469,437.03
UNAPPROPRIATED FUND BALANCE: REVENUE OVER EXPENDITURES - YTD	.00	14,663.95 (296,499.87)	(296,499.87)
BALANCE - CURRENT DATE	.00	14,663.95 (296,499.87)	(296,499.87)
TOTAL FUND EQUITY	4,414,390.74	14,663.95 (296,499.87)	4,117,890.87
TOTAL LIABILITIES AND EQUITY	7,032,222.01	14,663.95 (314,426.39)	6,717,795.62

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TAXES</u>					
100-41110-00	LOCAL TAX LEVY	.00	4,538,656.85	4,538,656.71	(.14) 100.0
100-41111-00	DEBT SERVICE TAX LEVY	.00	1,313,705.29	1,313,705.29	.00 100.0
100-41115-00	CHARGEBACK-SECTION 74.41	.00	8,010.23	.00	(8,010.23) .0
100-41140-00	MOBILE HOME FEES	.00	12,089.88	58,000.00	45,910.12 20.8
100-41210-00	ROOM TAX-GROSS AMOUNT	.00	103,809.14	230,000.00	126,190.86 45.1
100-41320-00	IN LIEU-UNIV GARDEN & WW MANOR	.00	28,035.21	27,820.00	(215.21) 100.8
100-41800-00	INTEREST ON TAXES	.00	33,204.57	26,700.00	(6,504.57) 124.4
	TOTAL TAXES	.00	6,037,511.17	6,194,882.00	157,370.83 97.5
<u>SPECIAL ASSESSMENTS</u>					
100-42400-53	SNOW REMOVAL	.00	975.00	.00	(975.00) .0
100-42500-53	FAILURE TO MOW FINES	200.00	350.00	.00	(350.00) .0
	TOTAL SPECIAL ASSESSMENTS	200.00	1,325.00	.00	(1,325.00) .0
<u>INTERGOVERNMENTAL REVENUE</u>					
100-43410-00	SHARED REVENUE-UTILITY	.00	59,233.84	394,892.29	335,658.45 15.0
100-43420-00	SHARED REVENUE-BASE	.00	530,243.04	3,534,953.59	3,004,710.55 15.0
100-43507-52	POLICE-MISC SAFETY GRANTS	10,910.34	10,910.34	.00	(10,910.34) .0
100-43530-53	TRANSPORTATION AIDS	.00	439,227.66	580,478.88	141,251.22 75.7
100-43540-52	UNIVERSITY-LEASE-PARKING	45,000.00	45,000.00	45,000.00	.00 100.0
100-43610-52	MSP-STATE UNIVERSITY SVCS PYMT	.00	7,304.00	7,330.58	26.58 99.6
100-43670-60	EXEMPT COMPUTER AID-FR STATE	.00	16,330.36	16,330.00	(.36) 100.0
100-43670-61	PERSONAL PROPERTY AID	.00	43,214.42	43,214.00	(.42) 100.0
100-43745-52	WUSD-JUVENILE OFFICIER	.00	83,293.79	65,237.00	(18,056.79) 127.7
100-43760-00	WEIGHTS & MEASURES RECOVERY	.00	.00	3,000.00	3,000.00 .0
100-43765-00	REIMB-HIST SOC-DEPOT-EL/GAS	.00	1,839.38	2,029.00	189.62 90.7
100-43767-52	REIMB-BADGERNET-FORT ATKINSON	.00	2,480.00	2,480.00	.00 100.0
	TOTAL INTERGOVERNMENTAL REVENUE	55,910.34	1,239,076.83	4,694,945.34	3,455,868.51 26.4

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LICENSES & PERMITS</u>					
100-44110-51 LIQUOR & BEER	.00	19,710.00	18,733.00	(977.00)	105.2
100-44120-51 CIGARETTE	.00	733.33	1,300.00	566.67	56.4
100-44122-51 BEVERAGE OPERATORS	320.00	3,195.00	3,600.00	405.00	88.8
100-44200-51 MISC. LICENSES	93.00	1,949.52	2,750.00	800.48	70.9
100-44300-53 BLDG/ZONING PERMITS	622.00	67,935.34	50,000.00	(17,935.34)	135.9
100-44310-53 ELECTRICAL PERMITS	625.00	7,305.24	5,550.00	(1,755.24)	131.6
100-44320-53 PLUMBING PERMITS	52.00	4,097.28	5,775.00	1,677.72	71.0
100-44330-53 HVAC PERMITS	231.00	3,701.01	3,225.00	(476.01)	114.8
100-44340-53 STREET OPENING PERMITS	.00	50.00	200.00	150.00	25.0
100-44350-53 SIGN PERMITS	450.00	1,330.00	600.00	(730.00)	221.7
100-44370-51 WATERFOWL PERMITS	20.00	500.00	.00	(500.00)	.0
100-44900-51 MISC PERMITS	205.00	3,280.00	500.00	(2,780.00)	656.0
TOTAL LICENSES & PERMITS	2,618.00	113,786.72	92,233.00	(21,553.72)	123.4
<u>FINES & FORFEITURES</u>					
100-45110-52 ORDINANCE VIOLATIONS	8,803.16	148,935.55	216,600.00	67,664.45	68.8
100-45113-52 MISC COURT RESEARCH FEE	.00	50.00	200.00	150.00	25.0
100-45114-52 VIOLATIONS PAID-OTHER AGENCIES	.00	800.80	.00	(800.80)	.0
100-45130-52 PARKING VIOLATIONS	4,279.84	41,540.44	60,000.00	18,459.56	69.2
100-45135-53 REFUSE/RECYCLING TOTES FINES	.00	1,075.00	7,500.00	6,425.00	14.3
100-45145-53 RE-INSPECTION FINES	3,100.00	24,900.00	4,500.00	(20,400.00)	553.3
TOTAL FINES & FORFEITURES	16,183.00	217,301.79	288,800.00	71,498.21	75.2
<u>PUBLIC CHARGES FOR SERVICE</u>					
100-46120-51 TREASURER	380.00	3,435.01	3,600.00	164.99	95.4
100-46220-52 FALSE ALARM FINES	350.00	900.00	1,500.00	600.00	60.0
100-46310-53 DPW MISC REVENUE	.00	18,641.14	10,000.00	(8,641.14)	186.4
100-46312-51 MISC DEPT EARNINGS	.00	404.74	.00	(404.74)	.0
100-46320-53 SAND & SALT CHARGES	.00	.00	500.00	500.00	.0
100-46350-51 CITY PLANNER-SERVICES	.00	8,143.92	.00	(8,143.92)	.0
100-46743-51 FACILITY RENTALS	2,397.00	21,769.66	17,000.00	(4,769.66)	128.1
100-46746-55 SPECIAL EVENT FEES	.00	20.00	25.00	5.00	80.0
TOTAL PUBLIC CHARGES FOR SERVICE	3,127.00	53,314.47	32,625.00	(20,689.47)	163.4

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MISCELLANEOUS REVENUE</u>					
100-48100-00	INTEREST INCOME	79,342.78	656,176.09	552,886.61 (103,289.48)	118.7
100-48200-00	LONG TERM RENTALS	500.00	4,200.00	4,800.00 600.00	87.5
100-48210-55	RENTAL INCOME	.00	1,000.00	.00 (1,000.00)	.0
100-48220-55	DEPOSITS-FORFEITED	.00	4,225.01	50.00 (4,175.01)	8450.0
100-48410-00	WORKERS COMP-RETURN PREMIUM	.00	3,934.00	10,000.00 6,066.00	39.3
100-48415-00	RESTITUTION-DAMAGES	600.00	6,005.06	3,000.00 (3,005.06)	200.2
100-48420-00	INSURANCE DIVIDEND	.00	29,412.00	29,193.20 (218.80)	100.8
100-48535-00	P CARD REBATE REVENUE	.00	29,206.66	30,000.00 793.34	97.4
100-48546-55	MISC GRANT INCOME	.00	39,009.83	.00 (39,009.83)	.0
100-48600-00	MISC REVENUE-NON RECURRING	.00	3,211.94	.00 (3,211.94)	.0
100-48700-00	WATER UTILITY TAXES	.00	350,000.00	350,000.00 .00	100.0
	TOTAL MISCELLANEOUS REVENUE	80,442.78	1,126,380.59	979,929.81 (146,450.78)	115.0
<u>OTHER FINANCING SOURCES</u>					
100-49260-00	TRANSFER FROM 610 WATER	.00	8,500.00	8,500.00 .00	100.0
100-49261-00	TRANSFER FROM 620 WASTEWATER	.00	12,500.00	12,500.00 .00	100.0
100-49265-00	TRANSFER FROM 630 STORMWATER	.00	8,500.00	8,500.00 .00	100.0
100-49266-00	GIS TRANSFER-UTILITIES	.00	16,260.00	16,260.00 .00	100.0
100-49267-00	TRANSFER FROM 208 PARKING	.00	35,350.00	35,350.00 .00	100.0
100-49300-00	FUND BALANCE APPLIED	.00	.00	56,999.97 56,999.97	.0
	TOTAL OTHER FINANCING SOURCES	.00	81,110.00	138,109.97 56,999.97	58.7
	TOTAL FUND REVENUE	158,481.12	8,869,806.57	12,421,525.12 3,551,718.55	71.4

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LEGISLATIVE</u>					
100-51100-111 SALARIES/PERMANENT	1,770.20	14,179.79	21,873.33	7,693.54	64.8
100-51100-112 OVERTIME	.00	168.89	.00	(168.89)	.0
100-51100-114 WAGES/PART-TIME/PERMANENT	2,100.00	18,300.00	25,767.00	7,467.00	71.0
100-51100-150 MEDICARE TAX/CITY SHARE	58.50	515.48	690.79	175.31	74.6
100-51100-151 SOCIAL SECURITY/CITY SHARE	249.88	2,201.84	2,953.70	751.86	74.6
100-51100-152 RETIREMENT	122.14	1,050.45	1,509.26	458.81	69.6
100-51100-153 HEALTH INSURANCE	160.00	816.01	5,203.71	4,387.70	15.7
100-51100-154 HRA-LIFE STYLE ACCT EXPENSE	.00	.00	810.00	810.00	.0
100-51100-155 WORKERS COMPENSATION	4.32	38.29	53.41	15.12	71.7
100-51100-156 LIFE INSURANCE	.20	2.02	17.93	15.91	11.3
100-51100-211 PROFESSIONAL DEVELOPMENT	.00	60.00	.00	(60.00)	.0
100-51100-218 PROFESSIONAL SERV/CONSULTING	.00	103.50	1,010.00	906.50	10.3
100-51100-220 COMMUNITY RECOGNITION GALA	2,853.50	4,014.48	.00	(4,014.48)	.0
100-51100-295 CODIFICATION OF ORDINANCES	.00	1,040.40	2,020.00	979.60	51.5
100-51100-310 OFFICE & OPERATING SUPPLIES	2,883.60	3,076.94	.00	(3,076.94)	.0
100-51100-320 PUBLICATION-MINUTES	2.00	2,991.32	6,565.00	3,573.68	45.6
100-51100-715 TOURISM COMMITTEE-ROOM TAX	.00	72,666.40	161,000.00	88,333.60	45.1
100-51100-720 DOWNTOWN WHITEWATER GRANT	.00	12,500.00	25,000.00	12,500.00	50.0
TOTAL LEGISLATIVE	10,204.34	133,725.81	254,474.13	120,748.32	52.6
<u>CONTINGENCIES</u>					
100-51110-910 COST REALLOCATIONS	(7,653.00)	89,891.53	57,000.00	(32,891.53)	157.7
TOTAL CONTINGENCIES	(7,653.00)	89,891.53	57,000.00	(32,891.53)	157.7
<u>COURT</u>					
100-51200-111 SALARIES/PERMANENT	4,621.19	41,947.79	53,633.54	11,685.75	78.2
100-51200-112 BALIFF WAGES & OVERTIME	150.00	1,765.46	2,500.00	734.54	70.6
100-51200-150 MEDICARE TAX/CITY SHARE	67.88	652.03	813.94	161.91	80.1
100-51200-151 SOCIAL SECURITY/CITY SHARE	290.22	2,787.99	3,480.28	692.29	80.1
100-51200-152 RETIREMENT	206.93	1,971.32	2,245.59	274.27	87.8
100-51200-153 HEALTH INSURANCE	.00	196.94	.00	(196.94)	.0
100-51200-155 WORKERS COMPENSATION	7.75	69.48	62.94	(6.54)	110.4
100-51200-156 LIFE INSURANCE	1.54	13.86	10.44	(3.42)	132.8
100-51200-211 PROFESSIONAL DEVELOPMENT	.00	1,130.00	700.00	(430.00)	161.4
100-51200-214 FINANCIAL/BONDING SERVICES	.00	.00	101.00	101.00	.0
100-51200-219 OTHER PROFESSIONAL SERVICES	.00	720.00	606.00	(114.00)	118.8
100-51200-224 SOFTWARE/HARDWARE MAINTENANCE	.00	9,699.66	11,443.34	1,743.68	84.8
100-51200-225 TELECOM/INTERNET/COMMUNICATION	160.12	1,547.35	1,694.47	147.12	91.3
100-51200-293 PRISONER CONFINEMENT	1,601.52	8,060.90	252.50	(7,808.40)	3192.4
100-51200-310 OFFICE & OPERATING SUPPLIES	126.61	1,168.62	2,020.00	851.38	57.9
100-51200-320 SUBSCRIPTIONS/DUES	.00	145.00	1,010.00	865.00	14.4
100-51200-330 TRAVEL EXPENSES	514.52	838.52	606.00	(232.52)	138.4
TOTAL COURT	7,748.28	72,714.92	81,180.04	8,465.12	89.6

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>LEGAL</u>					
100-51300-212	3,489.16	28,016.74	41,870.00	13,853.26	66.9
100-51300-214	2,699.17	21,593.36	32,390.00	10,796.64	66.7
100-51300-219	.00	4,756.02	10,000.00	5,243.98	47.6
	<u>6,188.33</u>	<u>54,366.12</u>	<u>84,260.00</u>	<u>29,893.88</u>	<u>64.5</u>
<u>GENERAL ADMINISTRATION</u>					
100-51400-111	18,606.90	161,866.83	207,992.52	46,125.69	77.8
100-51400-112	.00	675.51	.00	(675.51)	.0
100-51400-115	90.00	9,747.05	12,000.00	2,252.95	81.2
100-51400-150	283.49	2,680.63	3,267.84	587.21	82.0
100-51400-151	1,212.07	11,462.02	13,972.84	2,510.82	82.0
100-51400-152	1,247.16	11,543.83	14,351.48	2,807.65	80.4
100-51400-153	242.54	8,840.08	31,826.87	22,986.79	27.8
100-51400-154	.00	.00	4,104.00	4,104.00	.0
100-51400-155	20.32	195.88	246.28	50.40	79.5
100-51400-156	3.82	35.26	98.08	62.82	36.0
100-51400-211	.00	12,478.87	4,000.00	(8,478.87)	312.0
100-51400-217	.00	1,679.30	6,000.00	4,320.70	28.0
100-51400-219	3,292.67	32,575.03	42,925.00	10,349.97	75.9
100-51400-224	627.78	3,828.29	4,812.57	984.28	79.6
100-51400-225	237.42	1,917.01	1,991.17	74.16	96.3
100-51400-310	3,424.75	23,440.96	24,000.00	559.04	97.7
100-51400-312	180.88	925.06	1,000.00	74.94	92.5
100-51400-320	.00	5,426.44	8,000.00	2,573.56	67.8
100-51400-325	.00	215.00	555.50	340.50	38.7
100-51400-330	649.73	4,496.55	2,500.00	(1,996.55)	179.9
100-51400-790	1,803.05	9,077.13	5,000.00	(4,077.13)	181.5
	<u>31,922.58</u>	<u>303,106.73</u>	<u>388,644.15</u>	<u>85,537.42</u>	<u>78.0</u>

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INFORMATION TECHNOLOGY</u>					
100-51450-111 SALARIES/PERMANENT	7,520.33	62,483.26	95,820.85	33,337.59	65.2
100-51450-113 SALARIES/TEMPORARY	.00	5,670.00	.00	(5,670.00)	.0
100-51450-150 MEDICARE TAX/CITY SHARE	103.80	962.04	1,389.40	427.36	69.2
100-51450-151 SOCIAL SECURITY/CITY SHARE	443.82	4,113.65	5,940.89	1,827.24	69.2
100-51450-152 RETIREMENT	518.90	4,351.70	6,611.64	2,259.94	65.8
100-51450-153 HEALTH INSURANCE	984.58	7,486.80	14,539.44	7,052.64	51.5
100-51450-154 HRA-LIFE STYLE ACCT EXPENSE	.00	1,012.50	2,025.00	1,012.50	50.0
100-51450-155 WORKERS COMPENSATION	8.26	206.70	107.43	(99.27)	192.4
100-51450-156 LIFE INSURANCE	.00	.00	13.14	13.14	.0
100-51450-211 PROFESSIONAL DEVELOPMENT	.00	200.00	600.00	400.00	33.3
100-51450-225 TELECOM/INTERNET/COMMUNICATION	31.99	1,406.80	265.05	(1,141.75)	530.8
100-51450-244 NETWORK HDW MTN	.00	1,126.88	4,540.00	3,413.12	24.8
100-51450-245 NETWORK SOFTWARE MTN	.00	2,010.50	14,975.00	12,964.50	13.4
100-51450-246 NETWORK OPERATING SUPP	.00	39.73	8,410.00	8,370.27	.5
100-51450-247 SOFTWARE UPGRADES	.00	.00	910.00	910.00	.0
100-51450-310 OFFICE & OPERATING SUPPLIES	.00	2,198.99	.00	(2,198.99)	.0
100-51450-330 TRAVEL EXPENSES	.00	46.00	.00	(46.00)	.0
TOTAL INFORMATION TECHNOLOGY	9,611.68	93,315.55	156,147.84	62,832.29	59.8
<u>FINANCIAL ADMINISTRATION</u>					
100-51500-111 SALARIES/PERMANENT	10,603.44	97,282.70	130,441.11	33,158.41	74.6
100-51500-150 MEDICARE TAX/CITY SHARE	144.92	1,399.29	1,891.40	492.11	74.0
100-51500-151 SOCIAL SECURITY/CITY SHARE	619.54	5,982.85	8,087.35	2,104.50	74.0
100-51500-152 RETIREMENT	731.64	7,052.44	9,000.44	1,948.00	78.4
100-51500-153 HEALTH INSURANCE	2,441.44	21,657.33	33,476.87	11,819.54	64.7
100-51500-154 HRA-LIFE STYLE ACCT EXPENSE	177.64	2,526.94	4,320.00	1,793.06	58.5
100-51500-155 WORKERS COMPENSATION	15.18	146.24	146.25	.01	100.0
100-51500-156 LIFE INSURANCE	5.35	43.29	49.80	6.51	86.9
100-51500-211 PROFESSIONAL DEVELOPMENT	.00	999.00	1,500.00	501.00	66.6
100-51500-214 AUDIT SERVICES	.00	19,772.60	24,240.00	4,467.40	81.6
100-51500-217 CONTRACT SERVICES-125 PLAN	571.30	5,977.15	8,080.00	2,102.85	74.0
100-51500-224 SOFTWARE/HARDWARE MAINTENANCE	.00	6,271.62	8,873.03	2,601.41	70.7
100-51500-225 TELECOM/INTERNET/COMMUNICATION	117.77	1,003.59	1,090.00	86.41	92.1
100-51500-310 OFFICE & OPERATING SUPPLIES	2,400.90	7,070.70	8,080.00	1,009.30	87.5
100-51500-325 PUBLIC EDUCATION	.00	240.00	300.00	60.00	80.0
100-51500-330 TRAVEL EXPENSES	116.58	897.10	1,000.00	102.90	89.7
100-51500-560 COLLECTION FEES/WRITE-OFFS	28.89	4,308.56	5,000.00	691.44	86.2
100-51500-650 BANK FEES/CREDIT CARD FEES	349.59	3,604.53	4,040.00	435.47	89.2
TOTAL FINANCIAL ADMINISTRATION	18,324.18	186,235.93	249,616.25	63,380.32	74.6

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>INSURANCE/RISK MANAGEMENT</u>					
100-51540-511	.00	26,573.67	50,367.00	23,793.33	52.8
100-51540-512	.00	15,887.99	18,047.66	2,159.67	88.0
100-51540-513	.00	25,377.94	30,006.99	4,629.05	84.6
100-51540-514	.00	13,179.56	15,160.57	1,981.01	86.9
100-51540-515	.00	3,175.94	5,011.00	1,835.06	63.4
	.00	84,195.10	118,593.22	34,398.12	71.0
<u>FACILITIES MAINTENANCE</u>					
100-51600-111	5,239.54	67,294.87	113,224.66	45,929.79	59.4
100-51600-113	.00	7,057.50	7,200.00	142.50	98.0
100-51600-117	.00	.00	970.00	970.00	.0
100-51600-118	56.96	636.09	429.00	(207.09)	148.3
100-51600-150	77.92	1,119.43	1,762.09	642.66	63.5
100-51600-151	333.12	4,786.22	7,534.46	2,748.24	63.5
100-51600-152	361.52	4,486.14	7,888.33	3,402.19	56.9
100-51600-153	1,087.28	16,646.12	38,062.34	21,416.22	43.7
100-51600-154	.00	230.39	4,914.00	4,683.61	4.7
100-51600-155	98.76	1,551.01	2,218.00	666.99	69.9
100-51600-156	.52	30.17	85.55	55.38	35.3
100-51600-211	.00	491.38	1,010.00	518.62	48.7
100-51600-221	1,469.00	11,517.20	16,160.00	4,642.80	71.3
100-51600-222	.00	75,901.91	84,840.00	8,938.09	89.5
100-51600-223	.00	14,564.80	25,250.00	10,685.20	57.7
100-51600-224	.00	494.38	275.00	(219.38)	179.8
100-51600-244	93.98	3,377.85	16,160.00	12,782.15	20.9
100-51600-245	687.00	2,269.57	10,100.00	7,830.43	22.5
100-51600-246	7,401.00	59,208.00	86,100.00	26,892.00	68.8
100-51600-310	1,762.93	17,579.91	14,140.00	(3,439.91)	124.3
100-51600-351	86.48	1,884.31	2,250.00	365.69	83.8
100-51600-355	1,475.25	18,198.17	13,130.00	(5,068.17)	138.6
100-51600-365	11.99	11.99	.00	(11.99)	.0
	20,243.25	309,337.41	453,703.43	144,366.02	68.2

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>POLICE ADMINISTRATION</u>					
100-52100-111 SALARIES/PERMANENT	39,265.55	386,439.03	497,963.46	111,524.43	77.6
100-52100-112 WAGES/OVERTIME	37.43	631.85	.00	(631.85)	.0
100-52100-114 WAGES/PART-TIME/PERMANENT	1,650.80	15,946.93	21,289.00	5,342.07	74.9
100-52100-117 LONGEVITY PAY	.00	1,000.00	2,000.00	1,000.00	50.0
100-52100-118 UNIFORM ALLOWANCES	.00	2,646.23	2,550.00	(96.23)	103.8
100-52100-119 SHIFT DIFFERENTIAL	.00	3.06	.00	(3.06)	.0
100-52100-150 MEDICARE TAX/CITY SHARE	594.60	6,155.49	7,803.94	1,648.45	78.9
100-52100-151 SOCIAL SECURITY/CITY SHARE	2,542.38	26,319.69	33,368.58	7,048.89	78.9
100-52100-152 RETIREMENT	4,522.44	45,098.33	59,213.29	14,114.96	76.2
100-52100-153 HEALTH INSURANCE	5,039.14	46,998.28	76,304.41	29,306.13	61.6
100-52100-154 HRA-LIFE STYLE ACCT EXPENSE	.00	2,700.00	8,100.00	5,400.00	33.3
100-52100-155 WORKERS COMPENSATION	466.90	4,921.31	5,205.48	284.17	94.5
100-52100-156 LIFE INSURANCE	8.43	82.67	136.26	53.59	60.7
100-52100-211 PROFESSIONAL DEVELOPMENT	483.99	1,885.34	4,040.00	2,154.66	46.7
100-52100-219 OTHER PROFESSIONAL SERVICES	.00	17,999.01	15,964.00	(2,035.01)	112.8
100-52100-224 SOFTWARE/HARDWARE MAINTENANCE	859.29	5,887.63	11,617.93	5,730.30	50.7
100-52100-225 TELECOM/INTERNET/COMMUNICATION	685.20	3,395.96	2,258.52	(1,137.44)	150.4
100-52100-310 OFFICE & OPERATING SUPPLIES	1,492.71	19,305.14	17,999.83	(1,305.31)	107.3
100-52100-320 SUBSCRIPTIONS/DUES	861.91	2,653.91	1,060.50	(1,593.41)	250.3
100-52100-325 PUBLIC EDUCATION	.00	215.00	432.28	217.28	49.7
100-52100-330 TRAVEL EXPENSES	154.21	628.61	757.50	128.89	83.0
TOTAL POLICE ADMINISTRATION	58,664.98	590,913.47	768,064.98	177,151.51	76.9

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>POLICE PATROL</u>					
100-52110-111 SALARIES/PERMANENT	96,217.26	868,859.97	1,277,641.62	408,781.65	68.0
100-52110-112 SALARIES/OVERTIME	21,686.82	132,945.05	147,127.81	14,182.76	90.4
100-52110-117 LONGEVITY PAY	.00	5,000.00	10,820.00	5,820.00	46.2
100-52110-118 UNIFORM ALLOWANCES	39.70	30,332.63	18,600.00	(11,732.63)	163.1
100-52110-119 SHIFT DIFFERENTIAL	849.88	5,922.44	17,883.00	11,960.56	33.1
100-52110-150 MEDICARE TAX/CITY SHARE	1,680.08	15,611.04	21,588.66	5,977.62	72.3
100-52110-151 SOCIAL SECURITY/CITY SHARE	7,183.82	66,750.93	92,310.11	25,559.18	72.3
100-52110-152 RETIREMENT	17,134.71	157,354.07	211,095.19	53,741.12	74.5
100-52110-153 HEALTH INSURANCE	16,476.60	153,155.93	226,122.77	72,966.84	67.7
100-52110-154 HRA-LIFE STYLE ACCT EXPENSE	3.97	11,482.72	29,700.00	18,217.28	38.7
100-52110-155 WORKERS COMPENSATION	2,138.83	19,549.92	22,242.55	2,692.63	87.9
100-52110-156 LIFE INSURANCE	18.91	162.78	292.14	129.36	55.7
100-52110-211 PROFESSIONAL DEVELOPMENT	2,861.90	17,284.99	13,080.00	(4,204.99)	132.2
100-52110-219 OTHER PROFESSIONAL SERVICES	929.40	9,484.84	10,928.00	1,443.16	86.8
100-52110-224 SOFTWARE/HARDWARE MAINTENANCE	67.50	17,575.74	24,343.03	6,767.29	72.2
100-52110-225 TELECOM/INTERNET/COMMUNICATION	475.82	3,337.86	5,225.83	1,887.97	63.9
100-52110-241 REPR/MTN VEHICLES	.00	609.17	1,440.00	830.83	42.3
100-52110-242 REPR/MTN MACHINERY/EQUIP	.00	55.00	2,500.00	2,445.00	2.2
100-52110-310 OFFICE & OPERATING SUPPLIES	1,040.29	4,889.05	5,000.00	110.95	97.8
100-52110-330 TRAVEL EXPENSES	181.32	335.31	303.00	(32.31)	110.7
100-52110-351 FUEL EXPENSES	2,294.89	19,324.91	24,000.00	4,675.09	80.5
100-52110-360 DAAT/FIREARMS	1,714.88	26,377.37	28,150.00	1,772.63	93.7
TOTAL POLICE PATROL	172,996.58	1,566,401.72	2,190,393.71	623,991.99	71.5
<u>POLICE INVESTIGATION</u>					
100-52120-111 SALARIES/PERMANENT	25,443.75	249,268.82	334,166.64	84,897.82	74.6
100-52120-112 SALARIES/OVERTIME	7,558.34	38,404.32	27,339.71	(11,064.61)	140.5
100-52120-117 LONGEVITY PAY	.00	1,500.00	3,800.00	2,300.00	39.5
100-52120-118 UNIFORM ALLOWANCES	.00	3,887.85	3,400.00	(487.85)	114.4
100-52120-119 SHIFT DIFFERENTIAL	83.60	1,436.00	1,100.00	(336.00)	130.6
100-52120-150 MEDICARE TAX/CITY SHARE	487.84	4,572.54	5,640.59	1,068.05	81.1
100-52120-151 SOCIAL SECURITY/CITY SHARE	2,085.94	19,551.40	24,118.40	4,567.00	81.1
100-52120-152 RETIREMENT	4,744.49	44,295.38	53,030.23	8,734.85	83.5
100-52120-153 HEALTH INSURANCE	2,667.71	23,550.50	19,200.00	(4,350.50)	122.7
100-52120-155 WORKERS COMPENSATION	592.23	5,468.34	5,641.89	173.55	96.9
100-52120-156 LIFE INSURANCE	8.04	66.47	58.98	(7.49)	112.7
100-52120-211 PROFESSIONAL DEVELOPMENT	(175.00)	2,773.49	4,040.00	1,266.51	68.7
100-52120-219 OTHER PROFESSIONAL SERVICES	350.00	2,036.46	2,740.66	704.20	74.3
100-52120-224 SOFTWARE/HARDWARE MAINTENANCE	.00	2,242.73	1,190.10	(1,052.63)	188.5
100-52120-225 TELECOM/INTERNET/COMMUNICATION	274.56	1,840.41	1,420.20	(420.21)	129.6
100-52120-310 OFFICE & OPERATING SUPPLIES	308.28	8,432.20	7,615.09	(817.11)	110.7
100-52120-330 TRAVEL EXPENSES	14.00	242.78	303.00	60.22	80.1
100-52120-351 FUEL EXPENSES	177.71	2,391.81	5,250.00	2,858.19	45.6
100-52120-359 PHOTO EXPENSES	119.40	119.40	505.00	385.60	23.6
TOTAL POLICE INVESTIGATION	44,740.89	412,080.90	500,560.49	88,479.59	82.3

CITY OF WHITEWATER
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>COMMUNITY SERVICE PROGRAM</u>					
100-52140-114	2,632.50	22,085.70	34,028.80	11,943.10	64.9
100-52140-118	.00	2,010.38	.00	(2,010.38)	.0
100-52140-150	38.18	336.09	493.42	157.33	68.1
100-52140-151	163.22	1,437.00	2,109.78	672.78	68.1
100-52140-155	56.33	496.00	668.79	172.79	74.2
100-52140-218	.00	.00	252.50	252.50	.0
100-52140-224	.00	.00	158.76	158.76	.0
100-52140-310	88.85	148.85	751.81	602.96	19.8
100-52140-351	283.77	2,310.82	1,212.00	(1,098.82)	190.7
100-52140-360	.00	698.10	3,927.89	3,229.79	17.8
	3,262.85	29,522.94	43,603.75	14,080.81	67.7
<u>NEIGHBORHOOD SERVICES</u>					
100-52400-111	4,177.61	40,184.87	48,916.40	8,731.53	82.2
100-52400-112	.00	103.50	.00	(103.50)	.0
100-52400-113	.00	.00	4,466.28	4,466.28	.0
100-52400-150	49.88	523.57	777.53	253.96	67.3
100-52400-151	213.28	2,238.46	3,324.60	1,086.14	67.3
100-52400-152	288.24	2,934.25	3,683.40	749.15	79.7
100-52400-153	1,866.34	15,999.48	20,874.80	4,875.32	76.6
100-52400-154	.00	.00	2,700.00	2,700.00	.0
100-52400-155	4.60	50.16	59.85	9.69	83.8
100-52400-156	1.15	10.07	75.24	65.17	13.4
100-52400-211	.00	100.00	500.00	400.00	20.0
100-52400-212	634.73	5,673.26	4,740.00	(933.26)	119.7
100-52400-215	.00	546.00	1,000.00	454.00	54.6
100-52400-218	.00	3,000.00	3,000.00	.00	100.0
100-52400-219	10,162.60	96,356.19	102,480.00	6,123.81	94.0
100-52400-222	29,640.56	82,575.76	48,412.50	(34,163.26)	170.6
100-52400-224	627.78	7,020.08	4,669.48	(2,350.60)	150.3
100-52400-225	227.74	1,873.01	2,256.22	383.21	83.0
100-52400-310	878.48	5,885.58	5,050.00	(835.58)	116.6
100-52400-320	.00	165.48	400.00	234.52	41.4
100-52400-325	.00	215.00	454.50	239.50	47.3
100-52400-330	.00	.00	202.00	202.00	.0
100-52400-351	.00	117.95	500.00	382.05	23.6
	48,772.99	265,572.67	258,542.80	(7,029.87)	102.7

CITY OF WHITEWATER
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>EMERGENCY PREPAREDNESS</u>					
100-52500-111	.00	.00	530.42	530.42	.0
100-52500-150	.00	.00	7.69	7.69	.0
100-52500-151	.00	.00	32.89	32.89	.0
100-52500-152	.00	.00	36.60	36.60	.0
100-52500-155	.00	.00	10.42	10.42	.0
100-52500-225	347.98	2,172.63	4,841.17	2,668.54	44.9
100-52500-242	.00	495.10	2,000.00	1,504.90	24.8
100-52500-295	.00	3,555.00	1,251.39	(2,303.61)	284.1
100-52500-310	61.97	670.75	1,500.00	829.25	44.7
TOTAL EMERGENCY PREPAREDNESS	409.95	6,893.48	10,210.58	3,317.10	67.5
<u>COMMUNICATIONS/DISPATCH</u>					
100-52600-111	27,030.07	225,107.76	341,140.49	116,032.73	66.0
100-52600-112	5,148.16	27,098.93	35,950.33	8,851.40	75.4
100-52600-117	.00	500.00	1,000.00	500.00	50.0
100-52600-118	.00	3,000.00	3,500.00	500.00	85.7
100-52600-119	552.28	2,647.15	3,624.00	976.85	73.0
100-52600-150	465.63	3,935.63	5,864.01	1,928.38	67.1
100-52600-151	1,991.00	16,828.41	25,073.72	8,245.31	67.1
100-52600-152	2,217.02	18,640.36	26,519.45	7,879.09	70.3
100-52600-153	5,038.66	36,281.74	39,834.80	3,553.06	91.1
100-52600-154	.00	.00	2,700.00	2,700.00	.0
100-52600-155	35.35	293.89	413.42	119.53	71.1
100-52600-156	4.21	41.45	98.25	56.80	42.2
100-52600-211	.00	1,498.13	2,030.00	531.87	73.8
100-52600-219	768.00	2,884.40	4,072.23	1,187.83	70.8
100-52600-224	1,612.51	5,195.41	6,676.90	1,481.49	77.8
100-52600-225	756.68	6,603.14	9,079.47	2,476.33	72.7
100-52600-292	.00	11,824.10	15,969.10	4,145.00	74.0
100-52600-295	.00	70,334.61	60,661.69	(9,672.92)	116.0
100-52600-310	38.00	762.01	1,010.00	247.99	75.5
100-52600-330	.00	1,057.15	1,252.50	195.35	84.4
TOTAL COMMUNICATIONS/DISPATCH	45,657.57	434,534.27	586,470.36	151,936.09	74.1

CITY OF WHITEWATER
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>DPW/ENGINEERING DEPARTMENT</u>					
100-53100-111 SALARIES/PERMANENT	1,646.11	15,479.89	20,620.81	5,140.92	75.1
100-53100-150 MEDICARE TAX/CITY SHARE	21.92	217.93	299.00	81.07	72.9
100-53100-151 SOCIAL SECURITY/CITY SHARE	93.70	931.84	1,278.49	346.65	72.9
100-53100-152 RETIREMENT	113.58	1,123.20	1,422.84	299.64	78.9
100-53100-153 HEALTH INSURANCE	406.99	3,639.99	4,883.92	1,243.93	74.5
100-53100-154 HRA-LIFE STYLE ACCT EXPENSE	.00	513.01	513.00	(.01)	100.0
100-53100-155 WORKERS COMPENSATION	1.82	17.91	23.12	5.21	77.5
100-53100-156 LIFE INSURANCE	.94	8.23	6.16	(2.07)	133.6
100-53100-211 PROFESSIONAL DEVELOPMENT	.00	356.24	1,111.00	754.76	32.1
100-53100-213 ENGINEERING SERVICES	991.10	8,335.04	12,120.00	3,784.96	68.8
100-53100-224 SOFTWARE/HARDWARE MAINTENANCE	.00	2,920.67	3,012.46	91.79	97.0
100-53100-225 TELECOM/INTERNET/COMMUNICATION	195.75	1,742.85	2,287.88	545.03	76.2
100-53100-310 OFFICE & OPERATING SUPPLIES	149.01	2,041.68	1,818.00	(223.68)	112.3
100-53100-320 SUBSCRIPTIONS/DUES	.00	.00	303.00	303.00	.0
100-53100-325 PUBLIC EDUCATION	.00	215.00	300.00	85.00	71.7
100-53100-330 TRAVEL EXPENSES	.00	608.30	.00	(608.30)	.0
TOTAL DPW/ENGINEERING DEPARTMENT	3,620.92	38,151.78	49,999.68	11,847.90	76.3
<u>SHOP/FLEET OPERATIONS</u>					
100-53230-111 WAGES/PERMANENT	4,699.94	46,193.66	65,244.65	19,050.99	70.8
100-53230-112 WAGES/OVERTIME	192.92	219.21	.00	(219.21)	.0
100-53230-113 WAGES/TEMPORARY	.00	51.00	.00	(51.00)	.0
100-53230-117 LONGEVITY PAY	.00	280.00	810.00	530.00	34.6
100-53230-118 UNIFORM ALLOWANCES	.00	.00	67.50	67.50	.0
100-53230-150 MEDICARE TAX/CITY SHARE	64.98	656.30	961.55	305.25	68.3
100-53230-151 SOCIAL SECURITY/CITY SHARE	277.84	2,805.86	4,111.47	1,305.61	68.2
100-53230-152 RETIREMENT	337.33	3,392.29	4,562.43	1,170.14	74.4
100-53230-153 HEALTH INSURANCE	1,532.43	13,342.31	19,548.07	6,205.76	68.3
100-53230-154 HRA-LIFE STYLE ACCT EXPENSE	.00	102.53	2,592.00	2,489.47	4.0
100-53230-155 WORKERS COMPENSATION	104.62	1,052.15	1,282.30	230.15	82.1
100-53230-156 LIFE INSURANCE	5.52	45.57	58.59	13.02	77.8
100-53230-221 MUNICIPAL UTILITIES EXPENSES	416.62	3,335.08	4,545.00	1,209.92	73.4
100-53230-222 UTILITIES-NAT GAS & ELECTRIC	14.75	9,784.04	16,000.00	6,215.96	61.2
100-53230-225 MOBILE COMMUNICATIONS	.00	.00	492.00	492.00	.0
100-53230-310 OFFICE & OPERATING SUPPLIES	702.46	11,237.66	16,000.00	4,762.34	70.2
100-53230-352 VEHICLE REPR PARTS	366.73	15,619.44	25,250.00	9,630.56	61.9
100-53230-354 POLICE VECHICLE REP/MAINT	1,729.80	18,689.84	14,140.00	(4,549.84)	132.2
100-53230-355 BLDG MTN REPR SUPP	.00	588.68	3,535.00	2,946.32	16.7
TOTAL SHOP/FLEET OPERATIONS	10,445.94	127,395.62	179,200.56	51,804.94	71.1

CITY OF WHITEWATER
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GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>PARK MAINTENANCE</u>					
100-53270-111 SALARIES/WAGES/PERMANENT	6,197.80	69,051.58	62,717.21	(6,334.37)	110.1
100-53270-112 WAGES/OVERTIME	.00	.00	185.60	185.60	.0
100-53270-113 WAGES/TEMPORARY	4,434.01	53,212.90	80,983.49	27,770.59	65.7
100-53270-118 UNIFORM ALLOWANCES	.00	.00	82.50	82.50	.0
100-53270-150 MEDICARE TAX/CITY SHARE	146.71	1,747.49	2,089.63	342.14	83.6
100-53270-151 SOCIAL SECURITY/CITY SHARE	627.29	7,471.40	8,934.99	1,463.59	83.6
100-53270-152 RETIREMENT	427.63	4,961.21	4,345.99	(615.22)	114.2
100-53270-153 HEALTH INSURANCE	1,538.79	14,900.27	19,140.54	4,240.27	77.9
100-53270-154 HRA-LIFE STYLE ACCT EXPENSE	.00	2,020.52	2,889.00	868.48	69.9
100-53270-155 WORKERS COMPENSATION	221.32	2,650.94	2,826.68	175.74	93.8
100-53270-156 LIFE INSURANCE	5.87	46.63	56.14	9.51	83.1
100-53270-211 PROFESSIONAL DEVELOPMENT	60.00	3,596.60	3,030.00	(566.60)	118.7
100-53270-221 MUNICIPAL UTILITIES	945.40	8,241.26	10,605.00	2,363.74	77.7
100-53270-222 ELECTRICITY	146.65	6,633.64	6,565.00	(68.64)	101.1
100-53270-223 NATURAL GAS	.00	792.17	2,525.00	1,732.83	31.4
100-53270-242 REPR/MTN MACHINERY/EQUIP	1,961.07	7,894.36	12,625.00	4,730.64	62.5
100-53270-245 PARK IMPROVEMENTS	.00	.00	5,050.00	5,050.00	.0
100-53270-295 MAINTENANCE-TREES/LANDSCAPING	609.61	24,412.92	40,605.00	16,192.08	60.1
100-53270-310 OFFICE & OPERATING SUPPLIES	917.85	5,989.21	9,595.00	3,605.79	62.4
100-53270-330 TRAVEL EXPENSES	.00	277.99	.00	(277.99)	.0
100-53270-351 FUEL EXPENSES	730.75	10,975.06	8,080.00	(2,895.06)	135.8
TOTAL PARK MAINTENANCE	18,970.75	224,876.15	282,931.77	58,055.62	79.5
<u>STREET MAINTENANCE</u>					
100-53300-111 WAGES/PERMANENT	27,307.03	226,087.74	344,186.77	118,099.03	65.7
100-53300-112 WAGES/OVERTIME	96.46	438.82	649.60	210.78	67.6
100-53300-113 WAGES/TEMPORARY	612.00	1,458.00	818.02	(639.98)	178.2
100-53300-117 LONGEVITY PAY	.00	1,120.00	1,600.00	480.00	70.0
100-53300-118 UNIFORM ALLOWANCES	527.31	6,540.00	6,678.00	138.00	97.9
100-53300-150 MEDICARE TAX/CITY SHARE	391.76	3,352.58	5,152.03	1,799.45	65.1
100-53300-151 SOCIAL SECURITY/CITY SHARE	1,675.13	14,334.70	22,029.37	7,694.67	65.1
100-53300-152 RETIREMENT	1,881.87	16,416.63	23,930.19	7,513.56	68.6
100-53300-153 HEALTH INSURANCE	5,522.96	44,574.92	80,484.41	35,909.49	55.4
100-53300-154 HRA-LIFE STYLE ACCT EXPENSE	276.81	5,288.34	10,503.00	5,214.66	50.4
100-53300-155 WORKERS COMPENSATION	584.34	5,106.13	6,789.13	1,683.00	75.2
100-53300-156 LIFE INSURANCE	13.20	113.81	139.89	26.08	81.4
100-53300-211 PROFESSIONAL DEVELOPMENT	148.00	878.03	505.00	(373.03)	173.9
100-53300-222 ELECT/TRAFFIC SIGNALS/P-LOTS	4,212.82	14,025.88	15,150.00	1,124.12	92.6
100-53300-224 SOFTWARE/HARDWARE MAINTENANCE	627.78	3,046.94	2,135.27	(911.67)	142.7
100-53300-225 TELECOM/INTERNET/COMMUNICATION	340.77	2,558.08	3,166.22	608.14	80.8
100-53300-310 OFFICE & OPERATING SUPPLIES	102.34	1,054.06	1,010.00	(44.06)	104.4
100-53300-351 FUEL EXPENSES	2,176.84	21,212.94	18,180.00	(3,032.94)	116.7
100-53300-354 TRAFFIC CONTROL SUPP	233.47	15,563.02	12,120.00	(3,443.02)	128.4
100-53300-405 MATERIALS/REPAIRS	528.66	2,829.73	12,120.00	9,290.27	23.4
100-53300-821 BRIDGE/DAM	.00	.00	4,040.00	4,040.00	.0
TOTAL STREET MAINTENANCE	47,259.55	386,000.35	571,386.90	185,386.55	67.6

CITY OF WHITEWATER
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<u>SNOW AND ICE</u>					
100-53320-111 WAGES/PERMANENT	1,141.62	31,911.65	42,691.07	10,779.42	74.8
100-53320-112 WAGES/OVERTIME	.00	3,012.28	8,259.22	5,246.94	36.5
100-53320-117 LONGEVITY PAY	.00	180.00	220.00	40.00	81.8
100-53320-150 MEDICARE TAX/CITY SHARE	15.69	488.30	749.62	261.32	65.1
100-53320-151 SOCIAL SECURITY/CITY SHARE	67.16	2,088.60	3,205.29	1,116.69	65.2
100-53320-152 RETIREMENT	77.25	2,472.51	3,530.75	1,058.24	70.0
100-53320-153 HEALTH INSURANCE	543.34	10,571.40	11,080.93	509.53	95.4
100-53320-154 HRA-LIFE STYLE ACCT EXPENSE	50.33	895.51	1,539.00	643.49	58.2
100-53320-155 WORKERS COMPENSATION	23.97	766.86	946.34	179.48	81.0
100-53320-156 LIFE INSURANCE	1.20	16.64	20.66	4.02	80.5
100-53320-295 EQUIP RENTAL	.00	9,031.25	12,120.00	3,088.75	74.5
100-53320-351 FUEL EXPENSES	205.67	7,087.98	9,090.00	2,002.02	78.0
100-53320-353 SNOW EQUIP/REPR PARTS	1,488.59	10,534.54	30,000.00	19,465.46	35.1
100-53320-460 SALT & SAND	.00	20,658.28	30,000.00	9,341.72	68.9
TOTAL SNOW AND ICE	3,614.82	99,715.80	153,452.88	53,737.08	65.0
<u>STREET LIGHTS</u>					
100-53420-111 WAGES/PERMANENT	1,625.04	6,712.86	5,940.11	(772.75)	113.0
100-53420-112 WAGES/OVERTIME	.00	.00	185.60	185.60	.0
100-53420-117 LONGEVITY PAY	.00	20.00	.00	(20.00)	.0
100-53420-150 MEDICARE TAX/CITY SHARE	22.11	104.12	93.00	(11.12)	112.0
100-53420-151 SOCIAL SECURITY/CITY SHARE	94.55	445.14	397.65	(47.49)	111.9
100-53420-152 RETIREMENT	112.13	532.51	422.67	(109.84)	126.0
100-53420-153 HEALTH INSURANCE	114.18	1,247.33	992.50	(254.83)	125.7
100-53420-154 HRA-LIFE STYLE ACCT EXPENSE	17.97	239.31	108.00	(131.31)	221.6
100-53420-155 WORKERS COMPENSATION	34.78	165.15	119.04	(46.11)	138.7
100-53420-156 LIFE INSURANCE	.18	4.12	2.74	(1.38)	150.4
100-53420-222 ELECTRICITY	401.38	153,713.18	230,041.00	76,327.82	66.8
100-53420-310 OFFICE & OPERATING SUPPLIES	218.65	7,196.64	7,000.00	(196.64)	102.8
100-53420-820 STREET LIGHTS	.00	128.11	1,010.00	881.89	12.7
TOTAL STREET LIGHTS	2,640.97	170,508.47	246,312.31	75,803.84	69.2

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>YOUNG LIBRARY BUILDING</u>					
100-55111-111 SALARIES/PERMANENT	976.82	7,503.50	10,599.76	3,096.26	70.8
100-55111-117 LONGEVITY PAY	.00	.00	30.00	30.00	.0
100-55111-118 UNIFORM ALLOWANCES	.00	.00	13.50	13.50	.0
100-55111-150 MEDICARE TAX/CITY SHARE	14.53	112.64	154.33	41.69	73.0
100-55111-151 SOCIAL SECURITY/CITY SHARE	62.18	481.79	659.88	178.09	73.0
100-55111-152 RETIREMENT	67.41	530.99	734.38	203.39	72.3
100-55111-153 HEALTH INSURANCE	322.23	2,300.89	3,714.26	1,413.37	62.0
100-55111-154 HRA-LIFE STYLE ACCT EXPENSE	.00	.00	486.00	486.00	.0
100-55111-155 WORKERS COMPENSATION	20.90	167.57	208.32	40.75	80.4
100-55111-156 LIFE INSURANCE	.16	1.42	3.79	2.37	37.5
100-55111-158 UNEMPLOYMENT COMPENSATION	.00	.00	202.00	202.00	.0
100-55111-221 WATER & SEWER	405.70	2,779.72	2,828.00	48.28	98.3
100-55111-222 ELECTRICITY	.00	9,128.71	11,750.00	2,621.29	77.7
100-55111-223 NATURAL GAS	.00	2,471.73	4,500.00	2,028.27	54.9
100-55111-244 HVAC	.00	847.48	1,250.00	402.52	67.8
100-55111-245 FACILITY IMPROVEMENTS	.00	27.76	3,030.00	3,002.24	.9
100-55111-246 JANITORIAL SERVICES	1,259.00	10,072.00	15,750.00	5,678.00	64.0
100-55111-355 REPAIR & SUPPLIES	317.75	3,126.70	2,020.00	(1,106.70)	154.8
TOTAL YOUNG LIBRARY BUILDING	3,446.68	39,552.90	57,934.22	18,381.32	68.3
<u>PARKS ADMINISTRATION</u>					
100-55200-111 WAGES/PERMANENT	5,182.40	47,307.01	61,514.32	14,207.31	76.9
100-55200-113 WAGES/TEMPORARY	50.00	925.00	.00	(925.00)	.0
100-55200-117 LONGEVITY PAY	.00	.00	300.00	300.00	.0
100-55200-150 MEDICARE TAX/CITY SHARE	74.04	714.03	917.19	203.16	77.9
100-55200-151 SOCIAL SECURITY/CITY SHARE	316.62	3,053.82	3,921.77	867.95	77.9
100-55200-152 RETIREMENT	357.60	3,419.49	4,132.36	712.87	82.8
100-55200-153 HEALTH INSURANCE	1,136.78	10,109.62	13,161.35	3,051.73	76.8
100-55200-154 HRA-LIFE STYLE ACCT EXPENSE	.00	921.57	1,350.00	428.43	68.3
100-55200-155 WORKERS COMPENSATION	42.01	420.80	613.82	193.02	68.6
100-55200-156 LIFE INSURANCE	1.23	10.79	15.19	4.40	71.0
100-55200-211 PROFESSIONAL DEVELOPMENT	.00	994.40	.00	(994.40)	.0
100-55200-224 SOFTWARE/HARDWARE MAINTENANCE	.00	845.06	2,196.23	1,351.17	38.5
100-55200-225 TELECOM/INTERNET/COMMUNICATION	375.46	2,408.91	2,737.80	328.89	88.0
100-55200-310 OFFICE & OPERATING SUPPLIES	627.78	1,014.53	500.00	(514.53)	202.9
100-55200-320 SUBSCRIPTIONS/DUES	.00	150.00	.00	(150.00)	.0
100-55200-341 PROGRAM SUPPLIES	(140.62)	(140.62)	.00	140.62	.0
TOTAL PARKS ADMINISTRATION	8,023.30	72,154.41	91,360.03	19,205.62	79.0
<u>CELEBRATIONS</u>					
100-55320-780 DISCOVER WHITEWATER RACE	.00	6,000.00	6,000.00	.00	100.0
100-55320-790 CELEBRATIONS/AWARDS	.00	4,820.21	10,000.00	5,179.79	48.2
TOTAL CELEBRATIONS	.00	10,820.21	16,000.00	5,179.79	67.6

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>COMM BASED CO-OP PROJECTS</u>					
100-55330-750	.00	36,509.83	.00	(36,509.83)	.0
100-55330-760	.00	178,000.00	284,972.93	106,972.93	62.5
100-55330-761	.00	100,000.00	100,000.00	.00	100.0
TOTAL COMM BASED CO-OP PROJECTS	.00	314,509.83	384,972.93	70,463.10	81.7
<u>TRANSFERS TO OTHER FUNDS</u>					
100-59220-917	.00	10,000.00	10,000.00	.00	100.0
100-59220-918	.00	326,000.00	488,180.00	162,180.00	66.8
100-59220-919	.00	32,500.00	32,500.00	.00	100.0
100-59220-939	.00	50,000.00	50,000.00	.00	100.0
100-59220-955	.00	175,000.00	261,271.45	86,271.45	67.0
100-59220-998	.00	.00	627,557.72	627,557.72	.0
TOTAL TRANSFERS TO OTHER FUNDS	.00	593,500.00	1,469,509.17	876,009.17	40.4
<u>TRANSFER TO DEBT SERVICE</u>					
100-59230-990	.00	1,211,631.12	1,313,705.29	102,074.17	92.2
TOTAL TRANSFER TO DEBT SERVICE	.00	1,211,631.12	1,313,705.29	102,074.17	92.2
<u>TRANSFERS TO SPECIAL FUNDS</u>					
100-59240-901	.00	550,000.00	1,402,793.65	852,793.65	39.2
100-59240-945	.00	.00	500.00	500.00	.0
TOTAL TRANSFERS TO SPECIAL FUNDS	.00	550,000.00	1,403,293.65	853,293.65	39.2
TOTAL FUND EXPENDITURES	569,118.38	8,471,625.19	12,421,525.12	3,949,899.93	68.2
NET REVENUE OVER EXPENDITURES	(410,637.26)	398,181.38	.00	(398,181.38)	.0

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>WATER SALES REVENUE</u>						
610-46461-61	METERED SALES/RESIDENTIAL	70,888.29	614,234.17	839,396.03	225,161.86	73.2
610-46462-61	METERED SALES/COMMERCIAL	11,589.83	99,634.00	150,027.57	50,393.57	66.4
610-46463-61	METERED SALES/INDUSTRIAL	112,212.40	557,749.80	529,426.24	(28,323.56)	105.4
610-46464-61	SALES TO PUBLIC AUTHORITIES	33,130.63	183,557.94	236,082.68	52,524.74	77.8
610-46465-61	PUBLIC FIRE PROTECTION REV	62,683.76	562,709.00	746,595.26	183,886.26	75.4
610-46466-61	PRIVATE FIRE PROTECTION REV	6,206.00	55,460.33	52,670.68	(2,789.65)	105.3
610-46467-61	METERED SALES/MF RESIDENTIAL	18,070.12	161,599.46	187,933.52	26,334.06	86.0
TOTAL WATER SALES REVENUE		314,781.03	2,234,944.70	2,742,131.98	507,187.28	81.5
<u>MISCELLANEOUS WATER REVENUE</u>						
610-47419-61	INTEREST INCOME	3,213.41	37,948.25	21,695.34	(16,252.91)	174.9
610-47421-61	DEVELOPER CONTRIBUTION	.00	.00	26,657.00	26,657.00	.0
610-47422-61	CAPITAL PAID IN-MUNICIPALITY	.00	851,866.00	16,657.00	(835,209.00)	5114.2
610-47425-61	MISC AMORTIZATION	.00	.00	13,814.00	13,814.00	.0
610-47460-61	OTR REV/TOWER/SERVICE	105.95	34,962.72	28,000.00	(6,962.72)	124.9
610-47467-61	NSF/SVC FEES/SPEC ASSESS FEES	838.41	7,554.14	10,000.00	2,445.86	75.5
610-47471-61	MISC SERVICE REV - TURN OFF	280.00	2,215.00	2,000.00	(215.00)	110.8
610-47474-61	OTHER REV--LABOR/MATERIAL	1,365.00	15,141.77	15,000.00	(141.77)	101.0
610-47476-61	NET RETURN ON INVEST-METERS	.00	.00	10,500.00	10,500.00	.0
610-47482-61	SALE OF USED EQUIPMENT	.00	5,981.00	2,000.00	(3,981.00)	299.1
610-47483-61	LEASE REVENUE	.00	.00	20,012.00	20,012.00	.0
610-47485-61	BOND/NOTE/LOAN PROCEEDS	.00	1,275,000.00	1,030,500.00	(244,500.00)	123.7
610-47486-61	TRANSFER TID 10-TOWER DEBT	.00	25,127.00	25,126.76	(.24)	100.0
610-47487-61	TRANSFER TID 11-TOWER DEBT	.00	24,626.76	24,626.76	.00	100.0
610-47488-61	TRANSFER TID 13-TOWER DEBT	.00	79,963.00	79,963.00	.00	100.0
610-47489-61	TRANSFER TID 14-TOWER DEBT	.00	.00	56,262.50	56,262.50	.0
610-47493-61	RETAINED EARNINGS-(INC)-DEC	.00	.00	1,146,681.22	1,146,681.22	.0
TOTAL MISCELLANEOUS WATER REVENUE		5,802.77	2,360,385.64	2,529,495.58	169,109.94	93.3
TOTAL FUND REVENUE		320,583.80	4,595,330.34	5,271,627.56	676,297.22	87.2

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>SOURCE OF SUPPLY</u>					
610-61600-111 SALARIES/WAGES	1,967.48	21,848.87	18,140.67	(3,708.20)	120.4
610-61600-112 WAGES/OVERTIME	225.38	1,854.61	5,209.44	3,354.83	35.6
610-61600-310 OFFICE & OPERATING SUPPLIES	.00	8.55	1,500.00	1,491.45	.6
610-61600-350 REPAIR/MTN EXPENSES	.00	7.96	500.00	492.04	1.6
TOTAL SOURCE OF SUPPLY	2,192.86	23,719.99	25,350.11	1,630.12	93.6
<u>PUMPING OPERATIONS</u>					
610-61620-111 SALARIES/WAGES	4,025.61	37,357.92	42,024.76	4,666.84	88.9
610-61620-220 UTILITIES	14,959.41	136,408.51	180,000.00	43,591.49	75.8
610-61620-310 OFFICE & OPERATING SUPPLIES	.00	.00	2,000.00	2,000.00	.0
610-61620-350 REPAIR/MTN EXPENSE	6,382.00	218,825.28	513,000.00	294,174.72	42.7
TOTAL PUMPING OPERATIONS	25,367.02	392,591.71	737,024.76	344,433.05	53.3
<u>WTR TREATMENT OPERATIONS</u>					
610-61630-111 SALARIES/WAGES	2,965.65	20,524.83	24,628.76	4,103.93	83.3
610-61630-112 WAGES/OVERTIME	.00	42.93	.00	(42.93)	.0
610-61630-154 PROFESSIONAL DEVELOPMENT	.00	77.68	.00	(77.68)	.0
610-61630-310 WATER TESTING & OP SUPPLIES	916.31	2,413.17	21,000.00	18,586.83	11.5
610-61630-341 CHEMICALS	7,058.30	27,834.88	35,000.00	7,165.12	79.5
610-61630-350 REPAIR/MTN EXPENSE	44,703.90	264,549.62	340,000.00	75,450.38	77.8
TOTAL WTR TREATMENT OPERATIONS	55,644.16	315,443.11	420,628.76	105,185.65	75.0
<u>TRANSMISSION</u>					
610-61640-111 SALARIES/WAGES	58.88	543.59	1,153.20	609.61	47.1
TOTAL TRANSMISSION	58.88	543.59	1,153.20	609.61	47.1
<u>RESERVOIRS MAINTENANCE</u>					
610-61650-111 MTN SALARIES/WAGES	324.16	1,977.52	2,901.70	924.18	68.2
610-61650-350 REPAIR/MTN EXPENSE	.00	64,724.64	73,500.00	8,775.36	88.1
TOTAL RESERVOIRS MAINTENANCE	324.16	66,702.16	76,401.70	9,699.54	87.3

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>MAINS MAINTENANCE</u>					
610-61651-111	1,363.01	17,333.12	19,362.03	2,028.91	89.5
610-61651-112	.00	1,389.62	393.83	(995.79)	352.9
610-61651-350	1,762.16	33,756.91	40,000.00	6,243.09	84.4
TOTAL MAINS MAINTENANCE	3,125.17	52,479.65	59,755.86	7,276.21	87.8
<u>SERVICES MAINTENANCE</u>					
610-61652-111	1,400.30	11,794.75	17,003.50	5,208.75	69.4
610-61652-112	.00	90.15	2,741.76	2,651.61	3.3
610-61652-350	3,455.98	13,222.82	30,000.00	16,777.18	44.1
TOTAL SERVICES MAINTENANCE	4,856.28	25,107.72	49,745.26	24,637.54	50.5
<u>METERS MAINTENANCE</u>					
610-61653-111	371.08	20,265.45	14,114.96	(6,150.49)	143.6
610-61653-210	.00	.00	16,000.00	16,000.00	.0
610-61653-350	1,807.25	4,054.45	3,000.00	(1,054.45)	135.2
TOTAL METERS MAINTENANCE	2,178.33	24,319.90	33,114.96	8,795.06	73.4
<u>HYDRANTS MAINTENANCE</u>					
610-61654-111	14.52	8,188.82	10,790.37	2,601.55	75.9
610-61654-112	.00	476.53	38.68	(437.85)	1232.0
610-61654-350	500.00	8,681.86	15,000.00	6,318.14	57.9
TOTAL HYDRANTS MAINTENANCE	514.52	17,347.21	25,829.05	8,481.84	67.2
<u>METER READING</u>					
610-61901-111	117.76	1,087.15	873.09	(214.06)	124.5
TOTAL METER READING	117.76	1,087.15	873.09	(214.06)	124.5
<u>ACCOUNTING/COLLECTION</u>					
610-61902-111	4,328.68	37,136.66	44,397.29	7,260.63	83.7
TOTAL ACCOUNTING/COLLECTION	4,328.68	37,136.66	44,397.29	7,260.63	83.7

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>CUSTOMER ACCOUNTS</u>					
610-61903-224	627.79	5,621.09	7,981.46	2,360.37	70.4
610-61903-310	(1,456.92)	.00	.00	.00	.0
610-61903-325	.00	215.00	657.00	442.00	32.7
610-61903-361	3,928.02	9,474.30	17,000.00	7,525.70	55.7
610-61903-362	.00	.00	9,275.00	9,275.00	.0
TOTAL CUSTOMER ACCOUNTS	3,098.89	15,310.39	34,913.46	19,603.07	43.9
<u>ADMINISTRATIVE</u>					
610-61920-111	11,640.44	103,848.51	133,566.32	29,717.81	77.8
610-61920-154	.00	100.00	.00	(100.00)	.0
TOTAL ADMINISTRATIVE	11,640.44	103,948.51	133,566.32	29,617.81	77.8
<u>OFFICE SUPPLIES</u>					
610-61921-224	41.67	1,225.17	1,619.94	394.77	75.6
610-61921-225	481.04	3,366.55	3,107.07	(259.48)	108.4
610-61921-310	4,000.88	9,477.28	8,000.00	(1,477.28)	118.5
TOTAL OFFICE SUPPLIES	4,523.59	14,069.00	12,727.01	(1,341.99)	110.5
<u>OUTSIDE SERVICES EMPLOYED</u>					
610-61923-210	10,135.15	69,567.63	54,750.00	(14,817.63)	127.1
610-61923-211	.00	8,500.00	8,500.00	.00	100.0
610-61923-212	.00	5,500.00	5,500.00	.00	100.0
TOTAL OUTSIDE SERVICES EMPLOYED	10,135.15	83,567.63	68,750.00	(14,817.63)	121.6
<u>INSURANCE</u>					
610-61924-510	.00	25,090.55	24,000.00	(1,090.55)	104.5
TOTAL INSURANCE	.00	25,090.55	24,000.00	(1,090.55)	104.5
<u>EMPLOYEE BENEFITS</u>					
610-61926-150	12,404.29	125,925.36	188,115.86	62,190.50	66.9
610-61926-590	3,063.34	29,855.86	34,437.82	4,581.96	86.7
TOTAL EMPLOYEE BENEFITS	15,467.63	155,781.22	222,553.68	66,772.46	70.0

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>EMPLOYEE TRAINING</u>					
610-61927-154	45.90	1,359.49	7,000.00	5,640.51	19.4
	45.90	1,359.49	7,000.00	5,640.51	19.4
<u>PSC ASSESSMENT</u>					
610-61928-210	.00	.00	2,525.00	2,525.00	.0
	.00	.00	2,525.00	2,525.00	.0
<u>MISCELLANEOUS GENERAL</u>					
610-61930-590	.00	350,000.00	350,000.00	.00	100.0
	.00	350,000.00	350,000.00	.00	100.0
<u>TRANSPORTATION</u>					
610-61933-310	.00	378.28	5,000.00	4,621.72	7.6
610-61933-351	556.84	5,504.71	7,565.00	2,060.29	72.8
	556.84	5,882.99	12,565.00	6,682.01	46.8
<u>GENERAL PLANT MAINTENANCE</u>					
610-61935-111	12,787.93	97,334.53	168,996.20	71,661.67	57.6
610-61935-112	.00	.00	321.86	321.86	.0
610-61935-113	90.15	90.15	22,392.00	22,301.85	.4
610-61935-116	973.38	9,365.62	13,345.67	3,980.05	70.2
610-61935-118	105.80	1,979.59	300.00	(1,679.59)	659.9
610-61935-154	.00	1,913.35	3,250.00	1,336.65	58.9
610-61935-220	52.15	417.20	1,515.00	1,097.80	27.5
610-61935-350	1,587.95	12,017.12	12,500.00	482.88	96.1
	15,597.36	123,117.56	222,620.73	99,503.17	55.3
<u>CAP OUTLAY/CONSTRUCT WIP</u>					
610-61936-111	380.71	5,500.79	5,432.44	(68.35)	101.3
610-61936-810	.00	49,330.05	60,000.00	10,669.95	82.2
610-61936-820	562,536.15	1,456,156.53	1,499,000.00	42,843.47	97.1
610-61936-823	3,673.08	116,649.58	121,500.00	4,850.42	96.0
	566,589.94	1,627,636.95	1,685,932.44	58,295.49	96.5

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WATER UTILITY FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>DEBT SERVICE</u>					
610-61950-610 PRINCIPAL ON DEBT	.00	511,300.00	511,300.00	.00	100.0
610-61950-620 INTEREST ON DEBT	.00	211,195.92	352,235.31	141,039.39	60.0
610-61950-625 CDBG GRANT FD 910 REPAYMENT	.00	.00	116,264.57	116,264.57	.0
610-61950-650 BOND ISSUE/PAYING AGENT EXP	.00	112,280.91	40,400.00	(71,880.91)	277.9
TOTAL DEBT SERVICE	.00	834,776.83	1,020,199.88	185,423.05	81.8
TOTAL FUND EXPENDITURES	726,363.56	4,297,019.97	5,271,627.56	974,607.59	81.5
NET REVENUE OVER EXPENDITURES	(405,779.76)	298,310.37	.00	(298,310.37)	.0

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WASTEWATER UTILITY

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>WASTEWATER SALES REVENUES</u>						
620-41110-62	RESIDENTIAL REVENUES	165,851.45	1,463,693.36	1,964,318.01	500,624.65	74.5
620-41112-62	COMMERCIAL REVENUES	94,471.75	822,096.94	1,282,112.89	460,015.95	64.1
620-41113-62	INDUSTRIAL REVENUES	13,124.63	121,010.68	158,082.84	37,072.16	76.6
620-41114-62	PUBLIC REVENUES	83,907.33	538,204.05	682,340.06	144,136.01	78.9
620-41115-62	PENALTIES	1,711.93	13,153.62	18,838.05	5,684.43	69.8
620-41116-62	MISC REVENUES	15,130.91	103,397.87	94,846.79	(8,551.08)	109.0
620-41117-62	SEWER CONNECTION REVENUES	.00	23,712.00	1,824.00	(21,888.00)	1300.0
TOTAL WASTEWATER SALES REVENUES		374,198.00	3,085,268.52	4,202,362.64	1,117,094.12	73.4
<u>MISCELLANEOUS REVENUE</u>						
620-42110-62	INTEREST INCOME	15,387.35	179,696.32	95,035.81	(84,660.51)	189.1
620-42213-62	MISC INCOME	.00	.00	11,600.00	11,600.00	.0
620-42217-62	BOND PROCEEDS	.00	1,383,189.45	2,299,000.00	915,810.55	60.2
620-42218-62	GRANT PROCEEDS	.00	.00	2,763,100.00	2,763,100.00	.0
TOTAL MISCELLANEOUS REVENUE		15,387.35	1,562,885.77	5,168,735.81	3,605,850.04	30.2
<u>OTHER FINANCING SOURCES</u>						
620-49930-62	RETAINED EARNINGS-(INC)-DEC	.00	.00	317,734.80	317,734.80	.0
TOTAL OTHER FINANCING SOURCES		.00	.00	317,734.80	317,734.80	.0
TOTAL FUND REVENUE		389,585.35	4,648,154.29	9,688,833.25	5,040,678.96	48.0

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WASTEWATER UTILITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ADMINISTRATIVE EXPENSES</u>					
620-62810-111 SALARIES/PERMANENT	13,812.62	124,704.66	192,640.72	67,936.06	64.7
620-62810-116 ACCOUNTING/COLLECT SALARIES	3,671.58	33,904.63	44,397.29	10,492.66	76.4
620-62810-154 PROFESSIONAL DEVELOPMENT	224.00	651.06	.00	(651.06)	.0
620-62810-219 PROF SERVICES/ACCTG & AUDIT	.00	13,666.30	10,100.00	(3,566.30)	135.3
620-62810-220 PLANNING	.00	12,500.00	12,500.00	.00	100.0
620-62810-221 GIS SERVICES/EXPENSES	627.79	5,630.26	4,600.00	(1,030.26)	122.4
620-62810-222 SAFETY PROGRAM-ALL DPW	.00	.00	2,323.00	2,323.00	.0
620-62810-224 SOFTWARE/HARDWARE MAINTENANCE	41.67	5,816.08	12,997.25	7,181.17	44.8
620-62810-225 TELECOM/INTERNET/COMMUNICATION	462.90	3,151.99	4,289.31	1,137.32	73.5
620-62810-310 OFFICE SUPPLIES	889.39	5,503.77	6,565.00	1,061.23	83.8
620-62810-356 JOINT METER EXPENSE	.00	.00	19,341.50	19,341.50	.0
620-62810-362 CREDIT/DEBIT CARD EXPENSES	3,138.84	28,050.62	25,250.00	(2,800.62)	111.1
620-62810-519 INSURANCE EXPENSE	.00	61,705.26	48,262.00	(13,443.26)	127.9
620-62810-610 PRINCIPAL ON DEBT	.00	1,676,992.81	1,676,992.81	.00	100.0
620-62810-620 INTEREST ON DEBT	.00	283,528.73	502,650.28	219,121.55	56.4
620-62810-670 BOND ISSUE/DEBT AMORT EXPENSE	.00	24,111.59	30,300.00	6,188.41	79.6
620-62810-820 CAPITAL IMPROVEMENTS	131,830.56	2,551,148.33	5,660,799.00	3,109,650.67	45.1
620-62810-821 CAPITAL EQUIPMENT	.00	747.44	7,500.00	6,752.56	10.0
620-62810-822 EQUIP REPL FUND ITEMS	.00	.00	10,100.00	10,100.00	.0
620-62810-825 SEWER REPAIR/MAINT FUNDING	.00	20,504.00	125,000.00	104,496.00	16.4
620-62810-830 AMR GATEWAY SERVICES	.00	.00	1,998.00	1,998.00	.0
TOTAL ADMINISTRATIVE EXPENSES	154,699.35	4,852,317.53	8,398,606.16	3,546,288.63	57.8
<u>SUPERVISORY/CLERICAL</u>					
620-62820-111 SALARIES/PERMANENT	6,892.24	67,929.60	86,912.53	18,982.93	78.2
620-62820-120 EMPLOYEE BENEFITS	15,135.94	166,625.65	241,890.76	75,265.11	68.9
620-62820-154 PROFESSIONAL DEVELOPMENT	25.00	1,226.62	2,750.00	1,523.38	44.6
620-62820-219 PROFESSIONAL SERVICES	.00	11,926.42	55,050.00	43,123.58	21.7
620-62820-225 TELECOM/INTERNET/COMMUNICATION	.00	.00	3,840.00	3,840.00	.0
620-62820-310 OFFICE & OPERATING SUPPLIES	248.51	1,382.87	3,030.00	1,647.13	45.6
TOTAL SUPERVISORY/CLERICAL	22,301.69	249,091.16	393,473.29	144,382.13	63.3
<u>COLLECTION SYS OPS & MAINT</u>					
620-62830-111 SALARIES/PERMANENT	6,310.61	61,045.15	91,149.82	30,104.67	67.0
620-62830-112 WAGES/OVERTIME	.00	636.88	2,384.25	1,747.37	26.7
620-62830-222 ELECTRICITY/LIFT STATIONS	.00	8,629.69	10,100.00	1,470.31	85.4
620-62830-295 CONTRACTUAL SERVICES	13.43	10,292.97	14,700.00	4,407.03	70.0
620-62830-353 REPR/MTN - LIFT STATIONS	.00	848.69	14,140.00	13,291.31	6.0
620-62830-354 REPR MTN - SANITARY SEWERS	191.16	3,232.09	6,565.00	3,332.91	49.2
620-62830-355 REP/MAINT-COLLECTION EQUIP	.00	5,743.39	4,000.00	(1,743.39)	143.6
TOTAL COLLECTION SYS OPS & MAINT	6,515.20	90,428.86	143,039.07	52,610.21	63.2

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WASTEWATER UTILITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>TREATMENT PLANT OPERATIONS</u>					
620-62840-111 SALARIES/PERMANENT	2,312.74	27,757.34	38,914.88	11,157.54	71.3
620-62840-112 OVERTIME	103.75	2,097.17	6,437.07	4,339.90	32.6
620-62840-116 ON-CALL PAY	949.00	9,108.00	13,345.67	4,237.67	68.3
620-62840-118 CLOTHING ALLOWANCE	235.72	3,128.04	4,278.00	1,149.96	73.1
620-62840-154 PROFESSIONAL DEVELOPMENT	.00	45.00	.00	(45.00)	.0
620-62840-222 ELECTRICITY/PLANT	11,882.48	106,285.88	141,400.00	35,114.12	75.2
620-62840-223 NATURAL GAS/PLANT	.00	19,479.60	40,400.00	20,920.40	48.2
620-62840-310 OFFICE & OPERATING SUPPLIES	1,254.90	9,317.42	16,800.00	7,482.58	55.5
620-62840-341 CHEMICALS	.00	15,250.00	33,000.00	17,750.00	46.2
620-62840-342 CONTRACTUAL SERVICES	.00	4,565.00	12,100.00	7,535.00	37.7
620-62840-351 FUEL EXPENSES	351.26	5,038.02	7,500.00	2,461.98	67.2
620-62840-355 TRUCK/AUTO EXPENSES	.00	.00	1,010.00	1,010.00	.0
620-62840-590 DNR ENVIRONMENTAL FEE	.00	4,631.60	7,575.00	2,943.40	61.1
TOTAL TREATMENT PLANT OPERATIONS	17,089.85	206,703.07	322,760.62	116,057.55	64.0
<u>TREATMENT EQUIP MAINTENANCE</u>					
620-62850-111 SALARIES/PERMANENT	7,696.98	82,500.40	75,695.63	(6,804.77)	109.0
620-62850-242 CONTRACTUAL SERVICES	3,829.55	58,067.66	112,250.00	54,182.34	51.7
620-62850-342 LUBRICANTS	.00	2,039.51	3,030.00	990.49	67.3
620-62850-357 REPAIRS & SUPPLIES	35.76	20,013.46	26,200.00	6,186.54	76.4
TOTAL TREATMENT EQUIP MAINTENANCE	11,562.29	162,621.03	217,175.63	54,554.60	74.9
<u>BLDG/GROUNDS MAINTENANCE</u>					
620-62860-111 SALARIES/PERMANENT	.00	2,831.35	9,464.95	6,633.60	29.9
620-62860-113 SEASONAL WAGES	.00	7,304.38	14,400.00	7,095.62	50.7
620-62860-220 STORMWATER UTILITY FEE	131.29	1,050.32	1,600.00	549.68	65.7
620-62860-245 CONTRACTUAL REPAIRS	330.00	2,745.00	6,000.00	3,255.00	45.8
620-62860-355 EQUIPMENT	53.16	342.10	2,525.00	2,182.90	13.6
620-62860-357 REPAIRS & SUPPLIES	53.68	3,575.94	7,500.00	3,924.06	47.7
TOTAL BLDG/GROUNDS MAINTENANCE	568.13	17,849.09	41,489.95	23,640.86	43.0
<u>LABORATORY</u>					
620-62870-111 SALARIES/PERMANENT	6,187.42	47,765.13	91,059.47	43,294.34	52.5
620-62870-112 WAGES/OVERTIME	51.87	642.11	1,689.06	1,046.95	38.0
620-62870-295 CONTRACTUAL SERVICES	2,159.87	14,403.52	18,000.00	3,596.48	80.0
620-62870-310 LAB & OPERATING SUPPLIES	621.69	8,143.36	7,500.00	(643.36)	108.6
TOTAL LABORATORY	9,020.85	70,954.12	118,248.53	47,294.41	60.0

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

WASTEWATER UTILITY

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
<u>POWER GENERATION</u>					
620-62880-242 CONTRACTUAL SERVICES	.00	.00	1,010.00	1,010.00	.0
620-62880-357 REPAIRS & SUPPLIES	.00	1,527.50	1,010.00	(517.50)	151.2
TOTAL POWER GENERATION	.00	1,527.50	2,020.00	492.50	75.6
<u>SLUDGE APPLICATION</u>					
620-62890-111 SALARIES/PERMANENT	.00	204.52	.00	(204.52)	.0
620-62890-295 CONTRACTUAL SERVICES	.00	28,720.98	50,000.00	21,279.02	57.4
620-62890-357 REPAIRS & SUPPLIES	.00	.00	2,020.00	2,020.00	.0
TOTAL SLUDGE APPLICATION	.00	28,925.50	52,020.00	23,094.50	55.6
TOTAL FUND EXPENDITURES	221,757.36	5,680,417.86	9,688,833.25	4,008,415.39	58.6
NET REVENUE OVER EXPENDITURES	167,827.99	(1,032,263.57)	.00	1,032,263.57	.0

CITY OF WHITEWATER
REVENUES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

STORMWATER UTILITY FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>STORMWATER REVENUES</u>						
630-41110-63	RESIDENTIAL REVENUES	17,126.48	153,933.96	207,114.00	53,180.04	74.3
630-41112-63	COMMERCIAL REVENUES	12,600.41	112,070.13	144,864.00	32,793.87	77.4
630-41113-63	INDUSTRIAL REVENUES	6,119.06	54,848.47	73,029.00	18,180.53	75.1
630-41114-63	PUBLIC/TAX EXEMPT REVENUES	8,522.54	76,702.86	102,448.00	25,745.14	74.9
630-41115-63	PENALTIES	441.66	3,969.26	5,235.00	1,265.74	75.8
630-41116-63	OTHER REVENUES	17,000.00	17,000.00	.00	(17,000.00)	.0
TOTAL STORMWATER REVENUES		61,810.15	418,524.68	532,690.00	114,165.32	78.6
<u>MISC REVENUES</u>						
630-42212-63	GRANTS-REIMBURSEMENT-STATE	.00	.00	42,500.00	42,500.00	.0
630-42213-63	MISC INCOME	.00	.00	3,000.00	3,000.00	.0
TOTAL MISC REVENUES		.00	.00	45,500.00	45,500.00	.0
<u>OTHER FINANCING SOURCES</u>						
630-49930-63	RETAINED EARNINGS-(INC)-DEC	.00	.00	144,517.79	144,517.79	.0
630-49940-63	LOAN PROCEEDS	.00	350,000.00	.00	(350,000.00)	.0
630-49950-63	CAPITAL IMPROVE-LOAN	.00	.00	471,700.00	471,700.00	.0
TOTAL OTHER FINANCING SOURCES		.00	350,000.00	616,217.79	266,217.79	56.8
TOTAL FUND REVENUE		61,810.15	768,524.68	1,194,407.79	425,883.11	64.3

CITY OF WHITEWATER
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

STORMWATER UTILITY FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET AMOUNT	VARIANCE	% OF BUDGET
<u>ADMINISTRATIVE/GENERAL EXPENSE</u>					
630-63300-115	6,421.08	57,058.17	67,092.74	10,034.57	85.0
630-63300-116	1,542.24	14,117.69	26,002.27	11,884.58	54.3
630-63300-120	6,882.28	62,724.23	87,715.16	24,990.93	71.5
630-63300-214	.00	1,367.40	4,040.00	2,672.60	33.9
630-63300-220	.00	8,500.00	8,500.00	.00	100.0
630-63300-221	.00	6,160.00	6,160.00	.00	100.0
630-63300-224	41.66	536.11	4,127.51	3,591.40	13.0
630-63300-310	475.85	2,793.71	4,040.00	1,246.29	69.2
630-63300-352	.00	2,228.09	2,817.99	589.90	79.1
630-63300-362	.00	.00	2,608.47	2,608.47	.0
630-63300-519	.00	11,410.57	11,977.00	566.43	95.3
630-63300-610	.00	237,037.50	276,498.61	39,461.11	85.7
630-63300-913	.00	25,000.00	25,000.00	.00	100.0
TOTAL ADMINISTRATIVE/GENERAL EXPENSE	15,363.11	428,933.47	526,579.75	97,646.28	81.5
<u>STREET CLEANING</u>					
630-63310-111	1,635.33	13,021.06	24,696.81	11,675.75	52.7
630-63310-351	16.88	455.37	2,000.00	1,544.63	22.8
630-63310-353	.00	1,511.56	505.00	(1,006.56)	299.3
TOTAL STREET CLEANING	1,652.21	14,987.99	27,201.81	12,213.82	55.1
<u>STORM WATER MANAGEMENT</u>					
630-63440-111	996.60	6,372.09	22,400.76	16,028.67	28.5
630-63440-295	1,715.44	18,245.37	20,000.00	1,754.63	91.2
630-63440-320	.00	5,215.00	5,200.00	(15.00)	100.3
630-63440-350	4.32	3,677.35	5,050.00	1,372.65	72.8
630-63440-590	.00	2,000.00	2,020.00	20.00	99.0
630-63440-670	.00	11,294.98	.00	(11,294.98)	.0
630-63440-820	12,555.94	476,590.96	514,200.00	37,609.04	92.7
TOTAL STORM WATER MANAGEMENT	15,272.30	523,395.75	568,870.76	45,475.01	92.0
<u>COMPOST SITE/YARD WASTE EXP</u>					
630-63600-111	6,122.12	56,878.73	59,230.47	2,351.74	96.0
630-63600-113	697.00	3,337.00	.00	(3,337.00)	.0
630-63600-310	7,926.50	7,926.50	8,000.00	73.50	99.1
630-63600-351	112.96	1,516.26	2,525.00	1,008.74	60.1
630-63600-352	.00	28,048.85	2,000.00	(26,048.85)	1402.4
TOTAL COMPOST SITE/YARD WASTE EXP	14,858.58	97,707.34	71,755.47	(25,951.87)	136.2

CITY OF WHITEWATER
 EXPENDITURES WITH COMPARISON TO BUDGET
 FOR THE 9 MONTHS ENDING SEPTEMBER 30, 2024

STORMWATER UTILITY FUND

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET AMOUNT</u>	<u>VARIANCE</u>	<u>% OF BUDGET</u>
TOTAL FUND EXPENDITURES	47,146.20	1,065,024.55	1,194,407.79	129,383.24	89.2
NET REVENUE OVER EXPENDITURES	14,663.95	(296,499.87)	.00	296,499.87	.0



Council Agenda Item

Meeting Date:	November 7, 2024
Agenda Item:	Staff Update Council Candidacy Deadlines
Staff Contact (name, email, phone):	Heather Boehm hboehm@whitewater-wi.gov 262-473-0102

BACKGROUND

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

Deadlines for the Council Candidates for the April 1, 2025 Spring Primary are coming up soon.

December 1, 2024 -First day for candidates to circulate nomination papers for the 2025 Spring Election.

December 27, 2024- Deadline (5:00 pm) for incumbents not seeking re-election to file Notification of Noncandidacy (EL-163) with the filing officer.

January 7, 2025- Deadline (5:00 pm) for candidates to file nomination papers, declarations of candidacy, and campaign registration statements for the 2025 Spring Election with the filing officer.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

N/A

ATTACHMENT(S) INCLUDED

(If none, state N/A)

Candidate Ballot Access Procedure Manuel
 Nomination Packet
 Notification of Non-Candidacy

CANDIDATE BALLOT ACCESS PROCEDURES

Nomination Papers

October 2023



Wisconsin Elections Commission
P.O. Box 7984
Madison, WI 53707-7984

Phone: (608) 261-2028
FAX: (608) 267-0500
Email: elections@wi.gov
Web: <http://elections.wi.gov>

Introduction

Throughout Wisconsin, nomination papers and associated ballot access documents are the primary way for candidates to get their name on the ballot when seeking elected office. Following correct procedure when obtaining and submitting nomination paper signatures is crucial to ensure ballot placement for a candidate. Based on current election law, WEC staff has worked to aide candidates with guidance documents and direct candidate contact via phone and email.

Understandably, questions remain. This manual is meant to serve as a resource for both clerks and candidates who may have questions related to the ballot access process.

Candidate Eligibility

Anyone who is giving consideration to becoming a candidate for elected office should be aware of the candidate eligibility requirements for that office. Every public office has its own conditions for candidate age, residency, and other special requirements. Eligibility requirements are codified in federal and state law, with the requirements of each office governed by the U.S. Constitution, Wisconsin Constitution, or Wisconsin State Statute. Questions on candidate eligibility for a specific office can be directed to the filing officer for that office.

In accordance with Article XIII, Section 3(2),(3) of the Wisconsin State Constitution, no person may hold any state or local elected office in Wisconsin if the person has been convicted of a felony in any court in the United States unless they have been pardoned of the conviction. Additionally, no person may have their name placed on the ballot for any state or local elected office in Wisconsin if they have been convicted of a felony in any court in the United States, unless they have been pardoned of the conviction. Candidates for federal office are not excluded from running due to a previous felony conviction.

Filing Officer

The filing officer is the person to whom candidates submit their ballot access documents. These documents include nomination papers, declaration of candidacy, campaign registration statement, and, for state office and some local offices, a statement of economic interest. The level of government in which the candidate is seeking office determines who the filing officer will be.

For federal and state level office, the Wisconsin Elections Commission is the appropriate filing officer for nomination papers and declarations of candidacy. Wis. Stat. §§ 8.10(6)(a), 8.15(8)(a), 8.20(7). Campaign registration statements and statements of economic interest for state level office must be filed with the Wisconsin Ethics Commission. Candidates for county office should file their ballot access documents with the county clerk. Wis. Stat. §§ 8.10(6)(b), 8.15(8)(b), 8.20(7). Local offices in a city, village, or town use the municipal clerk for a filing officer. Wis. Stat. §§ 8.05(3), 8.05(4)(b), 8.10(6)(c). Finally, if seeking a school board seat, candidates file documents with the school district clerk. Wis. Stat. § 8.10(6)(d). Nomination papers are required to be submitted by the first Tuesday in January for spring elections. Wis. Stat. § 8.10(2)(a). June 1 is the filing deadline for November elections. Wis. Stat. § 8.15(1). Special election filing deadlines are dependent on the date that the special election is announced. Wis. Stat. § 8.50.

Ballot Access Checklists

In an effort to make the nomination process as seamless as possible, WEC offers candidates a ballot access checklist for each election. Ballot access checklists detail all steps required in order to become an official candidate for office. Candidates are provided with information on the forms required to be submitted to gain ballot access, the required number of nomination paper signatures needed per office, and all relevant deadlines for submission. The checklists are separated into categories, each delineated with the prefix 'ELIS'. Below are four examples of checklists available for candidates. Others for county, federal, and additional state offices can be found on the WEC website.

ELIS-01

ELIS-01 is a checklist for state level non-partisan candidates to be elected at a spring election. Candidates for office who would use this checklist include Circuit Court Judges, Appeals Court Judges, and Justice of the Wisconsin Supreme Court. The filing officer for these offices is the Wisconsin Elections Commission.

ELIS-05

ELIS-05 is a checklist for school district offices. Candidates for school board throughout the state of Wisconsin can utilize this checklist throughout the process. School district clerks serve as the filing officer for school board seats and any other elected district office.

ELIS-07

ELIS-07 serves as a checklist for municipal candidates in towns, villages, and cities where nomination papers are used. Anyone running for the offices of town or village board, city council, municipal clerk, or other elected municipal office can reference this checklist. These offices are nonpartisan and elected in a spring election. For municipal offices, the municipal clerk acts as the filing officer. In towns where the caucus system is used in place of nomination papers, candidates can contact their town clerk, the WEC or consult the caucus manual here: <https://elections.wi.gov/resources/manuals/caucus-manual>.

ELIS-09

ELIS-09 is a ballot access checklist for candidates seeking state legislative office. This checklist is used by candidates for seats in the State Assembly or State Senate. WEC is the filing officer for these candidates.

Required Filings

Candidates for elected office in Wisconsin are required to submit certain forms and documents in order for their name to appear on the ballot. These are called ballot access documents. It is crucial for candidates to submit their ballot access documents to the correct filing officer. If documents are given to the incorrect filing officer, there is no guarantee that they will be forwarded to the intended recipient in time to meet filing deadlines. For example, if a school board candidate mails

their declaration of candidacy to the municipal clerk on the day of the filing deadline, that clerk may be unable or unwilling to forward the document to the school district. Court decisions have determined that ballot access documents filed with the incorrect filing officer are not sufficient to qualify for ballot access.

There are four primary documents that must be filed by the deadline for a candidate to gain a place on the ballot.

Declaration of Candidacy (EL-162)

Wis. Stat. § 8.21

The declaration of candidacy provides important candidate information to the filing officer. When filling out a declaration of candidacy, candidates are required to include their name, home address, their name as it will appear on the ballot, and the office for which they are a candidate. Please note that titles such as PhD, MD, etc. are not allowed in the name on ballot section. The name of the office being sought must be accurate and include any district, branch, or seat number, if applicable.

Prior to, or at the time of, submitting a declaration of candidacy to the filing officer, candidates must get the form notarized. When the candidate is ready to submit the declaration of candidacy, the original physical copy is hand-delivered or sent to the correct filing officer. An electronic copy of the form is acceptable only if it is followed by the physical copy and received by the filing officer on or prior to the date of the filing deadline. If any candidate information changes throughout the election period, such as a name or address change, the declaration can be amended by contacting the filing officer and submitting an amended form.

Nomination Papers (EL-168, EL-169)

Wis. Stat. § 8.10(2), (3), Wis. Stat. § 8.15, Wis. Admin Code § EL 2.05

With the exception of locations where caucuses are held and some school board candidates, all candidates seeking elected office in Wisconsin must submit nomination papers as part of the ballot access process. School board candidates should confirm with their school board clerk or administrative office to determine whether nomination papers are required. To successfully complete nomination papers, candidates circulate signature petitions and collect a specific number of signatures, as required by law, from qualified electors residing in the jurisdiction or district they wish to serve. The period of circulation for an April election begins on December 1 and ends on the first Tuesday in January. For November general elections the circulation period is from April 15 to June 1.

Number of Signatures Required

Depending on the level of office, from municipal to federal, the minimum number of signatures required varies widely from 20-2,000. Please see below for examples

of signature requirements for candidates in several offices. For information on a specific office not listed below, reference the appropriate ELIS checklist on the WEC website.

2,000-4,000:

Statewide Constitutional Offices (Wis. Stat. § 8.15(6)(a))

United States Senator (Wis. Stat. § 8.15(6)(a))

Justice of the Wisconsin Supreme Court (Wis. Stat. § 8.10(3)(a))

1,000-2,000:

Representative in Congress (Wis. Stat. § 8.15(6)(b))

Court of Appeals Judge (Wis. Stat. § 8.10(3)(am))

Circuit Court Judge (Milwaukee) (Wis. Stat. § 8.10(3)(c))

400-800:

State Senator (Wis. Stat. § 8.15(6)(c))

500-1,000

**District Attorney-County population over 100,000
(Wis. Stat. § 8.15(6)(dm))**

200-400:

Representative to the Assembly (Wis. Stat. § 8.15(6)(d))

Circuit Court Judge (Wis. Stat. § 8.10(3)(b))

**District Attorney-County population of 100,000 or less
(Wis. Stat. § 8.15(6)(dm))**

Filling out the Header

The top portion of the nomination paper form, or the header, is where candidates enter information relevant to themselves, the election at which they will be a candidate, and the office they seek. Correctly filling out the top three lines of the nomination paper form is one of the most important things a candidate can do. If any of the boxes in the header are filled out incorrectly, electors might not be provided with all candidate and election information as required by law. A header that is incorrectly filled out also presents the possibility of challenges being issued to the validity of those nomination papers, resulting in the disqualification of all signatures on those pages.

Candidate Name

In the candidate's name field, the candidate should enter their full name as it will appear on the ballot. As with the declaration of candidacy, titles such as Mr., Mrs.,

Dr., PhD, etc., are not allowed. Nicknames are acceptable so long as the nickname has nothing to do with any sort of campaign stance and no quotation marks are used. For example, Peter “Maverick” Mitchell is not allowed because of the quotation marks. Likewise, Andre High Speed Rail Johnson is unacceptable due to the campaign stance taken. However, Reginald Red Forman would be allowed since the nickname has no quotes and no political views expressed.

Candidate Address

Candidates must list their residential address and their municipality of residence for voting purposes. If the candidate has a mailing address that is different than their residential address, this needs to be added as well. In the event that a candidate changes addresses during the nomination paper circulation period; the candidate should use nomination papers with that new address beginning on the first day they live there. Any nomination papers that were circulated when living at a previous address are considered valid, since the candidate resided at that address at the time of circulation.

Election Information

There are two boxes in the nomination paper header that provide for information specifically related to the election, the type of election and the election date. Type of election is a checkbox that is completed by the candidate. Options in this field include general, spring, and special. Candidates for nonpartisan office elected at the April spring election should choose “spring”. Candidates who are seeking partisan office found on the ballot at the November general election should check “general”. Any election that occurs outside of those normally scheduled or as the result of a vacancy should check “special”. The date of election should always be listed as the date of the final election, not the primary, even if a primary is expected.

Party Affiliation

Candidates for partisan office put the name of the party with which they are affiliated in this box. Candidates may choose from recognized political parties such as Constitution, Democrat, or Republican. A candidate who does not wish to be affiliated with any recognized political party may place a statement of principle in this box. A statement of principle is limited to five words. It may contain relevant information to a platform that the candidate will take such as “Seatbelts Save Lives”. A statement of principle may not include the name, in whole or in part, of a currently recognized political party. The party affiliation box is listed only on nomination papers for partisan office (EL-168). Any candidates seeking nonpartisan office do not need to list a party affiliation.

Title of Office

The title of office should be listed as the proper, formal name of the office being sought by the candidate. Abbreviations or colloquialisms are not recommended as the full title of the office should be listed. Examples include: Representative in Congress, Representative to the Assembly, United States Senator, State Senator, Circuit Court Judge, Town Board Chair, School Board Member, etc. Any questions related to the title of a specific office can be directed to the filing officer or WEC.

District or Jurisdiction

For certain offices, a district number or jurisdiction name is required. State Assembly and State Senate and other district numbers should be listed here. Any office with a specific jurisdiction, such as a Circuit Court Judge or a numbered school board seat should also be listed here. The final box of the header requires candidates to list the name of jurisdiction in proper format such as Madison Metropolitan School District, Assembly District 68, or Congressional District 7.

Nomination Paper Signature Lines

Qualified electors who support the candidacy of the person seeking office complete the signature lines of the nomination papers. Electors complete their portion of the nomination paper by providing their signature, printed name, residential address, municipality of residence, and the date on which they signed. An elector's address cannot be a P.O. Box. It must be their physical street address. Each elector is only allowed to sign nomination papers for one candidate per office. If an elector may vote for more than one candidate for the same office, they may sign nomination papers for as many candidates for the same office as the person is entitled to vote for at the election. EL 2.05(11). Nomination paper circulators should closely observe the signing process to ensure that each elector correctly provides all required information. Signature lines that are filled out incorrectly or are missing required information are often subject to challenge.

Certification of Circulator

After each page has been completed, the person responsible for its circulation must sign the certification of circulator at the bottom. The circulator must complete a certification for each page they circulate. A successfully completed certification will include the circulator's name, address, the date on which the page was completed, and their signature. The circulator's address must list their street number, street name, and municipality. Anyone acting as a circulator for nomination papers must meet the standards of a qualified elector, though circulators do not need to be residents of the district in which the candidate seeks office. Circulators are allowed to gather nomination paper signatures for only one

candidate per office in each election. If a circulator collects signatures on nomination papers for more than one candidate, the earlier papers are valid, and the later papers are invalid. Wis. Stat. § 8.04. Candidates are not required to circulate their own nomination papers but may do so if they wish. Please note that signatures gathered after the Certification of Circulator section has been signed and dated may not be counted during the nomination review process.

Campaign Registration Statement (CF-1)

Wis. Stat. § 11.0202(1)(a), Wis. Stat. §§ 8.10(5), 8.15(4)(b), 8.20(6)

A campaign registration statement is required to be filed with the Wisconsin Ethics Commission for state offices, and this form is filed online. For local offices, the statement must be filed with the appropriate filing officer. For questions related to the CF-1 or campaign finance, please contact the Wisconsin Ethics Commission at 608-266-8123 or the local filing officer.

Statement of Economic Interest (SEI)

Wis. Stat. § 19.43(4), Wis. Stat. §§ 8.10(5), 8.15(4)(b), 8.20(6)

For some state and local level offices candidates must file a statement of economic interest. Where applicable, this form is filed online with the Wisconsin Ethics Commission or the appropriate filing officer. For questions related to a Statement of Economic Interest, please contact the Wisconsin Ethics Commission at 608-266-8123.

Tips for Successful Circulation

1. **Circulators and Circulating:** Circulators are allowed to gather nomination paper signatures for only one candidate per office in each election. Wis. Stat. § 8.04. Nomination papers must be personally circulated by the circulator who signs each page. The circulator must witness the signature and nomination paper pages may not be left unattended in a public place for people to sign. This means that circulators may not leave them on the table in a break room, posted on a bulletin board, sitting on the bar at a local watering hole, etc. Wis. Stat. § 8.15(4)(a).
2. **Templates:** It is always recommended that candidates use a template which has the header properly completed for their nomination papers. Using a template ensures that all circulators will have identical sheets for collecting signatures. This can help clear up any issues that may be experienced if circulators were to be responsible for completing the header of the pages where the circulator may not use the correct nomination paper document or may incorrectly detail candidate information. Templates can and should be submitted to the filing officer prior to circulation to be reviewed for any errors.
3. **Number of Signatures:** WEC advises that candidates and circulators collect signatures

totaling well over the minimum number required for ballot placement. This presents the candidate with a buffer of signatures, should any individual signatures be deemed insufficient by the filing officer and protects against signatures being successfully challenged.

4. **Preparing to File:** Candidates should also ensure that each page has all of the required information completed prior to submission to the filing officer. A thorough review of the papers can quickly determine if any of the signatures need correction or if the circulator information is filled out improperly. Number the pages consecutively.

Reviewing all nomination paper pages also gives the candidate an opportunity to organize the petition prior to submission. Candidates should number every page and place pages with the highest number of “good” signatures on top of the stack. Partial pages should be placed toward the back. When submitting nomination papers to the filing officer, have a general estimate of the number of signatures contained on all pages.

What Happens Next?

Determining Sufficiency

Wis. Admin Code § EL 2.05

After candidates submit their nomination papers to the correct filing officer, they will be reviewed for sufficiency. The filing officer will review all headers, signatures, and circulator information to determine a final count of sufficient signatures. In their review, the filing officer will examine addresses and municipalities to ensure that they are in district. Filing officers also confirm that all dates written by signers are both within the circulation period and prior to or on the date which the circulator signed the certification. Signatures that are deemed insufficient are struck and deducted from the total number of signatures submitted. Any insufficiencies, such as incorrectly dated signatures or inaccurate circulator information can be corrected with a correcting affidavit for up to 3 days after the filing deadline. Wis. Admin. Code § EL 2.05(4)

Some reasons signatures may be deemed insufficient by a filing officer include:

- Missing or incomplete dates of signers
- Illegible information required by statute
- Signers live out of district
- Incomplete address information of signer
- Missing circulator information
- Pages or signatures dated after the Certification of Circulator
- Missing or incorrect information in the header

Challenges to Nomination Papers

Wis. Admin Code § EL 2.07

Within three days of the deadline for filing nomination papers, those papers may be challenged with the filing officer. Challenges often come from other candidates but may come from interested individuals or groups outside the district of a specific election. The goal of a nomination paper challenge, generally speaking, is to deduct signatures from a competing candidate's total count. Challenges must be in the form of a notarized document with pertinent information attached reflecting the reason for the challenge. If applicable, individual signature lines and the specific information being challenged should be itemized and included as part of the challenge documentation.

When a challenge is received by the filing officer, the challenged candidate is notified of the challenge within 24 hours. Challenged candidates then have 3 calendar days from the date the challenge was filed to respond to any challenge. Once all documentation is received from both the challenging party and challenged candidate, the filing officer has sole discretion to determine the merits of the challenge(s). The filing officer will make determinations to individual signature lines being challenged so it is possible for challenges to be partially successful but not result in disqualifying enough signatures to remove the challenged candidate from the ballot.

If the challenge is accepted, the filing officer deducts any signatures or pages related to the challenge from the challenged candidate's final count. If the challenge is not accepted, no further action is taken by the filing officer. Challenges may be appealed to the Wisconsin Elections Commission in the form of a verified complaint related to the initial filing officer's decision. Elections Commission decisions can be appealed to a Circuit Court within thirty days. More information on challenges can be found in the WEC Common Challenges Manual (<https://elections.wi.gov/resources/manuals/common-nomination-paper-challenges-manual>).

Some common reasons for challenges include:

- Election date
- Title of office
- Candidate address
- Circulator date and signature
- Multiple signatures from a single person
- Signer address out of district
- Date of signature

Please note that the periods for filing correcting affidavits and challenges run at the same time. Candidates and challengers cannot assume that the initial number of signatures accepted as valid will remain the same until all correcting affidavits and challenges are processed. In order for candidates to avoid challenges and for challengers to determine which challenges are likely to be upheld or rejected, the WEC encourages both candidates and potential challengers to review the

Common Nomination Paper Challenges Manual located at this web address:
<https://elections.wi.gov/resources/manuals/common-nomination-paper-challenges-manual>.

Frequently Asked Questions

What is a filing officer?

The filing officer is the person to whom ballot access documents are submitted.

What documents are required to be filed to get on the ballot?

Ballot access documents, in most cases, are: Nomination papers, declaration of candidacy, and campaign registration statement. Some Judicial, State and Local offices also require the submission of a statement of economic interests.

What is the filing deadline?

The filing deadline is the first Tuesday in January for offices to be elected in April. Wis. Stat. § 8.10(2)(a). For offices to be elected in November, the filing deadline is June 1. Wis. Stat. § 8.15(1)

Is there a way to track the process after my documents have been submitted?

Please see the Candidate Tracking by Office Report on the WEC website.

How does a candidate remove their name from the ballot after submitting all of their paperwork?

Any person who files nomination papers and qualifies to appear on the ballot cannot withdraw their name from the ballot after filing. The name of that person shall appear upon the ballot except in case of death of the person. Wis. Stat. § 8.35(1).

What is a correcting affidavit?

A correcting affidavit is a verified document that allows for the correction of errors on nomination papers that were committed by either a signer or circulator. Wis. Admin. Code §EL 2.05(4)

What happens if a circulator signs and dates the certification before collecting signatures?

If this occurs, any signatures obtained after the date the form was signed by the circulator will be invalid. A timely correcting affidavit can be submitted to amend the errors.

How many nomination papers is someone allowed to circulate?

For a single office in an election, circulators may collect signatures for only one candidate. Wis. Stat. § 8.04.

How many nomination papers may a voter sign?

Voters may sign nomination papers totaling the number of candidates they are allowed to vote for. In a “vote for 1” office, voters may only sign on candidate’s nomination papers. In a “vote for 2” office, voters may sign nomination papers of 2 candidates.

What happens if a voter signs more nomination papers than allowable?

If any person signs nomination papers for 2 candidates for the same election at different times, the earlier signature is valid and the later signature is invalid. Wis. Stat. §8.04.

**2025 Ballot Access Checklist:
Municipalities Where Nomination Papers are Used**



Each of the following forms must be completed and filed on time by a candidate for municipal office in order for the candidate's name to be placed on the ballot at the **February 18, 2025 Spring Primary** and the **April 1, 2025 Spring Election**.

In the City of Milwaukee, the filing officer is the Milwaukee City Election Commission. In all other municipalities, the filing officer is the municipal clerk (town, village or city). Candidates should contact their filing officer for further information or to obtain any of the necessary forms.

- Complete and Submit a Registration Statement (Form CF-1)** to the filing officer prior to raising or spending any funds, and no later than **5:00 p.m. on Tuesday, January 7, 2025** or the candidate's name will not be placed on the ballot. If the form is faxed or emailed, the original document must follow postmarked no later than January 7, 2025. Wis. Stat. §§ 8.10(5), 8.30(2), Wis. Admin. Code EL § 6.04.

➤ New Candidates

File a campaign registration statement before campaign funds are collected or spent or before submitting nomination papers. Wis. Stat. §§ 11.0202(1)(a), 11.0101(1).

➤ Continuing Candidates

Amend your current registration, indicating the office sought and the new primary and election dates. Wis. Stat. §§ 11.0202(1)(a), 11.0101(1).

- Complete and Submit a Declaration of Candidacy (Form EL-162)** to the filing officer no later than **5:00 p.m. on Tuesday, January 7, 2025** or the candidate's name will not be placed on the ballot. If the form is faxed or emailed, the original document must follow, postmarked no later than January 7, 2025. Wis. Stat. §§ 8.10(5), 8.21, 8.30(4), Wis. Admin. Code EL § 6.04.

- Circulate and Submit Nomination Papers for Nonpartisan Office (Form EL-169)** to the filing officer no later than **5:00 p.m. on Tuesday, January 7, 2025** or the candidate's name will not be placed on the ballot. Only original nomination papers (no photocopies, faxes, or emailed documents) will be accepted. Nomination papers may not be circulated before December 1, 2024. Wis. Stat. § 8.10(2), Wis. Admin. Code EL § 6.04(2).

The number of signatures required is as follows:

All village and town offices:		20 - 100
1 st Class Cities:	Citywide offices	1,500 - 3,000
	Aldersperson elected to district	200 - 400
2 nd and 3 rd Class Cities:	Citywide offices	200 - 400
	Aldersperson elected at large	100 - 200
	Aldersperson elected to district	20 - 40
4 th Class Cities:	Citywide offices	50 - 100
	Aldersperson elected to district	20 - 40

- Municipal Judge Candidates:**

Complete and submit a Statement of Economic Interests (SEI) to the Ethics Commission using the website (<https://sei.wi.gov>). Incumbent candidates will receive a filing notice around December 1, 2024, and new candidates will receive an email notice within one or two days of registering their committee. The SEI must be received no later than 4:30 p.m. on Friday, January 10, 2025, or the candidate's name will not appear on the ballot. Wis. Stat. §§ 8.10(5), 8.30(3), 19.43(4). Candidates may also print the SEI form and instructions from the Ethics Commission website (<https://ethics.wi.gov>), and return those forms by email or fax. For more information, please contact the Ethics Commission at 608-266-8123 or ethics@wi.gov.

Important Note Regarding Statements of Economic Interests:

A municipality may enact an ordinance establishing a code of ethics for public officials that may require a candidate for municipal office, *in addition to the office of Municipal Judge*, to file a **Statement of Economic Interests (SEI)**. The ordinance may also provide that failure to timely file an SEI will prevent the candidate's name from being placed on the ballot. Wis. Stat. § 19.59(1m),(3)(b). Please contact the filing officer to learn if this requirement applies to you.

Declaration of Candidacy

(See instructions for preparation on back)

Is this an amendment?

Yes (if you have already filed a DOC for this election)

No (if this is the first DOC you have filed for this election)

I, _____, being duly sworn, state that
Candidate's name

I am a candidate for the office of _____
Official name of office - Include district, branch or seat number

representing _____
If partisan election, name of political party or statement of principle - five words or less (Candidates for nonpartisan office may leave blank.)

and I meet or will meet at the time I assume office the applicable age, citizenship, residency and voting qualification requirements, if any, prescribed by the constitutions and laws of the United States and the State of Wisconsin, and that I will otherwise qualify for office, if nominated and elected.

I have not been convicted of a felony in any court within the United States for which I have not been pardoned.¹

My present address, including my municipality of residence for voting purposes is:

				Town of <input type="checkbox"/> Village of <input type="checkbox"/> City of <input type="checkbox"/>
<small>House or fire no.</small>	<small>Street Name</small>	<small>Mailing Municipality and State</small>	<small>Zip code</small>	<small>Municipality of Residence for Voting</small>

My name as I wish it to appear on the official ballot is as follows:

(Any combination of first name, middle name or initials with surname. A nickname may replace a legal name.)

STATE OF WISCONSIN } _____
(Signature of candidate)
 County of _____ }
(County where oath administered) **ss.**

Subscribed and sworn to before me this _____ day of _____, _____

(Signature of person authorized to administer oaths)

**NOTARY SEAL
 REQUIRED, IF OATH
 ADMINISTERED BY
 NOTARY PUBLIC**

Notary Public or other official _____
(Official title, if not a notary)

If Notary Public: My commission expires _____ or is permanent.

The information on this form is required by Wis. Stat. § 8.21, Art. XIII, Sec. 3, Wis. Const., and must be filed with the filing officer in order to have a candidate's name placed on the ballot. Wis. Stats. §§ 8.05 (1)(j), 8.10 (5), 8.15 (4)(b), 8.20 (6), 120.06 (6)(b), 887.01

¹ A 1996 constitutional amendment bars any candidate convicted of a misdemeanor which violates the public trust from running for or holding public office. However, the legislature has not defined which misdemeanors violate the public trust. A candidate convicted of a misdemeanor is not barred from running for or holding a public office until the legislature defines which misdemeanors apply.

Instructions for Completing the Declaration of Candidacy

All candidates seeking ballot status for election to any office in the State of Wisconsin must properly complete and file a **Declaration of Candidacy**. This form must be **ON FILE** with the proper filing officer no later than the deadline for filing nomination papers or the candidate's name will not appear on the ballot. A facsimile will be accepted if the FAX copy is received by the filing officer no later than the filing deadline **and** the signed original declaration is received by the filing officer with a postmark no later than the filing deadline.

Information to be provided by the candidate:

- Type or print your name on the first line.
- The title of the office and **any district, branch, or seat number** for which you are seeking election must be inserted on the second line. *For legislative offices insert the title and district number, for district attorneys insert the title and the county, for circuit court offices insert the title, county and branch number, and for municipal and school board offices insert the title and any district or seat number.*
- Type or print the political party affiliation or principle supported by you in five words or less on the third line. *Nonpartisan candidates may leave this line blank.*
- **Felony convictions: Your name cannot appear on the ballot if you have been convicted of a felony in any court in the United States for which you have not been pardoned. Please see footnote on page 1 for further information with respect to convictions for misdemeanors involving a violation of public trust. These restrictions only apply to candidates for state and local office.**
- Your current address, including your municipality of residence for voting purposes, must be inserted on the fourth line. This must include your entire mailing address (**street and number, municipality where you receive mail**) and the name of the municipality in which you reside and vote (town, village, or city of ___). If your address changes before the election, an amended Declaration of Candidacy must be filed with the filing officer. Wis. Stat. § 8.21. *Federal candidates are not required to provide this information, however an address for contact purposes is helpful.*
- Type or print your name on the fifth line as you want it to be printed on the official ballot. You may use your full legal name, former legal surname, or any combination of first name, middle name, and initials, surname or nickname with last name.

Note: The Wisconsin Elections Commission has determined that, absent any evidence of an attempt to manipulate the electoral process, candidates are permitted to choose any form of their name, including nicknames, by which they want to appear on the ballot.

No titles are permitted. In addition, names such as "Red" or "Skip" are permitted, but names which have an apparent electoral purpose or benefit, such as "Lower taxes," "None of the above" or "Lower Spending" are not permitted. It is also not permissible to add nicknames in quotes or parentheses. For example, John "Jack" Jones or John (Jack) Jones are not acceptable, but John Jones, Jack Jones or John Jack Jones are acceptable.

This form must be sworn to and signed in the presence of a notary public or other person authorized to administer oaths, such as a county or municipal clerk. Wis. Stat. §§ 8.21(2), 887.01(1).

Information to be provided by the person administering the oath:

- The county where the oath was administered.
- The date the Declaration of Candidacy was signed and the oath administered.
- The signature and title of the person administering the oath. If signed by a notary public, the notary seal is required and the date the notary's commission expires must be listed.

All candidates for offices using the nomination paper process must file this form (*and all school district candidates must file the EL-162sd*) with the appropriate filing officer no later than the deadline for filing nomination papers. Wis. Stats. §§ 8.10 (5), 8.15 (4)(b), 8.20 (6), 8.21, 8.50 (3)(a), 120.06 (6)(b). Candidates nominated for local office at a caucus must file this form with their municipal clerk within 5 days of receiving

of nomination. Wis. Stat. § 8.05 (l)(j).

NOMINATION PAPER FOR MUNICIPAL OFFICE

Candidate's name (required); no titles may be used. Candidate's residential address (required) No P.O. box addresses Street, fire, or rural route number, box number (if rural route); and name of street or road	Candidate's municipality for voting purposes (required) <input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	Candidate's municipality for mailing purposes (required) if different than residential address or voting municipality Election date (required) Do not use primary date. Mo/Day/Year	Name of municipality for voting purposes (required) (name of municipality)
Title of office (required)	State (required) WI	Type of election (required) <input type="checkbox"/> spring <input type="checkbox"/> special	Name of jurisdiction or district in which candidate seeks office (required)
Branch, district or seat number (required if applicable) <input type="checkbox"/> Branch <input type="checkbox"/> District <input type="checkbox"/> Seat	Zip code	Name of jurisdiction or district in which candidate seeks office (required)	

I, the undersigned, request that the candidate, whose name and residential address are listed above, be placed on the ballot at the election described above as a candidate so that voters will have the opportunity to vote for him or her for the office listed above. I am eligible to vote in the jurisdiction or district in which the candidate named above seeks office. I have not signed the nomination paper of any other candidate for the same office at this election.

Signatures of Electors	Printed Name of Electors	Residential Address (No P.O. Box Addresses) Street and Number or Rural Route (Rural address must also include box or fire no.)	Municipality of Residence Check the type and write the name of your municipality for voting purposes.	Date of Signing Mo/Day/Year
1.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
2.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
3.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
4.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
5.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
6.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
7.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
8.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
9.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	
10.			<input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> City	

CERTIFICATION OF CIRCULATOR

I, _____ (Name of circulator) certify: I reside at _____ (Circulator's residential address - Include number, street, and municipality).

I further certify I am either a qualified elector of Wisconsin, or a U.S. citizen, age 18 or older who, if I were a resident of this state, would not be disqualified from voting under Wis. Stat. §6.03. I personally circulated this nomination paper and personally obtained each of the signatures on this paper. I know that the signers are electors of the jurisdiction or district the candidate seeks to represent. I know that each person signed the paper with full knowledge of its content on the date indicated opposite his or her name. I know their respective residences given. I intend to support this candidate. I am not aware of any person who signed this certification in violation of Wis. Stat. § 12.13(3)(a).

_____ (Signature of circulator)
 _____ (Date)

INSTRUCTIONS FOR PREPARING NOMINATION PAPERS FOR NONPARTISAN OFFICE

Item 16.

sample nomination paper form. It conforms to the statutory requirements for nomination papers for nonpartisan office. All information concerning the candidate must be completed in full circulating this form to obtain signatures of electors. All information concerning the signing electors and the circulator must be completed in full before filing with the appropriate filing officer. Information may be reproduced in any way. A candidate's picture and biographical data may also be added to this form. The Wisconsin Elections Commission has determined that no disclaimer or other attribution statement is required on nomination papers. Candidates are advised to send a sample of their completed form the filing officer for review before circulation.

Page Numbers – Number each page consecutively, beginning with “1”, before submitting to the filing officer. A space for page numbers has been provided in the lower right-hand corner of the form.

Candidate's Name - Insert the candidate's name. A candidate may use his or her full legal name, or any combination of first name, middle name, and initials or nickname with last name. The Wisconsin Elections Commission has determined that, absent any evidence of an attempt to manipulate the electoral process, candidates are permitted to choose any form of their name, including nicknames, by which they want to appear on the ballot.

No titles are permitted. In addition, names such as “Red” or “Skip” are permitted, but names which have an apparent electoral purpose or benefit, such as “Lower taxes,” “None of the above” or “Lower Spending” are not permitted. It is also not permissible to add nicknames in quotes or parentheses between first and last names. For example, John “Jack” Jones or John (Jack) Jones are not acceptable, but John Jones, Jack Jones or John Jack Jones are acceptable.

Candidate's Address – Insert the candidate's residential address (*no P.O. Box addresses*) and the municipality for voting purposes. Indicate if the municipality of residence is a town, village, or city. If a candidate's mailing address is different from the residential address or voting municipality, a complete mailing address must also be given.

Date of Election - Insert the date of the election. If the nomination paper is being circulated for a spring election, the date is the first Tuesday in April. If the election is a special nonpartisan election, the date of the special election must be listed.

Title of Office - The name of the office must be listed **along with any branch, district, or seat number** (if applicable) that clearly identifies the office the candidate is seeking. If necessary, the name of the jurisdiction that identifies the office, such as Dane County Circuit Court Judge, Branch 3, must also be listed.

Name of Jurisdiction - The nomination papers must also indicate the municipality or jurisdiction in which the signing electors are qualified to vote, as it relates to the office sought by the candidate named on the nomination paper. For example, for a statewide office the jurisdiction is the State of Wisconsin. Others may be the county, town, village, city, aldermanic district, school district, or town sanitary district, as required.

Signatures and Printed Name of Electors - Only qualified electors of the jurisdiction or the district the candidate seeks to represent may sign the nomination papers. Each signer must also legibly print their name. Each elector must provide their **residential address** (*no P.O. Box addresses*), including any street, fire or rural route number, box number (if rural route) and street or road name, and municipality of residence. A post office box number alone does not show where the elector actually resides. The name of the Municipality of Residence must be listed for each signing elector and must clearly identify the town, village or city where the elector's voting residence is located. The date the elector signed the nomination paper, including month, day and year, must be indicated. Ditto marks that follow correct and complete address or date information are acceptable. The circulator may add any missing or illegible address or date information before the papers are filed with the filing officer.

Signature of Circulator - The circulator should carefully read the language of the *Certification of Circulator*. **THE CIRCULATOR MUST PERSONALLY PRESENT THE NOMINATION PAPER TO EACH SIGNER. THE NOMINATION PAPER MAY NOT BE LEFT UNATTENDED ON COUNTERS OR POSTED ON BULLETIN BOARDS.** The circulator's complete residential address including municipality of residence must be listed in the certification. After obtaining signatures of electors, the circulator must sign and date the certification.

Other Instructions - Candidates and circulators should review Ch. Wisconsin Elections Commission §§ 2.05, 2.07, Wis. Adm. Code.

- *Original* nomination papers must be in the physical custody of the appropriate filing officer by the filing deadline. A postmark on the filing deadline is **NOT** sufficient. Nomination papers **CANNOT** be faxed to the filing officer. Ch. Wisconsin Elections Commission § 6.04(2), Wis. Adm. Code.
- Nomination papers with the required number of signatures must be filed with the appropriate filing officer **no later than 5:00 p.m.** on the first Tuesday in January (or the next day if the first Tuesday is a holiday) before the spring election. Special elections may have different filing deadlines. Check with the filing officer.
- In order for a candidate's name to be placed on the ballot, a candidate must file a *Campaign Registration Statement* (ETHCF-1), a *Declaration of Candidacy* (EL-162), and *Nomination Papers* (EL-169) containing the appropriate number of signatures for the office sought no later than the filing deadline. Wis. Stat. § 8.10(3). Candidates for state office and municipal judge must also file a statement of economic interests with the Wisconsin Ethics Commission by the third business day after the nomination paper filing deadline. Wis. Stat. § 19.43. If any one of these required forms is not filed by the deadline, the candidate's name will not be placed on the ballot. Wis. Stat. § 8.30.

a candidate or circulator has any questions, he or she should contact the filing officer.



CAMPAIGN FINANCE COMMITTEE/CONDUIT REGISTRATION STATEMENT

STATE OF WISCONSIN

Note: An amended registration statement must be filed within 10 days of any changes in information.

1. Is this an Amendment? <input type="radio"/> No <input type="radio"/> Yes If yes, please enter your committee number:	<div style="border: 1px solid black; padding: 2px;">Committee Number</div>
----------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------

SECTION A: GENERAL INFORMATION

A1. Committee/Conduit Name		A2. Registrant Type (Choose One)			
A3. Email		A4. Phone		<input type="radio"/> Candidate <input type="radio"/> Referendum <input type="radio"/> Recall <input type="radio"/> Conduit <input type="radio"/> Political Action (PAC) <input type="radio"/> Independent Expenditure (IEC) <input type="radio"/> Political Party <input type="radio"/> Legislative Campaign Committee	
A5. Mailing Address			A6. City		A7. State
Depository Institution Information					
A9. Institution Name		A10. Street Address		A11. City	A12. State
Treasurer/Administrator Information					
A14. Name			A15. Email		A16. Phone
A17. Mailing Address			A18. City		A19. State
Other Officers (Optional)					
<i>Independent and local non-partisan candidates: Indicate by an asterisk (*) which officers are authorized to fill a vacancy in nomination due to death of candidate.</i>					
A21. Name		A22. Title		A23. Email	
A25. Name		A26. Title		A27. Email	
Filing Exemption				A29. Exemption Affirmation	
<i>Registrants that will not accept contributions, make disbursements, or incur obligations in an aggregate amount of more than \$2,500 in a calendar year are eligible for exemption from filing campaign finance reports. For committees registering with the Commission, exempt status is effective only for the calendar year in which it is granted. Those committees registering with the Commission that want to remain exempt must renew each year. Local candidate committees that do not anticipate accepting or making contributions, making disbursements, or incurring obligations in an aggregate amount exceeding \$2,500 in a calendar year may claim an exemption from filing campaign finance reports at any time. This exemption applies until the local candidate committee exceeds the \$2,500 aggregate activity threshold, amends its registration, or is terminated.</i>				<input type="radio"/> Yes, this registrant is eligible for exemption. <input type="radio"/> No, this registrant is not eligible for exemption.	

SECTION B: CANDIDATE COMMITTEES

B1. Office Sought (include District/Branch)		B2. Political Party		B3. Election Date	
Candidate Information					
B4. Name			B5. Email		B6. Phone
B7. Mailing Address			B8. City		B9. State
Second Candidate Committee				B11. Is this your only registered candidate committee in Wisconsin?	
<i>An individual who holds a state or local elective office may establish a second candidate committee to pursue another state or local office.</i>				<input type="radio"/> Yes, this is my only candidate committee in Wisconsin. <input type="radio"/> No, this is my second candidate committee in Wisconsin.	
B12. Other Office Held or Sought (include District/Branch) Only complete B12 if you responded "No" to B11.					



CAMPAIGN FINANCE COMMITTEE/CONDUIT REGISTRATION STATEMENT
STATE OF WISCONSIN

Note: An amended registration statement must be filed within 10 days of any changes in information.

SECTION C: RECALL COMMITTEES

C1. Name of Official Subject to Recall	C2. Office of Official Subject to Recall	C3. <input type="radio"/> Support <input type="radio"/> Oppose
-----------------------------------------------	-------------------------------------------------	--------------------------------------------------------------------------

SECTION D: PAC, IEC, AND CONDUITS

D1. Sponsoring Organization	D2. Email	D3. Phone		
D4. Mailing Address	D5. City	D6. State	D7. Zip	

SECTION E: POLITICAL PARTY & LEGISLATIVE CAMPAIGN COMMITTEES

E1. Political Party or Legislative Campaign Committee	E2. Does the Party or Committee have a Segregated Fund? <input type="radio"/> No <input type="radio"/> Yes			
Segregated Fund Depository Institution Information (if applicable)				
E3. Institution Name	E4. Street Address	E5. City	E6. State	E7. Zip

SECTION F: REFERENDA COMMITTEES

F1. Nature of Referendum (if applicable)	F2. <input type="radio"/> Support <input type="radio"/> Oppose
-------------------------------------------------	--------------------------------------------------------------------------

SECTION G: CERTIFICATION

Accurate Information

I certify that I am an authorized representative of the registrant and that to my knowledge all of the information contained within this registration is true, correct, and complete.

Timely Amendments

I am aware of the requirement to amend this registration statement within 10 days of any change of information contained within, as well as the requirement to register within 10 days of meeting the requirements to register under Chapter 11 of Wisconsin Statutes.

Records Retention

I acknowledge the duty to maintain records in an organized and legible manner for three years from the date of the most recent election in which this registrant participates. If registering a candidate committee, I acknowledge the duty to maintain records in an organized and legible manner for the three-year period prescribed in s.11.0201(4).

Ongoing Compliance

This registrant shall continue to maintain its registration and comply with all applicable reporting requirements under Chapter 11 of Wisconsin Statutes.

Treasurer/Administrator		
G1. Printed Name	G2. Signature	G3. Date
Candidate (if applicable)		
G4. Printed Name	G5. Signature	G6. Date



FORM INSTRUCTIONS

CAMPAIGN FINANCE COMMITTEE/CONDUIT REGISTRATION STATEMENT (CF-1)

Note: This form is used to register a committee or conduit under Chapter 11 of the Wisconsin Statutes. Committees and conduits required to register and report with the Wisconsin Ethics Commission should register and report using the Commission's Campaign Finance Information System which can be found on line at cfis.wi.gov. Committees required to register and report with a local filing officer must register with this form. The Commission does not intend to use any personally identifiable information from this form for any purpose other than registering a committee or conduit. This form will be made available to the public upon request. All information you provide is available to the public.

Item 1. Is this an amendment? Check the appropriate box. If "Yes" is checked, enter the committee ID number if you have one. If "No" is checked, proceed directly to Section A.

Section A: General Information. All committees and conduits must complete section A. Candidates for local office may find the CF-1L form easier to use. Either form CF-1 or CF-1L is allowed.

Item A1: Committee/Conduit Name. All committees and conduits must have a name. It is not required that the name include the candidate or organization's name, but it is recommended. A political party committee wishing to operate under the same name as a state political party committee must receive authorization from that state party (WIS. STAT. § 11.0101(26)(a)1).

Item A29: Exemption Affirmation. Committees claiming exemption may not have more than \$2,500 of activity, in the aggregate per year. For example, in a calendar year, if you raise \$1,600 and spend \$1,000 you have \$2,600 of aggregate activity and are not eligible to claim exemption.

Depository Institution Information. All committees and conduits must designate a depository institution. While it is recommended that all committees have a designated campaign depository account, candidates who will serve as their own treasurer may designate a single personal account to serve as the committee depository account while claiming a filing exemption and may intermingle personal and campaign funds (WIS. STAT. § 11.0201(2)(b)).

Treasurer/Administrator Information. Each committee must appoint a treasurer and each conduit must appoint an administrator. Any adult may serve as a treasurer or administrator. A candidate may serve as his or her own treasurer. If a candidate is serving as their own treasurer, please enter 'Candidate' or 'Self' in the name, and then you can leave the other treasurer information blank.

Section B: Candidate Committees. All candidates register their committee to appear on the ballot. Candidate committees must complete section B. No other committee type should complete section B. Candidates for local office may find the CF-1L form easier to use. Either form CF-1 or CF-1L is allowed.

Section C: Recall Committees. Recall committees must complete section C. No other committee type should complete section C.

Section D: PAC, IEC, and Conduits. Political action committees, independent expenditure committees, and conduits must complete section D. No other committee type should complete section B. All fields in section D refer to the sponsoring organization's contact information.

Section E: Political Party and Legislative Campaign Committees. Only political party committees and legislative campaign committees should complete section E.

Item E2. A political party or a legislative campaign committee may establish a segregated fund for purposes other than making contributions to a candidate committee or making disbursements for express advocacy (WIS. STAT. § 11.1104(6)). If the political party or legislative campaign committee has a segregated fund, please indicate by checking "Yes."

Items E3 - E7. If the segregated fund is maintained with the same depository institution as the primary account, write "Same as primary account." in E3.

Section F: Referendum Committees. Only referendum committees should complete section F.

Section G: Certification. All committees and conduits must complete section G. If a candidate is serving as their own treasurer, they only need to sign the certification once as either the candidate or treasurer.

FOR OFFICE USE ONLY

NOTIFICATION OF NONCANDIDACY

I, _____, state that I am currently the
(please print name)

incumbent officeholder for the office listed below.

I will not be a candidate for this office at the next election. I understand that the timely receipt* of this notice will avoid an extension of the deadline for filing ballot access documents.

TITLE OF OFFICE: _____
(print current office, including district #, if any)

NEXT ELECTION DATE: _____

SIGNATURE: _____

DATE OF SIGNING: _____

**Notification must be received by the proper filing officer no later than 5:00 p.m. on the 2nd Friday preceding the deadline for filing ballot access documents to avoid an extension of time for filing such papers.*

The information on this form is filed in accordance with §§.8.05(1)(j), 8.10(2)(a), 8.15(1), 8.20(8)(a), 120.06(6)(b), Wis. Stats. This form is prescribed by the Wisconsin Elections Commission, 212 East Washington Avenue, 3rd Floor, P.O. Box 7984, Madison, WI 53707-7984, (608) 266-8005, FAX (608)267-0500, <http://elections.wi.gov> Email: elections@wi.gov.



Council Agenda Item

Meeting Date: November 7th, 2024

Agenda Item: Exemption from County Library Tax

Staff Contact (name, email, phone): Rachelle Blitch, rblitch@whitewater-wi.gov , 262-473-1380

BACKGROUND

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

Jefferson County levies a county library tax for library services. Each year the City has to adopt a resolution exempting itself from receiving any payments from Jefferson County since the City appropriates more than the designated amount to the library. This process is completed each year as a formality.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

It is recommended to approve the resolution since we do not meet the criteria to receive funding from Jefferson County.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Library Resolution 2025
2. Municipal Libraries 2025
3. Letter from Jefferson County

Resolution Requesting Exemption from County Library Tax

WHEREAS the Jefferson County Board has established a county library service and levies a county library tax as authorized under Section 43.57 (3) of the Wisconsin Statutes, and

WHEREAS Section 43.64 (2) (b) of the Wisconsin Statutes provides that a village or city is exempt from the county library tax if it levies a tax for public library service and appropriates and expends for a library fund as defined by s.43.52 (1) during the year for which the county tax levy is made a sum at least equal to the county library tax rate in the prior year multiplied by the equalized valuation of the property in the city or village for the current year, and

WHEREAS the (city/village) of _____Whitewater_____ will, in 2025, appropriate and expend an amount in excess of that calculated above,

NOW THEREFORE BE IT RESOLVED that the (city/village) of _____Whitewater_____ hereby requests of the Jefferson County Board of Supervisors that the (city/village) of _____Whitewater_____ be exempted from the payment of any tax for the support of the County Library Service as provided in Section 43.64 (2).

BE IT FURTHER RESOLVED that copies of this resolution will be forwarded by the city/village clerk to the following parties:

ADMINISTRATOR
Jefferson County Library Council
Dwight Foster Public Library
209 Merchants Avenue
Fort Atkinson, WI 53538

COUNTY CLERK
311 S. Center Street, Room 109
Jefferson, WI 53549

Fiscal Note:

Estimated Municipal 2025 Library Appropriation \$____469,370_____

Date Passed:_____

Vote: _____

Authorized Signature

Title of Person Signing



Jefferson County Finance Department

311 S. Center Ave. Room 109
Jefferson, WI 53549
Telephone (920) 674-7434
Fax (920) 674-7368

Marc A. DeVries, CPA
Finance Director

Jayne Hintzmann
Donna Miller
Morgan Toutant
Tamara L. Worzalla, CPA

September 2, 2024

Municipal Libraries in Jefferson County:

This letter is a reminder to all municipal libraries in Jefferson County that your village or city must tax and appropriate a minimum amount to your library fund for 2025 expenditures in order to qualify for an exemption from the Jefferson County library tax. I have enclosed a spreadsheet that lists the **MINIMUM APPROPRIATION** for each of you to qualify for this exemption. *Note that if your municipality is situated in two counties, you must also coordinate this calculation with that other county.*

I have also summarized below how this calculation is made:

From Wisconsin Statutes 43.64

1. Divide the amount of tax levied by the county for public library service in the prior year by the equalized valuation of property in that area of the county that was subject to the county property tax levy for public library services in the prior year.
2. Multiply the amount determined above by the equalized valuation of property in the city, village, town, or school district for the current year.

Your municipal governing body must also pass a resolution annually requesting an exemption from the county library tax. Section 43.64 of the Wisconsin Statutes requires this procedure to avoid double taxation of your municipality for library purposes.

The County Clerk's office calculates the tax assessment in the middle of November. Please have your resolution acted upon and mailed to arrive by November 1st. If it is not on file when the tax assessment is calculated, your municipality will be taxed as required by Wisconsin Statutes.

An electronic copy of the sample resolution is attached.

If you have any problems or questions concerning this, please feel free to contact me at 920-674-7142.

Sincerely,

Marc A. DeVries, CPA
Finance Director
Jefferson County

Jefferson County Library Exemption Minimum

Prior year rate for Library Levy = 0.000219192 (2025 Budget Year)
(2023 equalized value, 2024 budget)

	<u>2024 EQUALIZED VALUE</u>		<u>MINIMUM TO EXEMPT 2025</u>
Village of Cambridge**	10,065,200	\$	2,206
Village of Johnson Creek	574,841,700	\$	126,001
Village of Palmyra	182,272,700	\$	39,953
City of Fort Atkinson	1,335,444,400	\$	292,719
City of Jefferson	829,469,500	\$	181,813
City of Lake Mills	910,294,100	\$	199,529
City of Waterloo	354,539,900	\$	77,712
City of Watertown **	1,460,253,500	\$	320,076
City of Whitewater **	122,927,000	\$	26,945
	<u>5,780,108,000</u>		

** These municipalities have residents in multiple Counties, therefore there are additional aggregate full values that need to be added to their municipal values to determine their needed appropriations. Equalized values are TID out.

Jefferson County
Municipal Library Exemption Responses
Budget Year 2016

Municipality	Minimum Exemption Required	Replied Exemption	Date Received	Contract
Village of Cambridge**	2,206			
Village of Johnson Creek	126,001			
Village of Palmyra	39,953			
City of Fort Atkinson	292,719			x resource
City of Jefferson	181,813			
City of Lake Mills	199,529			
City of Waterloo	77,712			
City of Watertown **	320,076			
City of Whitewater **	26,945			

** These municipalities have residents in multiple Counties, therefore there are additional aggregate full values that need to be added to their municipal values to determine their needed appropriations.



Council Agenda Item

Meeting Date:	11/07/2024
Agenda Item:	Public Safety Referendum Decision
Staff Contact (name, email, phone):	Dan Meyer dmeyer@whitewater-wi.gov 262-473-1371

BACKGROUND

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

Staff is requesting direction from Council regarding whether or not to pursue a public safety referendum. The findings and recommendations of the organizational and workload study were presented by Fitch & Associates at the 10/15/2024 Council meeting. The recommendations and considerations have been further described in the memo included in the Council packet, as well as the PowerPoint included in the packet that will be presented by staff from the Police Department and Finance Department. The potential referendum options and financial implications of a referendum presented are not final, and are intended to provide estimated impacts of a variety of options. It is important to note that staff is not requesting that Council choose one of the listed options at this time, but is solely requesting Council to decide whether or not to pursue a referendum in some form.

If hired, a communications consultant would provide a recommended course of action based on Council’s direction and community feedback, and would assist in finalizing a referendum question for the April 1, 2025 election ballot. If pursued, a referendum question would need to be filed no later than January 20, 2025 (70 days prior to the election per Wis. Stat. 8.37).

If Council decides not to move forward with pursuing a public safety referendum at this time, any proposals received pursuant to the RFP released for a communications consultant would cease to be considered.

If Council decides to pursue a public safety referendum, any proposals received in response to the communications consultant RFP will be scored by staff and brought before Council at the November 19, 2024 meeting for consideration.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

N/A

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Recommended Motion: **Move to pursue a public safety referendum on the April 1, 2025 ballot, with the referendum question to be finalized through further consultation with a communications consultant.**

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

1. Memo – WPD Organizational and Workload Study Overview
 2. PowerPoint – Study Overview and Next Steps
-



WHITEWATER POLICE DEPARTMENT

Date: October 16, 2024

To: City of Whitewater Common Council

From: Chief Dan Meyer

Cc: City Manager John Weidl; Finance Director Rachelle Blich

Re: **Whitewater PD Organizational and Workload Study Overview & Next Steps**

This memo will summarize the findings and recommendations made by Fitch & Associates and distill what options the Council may want to consider moving forward.

Report Findings

The report published by Fitch & Associates noted that the Whitewater Police Department is facing a number of constraints and challenges including:

- An overall increase in total workload year-over-year (p. 4)
- Increases in the following call types: domestic violence, mental health, reckless driving, and weapons (p. 26)
- An uncommonly large amount of patrol workload shouldered by first-line supervisory staff (p. 7)
- Detective Bureau staff spread thin due to call volume and ancillary duties (p. 59)
- Records staff struggling to keep up with duties due to technology advances that have increased workload (p. 63)
- Communications staffing which must be bolstered by additional hires or technological advances to have coverage that meets NENA standards (p. 56)
- A long-term storage garage that creates a risk of evidence loss due to its state of disrepair (p. 66)

Report Recommendations

Based on the identified constraints, Fitch & Associates made a number of recommendations that fall under one of three categories: Capital, Operational/Process, and Staffing. The primary recommendations are listed below along with the italicized actions planned to address those items outside of a referendum. It should be noted that additional recommendations were made that would be more appropriately categorized as “future recommendations” that are reliant on an increase in staffing prior to being a realistic priority. Those recommendations are not relevant to this summary and therefore are not listed below.

1) **Capital:**

- **Provide an alternative long-term property storage facility.** *This will be addressed outside of a referendum using existing funds.*

2) **Operational/Process:**

- **Prioritize routine maintenance on squad cars by adding a mechanic or outsourcing the work.** *This will be addressed outside of a referendum by contracting the work through a dealership or through utilization of a squad car leasing structure that incorporates maintenance work.*
- **Develop comprehensive job descriptions for Records staff.** *This is in process and will occur outside of a referendum.*
- **Review the fee structure for licensing and records requests.** *This is in process and addressed outside of a referendum by charging for video redaction service where permitted by state law, as well as a planned review of the fee structure.*
- **Strengthen Dispatch technology to avoid shut downs, and consider hiring additional resources or partnering with other agencies and incorporate prioritization of coding of calls within CAD system.** *It is recommended that this be addressed outside of a referendum by addressing potential technological gains, potentially increase overtime budget to allow for additional double coverage of dispatchers, and by partnering with Walworth County to address the deficiencies in the CAD system regarding coding.*

3) **Staffing:**

- **Make part-time Records Technician position a full-time position.** *This will be addressed outside of a referendum by addressing the fee structure.*
- **Add four Patrol Officers as soon as possible**
- **Add one School Resource Officer (within 1-2 years)**
- **Add one Detective (within 3-4 years)**
- **Add another two Patrol Officers (within 3-4 years)**

Next Steps

City staff recommend that Council consider pursuing a referendum to address the additional sworn positions recommended by Fitch & Associates. The positions cannot be absorbed by budget or grant funding. The following options should be considered and associated costs with each option will be provided in another document.

- 1) Add six Patrol Officers, one Detective, and allocate requisite funding for an additional SRO pending an agreement with the Whitewater Unified School District
- 2) Add four Patrol Officers and one Detective
- 3) Add four Patrol Officers

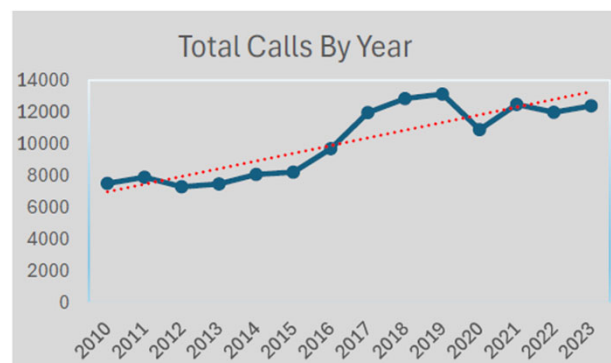
Whitewater PD Organizational and Workload Study Overview & Next Steps

November 7, 2024

*Presentation references Fitch & Associates final report dated September 12, 2024

Report Findings

- Overall increase in workload year-over-year (p. 4)
- Increase in domestic violence, mental health calls, reckless driving, weapons (p. 26)
- Large amount of patrol workload shouldered by first-line supervisors (p. 7)
- Detective Bureau staff spread thin due to call volume and ancillary duties (p. 59)



Report Findings

- Records staff struggling to keep up with duties due to technology advances that increase workload (p. 63)
- Communications staffing must be bolstered by additional hires or technological advances to meet NENA standards (p. 56)
- Current long-term storage garage creates a risk of evidence loss due to its state of disrepair (p. 66)



Report Recommendations

- Capital Improvement:
 - Provide an alternative long-term property storage facility – Will be addressed using existing funds.
- Operational/Process:
 - Prioritize routine maintenance work on squad cars – Will be addressed by contracting through a local dealership when needed or through utilization of a leasing structure that incorporates maintenance.
 - Develop comprehensive job descriptions for records staff – Current job descriptions are being revised.
 - Review the fee structure for licensing and record requests – In process and will be addressed by charging for video redaction services where permitted by state law, as well as a planned review of fee structure.
 - Strengthen Dispatch technology to avoid shut-downs, and consider hiring additional resources or partnering with other agencies, and incorporate prioritization of coding calls within CAD system – Recommended that we investigate potential technological gains, consider increasing the overtime budget to allow for additional double coverage of dispatchers, and partner with Walworth County to address deficiencies in the CAD system regarding call coding.

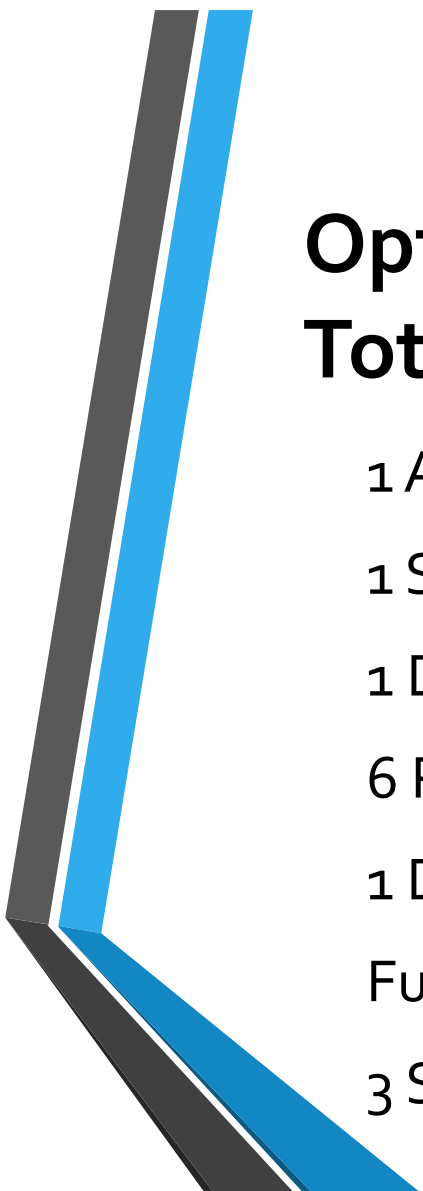
Report Recommendations

- **Staffing:**
 - **Make the part-time Records Technician position a full-time position** – Plan to address this outside of a referendum through increased revenue created by adjusting the current fee structure.
 - **Add four Patrol Officers as soon as possible** – No current funding options absent a referendum
 - **Add one School Resource Officer within 1-2 years** – No current funding options absent a referendum and pending an agreement with the Whitewater Unified School District
 - **Add one Detective within 3-4 years** – No current funding options absent a referendum
 - **Add another two Patrol Officers within 3-4 years** – No current funding options absent a referendum



Next Step – Consider Options

- **Status Quo:** Choose not to address sworn staffing and move forward without a referendum
- **Pursue a Referendum:** City staff recommend considering a public safety referendum that resembles one of the following 5 options:
 - **Option A: Adding 8 sworn staff:** 6 Patrol Officers, 1 Detective, and allocate requisite funding for an additional SRO pending an agreement with the Whitewater Unified School District, as well as ancillary costs associated with outfitting additional staff with equipment and adding 3 vehicles.
 - **Option B: Adding 5 sworn staff:** 4 Patrol Officers and 1 Detective as well as ancillary costs associated with outfitting additional staff with equipment and adding 3 vehicles.
 - **Option B2:** Adding same 5 sworn staff and ancillary costs of outfitting added staff, but adding 2 vehicles
 - **Option C: Adding 4 sworn staff:** 4 Patrol Officers as well as ancillary costs associated with outfitting additional staff with equipment and adding 3 vehicles.
 - **Option C2:** Adding same 4 sworn staff and ancillary costs of outfitting added staff, but adding 1 vehicle



Financial Impact of a Referendum

Option A: 1,405,047 Wages 552,250 Capital

Total 1,957,297

1 Admin Asst PT -->FT

1 SRO

1 Detective

6 Patrol Officers

1 Dispatcher

Full Capital Outlay:

3 Squads

MDC Laptops

Surveillance Cameras

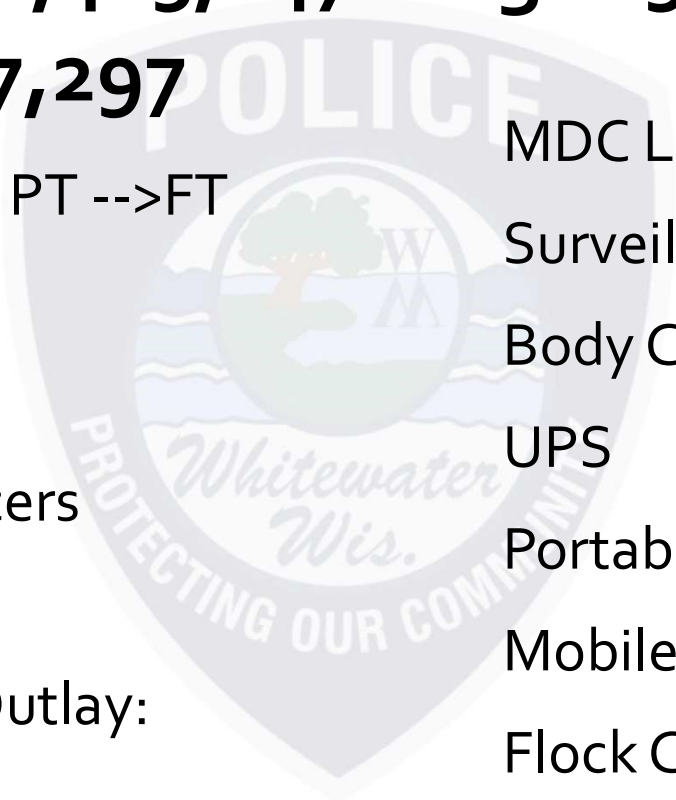
Body Cameras


UPS

Portable Radios

Mobile Radios

Flock Cameras





**Option B: Wages 702,423 Capital 411,000
Total 1,113,423**

1 Detective


4 Patrol Officers

Capital Outlay:

3 Squads

Flock Cameras






**Option B2: Wages 702,423 Capital 286,000
Total 988,423**

- 1 Detective
- 4 Patrol Officers
- Capital Outlay:
 - 2 Squads
 - Flock Cameras





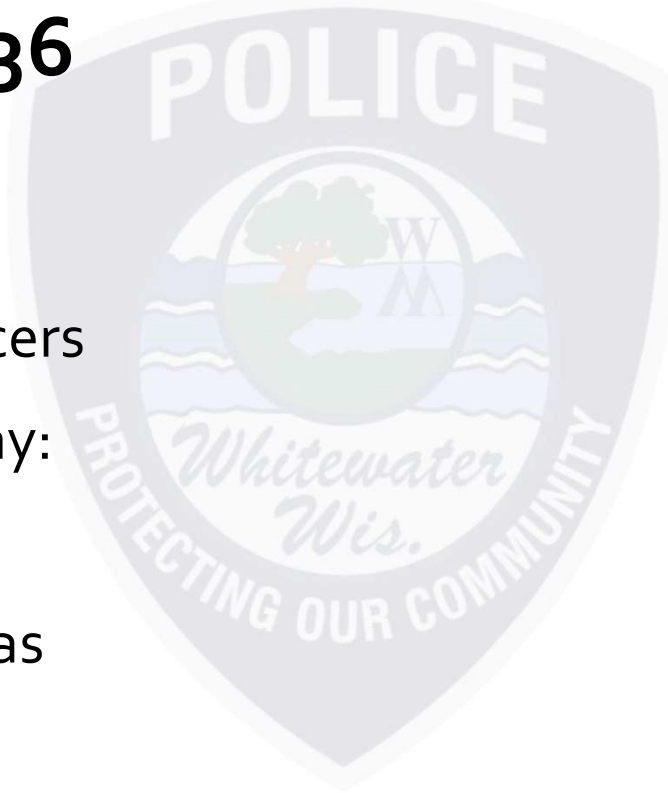
**Option C: Wages 550,336 Capital 411,000
Total 961,336**


4 Patrol Officers

Capital Outlay:

3 Squads

Flock Cameras





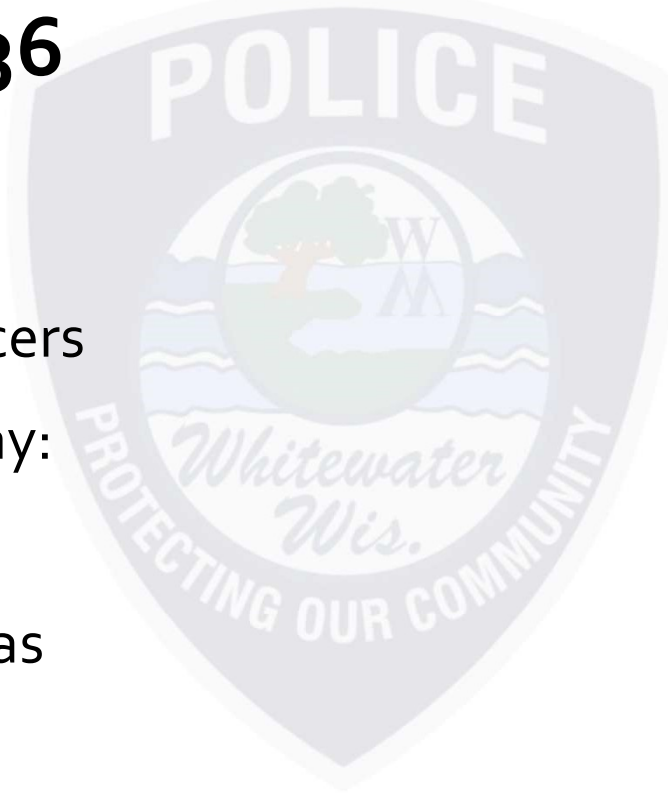
**Option C2: Wages 550,336 Capital 161,000
Total 711,336**

4 Patrol Officers

Capital Outlay:

1 Squad

Flock Cameras



	1M Increase		1.5M Increase		2M Increase		2.5M Increase	
	Walworth	Jefferson	Walworth	Jefferson	Walworth	Jefferson	Walworth	Jefferson
Original Levy	6.555	6.105	6.555	6.105	6.555	6.105	6.555	6.105
With Increase	7.572	7.053	8.081	7.526	8.589	8.000	9.098	8.474
Per 1,000 Increase	1.017	0.948	1.526	1.421	2.034	1.895	2.543	2.369
Assessed Value	Walworth	Jefferson	Walworth	Jefferson	Walworth	Jefferson	Walworth	Jefferson
100,000	101.70	94.80	152.60	142.10	203.40	189.50	254.30	236.90
125,000	127.13	118.50	190.75	177.63	254.25	236.88	317.88	296.13
150,000	152.55	142.20	228.90	213.15	305.10	284.25	381.45	355.35
175,000	177.98	165.90	267.05	248.68	355.95	331.63	445.03	414.58
200,000	203.40	189.60	305.20	284.20	406.80	379.00	508.60	473.80
225,000	228.83	213.30	343.35	319.73	457.65	426.38	572.18	533.03
250,000	254.25	237.00	381.50	355.25	508.50	473.75	635.75	592.25
275,000	279.68	260.70	419.65	390.78	559.35	521.13	699.33	651.48
300,000	305.10	284.40	457.80	426.30	610.20	568.50	762.90	710.70
325,000	330.53	308.10	495.95	461.83	661.05	615.88	826.48	769.93
350,000	355.95	331.80	534.10	497.35	711.90	663.25	890.05	829.15
375,000	381.38	355.50	572.25	532.88	762.75	710.63	953.63	888.38
400,000	406.80	379.20	610.40	568.40	813.60	758.00	1,017.20	947.60
425,000	432.23	402.90	648.55	603.93	864.45	805.38	1,080.78	1,006.83
450,000	457.65	426.60	686.70	639.45	915.30	852.75	1,144.35	1,066.05
475,000	483.08	450.30	724.85	674.98	966.15	900.13	1,207.93	1,125.28
500,000	508.50	474.00	763.00	710.50	1,017.00	947.50	1,271.50	1,184.50

Option Summary

Options:	Included:	Cost Breakdown	Total Ask	Mill Rate Impact
Option A -	.5 Admin Asst, 1 SRO, 1 Detective, 6 Patrol, 1 Dispatch, Flock & Full Capital Outlay	Wages: 1,405,047 Capital: 552,250	1,957,297	\$2M = 2.034 per 1,000
Option B	4 Patrol, 1 Detective, Flock & 3 Squads	Wages: 702,423 Capital: 411,000	1,113,423	\$1M = 1.017 per 1,000
Option B2	4 Patrol, 1 Detective, Flock & 2 Squads	Wages: 702,423 Capital: 286,000	988,423	\$1M = 1.017 per 1,000
Option C	4 Patrol, Flock & 3 Squads	Wages: 550,336 Capital: 411,000	961,336	\$1M = 1.017 per 1,000
Option C2	4 Patrol, Flock & 1 Squad	Wages: 550,336 Capital: 161,000	711,336	\$1M = 1.017 per 1,000

Description	Number	Cost per	outfitting	Useful Life(yrs)	Per Yr Budget Cost
Squad Car	1	65,000	60,000		125,000.00
Squad Car	1	65,000	60,000		125,000.00
Squad Car	1	65,000	60,000		125,000.00
MCD Laptops	33	2,000		3	22,000.00
Surveillance Cameras					40,000.00
Body Cameras	40	4,000		5	32,000.00
UPS	1	60,000		10	6,000.00
Portable Radios	45	6,500		10	29,250.00
Mobile radios	16	7,500		10	12,000.00
					<u>516,250.00</u>
Flock Camers (per year)		36,000			<u>36,000</u>
				Total per year	<u>552,250.00</u>

Department	Rate	Hrs	#	Employee	Total Wages	Total Benefits	Total Cost	Total Outfitting Costs Per Sworn Officer	
PD ADMIN	27.2800	2080	1764	HOUGH, JAMIE L	57,242.40	29,022.54	86,264.94	Uniform	2,750
PD ADMIN		0		OVERTIME	-	-	-	Balistic Vest	1,200
PD INVEST	40.2200	2080	1877	2026 SRO	89,068.19	42,318.07	131,386.25	Boots	200
PD INVEST	40.2200	2080	1739	2026/27 Detective	89,068.19	42,318.07	131,386.25	Handgun	650
PD INVEST	60.3300	240		OVERTIME	15,304.98	3,575.65	18,880.63	Riot Gear	600
PD INVEST				SHIFT DIFFERENTIAL	-	-	-	Gas mask	525
PD PATROL	38.3000	2008	1876	2026 Officer	82,174.43	28,788.87	110,963.29	Body Camera	1,050
PD PATROL	38.3000	2008	1425	2026 Officer	82,174.43	40,630.47	122,804.89	Tasers	1,700
PD PATROL	38.3000	2008	1788	2026 Officer	82,174.43	28,788.87	110,963.29	Guard Ang	150
PD PATROL	38.3000	2008	1596	2026 Officer	82,174.43	40,630.47	122,804.89	badges	400
PD PATROL	38.3000	2008	1629	2027 Officer	82,174.43	40,630.47	122,804.89	Training	800
PD PATROL	38.3000	2008	1745	2028 Officer	82,174.43	40,630.47	122,804.89	DAAT	1,250
PD PATROL	57.4500	650		OVERTIME	39,682.71	9,388.57	49,071.28	Fuel	1,500
PD PATROL	2.6500	3725		SHIFT DIFFERENTIAL	11,593.35	2,736.30	14,329.65	Office sup	800
DISPATCH	27.2800	1947	1763	2026 Dispatcher	56,213.95	28,861.85	85,075.80	Helmet	550
DISPATCH	40.9200	150		OVERTIME	6,776.11	959.65	7,735.76	Radio	5,750
DISPATCH	2.6500	525		SHIFT DIFFERENTIAL	1,922.55	247.68	2,170.23	Evals	750
					859,918.97	379,527.97	1,239,446.94	Time	75
								Total Cost	20,700



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

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

Date: October 31, 2024

To: John Weidl, City Manager
Common Council

From: Rachelle Blitch, Director of Financial and Administrative Services

Re: Proposed 2025 Budget Amendment

The current 2024-2025 Biennial Budget, initially adopted on November 21, 2023, requires amendments to the 2025 budget period due to various updates in estimated revenues and expenditures. An initial draft budget for 2025 was presented on October 15, 2024, and has since been revised to reflect newly available information which will be shared in detail during the formal budget presentation.

Following a detailed review by the Finance Committee, the budget has been recommended to the Common Council, along with a request to explore options for enhancing police staffing. The request identified a potential option to use \$100,000 from the recent transfer to the Health Insurance SIR Fund to support this initiative.

The fund was established to reserve savings generated by transitioning from ETF to a hybrid self-funded health plan. Reverting to ETF, if needed, requires a three-year waiting period and could incur a re-entry penalty. Additionally, without access to a comprehensive claims history, there is a risk of significant premium increases in the second year.

This reserve fund serves two primary purposes: first, to stabilize any potential premium hikes, and second, to cover re-entry costs should the City decide to return to ETF. It's essential to note that savings are only guaranteed in the first year; subsequent increases could reduce potential savings. Setting aside reserves is best practice to prepare for these potential cost fluctuations. In the third year, we could consider reallocating a portion of these funds if conditions allow.

Staff contacted Lake Mills to inquire about the re-entry penalty they were quoted (memo attached), providing insight into the reserves needed for a similar scenario. Lake Mills received a surcharge of \$400 per single contract and \$1,000 per family contract in the first year, reflecting a 40% penalty. The second-year surcharge is estimated at 20%, though it remains subject to adjustment. Please note, these are monthly charges not yearly.

If Whitewater faced these conditions, the total impact of the first-year surcharge alone would be approximately \$703,200, based on the City's current 29 single policies and 47 family policies.

While claims risk can vary significantly between municipalities, this approach aims to account for a worst-case scenario. Setting aside these reserves ensures the City could mitigate substantial budget costs in future years if a return to ETF becomes necessary.

Employees and annuitants may enroll in *any* health plan they choose and are not limited to plans in the county they are employed in.

NEXT STEPS

To join the program, please complete and submit following forms:

- [Resolution for Inclusion Under the WPE Group Health Insurance Program](#) (ET-1324)
- [Online Network for Employers Security Agreement](#) (ET-8928)
- [Designation of Agent](#) (ET-1313) Name employee(s) authorized to represent the Employer for ETF-related matters

If you are considering joining the WPE Group Health Insurance Program on January 1, 2025, the resolution must be received by ETF on or before October 1, 2024.

If you have any questions, please email ETF SMBESSNewEmployer@etf.wi.gov or dial 877-533-50220, Option 2 for Employer Services.

Sincerely,

Larissa Brown-Esqueda
Employer and Retiree Insurance Services Unit 1
Department of Employee Trust Funds

2025 BUDGET PRESENTATION



1



2025 BUDGET PRESENTATION

- 11/21/2023 – ORIGINAL 2024-2025 BIENNIAL BUDGET ADOPTED
- 10/15/2024 – CITY MANAGER DRAFT BUDGET PRESENTATION
- 10/17/2024 – FINANCE COMMITTEE MEETING (1 OF 3)
- 10/23/2024 – FINANCE COMMITTEE MEETING (2 OF 3)
- 10/30/2024 – FINANCE COMMITTEE MEETING (3 OF 3)
- **11/7/2024 – FORMAL PRESENTATION OF THE BUDGET**
- 11/19/2024 – APPROVAL AND ADOPTION OF THE BUDGET



2025 BUDGET PRESENTATION

WALWORTH COUNTY

2024/2025 Budget Years
2023/2024 Assessment Years

	2024	2025			2024	2025	
ASSESSED VALUE	391,400	423,800	8.28%	ASSESSED VALUE	281,500	311,500	10.66%
MILL RATE	6.76	6.55	-3.11%	MILL RATE	6.76	6.55	-3.11%
CITY'S PORTION TAX BILL	2,645.86	2,775.89	4.91%	CITY'S PORTION TAX BILL	1,902.94	2,040.33	7.22%
	2024	2025			2024	2025	
ASSESSED VALUE	224,300	240,200	7.09%	ASSESSED VALUE	221,400	224,900	1.58%
MILL RATE	6.76	6.55	-3.11%	MILL RATE	6.76	6.55	-3.11%
CITY'S PORTION TAX BILL	1,516.27	1,573.31	3.76%	CITY'S PORTION TAX BILL	1,496.66	1,473.10	-1.57%



2025 BUDGET PRESENTATION

JEFFERSON COUNTY

2024/2025 Budget Years
2023/2024 Assessment Years

	2024	2025		2024	2025	
ASSESSED VALUE	273,400	302,500	10.64%	ASSESSED VALUE	523,700	583,600 11.44%
MILL RATE	6.70	6.09	-9.10%	MILL RATE	6.70	6.09 -9.10%
CITY'S PORTION TAX BILL	1,831.78	1,842.23	0.57%	CITY'S PORTION TAX BILL	3,508.79	3,554.12 1.29%



2025 BUDGET PRESENTATION

How Does the City Determine the Mill Rates?

1. Establish Total Tax Asking
(Levy)

6,444,514

4,491,942 Operational Levy
1,952,572 Debt Levy



2025 BUDGET PRESENTATION

How Does the City Determine the Mill Rates?

2. We Determine the Apportion for Each County

Equalized Value		128,559,200
Remove Increment		(691,300) TID 10 <u>(4,940,900) TID 14</u>
Equalized Value (No TIF)		122,927,000
City's Total Equalized Value	+	<u>1,022,119,600</u>
% of Levy Allocated to Jefferson Co		0.120266748
Apportioned Levy		775,061 (% of Levy X Total Levy)



2025 BUDGET PRESENTATION

How Does the City Determine the Mill Rates?

3. Determine the Tax Increment

Apportioned Levy	+	775,061
Equalized Value (No TIF)		<u>122,927,000</u>
Interim Value	x	0.006305049
Equalized Value		<u>128,559,200</u>
Total \$ to be Levied		810,572

Total Levied	810,572
Apportion Levied	<u>(775,061)</u>
Increment	35,511



2025 BUDGET PRESENTATION

How Does the City Determine the Mill Rates?

4. Calculate the Mill Rate

Total \$ Levied / Assessed Value X 1,000 =
Mill Rate

$$810,572 / 133,155,700 \times 1,000 = 6.09$$

Jefferson County



2025 BUDGET PRESENTATION

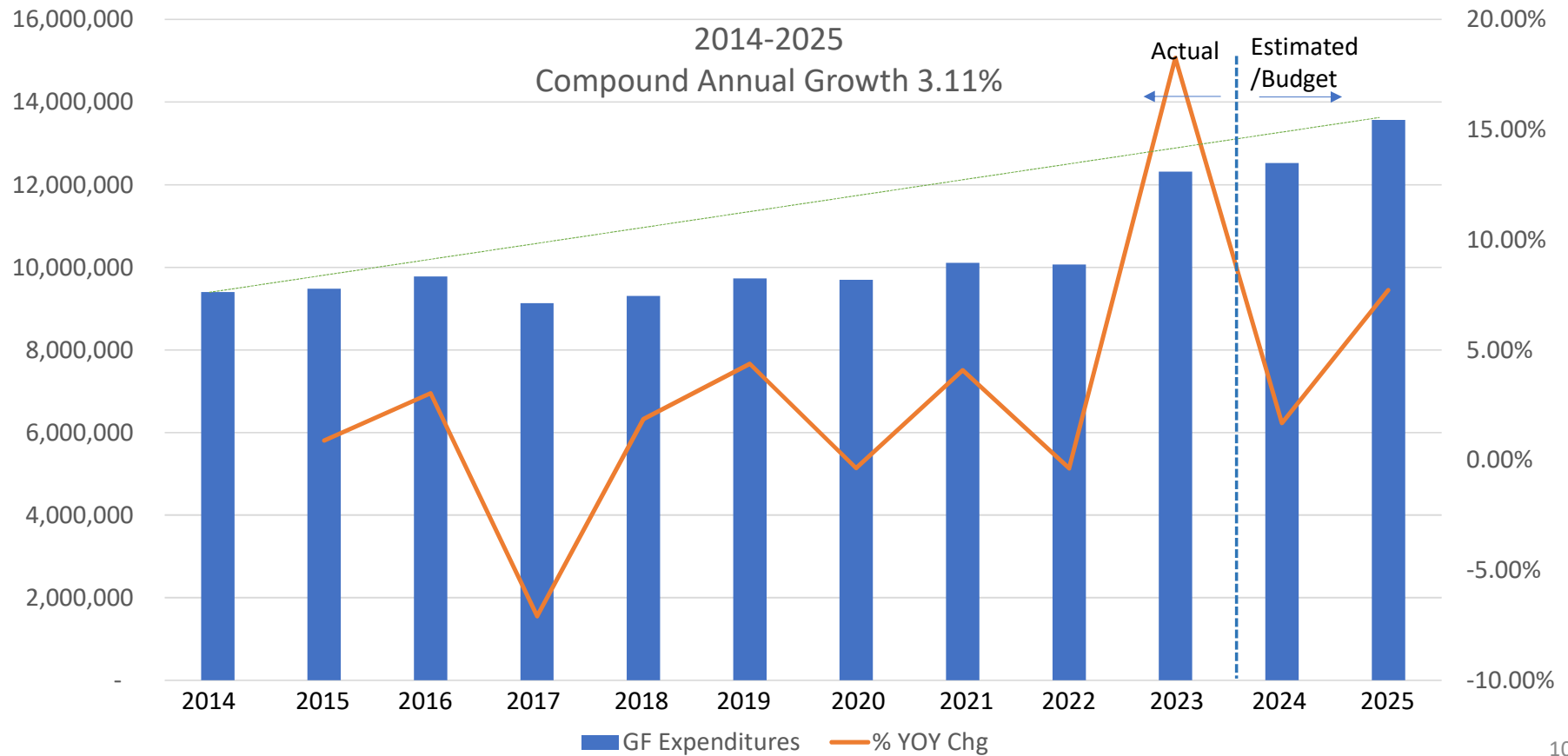
CITY PROPERTY TAX LEVY (Budget Year)

	2024	2025	YOY Chg
Operations Levy	4,538,657	4,491,942	(46,715)
Debt Service Levy	1,313,705	1,952,572	638,867
	5,852,362	6,444,514	592,152
Assessed Value	914,459,600	1,014,038,650	99,579,050
Blended Mill Rate	6.40	6.36	

Increase in Debt Payment



2025 BUDGET PRESENTATION





2025 BUDGET PRESENTATION

Factors that Contribute to Inflation:

1. Demand (Pull)
2. Cost (Push)
3. Built In
4. US Government Fiscal Policies

What Can Local Government Do to Reduce the Impacts:

1. Invest in Workforce Development
2. Increase Affordable Housing & Investing in Infrastructure
3. Reduce Operational Costs for Local Businesses



2025 BUDGET PRESENTATION

Original Issue: \$6,350,000				Interest Rate 4.0247%					
General Fund Portion: \$6,000,000									
Due Date	Principal	Interest	Total						
6/1/2024			0.00		6/1/2033	385,000.00	79,809.38	464,809.38	
12/1/2024			0.00		12/1/2033		70,184.38	70,184.38	
6/1/2025	305,000.00	246,288.30	551,288.30		6/1/2034	315,000.00	70,184.38	385,184.38	
12/1/2025		133,559.38	133,559.38		12/1/2034		62,309.38	62,309.38	
6/1/2026	400,000.00	133,559.38	533,559.38		6/1/2035	235,000.00	62,309.38	297,309.38	
12/1/2026		123,559.38	123,559.38		12/1/2035		56,434.38	56,434.38	
6/1/2027	140,000.00	123,559.38	263,559.38		6/1/2036	245,000.00	56,434.38	301,434.38	
12/1/2027		120,059.38	120,059.38		12/1/2036		50,309.38	50,309.38	
6/1/2028	250,000.00	120,059.38	370,059.38		6/1/2037	255,000.00	50,309.38	305,309.38	
12/1/2028		113,809.38	113,809.38		12/1/2037		43,934.38	43,934.38	
6/1/2029	315,000.00	113,809.38	428,809.38		6/1/2038	270,000.00	43,934.38	313,934.38	
12/1/2029		105,934.38	105,934.38		12/1/2038		37,184.38	37,184.38	
6/1/2030	335,000.00	105,934.38	440,934.38		6/1/2039	285,000.00	37,184.38	322,184.38	
12/1/2030		97,559.38	97,559.38		12/1/2039		31,484.38	31,484.38	
6/1/2031	345,000.00	97,559.38	442,559.38		6/1/2040	295,000.00	31,484.38	326,484.38	
12/1/2031		88,934.38	88,934.38		12/1/2040		25,584.38	25,584.38	
6/1/2032	365,000.00	88,934.38	453,934.38		6/1/2041	315,000.00	25,584.38	340,584.38	
12/1/2032		79,809.38	79,809.38		12/1/2041		19,284.38	19,284.38	
6/1/2033	385,000.00	79,809.38	464,809.38		6/1/2042	330,000.00	19,284.38	349,284.38	
12/1/2033		70,184.38	70,184.38		12/1/2042		12,684.38	12,684.38	
					6/1/2043	335,000.00	12,684.38	347,684.38	
					12/1/2043		5,775.00	5,775.00	
					6/1/2044	280,000.00	5,775.00	285,775.00	
					12/1/2044				
					Total	6,000,000.00	2,803,075.98	7,801,872.84	



2025 BUDGET PRESENTATION

COVID Stimulus Packages Issued

->Increased disposable income -> increased consumer demand (Demand- Pull)

Supply Chain Disruptions

-Lockdowns and labor shortage -> reduced availability of goods -> increased prices

Labor Market Pressures

-Mass exodus of workers leave the job market -> demand for workers was high -> wages increase -> businesses pass those costs to consumers (Cost- Push)

Fiscal Policy

-Central banks kept rates low -> increased spending and borrowing -> rates were increased to slow spending and borrowing as a means to combat inflation



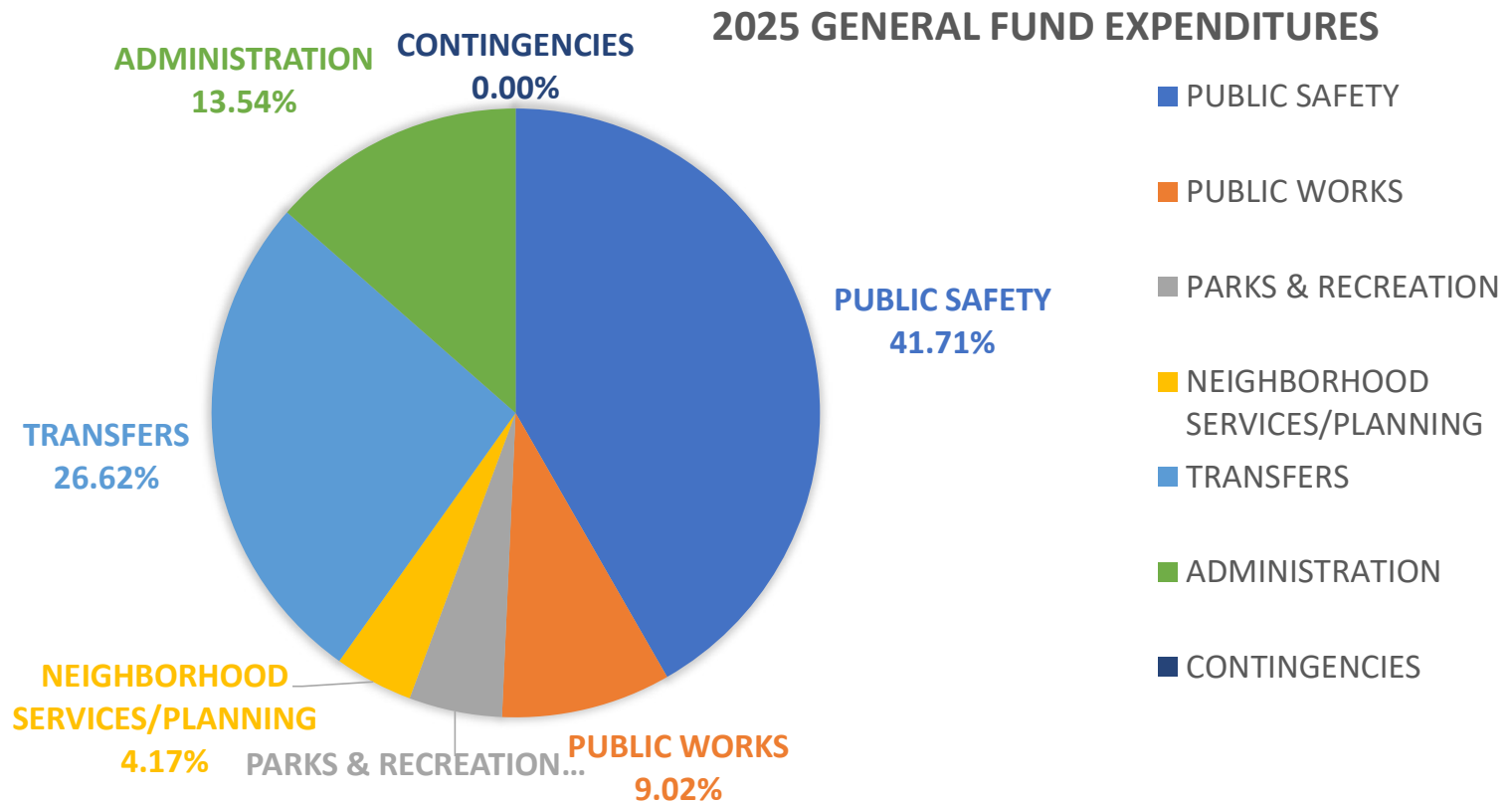
2025 BUDGET PRESENTATION

General Fund Budget – Notable Items

- 3% Wage Allowances, 2.25% Effective Rate
 - 1.5% January, 1.5% July
- Health Insurance
 - Cost Savings of \$345,000 with \$282,000 in General Fund
- Lifestyle Accounts
 - FT \$500, PT \$325
- Multiple Studies
 - Comprehensive Lakes Management Plan
 - Comprehensive Plan Use Development Map
 - Community Outdoor Recreation Plan

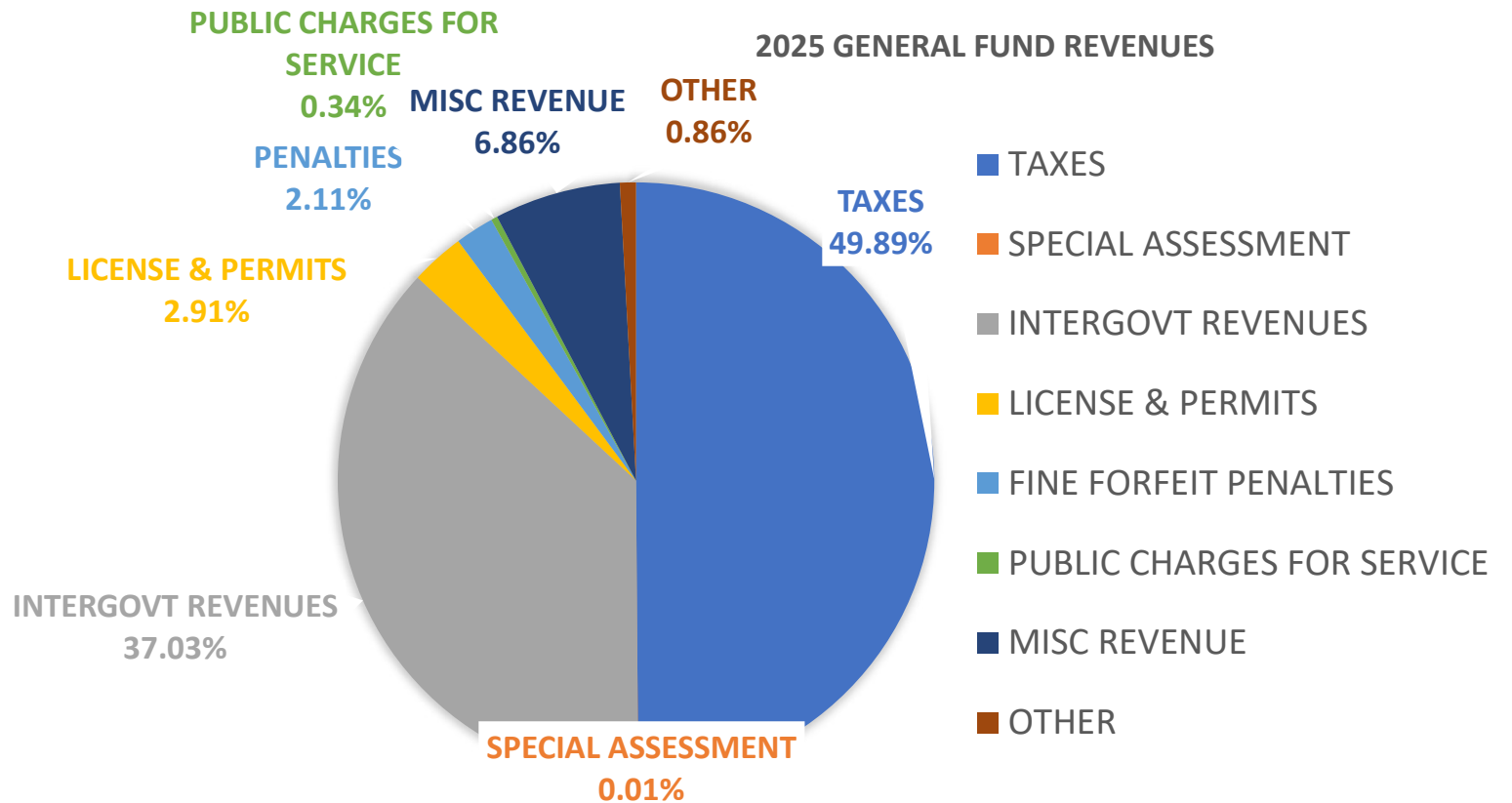


2025 BUDGET PRESENTATION





2025 BUDGET PRESENTATION





2025 BUDGET PRESENTATION

➤ Updates since the initial draft

➤ General Fund Revenues

- Tax Levy +\$15,788
- Interest Income -\$15,788

➤ General Fund Expenses

- Legal -\$3,422
- IT -\$3,491
- Public Works Admin -\$2,254
- Shop/Fleet Operations +\$48
- Snow & Ice +\$119
- Street Maintenance +\$1,902
- Street Lights +\$144
- Parks Maintenance +\$73

➤ Transfers

- Health Ins SIR +\$6,881



2025 BUDGET PRESENTATION

➤ **Budget Concerns for the Future**

- Adequate Staffing for Public Safety
- Lakes Management
- WAFC Funding
- Shared-Ride Taxi Service
- Starin Park Water Tower
- Capital Financing

QUESTION/ANSWER

RACHELLE BLITCH

RBLITCH@WHITEWATER-WI.GOV

262-473-1380

19



Council Agenda Item

Meeting Date: November 7, 2024

Agenda Item: City Manager Performance Evaluation Tool

Staff Contact (name, email, phone): Sara Marquardt, smarquardt@whitewater-wi.gov, 262-473-1387

BACKGROUND

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

1. Per the City Manager Annual Review Policy, no later than November 1, the HR Manager will provide Common Council with a draft of the proposed evaluation tool, which will include a survey component and questionnaire for distribution to all participating employees and officials.
2. Second regular meeting of November: The Common Council will provide feedback to the HR manager or designee on the evaluation tool, along with any corrections or suggested additions.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

- 1) June 20, 2023 – Common Council reviewed the City Manager Annual Review Policy. Suggested changes included the addition of a six-month review and incorporation of the management plan into the policy.
- 2) August 1, 2023 – HR presented revisions to the City Manager Annual Review Policy. Minor changes were requested and the policy was approved.
- 3) August 15, 2023 – Competency categories were reviewed at the Common Council meeting. Discussion was held regarding staff surveys and citizen feedback.
- 4) November 21, 2023 – Council reviewed the Performance Evaluation Tool which was approved.
- 5) August 6, 2024 – Common Council made no changes to the Annual Review Policy.

FINANCIAL IMPACT

(If none, state N/A)

N/A


STAFF RECOMMENDATION

According to the policy, Common Council feedback isn't required until the second November meeting. However, HR is requesting feedback at the first meeting in November to allow the City Manager ample time to complete the self-evaluation using the appropriate tool by the December 1 deadline. In the future, HR will propose a policy update to reflect this timeline change. Staff recommends approval of the tool, pending Council feedback.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. City Manager Annual Review Policy 2024
2. City Manager Evaluation Tool - Draft

		<h2>City Manager Annual Review</h2>			
Owner:	City Manager	Approving Position:	Common Council	Pages:	2
Issue Date:	12/17/2020	Revision Date:	8/06/2024	Review Date:	08/01/2025
Special Instructions:	This policy will be reviewed annually prior to conducting a review of the City Manager				

I. Policy

The common council of the City of Whitewater will conduct a formal evaluation of the city manager on an annual basis. The evaluation will consist of two parts: (1) a written evaluation and (2) a formal review session conducted at a regularly scheduled meeting, in closed session, with the city manager in attendance.

At a July common council meeting, council will conduct an informal review of goals related to City Manager performance, strategic plan initiatives and management plan objectives.

All meetings of the common council as part of the evaluation will meet legal requirements of the State of Wisconsin’s Open Meeting Law (Wisconsin Statute sections 19.83, 19.84 and 19.85).

II. Guidelines

The formal evaluation provides both the city manager and the common council an opportunity for a comprehensive discussion of the city manager’s performance in the previous year and the goals for the next year. The evaluation process will adhere to the following guidelines:

1. Performance review is an ongoing process. However, the evaluation will focus primarily on city manager performance for the previous calendar year.
2. The evaluation process will provide an outlet for feedback from common council members, department directors, and city manager direct reports. Subject to Wisconsin public record laws, anonymity will be maintained for all those providing feedback.
3. City manager demonstration of Practices for Effective Local Government Leadership as provided by the International City/County Management Association (ICMA) will be considered as part of the evaluation process.
4. The evaluation process will include an assessment of city manager performance related to city manager goals for the prior year. The process will also include the establishment of clear goals and expectations for the city manager in the coming year.

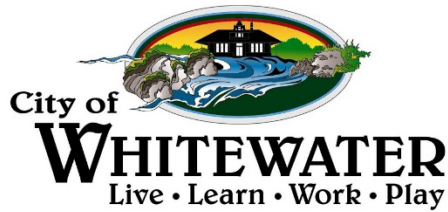
III. Procedures

1. No later than November 1, the HR manager, or designee, will provide common council members with a draft of the proposed evaluation tool, which should include a survey component/questionnaire for distribution to all participating employees and officials.
2. Second regular meeting of November: The common council will provide feedback to the HR manager or designee on the evaluation tool, along with any corrections or suggested additions.
3. No later than December 1, the HR manager or designee will distribute the evaluation tool to all common council members, department directors, and direct reports of the city manager for review and completion. Included with the evaluation tool will be a memo from the city manager reporting on the status of any goals, established in the previous year. In addition to the memo, the city manager will provide the common council with a completed self-evaluation form.
4. No later than December 21, all evaluation participants, including common council members, will return their completed evaluation to the HR manager or designee responsible for the original distribution of the evaluation. Responses will then be compiled into a brief report for distribution to the common council and city manager. The HR manager or designee will distribute a sealed hard copy of the report to common council members at least 72 hours prior to the second regular common council meeting in January.
5. Second regular meeting in January: Having received the summary report at least 72 hours in advance of the meeting, the common council will meet in closed session with the city attorney and or HR manager to discuss the evaluation results.
6. At the first regular meeting in February, the common council will meet with the city manager in closed session to discuss the evaluation results as provided in the summary report. At this meeting, the common council will also discuss city manager performance related to existing goals and establish new goals for the city manager in the coming year.
7. Contract Amendment – Should the common council and the city manager wish to amend the City Manager Employment Agreement as a result of the performance evaluation process, those mutually agreed upon amendments will be directed to the city attorney for drafting.

IV. Performance

This City Manager Annual Review Policy is adopted to be a tool to assist the Common Council in evaluating the City Manager's performance and is not intended to create any new contractual or legal obligation by the Common Council to perform the actions set forth herein:

1. This policy can be changed at any time by the Common Council and compliance with this policy by the Common Council is optional. Failure by the Common Council to comply with the terms and deadlines set forth herein shall be considered a valid and appropriate decision by the Common Council to not comply with the terms or obligations.



City Manager Performance Evaluation

City of Whitewater

Evaluation period: November 1, 2023 to December 1, 2024

Each participant should complete this evaluation form and return it to the Human Resources Department. Forms may be submitted via paper or electronically to the Human Resources office or smarquardt@whitewater-wi.gov. If submitting electronically, please indicate "CONFIDENTIAL" on the subject line. The deadline for submitting this performance evaluation is December 21, 2024. Evaluations will be summarized and included on the agenda for discussion at the Common Council Meeting on January 21, 2025.

Signature (optional)

Date Submitted

INSTRUCTIONS

This evaluation form contains ten categories of evaluation criteria. Each category contains a statement to describe a behavior standard in that category. For each statement, use the following scale to indicate your rating of the city manager's performance.

5 = Excellent (almost always exceeds the performance standard)

4 = Above average (generally exceeds the performance standard)

3 = Average (generally meets the performance standard)

2 = Below average (usually does not meet the performance standard)

1 = Poor (rarely meets the performance standard)

Any item left blank will be interpreted as a score of "3 = Average." If a section does not apply, please indicate with N/A.

This evaluation form also contains a provision for entering narrative comments, including an opportunity to enter responses to specific questions and an opportunity to list any comments you believe appropriate and pertinent to the rating period. Please write legibly.

Leave all pages of this evaluation form attached. Sign (optional) the cover page. On the date space of the cover page, enter the date the evaluation form was submitted. All evaluations presented prior to the deadline identified on the cover page will be summarized into a performance evaluation summary to be presented by the governing body as part of the agenda for the meeting indicated on the cover page. The completion of this evaluation is optional and every effort will be made to maintain evaluator confidentiality.

PERFORMANCE CATEGORY SCORING

1. INDIVIDUAL CHARACTERISTICS

- Diligent and thorough in the discharge of duties, "self-starter"
- Exercises good judgment
- Displays enthusiasm, cooperation and will to adapt
- Demonstrates the ability to work with others in accordance with the City's strategic goals and directions
- Exhibits composure, appearance and attitude appropriate for executive position

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Comment: _____

2. PROFESSIONAL SKILLS AND STATUS

- Maintains knowledge of current developments affecting the practice of local government management
- Demonstrates a capacity for innovation and creativity
- Anticipates and analyzes problems to develop effective approaches for solving them
- Willing to try new ideas proposed by governing body members and/or staff
- Sets a professional example by handling affairs of the public office in a fair and impartial manner

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Comment: _____

3. RELATIONS WITH ELECTED MEMBERS OF THE GOVERNING BODY

- Makes an effort to be accessible to Council members
- Sets meeting agendas that reflect the guidance of the governing body and avoids unnecessary involvement in administrative actions
- Disseminates complete and accurate information equally to all members
- Handles issues that are brought by the Council in a consistent and timely manner

____ Responds well to requests, advice and constructive criticism

Add the values from above and enter the subtotal ____ ÷ 5 = ____ score for this category

Comment: _____

4. POLICY EXECUTION

____ Implements governing body actions in accordance with the intent of council

____ Supports the actions of the governing body after a decision has been reached, both inside and outside the organization

____ Understands, supports and enforces local government's laws, policies and ordinances

____ Reviews ordinance and policy procedures periodically to suggest improvements to their effectiveness

____ Offers workable alternatives to the governing body for changes in law or policy when an existing policy or ordinance is no longer practical

____ Supports and updates the organization on the achievement of management and strategic goals

Add the values from above and enter the subtotal ____ ÷ 6 = ____ score for this category

Comment: _____

5. REPORTING

____ Provides regular information and reports to the governing body concerning matters of importance to the local government

____ Responds in a timely manner to requests from the governing body for special reports or information

____ Takes the initiative to provide information, advice and recommendations to the governing body on matters that are non-routine and not administrative in nature

____ Reports produced by the manager are accurate, comprehensive, concise and written to their intended audience

____ Produces and handles reports in a way to convey the message that affairs of the organization are open to public scrutiny

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Comment: _____

6. CITIZEN RELATIONS

_____ Responsive to requests from citizens

_____ Demonstrates a dedication to service to the community and its citizens

_____ Maintains a nonpartisan approach in dealing with the news media

_____ Meets with and listens to members of the community to discuss their concerns and strives to understand their interests

_____ Gives an appropriate effort to maintain citizen satisfaction with city services

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Comment: _____

7. MANAGEMENT OF THE ORGANIZATION/INTERNAL CULTURE

_____ Effectively runs the operations of the organization

_____ Creates a collaborative team building environment for staff

_____ Recognizes the accomplishments of staff

_____ Supports a commitment to diversity/inclusion, professional growth, succession planning and opportunity within the organization

_____ Promotes training and development opportunities for employees at all levels of the organization

_____ Promotes strategic plan initiatives and goal development with staff

Add the values from above and enter the subtotal _____ ÷ 6 = _____ score for this category

Comment: _____

8. SUPERVISION

_____ Encourages heads of departments to make decisions within their jurisdictions with minimal city manager involvement, yet maintains general control of operations by providing the right amount of communication to the staff

_____ Instills confidence and promotes initiative in subordinates through supportive rather than restrictive controls for their programs while still monitoring operations at the department level

_____ Develops and maintains a friendly and informal relationship with the staff and work force in general, yet maintains the professional dignity of the city manager's office

_____ Sustains or improves staff performance by evaluating the performance of staff members at least annually, setting goals and objectives for them, periodically assessing their progress, and providing appropriate feedback

_____ Encourages teamwork, innovation and effective problem-solving among the staff members

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Comment: _____

9. FISCAL MANAGEMENT

_____ Prepares a balanced budget to provide services at a level directed by council

_____ Makes the best possible use of available funds, conscious of the need to operate the local government efficiently and effectively

_____ Demonstrates ingenuity and creativity in approaching budgetary matters, including long-range financial needs, monitoring and adaption for the organization

_____ Incorporates evolving role of technology in service provision

_____ Ensures actions and decisions reflect an appropriate level of responsibility for financial planning and accountability

_____ Appropriately monitors and manages fiscal activities of the organization

Add the values from above and enter the subtotal _____ ÷ 6 = _____ score for this category

Comment: _____

10. COMMUNITY RELATIONS AND ENGAGEMENT

_____ Makes an effort to understand issues, concerns and values of the community

_____ Leverages public engagements and community interactions to educate and advocate on City initiatives and services

_____ Represents the City well and in a professional and positive manner

_____ Professionally leverages social media

_____ Works effectively with partner agencies, neighboring jurisdictions and community organizations

Add the values from above and enter the subtotal _____ ÷ 5 = _____ score for this category

Comment: _____

DRAFT



Common Council Agenda Item

Meeting Date:	November 6, 2024
Agenda Item:	Job Descriptions-City Attorney and Building Inspector & Zoning Administrator
Staff Contact (name, email, phone):	Sara Marquardt, smarquardt@whitewater-wi.gov, 262-473-1387

BACKGROUND

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

1. A well-defined job description is important, even for positions contracted through an outside vendor, as it ensures clarity on roles, responsibilities and expectations, aligning the contractor’s performance with the City’s standards and goals.
2. Job descriptions serve as a lasting foundation that remains consistent even as contracts change, helping to preserve organizational knowledge and expectations across different vendors and over time.
3. The City Manager tasked the Human Resources Department with auditing to ensure that job descriptions exist for all positions within the City of Whitewater.
4. The City Attorney and Building Inspector/Zoning Administrator roles are unique in their specialized responsibilities and position descriptions were never previously outlined.
5. The initial job descriptions were drafted using other city description as a foundation, incorporating relevant additions while tailoring them to align with our current tasks. They were subsequently reviewed by the supervising officials with recommended revisions incorporated. Attorney Jonathan McDonell reviewed the Building Inspector & Zoning Administrator job description and Attorney Hanna Kolberg from vonBriesen, an expert in county and municipal governance, and formerly a Deputy City Attorney for Wauwatosa and an Assistant District Attorney in Milwaukee County reviewed the City Attorney job description. All recommended revisions have been incorporated.
6. Additionally, City Ordinances were reviewed for the Building Inspector & Zoning Administrator job descriptions to ensure proper mention in the job description.
7. Finally, State Statute (Wis. Stat. 62.09) was reviewed and an opinion was asked for and provided by Attorney Kyle Gulya regarding the liability for the appointment of a city attorney absent a job description. That opinion is attached to this memo.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

1. At the Finance Committee Meeting on 10/22/2024, feedback indicated that the job descriptions presented were overly reflective of "traditional employee" roles.
2. At the Finance Committee Meeting on 10/30/2024, the job descriptions were recommended for approval to the Common Council on a vote of 2 to 1.

FINANCIAL IMPACT

(If none, state N/A)

N/A

STAFF RECOMMENDATION

Staff is seeking a recommendation to Common Council to approve the job descriptions for City Attorney and Building Inspector & Zoning Administrator.

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Job Description – City Attorney
 2. Job Description – Building Inspector & Zoning Administrator
 3. Kyle Gulya Email
 4. City of Whitewater Municipal Code 2.16.040 and State Statute 62.09
-



JOB DESCRIPTION

Title:	City Attorney	Department(s):	
Reports to:	City Manager	Location	
FLSA:		Pay Grade:	
Shift:		Status:	
Bargaining Unit:	None	Date:	October 2024

JOB SUMMARY

The City Attorney is a key member of the city's executive leadership team and acts as a legal advisor to all levels of City government. This position provides a wide range of legal services; analyzes complex legal issues, evaluates alternative approaches to problems, and implements sound solutions; represents the City in civil and administrative proceedings and transactional matters; represents the city in municipal court prosecutions; and responds to inquiries from City officials, City staff, community organizations, state and local agencies, and the general public. The position requires strong interpersonal skills with a demonstrated ability to engage people, resolve conflict, and coach others.

ESSENTIAL DUTIES AND RESPONSIBILITIES

This list of duties and responsibilities is not all inclusive and may be expanded to include other duties and responsibilities, as management may deem necessary.

Provide General Legal Counsel: 85%

- Conducts legal research and provides oral and written legal advice, recommendations, and opinions to the Common Council, City Manager, Department Directors, City Committees, Commissions, and Boards on matters affecting City operations and on relevant legislation and changes in the law.
- Responds timely and appropriately to inquiries from elected and appointed City Officials, staff, the general public, media and other attorneys' inquiries regarding matters of public information, matters proposed and pending before the Common Council and City policies and procedures.
- Drafts and reviews resolutions, ordinances, policies and procedures, rules and regulations, legal opinions, contracts, leases, agreements, grievance responses, deeds, plats, administration and Council policy statements, and such other legal documents,
- Represents the City in a variety of matters before judicial or quasi-judicial bodies or commissions, including the preparation of pleadings, conducting discovery, and preparing for and proceeding to hearing or trial.
- Coordinates the defense of the City, its elected and appointed officials, boards and commissions in all legal actions, state and Federal, legal proceedings, hearings and other forum regarding personal injury, property damage, all City contract disputes, constitutional and all other challenges to City ordinances, resolutions and administrative actions of the City.

- Work with all City departments on all aspects of municipal law, real estate, zoning, land use and development, employment, elections, bankruptcy, real and personal property taxation, property ownership, tax matters, public records and open meetings law, privacy, and contracts and agreements, including the assessment of the risks and financial exposure to the City for non-compliance and matters affecting the daily operation of the City.
- Oversees the distribution of work and manages the performance of contracted attorneys, outside counsel and legal service contracts.
- Negotiates and drafts documents for the acquisition, use, and sale of City lands.
- Reviews all contracts on behalf of the City to ensure compliance with applicable laws, assess risk, limit liability and determine necessary insurance requirements.
- Attends Common Council, City Committee and Board meetings to advise City staff and elected and appointed City Officials on applicable law, regulation and policy and serve as the City's parliamentarian.,
- Attends meetings with Department Directors and supervisory staff, and participates in Department and inter-Departmental meetings to address projects and matters specific to the Department(s) to address the legal and public policy implications pertaining to the adoption and/or enforcement of proposed and existing laws, ordinances, regulations, rules, policies and procedures, contracts, and administrative and judicial opinions and decisions.
- Works collaboratively as a member of the executive leadership team managing the organization in current and future initiatives.
- Assists Clerk Department with the response to requests for public records including the review of documents for release as allowed by WI State Statutes.
- Prepares and recommends the annual department budget; implements budget programs and monitors expenses through the year.

Serve as City Prosecution: 15%

- Serves as prosecutor in Municipal Court.
- Conduct pre-trials and negotiate acceptable satisfactions to municipal violations on behalf of the City.

ADDITIONAL TASKS AND RESPONSIBILITIES

- Conducts other tasks or assignments as directed by the City Manager.

SUPERVISION RECEIVED AND/OR EXERCISED

- The City Attorney reports to the City Manager.
- The office of City Attorney shall be under the supervision of the City Attorney.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

- Admission to the Bar of the State of Wisconsin and current good standing status
- Minimum of three (3) years of experience as a practicing attorney including legal research and writing.
- Preferred qualifications include experience in the areas of municipal law, labor law, civil litigation, contract review, real estate transactions, and code enforcement.
- Direct counsel experience with tax incremental financing, and development agreement negotiating and drafting strongly preferred.

Language Skills

- Ability to analyze data and information using established criteria, in order to determine consequences and to identify and select alternatives. Ability to compare, count, differentiate, measure, copy, record and transcribe data and information. Ability to classify, compute, tabulate, and categorize data.
- Ability to persuade, convince, and/or train others. Ability to advise and interpret how to apply policies, procedures and standards to specific situations.
- Ability to utilize a variety of advisory data and information such as code manuals, City ordinances, directories, State statutes, procedures, guidelines and non-routine correspondence.
- Ability to communicate orally and in writing with City personnel, Department personnel and City residents.

Mathematical Skills

- Ability to calculate percentages, fractions, decimals, volumes, ratios, present values, and spatial relationships.
- Ability to interpret basic descriptive statistical reports.

Reasoning Ability

- Ability to use functional reasoning in performing influence functions.
- Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against sensory and/or judgmental criteria.
- Ability to work well under pressure and handle stressful situations, to organize work and set priorities, managing time and resources to meet deadlines and changing demands within the entire operation of administrative services, perform duties with a minimum of supervision.

Other Qualifications

- Considerable knowledge of the practices, ethics and procedures of the legal profession, usually acquired through the attainment of a law degree, admission to practice law in Wisconsin, and extensive and varied experience in the practice of municipal law.
- Knowledge of the resources essential to research of legal questions and problems.
- Ability to work well under pressure, meet deadlines regularly, manage multiple assignments, and shift priorities, responding with a sense of urgency when issues emerge requiring immediate attention.
- Requires skill in listening, critical thinking, problem analysis and problem solving; written/verbal communication skills; ability to tailor the message, context, and mode of communication to the audience; ability to multi-task in a fast-paced environment and self-identify organizational, departmental, and individual priorities.
- Must possess skill in monitoring one's own work to ensure quality, accuracy, and thoroughness; sound judgment in recognizing scope of authority; ability to think strategically, commit to innovation and continuous process improvement, and work collaboratively within the organization.
- Ability to establish and maintain relationships with diverse populations at all levels of the organization, outside vendors/client representatives/peers and the public, and ability to relate effectively with people of varied academic, cultural, and socio-economic backgrounds using tact, diplomacy and courtesy.
- Ability to learn rapidly the knowledge necessary to act as in-house counsel to the City Manager, Common Council and various department directors.
 - Working knowledge of modern office practices and procedures, including use of Microsoft Office.
 - Ability to perform basic functions with all MS Office Suite products.
 - Ability to operate phone system, desktop computer, copy machine, postage machine, fax machine, base radio and cash register.

- Proficiency in typing, 10 key calculator, computers and electronic data processing.

The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.



JOB DESCRIPTION

Title:	Building Inspector & Zoning Administrator	Department(s):	
Reports to:	Economic Development Director	Location	Municipal Building
FLSA:		Pay Grade:	
Shift:		Status:	
Bargaining Unit:	None	Date:	October 2024

JOB SUMMARY

The position of Building Inspector & Zoning Administrator performs inspection services associated with the enforcement of, and compliance with, City and State commercial and residential Building Codes, and zoning codes. The Inspector’s activities ensure the application of the aesthetic standards of the community in the construction of buildings and surrounding landscapes, and preserve the health, welfare and safety of the general public.

ESSENTIAL DUTIES AND RESPONSIBILITIES

This list of duties and responsibilities is not all inclusive and may be expanded to include other duties and responsibilities, as management may deem necessary.

- Review building and site plans for compliance with local and state codes.
- Issue building permits and perform building, electrical, plumbing, HVAC, and erosion control inspections.
- Coordinate with external agencies for commercial inspections.
- Testify in court regarding building and zoning code compliance issues when necessary.
- Conduct on-site inspections to verify zoning and code compliance and follow up on violations.
- Ensure the application of aesthetic standards in construction projects and surrounding landscapes.
- Enforce local zoning regulations under Titles 14, 18 and 19 of the City Code and WI Stat § 62.17 and WI Stat §101.
- Administer the City’s Comprehensive Plan and recommend updates to zoning codes and land-use regulations.
- Process zoning permits, land use variances, and conditional use permits.
- Review applications for plats, site plans, and certified survey maps and provide recommendations to the Plan Commission.
- Assist the City Council, Plan Commission, BZA and other boards as needed with technical research, analysis, and code interpretation.

- Issue citations for code violations and maintain electronic records of inspections and communications.
- Coordinate inspections with other agencies such as fire, and police departments.

ADDITIONAL TASKS AND RESPONSIBILITIES

- Review and recommend updates to building permit fees for the annual Schedule of Fees.
- Enforces nuisance property and property condition ordinances.
- Assist in the review of site plans and sign permits for commercial, industrial, and multi-family developments.
- Attend Plan Commission, Board of Zoning Appeals, and Common Council meetings as needed.

SUPERVISION RECEIVED AND/OR EXERCISED

- The Building Inspector & Zoning Administrator reports to the Economic Development Director.
- The Building Inspector & Zoning Administrator does not directly supervise any City staff.
- The Building Inspector & Zoning Administrator is entitled to services of the City Attorney as per Wisconsin Statutes 62.115.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience

- High school diploma or GED equivalent required.
- Vocational/technical training in building construction and systems is preferred.
- Minimum of two years of inspection experience with extensive public contact, or an equivalent combination of education and experience.
- Certifications preferred (but not required at the time of hire):
 - UDC Construction Inspector
 - UDC HVAC Inspector
 - UDC Electrical Inspector
 - UDC Plumbing Inspector
 - Commercial Building Inspector certification preferred.

Language Skills

- Strong communication skills to explain technical concepts clearly to the public, contractors, and city officials.
- Ability to draft and interpret technical reports, zoning code documents, and legal ordinances.

Mathematical Skills

- Ability to calculate percentages, fractions, decimals, volumes, ratios, present values, and spatial relationships.
- Ability to calculate area, volume, and perform basic math operations related to building and construction standards.

Reasoning Ability

- Strong problem-solving and analytical skills to interpret building plans, evaluate compliance, and provide enforcement solutions.
- Ability to make informed decisions and judgments in complex zoning and building code cases.

Other Qualifications

- Familiarity with state and local building codes, zoning regulations, and Wisconsin statutes.
- Ability to enforce regulations with firmness and tact while maintaining positive relationships with the community.
- Proficient in computer software such as Microsoft Office and electronic permitting systems.
- Ability to manage multiple projects from permit application through the final inspection process.
- Honesty, discretion, and sound judgment are critical for success in this role.
- Must possess a valid driver's license.

The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.

Note: Portions of this email have been removed as they pertain to a separate legal opinion unrelated to this inquiry.

Hi Sara,

As to the second question, the statutes do not require the existence of a job description. The Statute sets forth the statutory duties for City Attorney in Wis. Stat. 62.09 and other provisions. Absent a local requirement requiring a job description, I believe the City Manager can proceed with appointing a City Attorney and then promulgating a description. With that said, good practice suggests creating and having in place a position description before the hiring.

Kyle

Kyle J. Gulya | von Briesen & Roper, s.c.
Direct: 608-316-3177 | kyle.gulya@vonbriesen.com

From: Sara Marquardt <smarquardt@whitewater-wi.gov>
Sent: Wednesday, October 30, 2024 11:47 AM
To: Kyle J. Gulya <kyle.gulya@vonbriesen.com>
Subject: [EXTERNAL] Opinions

Kyle,

John is seeking two opinions –

- 2) The question would be is there any liability for the city manager appointing the city attorney in accordance with the ordinance, absent a job description? If you go to Municode and search City attorney it's very apparent that the city manager appoints the city attorney. However, there's no job description so the city manager would just be appointing the attorney based on nothing.

Please let me know if you need further information or clarification.

Sara Marquardt
HR Manager
City of Whitewater
Tel: 262-473-1387
Email: smarquardt@whitewater-wi.gov

This message (including attachments) is privileged and confidential. If you are not the intended recipient, please delete it without further distribution and reply to the sender that you have received the message in error.

2.16.040 - Office of city attorney.

The office of the city attorney shall be under the supervision of the city attorney who shall be appointed by the city manager and shall be responsible for the conduct of all legal services for the city; shall serve as legal advisor to the council, city manager, and all city departments and offices; and shall perform such other duties as may be required by the city manager or city council or as required by state law or local ordinance.

(Ord. No. 1766A, § 1, 5-4-2010)

62.09 Officers

(12) Attorney.

(a) The attorney shall conduct all the law business in which the city is interested.

(c) The attorney shall when requested by city officers give written legal opinions, which shall be filed with the clerk.

(d) The attorney shall draft ordinances, bonds and other instruments as may be required by city officers.

(e) The attorney shall examine the tax and assessment rolls and other tax proceedings, and advise the proper city officers in regard thereto.

(f) The attorney may appoint an assistant, who shall have power to perform the attorney's duties and for whose acts the attorney shall be responsible to the city. Such assistant shall receive no compensation from the city, unless previously provided by ordinance.

(g) The council may employ and compensate special counsel to assist in or take charge of any matter in which the city is interested.