



136 North Monroe Street  
Waterloo, WI 53594  
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[www.waterloowi.us](http://www.waterloowi.us)

## A MEETING OF THE WATERLOO COMMUNITY DEVELOPMENT AUTHORITY - AGENDA

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and to the news media, that a public meeting will be held to consider the following:

Date: May 17, 2022  
Time: 6:00 p.m.  
Location: Municipal Building, 136 North Monroe Street (via remote phone conference for participants and public)

Join Zoom Meeting: [https://us02web.zoom.us/j/84905538849?pwd=gkBGslamiCpJZzcBCQcsw\\_HdZ9Woaj.1](https://us02web.zoom.us/j/84905538849?pwd=gkBGslamiCpJZzcBCQcsw_HdZ9Woaj.1)  
Meeting ID: 849 0553 8849 Passcode: 943971  
Dial by phone +1 312 626 6799 US (Chicago)

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
2. MEETING MINUTES APPROVAL: April 19, 2022
3. UPDATES & REPORTS
  - a. Non-Metro Connections Update
  - b. Clerk/Treasurer Report –
  - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600-April
  - d. Business Association Liaison Report, (contact undetermined)
  - e. School District Liaison (contact undetermined)
4. OLD BUSINESS
  - a. New Resident Outreach – Welcome Packet
  - b. Manuesha Business Center shareable space – update on council action.
  - c. Implementing A Blight Policy, Hiring Code Compliance Services, Follow-up. Updated Open Code Report.
  - d. 333 Portland Rd
    - i. Archaeological Study Information Update/Discussion
5. NEW BUSINESS
  - a. Election of Chair and Vice-Chair
6. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Annual Calendar
7. ADJOURNMENT

Jeanne Ritter, Clerk/Deputy Treasurer

**Community Development Authority:** Soter, Petts, C. Kuhl, A. Kuhl, Woods, O'Connell, Sharpe and School District Superintendent Brian Henning as non-voting School District liaison  
Posted, Mailed and E-mailed: 05/13/2022

Please note: it is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may attend the above meeting(s) to gather information. No action will be taken by any governmental body other than that specifically noticed. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location.

**WATERLOO COMMUNITY DEVELOPMENT AUTHORITY -- MEETING MINUTES: April 19, 2022**

Digital audio files are archived with these written minutes additionally serving as the official record.

1. PLEDGE OF ALLEGIANCE, ROLL CALL AND CALL TO ORDER. CDA Chair Weihert called the meeting to order at 6:00 p.m. Members present: Kuhl, O'Connell, and Petts. Remote: Absent: Soter, Sharpe, Woods, and the non-voting member from School District and Business Association. Others in Attendance or remote: Eric Cotting, Laura Cotting, Chad Teubert, LaRon Davis, Ben Filkouski, Clerk Ritter and Everett Butzine.
2. MEETING MINUTES APPROVAL: March 15, 2022. MOTION: [O'Connell/Petts] to approve the minutes as listed and presented. VOICE VOTE: Motion carried.
3. UPDATES & REPORTS.
  - a. Non-Metro Connections Update given by Everett Butzine. Accepted offer in land in the City of Waterloo. TIF will be asked for. Butzine would like more involvement he is aware Ehlers helps quite a bit with that. Survey information has been distributed. Butzine is attending JCEDC end of May. He would like to see more information about Waterloo on Google.
  - b. Clerk/Treasurer Report. March Update Reviewed
  - c. Financial Reports Tax Incremental Finance Districts 2, 3 & 4 and Fund 600. Noted
  - d. Business Association Liaison Report. No report.
  - e. School District Liaison. No report.
4. UNFINISHED BUSINESS
  - a. Implementing A Blight Policy, Hiring Code Compliance Services. Update noted. Plan Commission also wants the list cleaned up and ordinance listed. Ritter will work on.
5. OLD BUSINESS
  - a. New Resident Outreach. Welcome Packet. Ritter to work on.
  - b. Morrison Field. Park board has decided not to sell this Field at this time. Butzine would like a study on impact fees. Board encouraged Butzine to talk further with Barry Sorenson.
6. NEW BUSINESS
  - a. 333 Portland Rd
    - i. Archaeological Study Information Update. Discussion on how to move forward. If artifacts are found they can keep going but if bones are discovered they have to stop and investigate further. Possibly parceling that section off with new CSM. Ben Filkouski and Everett Butzine will discuss and bring more information to the next CDA meeting.
    - ii. Current Real Estate contract expires 04/20/2022 with Ben Filkouski/Madison Commercial Real Estate. Contract automatically goes to a month to month with a 30 day opt out clause. Filkouski reviewed interest in the prior year on real estate.
  - b. Manuesha Business Center – Eric Cotting request to rent. Cotting felt that the Center would be a good fit. Explained his business model and what he does. Discussion on fee schedule. Would like to take to council to consider this a shared space and look for a fee reduction. [Petts/O'Connell] Motion to recommend to council that this space be considered a share space and CDA can sent rental fee. Voice Vote: Motion carried.
7. CITIZEN INPUT, FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.
  - a. Annual Calendar. Noted.
8. ADJOURNMENT. MOTION: [Kuhl/Petts] VOICE VOTE: Motion carried. Time: 7:07 p.m.

Attest:

Jeanne Ritter  
Clerk/Deputy Treasurer

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[HTTPS://WATERLOOWI.SHAREPOINT.COM/SITES/FILES/SHARES/DATA/COMMON/agendas\\_minutes/2022/cda - 3rd tuesday/2022-04-19 cda/2022-03-15 cdaminutes.docx](https://waterloowi.sharepoint.com/sites/files/SHARES/DATA/COMMON/agendas_minutes/2022/cda - 3rd tuesday/2022-04-19 cda/2022-03-15 cdaminutes.docx)  
4/27/2022 3:19 PM

# **CITY OF WATERLOO**

CDA'S TREASURER'S REPORT – APRIL 2022



# CITY OF WATERLOO

BALANCE SHEET  
APRIL 30, 2022

## 412-TIF DISTRICT 2 FUND

### ASSETS

412-11100	TREASURER'S CASH	465,886.71	
412-15800	DUE FROM AGENCY FUND TAXES	31,813.90	
	TOTAL ASSETS		497,700.61

### LIABILITIES AND EQUITY

#### LIABILITIES

412-26100	DEFERRED REVENUE	31,814.02	
	TOTAL LIABILITIES		31,814.02

#### FUND EQUITY

412-34300	FUND BALANCE	415,337.06	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	50,549.53	
	TOTAL FUND EQUITY		465,886.59
	TOTAL LIABILITIES AND EQUITY		497,700.61

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 412 - TIF DISTRICT 2 FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>TIF DISTRICT 2 FUND</u>					
412-41-4111-000	TAX INCREMENTS	.00	92,713.62	81,308.00	( 11,405.62)	114.0
	TOTAL TIF DISTRICT 2 FUND	.00	92,713.62	81,308.00	( 11,405.62)	114.0
	<u>INTERGOVERNMENTAL REVENUE</u>					
412-43-4364-000	STATE AID EXEMPT COMPUTERS	.00	.00	780.00	780.00	.0
412-43-4366-000	STATE AID PERSONAL PROPERTY	.00	.00	2,036.19	2,036.19	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	2,816.19	2,816.19	.0
	<u>MISCELLANEOUS REVENUES</u>					
412-48-4800-000	MISC REVENUES	.00	7,137.50	119,128.89	111,991.39	6.0
	TOTAL MISCELLANEOUS REVENUES	.00	7,137.50	119,128.89	111,991.39	6.0
	TOTAL FUND REVENUE	.00	99,851.12	203,253.08	103,401.96	49.1

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 412 - TIF DISTRICT 2 FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>LEGISLATIVE SUPPORT</u>					
412-51-5112-320	LEGIS SUPPORT PR & PUB	.00	64.00	.00	( 64.00)	.0
412-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
	TOTAL LEGISLATIVE SUPPORT	.00	214.00	150.00	( 64.00)	142.7
	<u>ATTORNEY</u>					
412-51-5130-211	ATTORNEY ATTORNEY FEES	.00	.00	1,500.00	1,500.00	.0
	TOTAL ATTORNEY	.00	.00	1,500.00	1,500.00	.0
	<u>CLERK - WAGES</u>					
412-51-5142-110	CLERK SALARY/CLERK	.00	.00	25,000.00	25,000.00	.0
	TOTAL CLERK - WAGES	.00	.00	25,000.00	25,000.00	.0
	<u>SPECIAL ACCTG AND AUDITING</u>					
412-51-5151-214	SPEC ACCTG & AUD PROF FEES	616.66	616.66	750.00	133.34	82.2
	TOTAL SPECIAL ACCTG AND AUDITING	616.66	616.66	750.00	133.34	82.2
	<u>ENGINEERING AND ADMINISTRATION</u>					
412-53-5310-215	ENG & ADMIN PROF FEES	3,333.34	13,333.36	22,000.00	8,666.64	60.6
412-53-5310-380	TID 2 COMPUTER SUPPLY/MAINT	25.45	102.01	302.40	200.39	33.7
	TOTAL ENGINEERING AND ADMINISTRATION	3,358.79	13,435.37	22,302.40	8,867.03	60.2
	<u>DEBT SERVICE</u>					
412-59-5926-001	DEBT SERVICE	.00	35,035.56	.00	( 35,035.56)	.0
	TOTAL DEBT SERVICE	.00	35,035.56	.00	( 35,035.56)	.0
	TOTAL FUND EXPENDITURES	3,975.45	49,301.59	49,702.40	400.81	99.2
	NET REVENUE OVER(UNDER) EXPENDITURES	( 3,975.45)	50,549.53	153,550.68		

# CITY OF WATERLOO

BALANCE SHEET  
APRIL 30, 2022

## 413-TIF DISTRICT 3 FUND

### ASSETS

413-11100	TREASURER'S CASH	44,111.57	
413-15800	DUE FROM AGENCY FUND TAXES	22,142.72	
	TOTAL ASSETS		66,254.29

### LIABILITIES AND EQUITY

#### LIABILITIES

413-26100	DEFERRED REVENUE	22,142.60	
	TOTAL LIABILITIES		22,142.60

#### FUND EQUITY

413-34300	FUND BALANCE	62,395.20	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	( 18,283.51)	
	TOTAL FUND EQUITY		44,111.69
	TOTAL LIABILITIES AND EQUITY		66,254.29

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 413 - TIF DISTRICT 3 FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>TAXES</u>					
413-41-4111-000	TAX INCREMENTS	.00	64,529.40	87,858.00	23,328.60	73.5
	TOTAL TAXES	.00	64,529.40	87,858.00	23,328.60	73.5
	<u>INTERGOVERNMENTAL REVENUE</u>					
413-43-4364-000	STATE AID EXEMPT COMPUTERS	.00	.00	320.00	320.00	.0
413-43-4365-000	STATE AID PERSONAL PROPERTY	.00	.00	220.77	220.77	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	540.77	540.77	.0
	<u>MISCELLANEOUS REVENUES</u>					
413-48-4800-000	MISC REVENUES	.00	.00	22,198.83	22,198.83	.0
	TOTAL MISCELLANEOUS REVENUES	.00	.00	22,198.83	22,198.83	.0
	TOTAL FUND REVENUE	.00	64,529.40	110,597.60	46,068.20	58.4



**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 413 - TIF DISTRICT 3 FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>LEGISLATIVE SUPPORT</u>					
413-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
	TOTAL LEGISLATIVE SUPPORT	.00	150.00	150.00	.00	100.0
	<u>ATTORNEY</u>					
413-51-5130-211	ATTORNEY ATTORNEY FEES	.00	292.50	.00	( 292.50)	.0
	TOTAL ATTORNEY	.00	292.50	.00	( 292.50)	.0
	<u>SPECIAL ACCTG AND AUDITING</u>					
413-51-5151-214	SPEC ACCTG & AUD PROF FEES	616.66	616.66	2,000.00	1,383.34	30.8
	TOTAL SPECIAL ACCTG AND AUDITING	616.66	616.66	2,000.00	1,383.34	30.8
	<u>ENGINEERING AND ADMINISTRATION</u>					
413-53-5310-215	ENG & ADMIN PROF FEES	.00	760.00	2,000.00	1,240.00	38.0
	TOTAL ENGINEERING AND ADMINISTRATION	.00	760.00	2,000.00	1,240.00	38.0
	<u>TRANSFER TO DEBT SERVICE</u>					
413-59-5929-000	TRANSFER TO DEBT SERVICE	80,993.75	80,993.75	101,567.50	20,573.75	79.7
	TOTAL TRANSFER TO DEBT SERVICE	80,993.75	80,993.75	101,567.50	20,573.75	79.7
	TOTAL FUND EXPENDITURES	81,610.41	82,812.91	105,717.50	22,904.59	78.3
	NET REVENUE OVER(UNDER) EXPENDITURES	( 81,610.41)	( 18,283.51)	4,880.10		

# CITY OF WATERLOO

BALANCE SHEET  
APRIL 30, 2022

## 414-TIF DISTRICT 4 FUND

### ASSETS

414-11100	TREASURER'S CASH	101,218.47	
414-15800	DUE FROM AGENCY FUND TAXES	2,660.70	
	TOTAL ASSETS		103,879.17

### LIABILITIES AND EQUITY

#### LIABILITIES

414-26100	DEFERRED REVENUE	2,660.70	
	TOTAL LIABILITIES		2,660.70

#### FUND EQUITY

414-34300	FUND BALANCE	94,231.22	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	6,987.25	
	TOTAL FUND EQUITY		101,218.47
	TOTAL LIABILITIES AND EQUITY		103,879.17

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 414 - TIF DISTRICT 4 FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>TIF DISTRICT 4 FUND</u>					
414-41-4111-000	TAX INCREMENTS	.00	7,753.93	28,119.98	20,366.05	27.6
	TOTAL TIF DISTRICT 4 FUND	.00	7,753.93	28,119.98	20,366.05	27.6
	<u>INTERGOVERNMENTAL REVENUE</u>					
414-43-4364-000	STATE AID COMPUTERS	.00	.00	239.00	239.00	.0
414-43-4365-000	STATE AID PERSONAL PROPERTY	.00	.00	683.00	683.00	.0
	TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	922.00	922.00	.0
	TOTAL FUND REVENUE	.00	7,753.93	29,041.98	21,288.05	26.7

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2022

**FUND 414 - TIF DISTRICT 4 FUND**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>LEGISLATIVE SUPPORT</u>					
414-51-5112-325	LEGIS SUPPORT ANNUAL DOR FEE	.00	150.00	150.00	.00	100.0
	TOTAL LEGISLATIVE SUPPORT	.00	150.00	150.00	.00	100.0
	<u>SPECIAL ACCTG AND AUDITING</u>					
414-51-5151-214	SPEC ACCTG & AUD PROF FEES	616.68	616.68	500.00	( 116.68)	123.3
	TOTAL SPECIAL ACCTG AND AUDITING	616.68	616.68	500.00	( 116.68)	123.3
	<u>ENGINEERING AND ADMINISTRATION</u>					
414-53-5310-215	ENG & ADMIN PROF FEES	.00	.00	22,000.00	22,000.00	.0
	TOTAL ENGINEERING AND ADMINISTRATION	.00	.00	22,000.00	22,000.00	.0
	TOTAL FUND EXPENDITURES	616.68	766.68	22,650.00	21,883.32	3.4
	NET REVENUE OVER(UNDER) EXPENDITURES	( 616.68)	6,987.25	6,391.98		

# CITY OF WATERLOO

BALANCE SHEET  
APRIL 30, 2022

## 600-COMMUNITY DEVELOPMENT AUTHORITY

### ASSETS

600-11100	TREASURER'S CASH	41,511.80	
600-15800	DUE FROM AGENCY FUND TAXES	1,187.97	
	TOTAL ASSETS		42,699.77

### LIABILITIES AND EQUITY

#### LIABILITIES

600-26100	DEFERRED REVENUE	( 3,462.03)	
	TOTAL LIABILITIES		( 3,462.03)

#### FUND EQUITY

600-34300	FUND BALANCE	18,076.11	
600-34310	PROFESSIONAL SVCS CARRYOVER	25,000.00	
	REVENUE OVER(UNDER) EXPENDITURES - YTD	3,085.69	
	TOTAL FUND EQUITY		46,161.80
	TOTAL LIABILITIES AND EQUITY		42,699.77

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2022  
**FUND 600 - COMMUNITY DEVELOP AUTHORITY**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>TAXES</u>					
600-41-4111-000	LOCAL TAX-GENERAL FUND	.00	3,462.03	4,650.00	1,187.97	74.5
	TOTAL TAXES	.00	3,462.03	4,650.00	1,187.97	74.5
	<u>PUBLIC CHARGES FOR SERVICE</u>					
600-46-4674-000	MBC BUILDING RENTAL	.00	800.00	2,400.00	1,600.00	33.3
	TOTAL PUBLIC CHARGES FOR SERVICE	.00	800.00	2,400.00	1,600.00	33.3
	TOTAL FUND REVENUE	.00	4,262.03	7,050.00	2,787.97	60.5

**CITY OF WATERLOO**  
 DETAIL EXPENDITURES WITH COMPARISON TO BUDGET  
 FOR THE 4 MONTHS ENDING APRIL 30, 2022  
**FUND 600 - COMMUNITY DEVELOP AUTHORITY**

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNDER(OVER)	% OF
	<u>SPECIAL ACCTG COSTS</u>					
600-51-5151-399	SPECIAL ACCTNG COSTS - MISC	.00	.00	375.00	375.00	.0
	TOTAL SPECIAL ACCTG COSTS	.00	.00	375.00	375.00	.0
	<u>MAUNESHA BUSINESS CENTER</u>					
600-51-5162-221	MAUNESHA BUSINESS ELECTRIC	32.44	108.70	1,000.00	891.30	10.9
600-51-5162-222	MAUNESHA BUSINESS HEAT	137.40	593.28	750.00	156.72	79.1
600-51-5162-223	MAUNESHA BUSINESS WATER/SEWER	82.88	248.30	698.00	449.70	35.6
600-51-5162-290	MAUNESHA BUSINESS CLEAN CONTRA	40.00	160.00	480.00	320.00	33.3
600-51-5162-351	MAUNESHA BUSINESS REPAIRS/MAIN	.00	66.06	.00	( 66.06)	.0
	TOTAL MAUNESHA BUSINESS CENTER	292.72	1,176.34	2,928.00	1,751.66	40.2
	<u>PLANNING AND CONSERVATION</u>					
600-56-5630-220	PROJECT CDA PROGRAMS	.00	.00	250.00	250.00	.0
	TOTAL PLANNING AND CONSERVATION	.00	.00	250.00	250.00	.0
	TOTAL FUND EXPENDITURES	292.72	1,176.34	3,553.00	2,376.66	33.1
	NET REVENUE OVER(UNDER) EXPENDITURES	( 292.72)	3,085.69	3,497.00		

## Jeanne Ritter

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**From:** Jeni Quimby  
**Sent:** Monday, May 02, 2022 9:41 AM  
**To:** Ben Filkouski; Everett Butzine  
**Cc:** Mike Herl; Mike Tschanz; Tim Thomas; Jeanne Ritter  
**Subject:** RE: 333 Portland Rd - Indian Burial Mound recommendation

Hi Ben, I talked with the city attorney on the 22<sup>nd</sup> and he suggested that we go through with the site survey on our property. Attorney Bill Cole stated since this is in a city owned TIF district, it is our responsibility to ensure that the property is clear of any issues (like we did with site cleanup on the rest of the property). Because we know there is a potential of an issue, we should be the ones to clean it up/verify it now. Even if we never sell it, it should be cleared of any issues. We can't control what happens on the property owned by Schonherr, but we can on our 2 parcels; by Ron and that sliver by Schoenherr's that the city is willing to donate to him (or the next owner).

Also, Bill noted that we are *not* a delineated burial ground where the state 'verified' remains, just that this may have the potential to have some form of remnants. If you look at the map attached, our little section is the only area so far not to be built on. So the likelihood that we have something vs. the rest of this stretch, is slim to none, but it's worth the effort to verify.

So the funds should come from TIF #3 and it needs to be approved by City Council as the CDA has passed this on to us. JEANNE: it's not necessary to be on this weeks agenda unless you have other changes that need to occur, otherwise we'll put it on the next one along with the (2) options we received for the work; Mitch and Everett each had a quote that will need to be included in the packet.

Thanks,

Jenifer Quimby / Mayor 2019 City of Waterloo, WI  
920-478-3025 / 608-516-3363 cell  
[mayor@waterloowi.us](mailto:mayor@waterloowi.us)

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**From:** Ben Filkouski <ben.filkouski@madisoncommercialre.com>  
**Sent:** Friday, April 22, 2022 11:24 AM  
**To:** Jeni Quimby <mayor@waterloowi.us>  
**Cc:** Jeanne Ritter <jritter@waterloowi.us>; Everett Butzine <info@non-mc.com>; Mike Herl <mike.herl@madisoncommercialre.com>  
**Subject:** 333 Portland Rd - Indian Burial Mound recommendation

Hello Mayor & Jeanne,

It is important to acknowledge that I am not a lawyer and am providing my recommendation based off of real estate brokerage services and the marketability of the land at 333 Portland Rd.

I feel that the best decision here would be to continue to market the land as-is with no work done to mediate this issue.

When an interested party comes along we can explain to them the situation on this small portion of the land. Provided the comments from the Wisconsin Historical Society the assumption is that this is a non-issue and just something that we need to keep an eye on. If any work needs to be done for an interested party to develop the property then I would recommend the city negotiates who pays for the study with the interested party. If a cell tour is going here it will likely be a non-issue as little digging will occur. The DOT has already stated that no ingress/egress will be allowed along 19 on



the site so we shouldn't have any issue with a road being built over this portion of the site anyways. Given the topography it likely will not be developed on either way.

We do advise that the city pass this information along to the city attorney and have them provide the final decision on what would be best to proceed here to ensure that we have ourselves covered.

***From Wisconsin Historical Society:***

There was a group of conical burial mounds (JE-0098, Waterloo Mounds) that followed the ridge line that eventually became State Highway 19 (Portland Ave). By 1924 the mounds were severely degraded due to damage from plowing and farming. A 1980 road survey found no visual evidence of the mounds remaining.

333 Portland has some frontage on the road that is within the boundaries of the site (see the screen shot below). The mounds were likely destroyed with the expansion of the road and the development of the area over the last 100 years. Having part of the property within the site boundaries will not stop you from building out or developing the land. If you end putting a driveway, utilities, etc. through the part that is within the site, you'll have a little paperwork to fill out, and you may or may not need an archaeological monitor for the part you have highlighted on your map. It'll depend on what the plans are. For the rest of the property outside of the boundaries there is the possibility of archaeological features being present, we would ask that you make the contractors, builders, etc. aware and keep an eye out. If you find bones you would need to stop and notify this office. If you find things like arrowheads, pottery, etc. it would be cool if you told us and sent us some pictures, but that is up to you.

In general, we don't change site boundaries unless we get proof that the area is definitely in/out of the current boundaries. We keep track of what was there, along with what is currently intact. We can exempt a property from 157.70 (the state burial law) if an archaeological survey is done and the State Archaeologist signs off on it. If you want to look into that, I can put you in touch with the Office of the State Archaeologist (OSA). This is similar to what was done with the Oshkosh golf course and the work by UW-Milwaukee.

For how it will affect you overall; yes you will have to disclose this if you sell the land, no it will not stop you from building on it, and there may be some additional permitting when building depending on where and what kind of work is taking place. The mounds are long gone, it's just a matter of following the process to do what you want with the land.

Thanks,  
Ben

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