



136 North Monroe Street  
Waterloo, WI 53594  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

**CITY OF WATERLOO COUNCIL AGENDA**  
**COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET**  
**Thursday, August 4, 2022 – 7:00 p.m.**  
**Participate Remotely Or In-Person**  
**Updated 1:50 pm 8/3/2022**

Join Zoom: <https://us02web.zoom.us/j/88428454564?pwd=UjNDZHM1M0UwNGFaVlZlbHFDTGdEQT09>  
Meeting ID: 884 2845 4564 Passcode: 576220  
Dial by phone +1 312 626 6799 US (Chicago)

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

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL
- 2) MEETING MINUTES APPROVAL : July 21, 2022
- 3) CITIZEN INPUT / PUBLIC COMMENT
- 4) OLD BUSINESS
- 5) MEETING SUMMARIES (since last Council meeting)
  - a) 07/25/2022 Fire/EMS Meeting
  - b) 07/28/2022 Plan Commission – Cancelled
  - c) 07/28/2022 Library Board
  - d) 08/02/2022 Waterloo Water & Light
  - e) 08/03/2022 Parks Commission
  - f) 08/04/2022 Public Safety & Health Committee
  - g) 08/04/2022 Public Works & Property Committee
- 6) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
  - a) Public Safety & Health Committee
    - i) Wiener & Kraut 5K/2M Friends of KJML 9/10/2022
    - ii) Wiener & Kraut Day, Waterloo Business Association 9/10/2022
    - iii) Lateral Entry into Waterloo PD – Compensation discussion [NOTE: Council may meet in closed session per Wis. Stat. 19.85 (1)(c) “considering employment, promotion, compensation or performance evaluation data of an public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Council will reconvene in open session.]
    - iv) Request to Hire Morgan Matz as part time officer
  - b) Public Works
    - i) Ordinance 2022-11 Update Culvert 184-4
    - ii) Ordinance 2022-12 Update Weed Notice 261-3
- 7) NEW BUSINESS
  - a) Resolution 2022-27 Authorize 2022 Debt - Request for Bids for \$1,940,000 for various Capital Projects Proposals
  - b) Ordinance 2022-09 Amending Municipal Code Section §53-4 Budget Revising the Budget Deliberation Sequence
  - c) Resolution 2022-26 Use of Street and Alleys
  - d) Agreement to Freeze Selling 333 Portland Rd for 60 days while working on Developer Agreement with Nate Snyder
  - e) Approval of Extra-Territorial CSM Map for Kurt and Kyle Skalitzky division of property
  - f) Proclamation Recognizing McKay Nursery for 125 years in Business
  - g) Proclamation Recognizing F & M Bank for 125 years in Business
  - h) Approve new Library Board Member Miriam Schilling
- 8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

## 9) ADJOURNMENT

Jeanne Ritter Clerk/Deputy Treasurer

Posted & Emailed: 08/02/2022

PLEASE NOTE: It is possible that members of and possibly a quorum of members of other governmental bodies of the municipality may be in attendance at 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

## CITY OF WATERLOO COMMON COUNCIL - MEETING MINUTES: July 21, 2022

[a digital recording of this meeting also serves as the official record]

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the meeting to order at 7:00 p.m. Alderpersons present: Cummings, A. Kuhl, Griffin, Thomas, and Weihert. Alderpersons attending remotely: C. Kuhl. Absent: Petts. Others attending remotely or in-person: Police Chief Sorenson; Treasurer/ Deputy Clerk Tschanz; Utility Supervisor Sorenson; Library Director Kelli Mountford; Clerk Jeanne Ritter; Harrison Freuk from the Courier, and WLOO videographers. The pledge of allegiance was recited.
- 2) MEETING MINUTES APPROVAL: July 7, 2022 [C. Kuhl/Cummings] VOICE VOTE: Motion Carried. Weihert abstains.
- 3) CITIZEN INPUT / PUBLIC COMMENT
- 4) OLD BUSINESS
- 5) MEETING SUMMARIES (since last Council meeting)
  - a) 07/12/2022 Waterloo Water & Light
  - b) 07/12/2022 Cable Television Board Meeting
  - c) 07/19/2022 Community Development Authority
  - d) 07/21/2022 Finance, Insurance & Personnel Committee
- 6) CONSENT AGENDA ITEMS
  - a) June Reports of City Officials & Contract Service Providers Motion to approve [Cummings/Weihert] VOICE VOTE: Motion carried.
    - i) Parks – no report
    - ii) Fire & Emergency Medical Services
    - iii) Building Inspections
    - iv) Public Works
    - v) Police
    - vi) Library Board
    - vii) Water & Light Utility Commission
    - viii) Watertown Humane Society
    - ix) Cable Television
- 7) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
  - a) Finance, Insurance & Personnel
    - i) June 2022 Financial Statements: General Disbursements \$719,207.94; Payroll \$127,473.35 & Clerk/Treasurer's Reports [\[see on municipal website\]](#) Motion to approve [Thomas/Cummings] ROLL CALL: Ayes - Cummings, A. Kuhl, C. Kuhl, Griffin, Thomas, Weihert. Noes none. Absent Petts. Motion carried.
    - ii) Resolution 2022-20 Budget Amendment #1. New fund created for Contingency Funds. Cable and Library adjustments. Motion to approve [Cummings/Weihert] ROLL CALL: Ayes – Cummings, A.Kuhl, C.Kuhl, Griffin, Thomas, Weihert. Noes none. Motion carried. Absent Petts.
    - iii) Waterloo Fire/EMS – Permission to order chassis early. Bring back next month. No action
    - iv) Waterloo Fire/EMS – Payout previous year vacation for Jason Butzine and Matt Petrie. They can roll their vacation over into new year. No action needed.
  - b) CDA
    - i) Terminating Madison Commercial Real Estate contract [Thomas/Cummings] VOICE VOTE: Motion carried. Abstain Griffin.
    - ii) Manuesha Business Center – Crack in wall of building/repair – funded by CDA [Weihert/Cummings] ROLL CALL: Ayes Cummings, A.Kuhl, C.Kuhl, Griffin, Thomas and Weihert. Motion carried. Absent Petts.
    - iii) Amending/Replacing NMC Contract Motion. Hours increased from 12 hours to 17 hours. Residential blight will be done by the hour not as contract. Business blight will be treated as part of Economic Development. Paid by TID 2 and TID 4. 1 year contract [A.Kuhl/Cummings] ROLL CALL: Ayes – Cummings, A. Kuhl, C.Kuhl, Griffin, Thomas and Weihert. Noes – none. Motion carried. Absent – Petts.
    - iv) Economic Development Proposal – NMC Motion to move forward with proposal. [Kuhl/Thomas] ROLL CALL: Ayes – Cummings, A. Kuhl, C.Kuhl, Griffin, Thomas and Weihert. Noes – none. Motion carried.

Absent – Petts.

8) NEW BUSINESS

- a) Resolution 2022-25 Petition for County Highway Aid Motion to approve [Cummings/Griffin] ROLL CALL: Ayes – Cummings, A.Kuhl, C. Kuhl, Griffin, Thomas and Weihert. Noes – none. Motion carried. Absent – Petts.

9) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

Road surface changes on Minnehaha.

Industrial Agreements will come from Waterloo Water & Light for August 4<sup>th</sup> meeting.

10) ADJOURNMENT[ C. Kuhl/Griffin] VOICE VOTE: Motion carried. 7:25 pm

Attest:

Jeanne Ritter Clerk/Deputy Treasurer



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021  
cityhall@waterloowis.com

### APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE

Any Special Event or Entertainment Event sponsor requesting municipal approvals, services, assistance, and/or other support from the City of Waterloo for a special or entertainment event on public or private property must provide the following information.

Submittal of application does not constitute approval. All applications must be reviewed.

NAME OF SPONSOR (Applicant): Friends of KJML / Waterloo Park Dept

STATUS: (circle one) unincorporated incorporated individual other \_\_\_\_\_

CONTACT NAME: Tammy Benferth - non profit

PHONE NUMBER: 920-988-7854 /  
DAYTIME EVENING FAX

EMAIL ADDRESS: tazbenferth@hotmail.com

NAME OF EVENT: Wiener & Krant 5K/2M

TYPE OF EVENT: (circle one) Festival Parade Caravan Rally March  
Race Tag Day Other \_\_\_\_\_

PURPOSE OF EVENT: Fundraiser for Friends of KJML

DATE OF EVENT: Sept 10, 2022

EVENT HOURS: 2 SET UP HOURS 2 BREAKDOWN 1

DESCRIPTION OF EVENT: 5K Run / 2 mile walk

SITE/ADDRESS FOR EVENT (list if multiple locations) KJML start/end race

PROJECTED ATTENDANCE: 75 PAST ATTENDANCE: 50

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 8-10 volunteers

RAIN POLICY: rain or shine

DATE APPLICATION MADE 7/20/22

Pursuant to Section 12.06 Waterloo Municipal Code  
Application for Special Event or Entertainment License

Form created: 03/11/2004

**HOLD HARMLESS CLAUSE:**

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

**INSURANCE REQUIREMENTS:**

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, \_\_\_\_\_ 20\_\_ to the **City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594**. Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

**PERMITTED USE OF PUBLIC PROPERTY:**

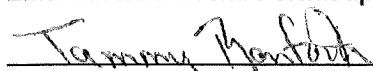

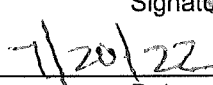
Whereas the Special or Entertainment Event Sponsor agrees to use the public property at \_\_\_\_\_ in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of \_\_\_\_\_ through \_\_\_\_\_ 20\_\_. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

**LIABILITY WAIVER:**

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

**AUTHORIZED SIGNATURES:**

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**

 _____ Name (please print)	 _____ Signature
_____ Signatory Title (if applicable)	 _____ Date

Pursuant to Section 12.06 Waterloo Municipal Code  
Application for Special Event or Entertainment License

Form created: 03/11/2004

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO THE CLERK'S OFFICE NO LATER THAN NINETY DAYS (90) PRIOR TO THE OPENING DAY OF THE EVENT. Application received late or incomplete may be denied. Direct mail to the **City Clerk, City of Waterloo, 136 N. Monroe Street**, Waterloo, WI. 53594. A copy of the application will then be forwarded to the appropriate committees and or Departments for consideration of approval, denial, and scheduling.

Date application received: \_\_\_\_\_ Received by: \_\_\_\_\_

Clerk's Office to complete the section below:

Cc:

\_\_\_\_\_ Police Department

\_\_\_\_\_ Council Approval \_\_\_\_\_  
Date

\_\_\_\_\_ Fire Department

\_\_\_\_\_ Public Works

\_\_\_\_\_ Certificate of Insurance

\_\_\_\_\_ Waterloo Utilities

**Fee for Profit Events = \$50.00 per event.**

***Fee is WAIVED for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.***

Fee Paid: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Received by: \_\_\_\_\_

## Attachment 1

### CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.
2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:  
  
**\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.**
3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.
4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.
5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.
6. **No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.**

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025



**SPECIAL EVENT or ENTERTAINMENT WORKSHEET**

NAME OF EVENT: Wiener & Krant 5K/2M

DATE (S) OF EVENT: Sept. 10, 2022 HOURS: 2 hr. (not including setup)

LOCATION/PROPERTY: KJML - race route

**SAFETY PROCEDURES:**

1) Will you be providing private on-site security? YES ☒ NO

If yes, list security company name. \_\_\_\_\_

Where will security be needed? \_\_\_\_\_

What times will security be needed? \_\_\_\_\_

Will WPD officers be required? ☒ YES ☒ NO Just @ the 8am start

Municipal estimation of cost: \_\_\_\_\_ WPD Personnel @ \$ \_\_\_\_\_ /hour = \$ \_\_\_\_\_

2) What are your plans for medical assistance? \_\_\_\_\_

Municipal estimation of cost: \_\_\_\_\_ WFD equipment/personnel @ \_\_\_\_\_ \$ hours = \$ \_\_\_\_\_

3) Will there be fireworks at your event? YES ☒ NO

Date of fireworks \_\_\_\_\_ Time of Fireworks \_\_\_\_\_

Name/Address of company supplying fireworks \_\_\_\_\_

Fire Marshall must be contacted for approval and consultation.

**SET UP / CLEAN UP PROCEDURES:**

1) Name of person in charge of set up: Tammy Bentz phone # 920-988-7854

2) What time will set up begin: Tam & night before tomorrow route

3) Name of clean up contact person: Tammy Bentz Cell Phone# 920-988-7854

4) Estimated time for clean up after event: 10am

**FEES AND PROCEEDS:**

1) Will admission be charged for this event? ☒ YES ☒ NO Race entry

If yes, how much: Adult \$25 Seniors \_\_\_\_\_ Students See

Children 5 & under \_\_\_\_\_ Families \$50

2) If a participant fee is charged, please indicate the amount: Booth: \_\_\_\_\_

Concessionaire: \_\_\_\_\_

3) Will alcoholic beverage(s) be sold?

YES

NO

If yes, what beverage and at what cost? \_\_\_\_\_

4) What does the Sponsor intend to do with any revenue over and above the expenditures? \_\_\_\_\_

Fundraiser for Friends of KJML

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)

#### ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

\_\_\_\_\_  
\_\_\_\_\_

2) Describe other entertainment / activities planned for your event: \_\_\_\_\_

3) How will your event be promoted? Television Radio Newspapers Posters Flyers  
other \_\_\_\_\_

#### PUBLIC PROPERTIES PROCEDURES:

If you are requesting city services, please complete the following area:

1) Will you need barricades? YES

NO

*\* If I could get 20 orange cones on Fri. daytime @ road library so I can mark route*

Purpose of barricades: \_\_\_\_\_

Location of placement: \_\_\_\_\_ Amount needed \_\_\_\_\_

Date barricades needed \_\_\_\_\_ Time of placement \_\_\_\_\_

Name of company providing service if other than City \_\_\_\_\_

2) Will you require electrical service(s)

YES

NO

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location \_\_\_\_\_ Entainer name \_\_\_\_\_

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_ Entainer name \_\_\_\_\_

Waterloo, WI

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Name of company providing service if other than City: \_\_\_\_\_

3) Will you need fencing installed? YES NO

Purpose of fencing: \_\_\_\_\_

Location: \_\_\_\_\_ Amount: \_\_\_\_\_

Date needed \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated costs: \_\_\_\_\_ locations @ \$100. = \$ \_\_\_\_\_ Total costs

4) Will parking considerations be needed YES NO

Type(s) \_\_\_\_\_

Location: \_\_\_\_\_ Amount \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

5) Will picnic tables be needed? YES NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date needed: \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ Picnic tables @ \$5.00 per table = \$ \_\_\_\_\_

6) Is a street sweeper needed? YES NO

Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ hours @ \_\_\_\_\_ = \$ \_\_\_\_\_ total cost

Name of company providing service, if not City: \_\_\_\_\_

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins \_\_\_\_\_ Barrels \_\_\_\_\_

Where do you want them placed? \_\_\_\_\_

Name of disposal company if other than the City: \_\_\_\_\_

Where will dumpster be place: \_\_\_\_\_

**Waterloo, WI**

8) Will water connection be needed?

YES

NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated costs: \_\_\_\_\_ connection(s) @ \$20.00 = \$ \_\_\_\_\_ Total water costs

Meiner & Kraut 5k/2m

Revised 8/6/18

(/my\_home/)

TRAINING (WORKOUTS) ROUTES (US) CHALLENGES (CHALLENGES) GO PREMIUM (HTTPS://MVP.MAPMYRUN.COM) BLOG (BLOG/)

SH

SAVE ROUTE

Run  
✓  
week





Meiner & Kraut 5k/2m

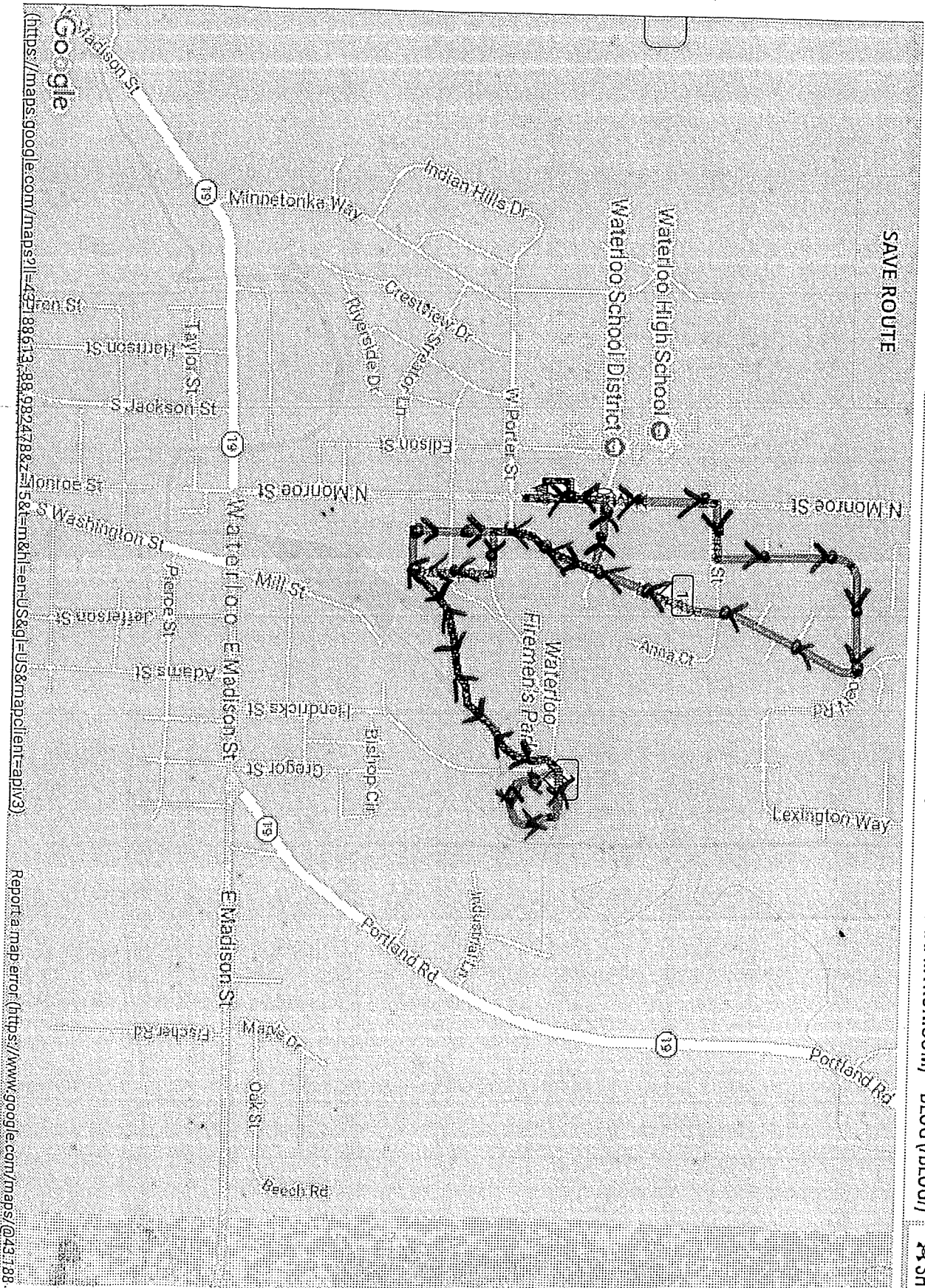
Revised 8/6/18

(my\_home)

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### APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE

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Submittal of application does not constitute approval. All applications must be reviewed.

NAME OF SPONSOR (Applicant): WATERLOO BUSINESS ASSOCIATION

STATUS: (circle one)    unincorporated    incorporated    individual    other Not-for-Profit

CONTACT NAME: Steve Parker/Sam Hensler

PHONE NUMBER: 608-575-9095/920-342-0840 /  
   DAYTIME     EVENING     FAX

EMAIL ADDRESS: secretary@waterloobusinessassociation.com

NAME OF EVENT: WEINER & KRAUT DAY 2022

TYPE OF EVENT: (circle one)    Festival    Parade    Caravan    Rally    March  
   Race    Tag    Day    Other \_\_\_\_\_

PURPOSE OF EVENT: Downtown Community Celebration

DATE OF EVENT: September 10, 2022

EVENT HOURS: 9am-7pm    SET UP HOURS 7am    BREAKDOWN 7pm

DESCRIPTION OF EVENT: Selling Weiners & Kraut as well as beer/wine to raise money for our organization

SITE/ADDRESS FOR EVENT (list if multiple locations) See attached previously approved template for the downtown area to be affected.

PROJECTED ATTENDANCE: 1500 plus    PAST ATTENDANCE: SAME

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 20-40

RAIN POLICY: None

DATE APPLICATION MADE July 26, 2022

Pursuant to Section 12.06 Waterloo Municipal Code  
Application for Special Event or Entertainment License

Form created: 03/11/2004

**HOLD HARMLESS CLAUSE:**

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

**INSURANCE REQUIREMENTS:**

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, \_\_\_\_\_ 20\_\_\_\_ to the City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594. Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

**PERMITTED USE OF PUBLIC PROPERTY:**

Whereas the Special or Entertainment Event Sponsor agrees to use the public property at S. Monroe St. as per template in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of 9-10-22 through 9-10-22 \_\_\_\_\_ 20\_\_\_\_. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

**LIABILITY WAIVER:**

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

**AUTHORIZED SIGNATURES:**

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**

\_\_\_\_\_  
Steve Parker

Name (please print)

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Signatory Title (if applicable)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Pursuant to Section 12.06 Waterloo Municipal Code  
Application for Special Event or Entertainment License

Form created: 03/11/2004

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Date application received: 07-27-2022

Received by:

Sarah Davison

Clerk's Office to complete the section below:

Cc:

\_\_\_\_\_ Police Department

\_\_\_\_\_ Fire Department

\_\_\_\_\_ Public Works

\_\_\_\_\_ Waterloo Utilities

\_\_\_\_\_ Council Approval \_\_\_\_\_ Date

\_\_\_\_\_ Certificate of Insurance

**Fee for Profit Events = \$50.00 per event.**

**Fee is WAIVED for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.**

Fee Paid: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Receipted by: \_\_\_\_\_

## Attachment 1

### CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.
2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:  
**\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.**
3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.
4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.
5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.
6. **No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.**

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025

## SPECIAL EVENT or ENTERTAINMENT WORKSHEET

NAME OF EVENT: WEINER & KRAUT DAY 2022

DATE (S) OF EVENT: September 10, 2022 HOURS: 9am - 7pm

LOCATION/PROPERTY: South Monroe Street as per attached downtown template

### **SAFETY PROCEDURES:**

1) Will you be providing private on-site security? YES NO XX

If yes, list security company name. \_\_\_\_\_

Where will security be needed? \_\_\_\_\_

What times will security be needed? \_\_\_\_\_

Will WPD officers be required? YES NO XX

Municipal estimation of cost: \_\_\_\_\_ WPD Personnel @ \$ \_\_\_\_\_ /hour = \$ \_\_\_\_\_

2) What are your plans for medical assistance? First Aid Kit or dial 911

Municipal estimation of cost: \_\_\_\_\_ WFD equipment/personnel @ \$ \_\_\_\_\_ hours = \$ \_\_\_\_\_

3) Will there be fireworks at your event? YES NO XX

Date of fireworks \_\_\_\_\_ Time of Fireworks \_\_\_\_\_

Name/Address of company supplying fireworks \_\_\_\_\_

Fire Marshall must be contacted for approval and consultation.

### **SET UP / CLEAN UP PROCEDURES:**

1) Name of person in charge of set up: Steve Parker phone # 608-575-9095

2) What time will set up begin: 6-7 am

3) Name of clean up contact person: Sam Hensler Cell Phone# 920-342-0840

4) Estimated time for clean up after event: 7 pm

### **FEES AND PROCEEDS:**

1) Will admission be charged for this event? YES NO XX

If yes, how much: Adult \_\_\_\_\_ Seniors \_\_\_\_\_ Students \_\_\_\_\_

Children 5 & under \_\_\_\_\_ Families \_\_\_\_\_

2) If a participant fee is charged, please indicate the amount: Booth: \_\_\_\_\_

Concessionaire: \_\_\_\_\_

3) Will alcoholic beverage(s) be sold?

YES-XX NO

If yes, what beverage and at what cost? \$5 per beer or wine if approved

4) What does the Sponsor intend to do with any revenue over and above the expenditures? Continue to support community events sponsored by the organization.

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)

#### ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

None

2) Describe other entertainment / activities planned for your event: \_\_\_\_\_

3) How will your event be promoted? Television Radio Newspapers Posters Flyers  
other Internet/Facebook/Newspaper/Other Social Media

#### PUBLIC PROPERTIES PROCEDURES:

If you are requesting city services, please complete the following area:

1) Will you need barricades? YES-XX NO

Purpose of barricades: Create Beer Garden atmosphere. Keep contained.

Location of placement: See Attached Template Amount needed Same as 2021

Date barricades needed 9-10-2022 Time of placement Steve will place.

Name of company providing service if other than City \_\_\_\_\_

2) Will you require electrical service(s) YES NO-XX

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location \_\_\_\_\_ Entainer name \_\_\_\_\_

Entertainment: number of amps \_\_\_\_\_ = \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_ Entainer name \_\_\_\_\_

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Concessions: \_\_\_\_\_ amps= \_\_\_\_\_ lines @ \$20 Cost \$ \_\_\_\_\_

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_

Name of company providing service if other than City: \_\_\_\_\_

3) Will you need fencing installed? YES-XX NO

Purpose of fencing: Barricade Cul-de-sac

Location: See Attached Template Amount: \_\_\_\_\_

Date needed \_\_\_\_\_ Time needed \_\_\_\_\_

Estimated costs: \_\_\_\_\_ locations @ \$100. = \$ \_\_\_\_\_ Total costs

4) Will parking considerations be needed YES NO

Type(s) \_\_\_\_\_

Location: \_\_\_\_\_ Amount \_\_\_\_\_

Date: \_\_\_\_\_ Time: \_\_\_\_\_

5) Will picnic tables be needed? YES-XX NO

Location Cul-de-sac Amount 4 tables

Date needed: 9-10-2022 Time needed 7 am

Estimated cost(s) 3 8 Picnic tables @ \$5.00 per table = \$ ~~20.00~~ 40.00

6) Is a street sweeper needed? YES NO -XX

Location \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated cost(s) \_\_\_\_\_ hours @ \_\_\_\_\_ = \$ \_\_\_\_\_ total cost

Name of company providing service, if not City: \_\_\_\_\_

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins \_\_\_\_\_ Barrels 4

Where do you want them placed? We will place them as part of set-up.

Name of disposal company if other than the City: Waste Management

Where will dumpster be place: \_\_\_\_\_

Waterloo, WI

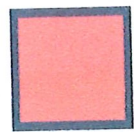
8) Will water connection be needed? YES NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

Estimated costs: \_\_\_\_\_ connection(s) @ \$20.00 = \$ \_\_\_\_\_ Total water costs

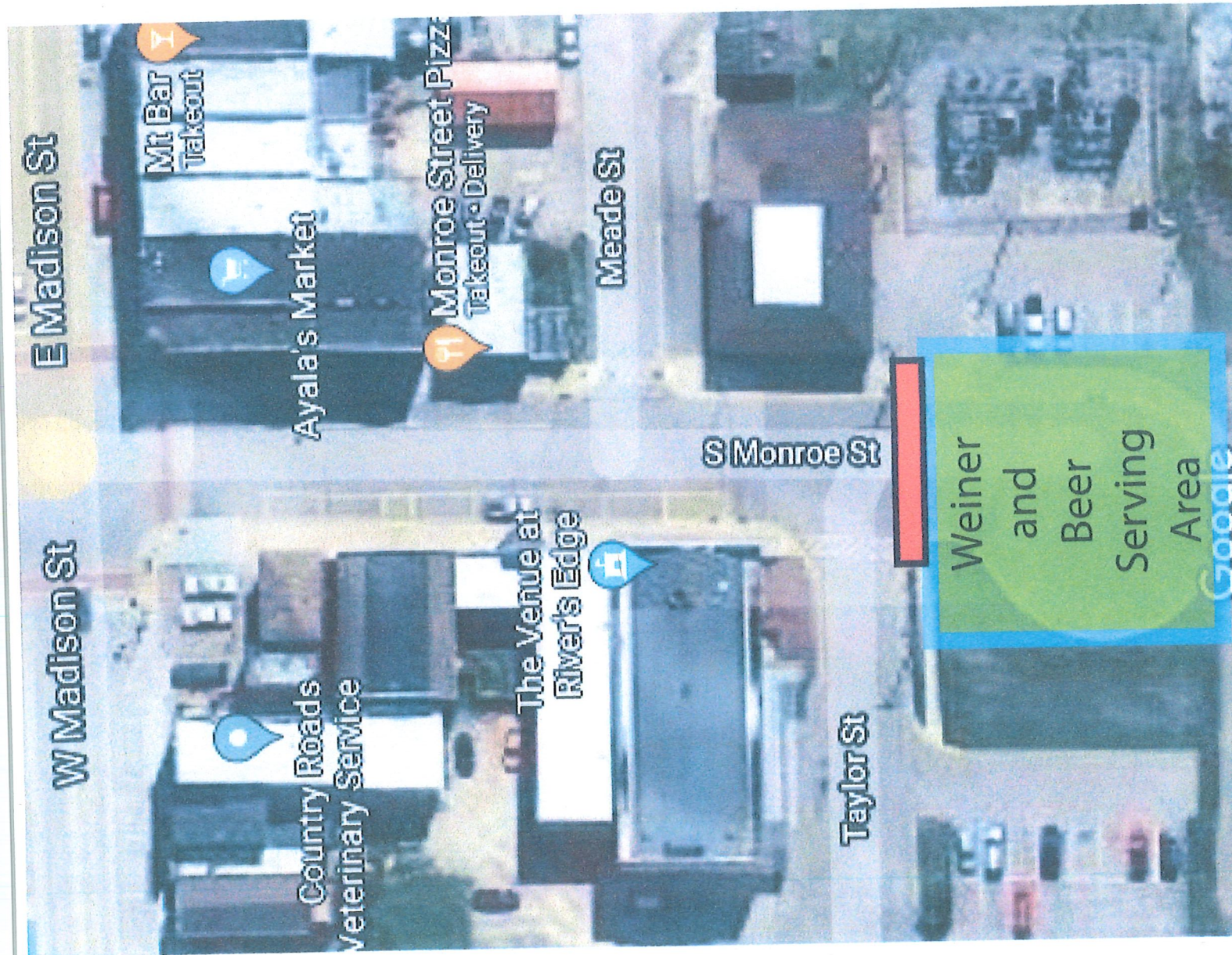




Parking barricades

The Weiner and Beer serving area will be fenced off to ensure beer stays contained.

map





# W&K Day Downtown Vendor Spots

Mauneshia River

Private

Public Parking

Private

Band Stand

Mauneshia River

17 18 19 20 21 22 23 24

33 34 35 36 37 38 39 40 41 42 43 44 45

46 47 48 49 50

16 15 14 13 12 11 10 9 8

58 57 56 55 54 53 52 51

Mauneshia River

Private

Private

Mauneshia River

Public Parking

W&K Day Area

Mauneshia River

Mauneshia River



## Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ \_\_\_\_\_

Application Date: 07/26/2022

☐ Town ☐ Village ☒ City of Waterloo

County of Jefferson

The named organization applies for: (check appropriate box(es).)

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☒ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 09/10/2022 and ending 09/10/2022 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

### 1. Organization (check appropriate box) →

☐ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☒ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Waterloo Business Association

(b) Address P.O. Box 108 Waterloo, WI 53594  
(Street)

☐ Town

☐ Village

☒ City

(c) Date organized 03/01/2021

(d) If corporation, give date of incorporation \_\_\_\_\_

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Sam Hensler

Vice President Steve Parker

Secretary Jennifer Zimmerman

Treasurer Cindy Anton

(g) Name and address of manager or person in charge of affair: Sam Hensler

### 2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will Be Stored:

(a) Street number Cul-de-sac at North End of Monroe Street as described in Template attached

(b) Lot \_\_\_\_\_ Block \_\_\_\_\_

(c) Do premises occupy all or part of building? No

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: \_\_\_\_\_

### 3. Name of Event

(a) List name of the event Weiner & Kraut Day 2022

(b) Dates of event 07/26/2022

### DECLARATION

An officer of the organization declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer \_\_\_\_\_

July 26, 2022

(Signature / Date)

Waterloo Business Association

(Name of Organization)

Date Filed with Clerk

07-27-2022

Date Reported to Council or Board \_\_\_\_\_

Date Granted by Council \_\_\_\_\_

License No. \_\_\_\_\_

*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

**§ 184-4 Specifications for culvert construction.**

- A. Size and location. All culverts placed on, in or along the highways, streets or alleys of the City, either under private driveways leading from the public highways to private property or otherwise, shall be of sufficient size and constructed in such manner and of such materials as to provide means for the flow of water naturally accumulating or flowing along the ditches on such highways, streets or alleys. Such culvert shall not be less than 24 inches in diameter on state trunk highways and 18 inches in diameter on other streets and shall be of sufficient length to prevent injury to persons or property in the use of the highways and the entrance to and exit from the highways over and across such culverts. The Director of Public Works may determine the size of the culvert required. Any culvert hereafter installed in the City shall have apron end walls of the same material as the culvert pipe.
- B. Conditions for building. No building permit for the lot or parcel shall be issued by the Building Inspector until he is satisfied that the culvert has been placed, that sufficient gravel has been placed thereon to afford ingress and egress, and that the culvert end walls are in place.
- C. Existing culverts. The Director of Public Works may investigate and approve or disapprove the various existing culverts or other drainpipes placed in the highways, streets or alleys in the City. The Director may require culvert end walls to be placed on existing culvert installations where he determines it to be in the best interest of the City and the abutting property owners. The Director may also require the owner of an abutting property to remove, or cause to be removed or replaced with adequate facilities, any culverts or drainpipes which do not conform to the requirements as provided herein when, in his judgment, it is necessary to do so, either for the orderly construction, maintenance or repair of any such highway, street or alley or in providing for a proper drainage system thereon. **Replacing or repairing culverts shall be done at the expense of the property owner.**



136 North Monroe Street, Waterloo, Wisconsin 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021

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**ORDINANCE 2022-11**

**AN ORDINANCE AMENDING CHAPTER §184-4 SPECIFICATIONS FOR CULVERT CONSTRUCTION**

The City Council of the City of Waterloo, Jefferson County, Wisconsin do ordain as follows:

**§ 184-4 Specifications for culvert construction.**

- A. Size and location. All culverts placed on, in or along the highways, streets or alleys of the City, either under private driveways leading from the public highways to private property or otherwise, shall be of sufficient size and constructed in such manner and of such materials as to provide means for the flow of water naturally accumulating or flowing along the ditches on such highways, streets or alleys. Such culvert shall not be less than 24 inches in diameter on state trunk highways and 18 inches in diameter on other streets and shall be of sufficient length to prevent injury to persons or property in the use of the highways and the entrance to and exit from the highways over and across such culverts. The Director of Public Works may determine the size of the culvert required. Any culvert hereafter installed in the City shall have apron end walls of the same material as the culvert pipe.
- B. Conditions for building. No building permit for the lot or parcel shall be issued by the Building Inspector until he is satisfied that the culvert has been placed, that sufficient gravel has been placed thereon to afford ingress and egress, and that the culvert end walls are in place.
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**BY ORDER OF THE CITY COUNCIL OF THE CITY OF  
WATERLOO**

---

Mayor Jenifer Quimby

Attest:

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Date Adopted: \_\_\_\_\_

Date Published: \_\_\_\_\_

*The following Code does not display images or complicated formatting. Codes should be viewed online. This tool is only meant for editing.*

**§ 261-8 Weed control.**

- A. Noxious weeds and rank growth prohibited. No owner or occupant of any lot or parcel shall allow such property to become overgrown with any weeds or grass so as to constitute a public nuisance, as defined in § **261-3H** of this chapter. **In order to prevent such growth and pollination, every property owner shall mow or cause to be mowed upon his/her property all weeds and grass twelve inches in height.**
- B. Notification. The Mayor shall annually, on or before May 15, publish a Class 2 notice, under Ch. 985, Wis. Stats., that every person is required by law to destroy all noxious weeds and other rank growth of vegetation, as defined in § **261-3H** of this chapter, on land in the City which he owns, occupies or controls.
- C. Enforcement. If a property owner fails to control the growth of such weeds or rank growth of vegetation on **her**/his property, the Weed Commissioner shall serve upon **her**/him a notice, **either by door hanger or by mail**, as to this fact. If such owner fails to abate this nuisance within five days after service of the notice, the Weed Commissioner shall take action to abate such public nuisance.
- D. Costs. If the City causes a nuisance to be removed as provided in Subsection **C** above, the actual cost thereof, together with an administrative fee equal to 10% of the actual cost, shall be charged to the property owner. **Repeat offenders within a given season shall be charged and enhanced penalty consisting of two times the standard charge.** If such charges are not paid by November 15 of the year in which they are billed, such charges, together with an additional administrative fee for collection equal to 10% of the total of such charges and fees, shall be extended on the next succeeding tax roll as a tax charged against the property affected and collected in the same manner as are other taxes, pursuant to § 66.0517, Wis. Stats.



136 North Monroe Street, Waterloo, Wisconsin 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021

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**ORDINANCE 2022-12**

**AN ORDINANCE AMENDING CHAPTER §261-8 Weed Control**

The City Council of the City of Waterloo, Jefferson County, Wisconsin do ordain as follows:

**§ 261-8 Weed control.**

- A. Noxious weeds and rank growth prohibited. No owner or occupant of any lot or parcel shall allow such property to become overgrown with any weeds or grass so as to constitute a public nuisance, as defined in § 261-3H of this chapter. **In order to prevent such growth and pollination, every property owner shall mow or cause to be mowed upon his/her property all weeds and grass twelve inches in height.**
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- C. Enforcement. If a property owner fails to control the growth of such weeds or rank growth of vegetation on **her/his** property, the Weed Commissioner shall serve upon **her/him** a notice, **either by door hanger or by mail**, as to this fact. If such owner fails to abate this nuisance within five days after service of the notice, the Weed Commissioner shall take action to abate such public nuisance.
- D. Costs. If the City causes a nuisance to be removed as provided in Subsection C above, the actual cost thereof, together with an administrative fee equal to 10% of the actual cost, shall be charged to the property owner. **Repeat offenders within a given season shall be charged and enhanced penalty consisting of two times the standard charge.** If such charges are not paid by November 15 of the year in which they are billed, such charges, together with an additional administrative fee for collection equal to 10% of the total of such charges and fees, shall be extended on the next succeeding tax roll as a tax charged against the property affected and collected in the same manner as are other taxes, pursuant to § 66.0517, Wis. Stats.

**BY ORDER OF THE CITY COUNCIL OF THE CITY OF  
WATERLOO**

---

Mayor Jenifer Quimby

Attest:

---

Date Adopted: \_\_\_\_\_

Date Published: \_\_\_\_\_



136 North Monroe Street  
Waterloo, WI 53594-1198  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

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**RESOLUTION #2022-27**  
**Authorizing The Issuance of Debt To Fund 2022 Fund Expenses**

**Whereas**, the 2022 approved budget calls for the issuance of debt to fund:

- 2022 Jefferson/Leschinger/Polk Street road and utilities reconstruction project, and
- 2022 Mill and Overlay of W. Riverside Dr/Minehaha Lane
- Purchase of International Dump Truck for Public Works

**Whereas**, the Clerk/Treasurer's office at the direction of the Finance, Insurance & Personnel Committee, after consulting with Ehler's & Associates, conducted a limited competitive bidding process reaching out to over ten financial institution representatives in southern Wisconsin seeking \$1,940,000 in debt proceeds as stated in the attached; and,

**Whereas**, Capitol Bank submitted the low bid with Monona State Bank a close second; and,

**Now, Therefore, Be It Resolved**, that the City of Waterloo, authorizes the Mayor and Treasurer/Deputy Clerk execute a loan agreement with Capitol Bank further authorizing the Mayor and Treasurer/Deputy Clerk to sign all necessary documents for the issuance of 2022 debt as outline in the attached with debt proceeds not to exceed \$1,940,000.

**PASSED AND ADOPTED** this \_\_\_\_\_, 2022.

**City of Waterloo**

Signed:

\_\_\_\_\_  
Mayor Jenifer Quimby

Attest:

\_\_\_\_\_  
Mike Tschanz, Treasurer/Deputy Clerk





136 North Monroe Street  
Waterloo, WI 53594  
Phone (920) 478-3025  
E-mail ( [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us) )

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June 22, 2022

**RE: Request for Bid for \$1,940,000 G.O. Notes Series, 2022A**

The City of Waterloo has determined the need to finance various capital projects. Please review the attached information and if interested, please provide the City with your proposal on the attached bid sheet by July 15<sup>th</sup>, 2022.

The City of Waterloo has retained Ehlers as our Municipal Advisor to advise us on the structure, timing and terms of this request. If you have questions, please contact Ehlers. Ehlers will not provide advice to you. If you require independent representation for this transaction, you should seek out your own advisor or counsel.

Thank you for considering our request and we are hopeful that you will respond.

Mike Tschanz  
City Treasurer/Deputy Clerk  
City of Waterloo  
920-478-3025

Ehlers Contact  
[dferris@ehlers-inc.com](mailto:dferris@ehlers-inc.com)

Introduction: The City of Waterloo desires to fund the 2022 Capital Improvement plan. The City has approved a plan that allows for a ten-year repayment schedule and produces a stable debt service tax rate.

Project: 2022 Capital Projects include street improvement projects, public works equipment and water system projects.

Term: 10-year payback

Interest: Semi-annual starting 5/1/2023

Structure: The structure identified below complies with the City's approved capital financing plan. Upon receipt of the proposal, the City retains the right to adjust the schedule below to meet the debt tax rate policy. The issue will be dated 7/15/2022 and have the following structure.

Year	Principal	Rate Proposal
2022		
2023	125,000	3.19%
2024	185,000	3.19%
2025	215,000	3.19%
2026	200,000	3.19%
2027	175,000	3.19%
2028	150,000	3.19%
2029	230,000	3.19%
2030	205,000	3.19%
2031	215,000	3.19%
2032	240,000	3.19%
	\$ 1,940,000	\$ -

Interest rate proposal: Provide the interest rate proposal in the above schedule. If the interest rate is the same for all years, please fill in the rate for each year.

Prepayment: The City would like this issue to be prepayable at any time.

Please provide prepayment or call terms, if any.

No Prepayment Penalty. No Due on DEMAND CLAUSE.

Acceleration Clause: If WBA forms will be used to paper up the debt issue, the City would like section 10 under Registration Provisions struck so that the City does not have a reservation of fund balance due to this provision.

OK - *[Signature]*

Fees (provide all fees associated with this financing):

Fee name	Amount
<u>N.A.</u>	<u>N.A.</u>
_____	_____

Proposal Due: July 15<sup>th</sup>, 2022

*[Signature]*  
Signed

*SVP*  
Title

*7/13/2022*  
Date

*CAPITOL BANK*

July 14, 2022

City of Waterloo  
Mike Tschanz  
City Treasurer/Deputy Clerk  
136 North Monroe Street  
Waterloo, WI 53594

RE: Request for Bid for \$1,940,000 G.O. Notes Series, 2022A

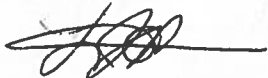
Dear Mike:

Thank you for the opportunity to provide the enclosed financing proposal outlined on the proposal form provided by the City of Waterloo, dated and signed July 14, 2022. This is not a commitment to lend; a commitment may be provided once the approval process is complete. If Monona Bank were selected as your financing partner for this project, we would require formal committee approval (although the terms have already been reviewed by some of our Executive team).

As a relationship Bank, we welcome the opportunity to provide you with a proposal on your depository relationship. We have the pleasure of working with several municipalities and I am sure they would attest that we provide not only outstanding service, but our products and team knowledge are among the best in the industry.

Please let me know if you have any questions and I look forward to hearing from you following your review of the financing proposals.

Sincerely,

A handwritten signature in black ink, appearing to read "Laura Peterson".

Laura Peterson  
Sr. Vice President - Business Banking  
608-443-1980  
[lpeterson@mononabank.com](mailto:lpeterson@mononabank.com)

**Introduction:** The City of Waterloo desires to fund the 2022 Capital Improvement plan. The City has approved a plan that allows for a ten-year repayment schedule and produces a stable debt service tax rate.

**Project:** 2022 Capital Projects include street improvement projects, public works equipment and water system projects.

**Term:** 10-year payback

**Interest:** Semi-annual starting 5/1/2023

**Structure:** The structure identified below complies with the City's approved capital financing plan. Upon receipt of the proposal, the City retains the right to adjust the schedule below to meet the debt tax rate policy. The issue will be dated 7/15/2022 and have the following structure.

Year	Rate	
	Principal	Proposal
2022		
2023	125,000	3.58%
2024	185,000	3.58%
2025	215,000	3.58%
2026	200,000	3.58%
2027	175,000	3.58%
2028	150,000	3.58%
2029	230,000	3.58%
2030	205,000	3.58%
2031	215,000	3.58%
2032	240,000	3.58%
	\$ 1,940,000	\$ 3.58%

**Interest rate proposal:** Provide the interest rate proposal in the above schedule. If the interest rate is the same for all years, please fill in the rate for each year.

**Prepayment:** The City would like this issue to be prepayable at any time.

Please provide prepayment or call terms, if any.

prepayment penalty is waived

**Acceleration Clause:** If WBA forms will be used to paper up the debt issue, the City would like section 10 under Registration Provisions struck so that the City does not have a reservation of fund balance due to this provision.

**Fees (provide all fees associated with this financing):**

Fee name

Waived

Amount

\$ 0.00

**Proposal Due:** July 15<sup>th</sup>, 2022

Signed

Laura Peters  
Laura J. Peterson

Title

Sr VP Business Banking

Date

July 14, 2022



136 North Monroe Street  
Waterloo, WI 53594  
Phone (920) 478-3025  
E-mail ( [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us) )

---

June 22, 2022

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The City of Waterloo has retained Ehlers as our Municipal Advisor to advise us on the structure, timing and terms of this request. If you have questions, please contact Ehlers. Ehlers will not provide advice to you. If you require independent representation for this transaction, you should seek out your own advisor or counsel.

Thank you for considering our request and we are hopeful that you will respond.

Mike Tschanz  
City Treasurer/Deputy Clerk  
City of Waterloo  
920-478-3025

Ehlers Contact  
[dferris@ehlers-inc.com](mailto:dferris@ehlers-inc.com)



**Introduction:** The City of Waterloo desires to fund the 2022 Capital Improvement plan. The City has approved a plan that allows for a ten-year repayment schedule and produces a stable debt service tax rate.

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Year	Rate	
	Principal	Proposal
2022		
2023	125,000	4.29
2024	185,000	4.29
2025	215,000	4.29
2026	200,000	4.29
2027	175,000	4.29
2028	150,000	4.29
2029	230,000	4.29
2030	205,000	4.29
2031	215,000	4.29
2032	240,000	4.29
	\$ 1,940,000	\$ -

**Interest rate proposal:** Provide the interest rate proposal in the above schedule. If the interest rate is the same for all years, please fill in the rate for each year.


**Prepayment:** The City would like this issue to be prepayable at any time.  
Please provide prepayment or call terms, if any.  
None

**Acceleration Clause:** If WBA forms will be used to paper up the debt issue, the City would like section 10 under Registration Provisions struck so that the City does not have a reservation of fund balance due to this provision.

**Fees (provide all fees associated with this financing):**

<u>Fee name</u>	<u>Amount</u>
<u>None</u>	<u>\$ 0</u>
<u>None</u>	<u>\$ 0</u>

**Proposal Due:** July 15<sup>th</sup>, 2022

  
Signed

Senior Market President July 8<sup>th</sup>, 2022  
Title Date  
One Community Bank

# Badger Bank<sup>®</sup>

## EMAILED

July 14, 2022

City of Waterloo  
Attn: Mike Tschanz  
136 North Monroe St  
Waterloo, WI 53594

Re: Municipal Borrowing: \$1,940,000 G.O. Notes Series, 2022A

Dear Mike:

Please accept this letter as our bid for the above referenced loan request:


Approximate Loan Amount:	\$1,940,000.00
Term:	10 Years
Interest Rate:	4.22% Fixed for entire term
Repayment Schedule:	Semi-Annual Interest Payments starting 6 months from loan origination date and Annual principal payments on anniversary date of loan according to the structure identified in RFP.
Loan Documentation:	Standard Municipal Borrowing*
Prepayment Penalty:	None
Fees:	None
Conditions:	(1) The City of Waterloo to provide a copy of their most recent audited financial statements. (2) The City of Waterloo to provide an attorney opinion letter to Badger Bank certifying this Note to be a "Bank-Qualified Borrowing."

\*Note – Badger Bank does not alter any Standard Municipal Borrowing loan documents, or remove or waive any provisions therein.

Please let me know if you require any additional information. Thank you for the opportunity!

Sincerely,

BADGER BANK



Mitchell Weyer  
Vice President / Senior Lender



**Fort Atkinson**  
P.O. Box 26 • 220 Grant Street  
Fort Atkinson, WI 53538  
Tel: 920.563.2478  
Fax: 920.563.7044

**Cambridge**  
P.O. Box 7 • 102 W. Main Street  
Cambridge, WI 53523  
Tel: 608.423.3241  
Fax: 608.423.3284

**Johnson Creek**  
P.O. Box 452 • 545 Village Walk Lane  
Johnson Creek, WI 53038  
Tel: 920.699.2905  
Fax: 920.699.2907

**Jefferson**  
P.O. Box 324 • 1003 South Main Street  
Jefferson, WI 53549  
Tel: 920.674.2406  
Fax: 920.674.2439

Member  
**FDIC**

**BadgerBank.com**

## ORDINANCE #2022-10

### AMENDING MUNICIPAL CODE SECTION § 53-4 BUDGET REVISING THE BUDGET DELIBERATION SEQUENCE

The City Council of the City of Waterloo, Jefferson County, Wisconsin does hereby ordain as follows:

**SECTION I:** § 53-4 Budget is hereby amended as follows:

§ 53-4 Budget.

A. Preliminary budget framework. On or before the 1<sup>st</sup> Thursday in July, as initially submitted by the Mayor, to the Finance, Insurance & Personnel Committee establishing parameters and target levels of projected revenues and expenditures for each department for the ensuing fiscal year.

~~B. A.~~ Departmental estimates. Each year, on or before ~~October 1, the 2<sup>nd</sup> Thursday of July,~~ each officer, department and committee shall timely file ~~with a five-year capital budget based on the budget parameters to the Clerk-Treasurer an itemized statement of anticipated disbursements.~~ On or before the end of July each officer, department and committee will provide an itemized statement of anticipated disbursements including a one-year operations budget to the Clerk-Treasurer. Made so to carry out the powers and duties of such officer, department or committee during the preceding fiscal year, and a detailed statement of the receipts and disbursements on account of any special fund under the supervision of such officer, department or committee during such year, and of the condition and management of such fund, along with detailed estimates of the same matters for the current fiscal year and for the ensuing fiscal year. Such statements shall be presented in the form prescribed by the Clerk-Treasurer and shall be designated as "Departmental Recommended Budgets" and shall be as nearly uniform as possible for the main division of all departments for incorporation into the budget document.

~~C. B.~~ Preparation procedure.

(1) Budget to include. Each year the Finance, Insurance and Personnel Committee, with the assistance of the Clerk-Treasurer and the appropriate committees, officers and department heads, shall prepare and submit to the Council a proposed budget presenting a financial plan for conducting the affairs of the City for the ensuing calendar year. The budget shall include the following information: **[Amended 3-15-2007 by Ord. No. 2007-06]**

(a) The expense of conducting each department and activity of the City for the ensuing fiscal year and corresponding items for the current year and last preceding fiscal year with reasons for increase and decrease recommended as compared with appropriations for the current year.



- (b) An itemization of all anticipated income of the City from sources other than general property taxes and bonds issued, with a comparative statement of the amounts received by the City from each of the same or similar sources for the last preceding and current fiscal year. [Amended by **Ord. No. 88-4**]

**SECTION II:** This ordinance shall take effect and be in force from and after its passage and publication as provided by law.

**By Order of the City Council of the City of Waterloo**

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Mayor Jenifer Quimby

Attest:

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Jeanne Ritter  
City Clerk/Deputy Treasurer

Dated Adopted:

Date Published:

- (c) Such other information as may be required by the Council and by state law.
- (2) Copies for citizens. The City shall provide a reasonable number of copies of the budget thus prepared for distribution to citizens.

**C D** Budget summary. The Clerk-Treasurer shall prepare a summary of the budget and shall publish the notice required under § 65.90(3)(a), Wis. Stats. Pursuant to § 65.90(3)(b), Wis. Stats., the budget summary shall include the following: **[Added by Ord. No. 88-41]**

- (1) All expenditures, by major expenditure category.
- (2) All revenues, by major revenue source.
- (3) Any financing source and use not included under Subsection **C D(1)** and **(2)** above.
- (4) All beginning and year end fund balances.

**D F** Appropriation ordinance. The Finance, Insurance and Personnel Committee shall submit to the Council, at the time the annual budget is submitted, the draft of an appropriation ordinance providing for the expenditures proposed for the ensuing fiscal year. Upon the submission of the proposed appropriation ordinance to the Council, it shall be deemed to have been regularly introduced therein.

**I-** Hearing. The Council shall hold a public hearing on the budget as required by law. Following the public hearing, the proposed budget may be changed or amended and shall take the same course in the Council as other resolutions.



136 North Monroe Street  
Waterloo, WI 53594-1198  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
[www.waterloowi.us](http://www.waterloowi.us)

Form FmHA-WI 442-33  
(8-24-81)

**Resolution 2022-26**  
**RESOLUTION - USE OF STREETS AND ALLEYS**

A Resolution providing for the use of streets and alleys by the Waterloo Water & Light Commission for the purpose of construction, operation and maintenance of the proposed utility system(s).

WHEREAS, the above stated utility intends to construct, operate, and maintain water and/or sewerage system(s) within the City of Waterloo as described in the Right-of-Way Map Certification, a copy of which is attached hereto as Exhibit A by reference (the "Certification") and,

WHEREAS, the City of Waterloo owns, or has sufficient easement or right of way rights, the properties, streets and alleys upon which the lines and appurtenances for the above system(s) will be upon or under as described within the Certification.

NOW, THEREFORE, BE IT RESOLVED, that the City of Waterloo DOES HEREBY grant a perpetual easement to the Waterloo Water & Light Commission for the use of streets and alleys for purposes of construction, operating and maintenance of the lines and appurtenances of the Water and/or Sewerage system(s), as described within the Certification. The following described real estate shall be used for a wastewater treatment plant. (PW-172)

Moved by \_\_\_\_\_

Seconded by \_\_\_\_\_, that the foregoing resolution be adopted.  
Motion carried.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Jenifer Quimby, Mayor

ATTEST:

\_\_\_\_\_  
Jeanne, Ritter, City Clerk

**AGREEMENT**  
Regarding 333 Portland Road, Waterloo, WI

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THIS AGREEMENT (the “**Agreement**”) entered into as of the last date of signature below (the “**Effective Date**”), by and between the City of Waterloo, a Wisconsin body politic (the “**City**”), having offices located at 135 N. Monroe Street, Waterloo, Wisconsin 53594-1198, and Nate Snyder, an adult resident of the State of Wisconsin (the “**Developer**”) (collectively, the “**Parties**”).

WHEREAS, the City owns certain real estate with an address of 333 Portland Road, Waterloo, WI (the “**Property**”); and

WHEREAS, the City and Developer are in negotiations for a potential agreement whereby the City would convey the Property to the Developer and it would redevelop the Property; and

WHEREAS, the Developer desires, and the City is willing to provide, assurance to the Developer that the City will not convey the Property to a party other than the Developer, or its assigns, for a period of 60 days to allow time for the City and Developer to attempt to negotiate such an agreement to redevelop the Property.

NOW, THEREFORE, in consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby mutually acknowledged, the Parties agree as follows:

1. Sale Freeze. The City shall not sell, convey, or transfer title of the Property to any party other than the Developer, or the Developer’s assigns, for a period of 60 days commencing on the Effective Date (the “**Freeze Period**”). After the expiration of the Freeze Period, or earlier termination of this Agreement as provided below, the City shall be free to sell, convey, or transfer title to the Property as it decides in its sole discretion.
2. Negotiation. During the Freeze Period, the Parties shall negotiate in good faith in an attempt to reach an agreement whereby the Developer would redevelop the Property. The Parties are under no obligation to reach such an agreement, and mutually acknowledge that both Parties, or either Party, may withdraw from such negotiations at any time, for any reason, or no reason. If either Party so withdraws, they shall give written notice to the other Party, and this Agreement shall terminate as of the date of such notice. If the negotiations result in an agreement, the terms of such shall be memorialized in a subsequent agreement between the Parties, which agreement shall supersede and replace this Agreement.
3. No Partnership. Nothing in this Agreement shall be construed to create any co-partnership, principal and agent, joint venture or other similar relationship between the Parties hereto, and no Party may incur debts or liabilities in the name, or on behalf, of any other Party

unless expressly approved by the Party to be bound thereby in a written instrument signed by such Party.

4. Nonwaiver of Governmental Immunity. No provision of this Agreement shall be construed as a waiver of any immunity or limitation of liability granted to or conferred upon the City by applicable provisions of Wisconsin law.

5. Neutral Construction. The Parties acknowledge this Agreement is the product of negotiations between the Parties and that, prior to the execution hereof, each Party has had full and adequate opportunity to have this Agreement reviewed by, and to obtain the advice of, its own legal counsel with respect hereto. Nothing in this Agreement shall be construed more strictly for or against either Party because that Party's attorney drafted this Agreement or any part hereof.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first above written.

THE CITY OF WATERLOO

By: \_\_\_\_\_  
Jenifer Quimby, Mayor

\_\_\_\_\_  
Date

Attest: \_\_\_\_\_  
Jeanne Ritter, City Clerk

\_\_\_\_\_  
Date

DEVELOPER

\_\_\_\_\_  
Nate Snyder

\_\_\_\_\_  
Date

DRAFTED BY:  
William S. Cole, City Attorney  
AXLEY BRYNELSON, LLP  
2 East Mifflin Street, Suite 200  
Madison, Wisconsin 53703



# Jefferson County

**PLANNING AND ZONING DEPARTMENT**  
COURTHOUSE, 311 S. CENTER ST., JEFFERSON, WI 53549-1701  
ROOM 201 PHONE 920-674-7130 FAX 920-674-7525

DATE: June 17, 2022

TO: David Riesop, PLS

FROM: Matt Zangl, Director of Planning and Zoning

RE: Kurt and Kyle Skalitzky Final CSM Review

*3d 6/17/2022*

The County Surveyor and I have reviewed the CSM prepared by you for Kurt and Kyle Skalitzky, Job. no. 5851-21 as dated 6/06/22, and we have the following review comments concerning this plat:

- Add a signature line for Zoning approval [Co. Ord. 15.04(f)(7)].
- Add a signature line for extra-territorial approval by the City of Waterloo [WI. Stat. 236.10(1)(b)].
- If the shared access easement will be created by CSM, then add the following to the map:
  - Add to the Owner's Certificate that..." I also certify that this Certified Survey Map is required to be submitted to the following for approval: Jefferson County, Town of Waterloo, and the City of Waterloo." [WI. Stat 236.34(1m) (d)(4)(e)].
  - Add a mortgagee certificate to map if land is under a mortgage [WI. Stat 236.34(1m) (d)(4)(e)].
  - If there is no mortgage on the property, then contact the Zoning Department by written communication stating that this fact.
- Note: An additional fire number will need to be assigned to the remaining shed on the parent parcel. Please contact the Land Information Office to obtain this number.
- A final CSM review fee of \$25 and recording fee of \$30 must be submitted to Zoning prior to recording.

*F&M Bank*

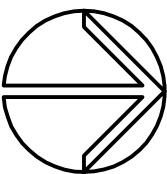
**Petition # R4399A-22 Zoning A-3**  
**Check for subsequent zoning changes**  
**with Jefferson County Zoning**

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PARTS OF THE SE 1/4 OF THE SE 1/4 OF SECTION 17, AND THE NE 1/4 OF THE NE 1/4 OF SECTION 20, ALL IN TOWNSHIP 8 NORTH, RANGE 13 EAST, TOWN OF WATERLOO, JEFFERSON COUNTY, WISCONSIN.

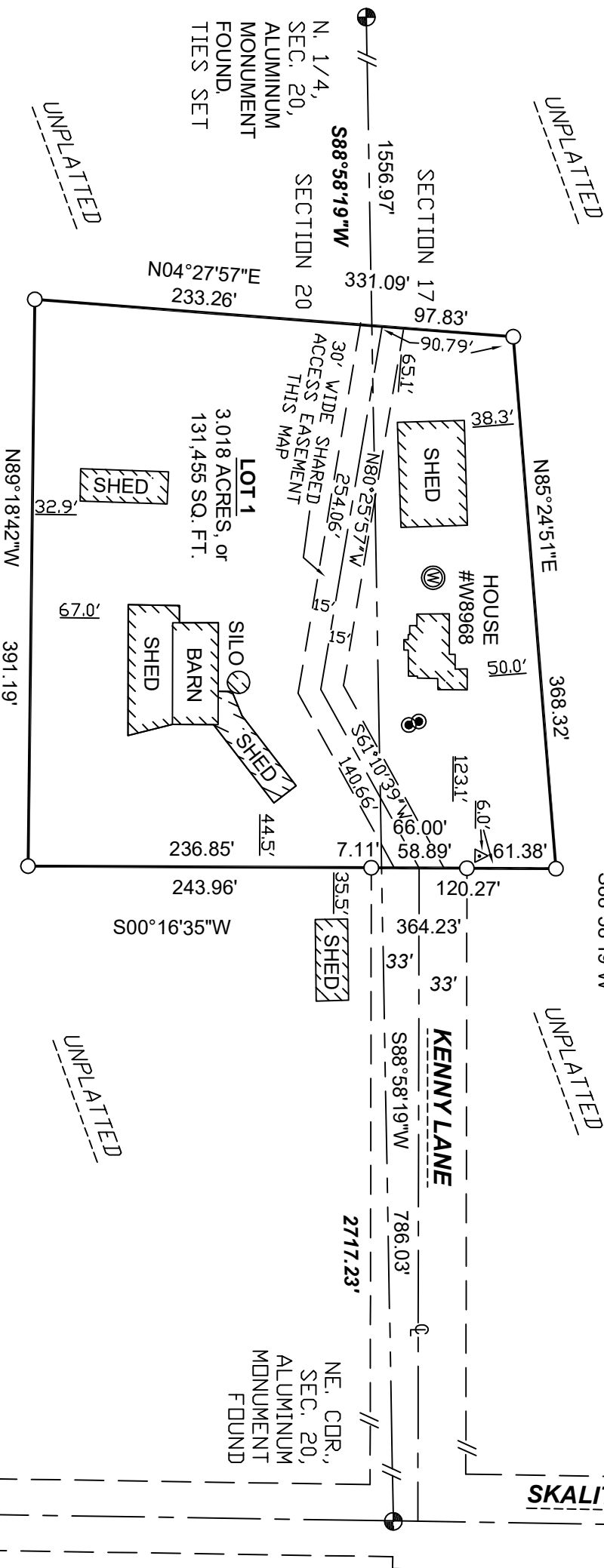
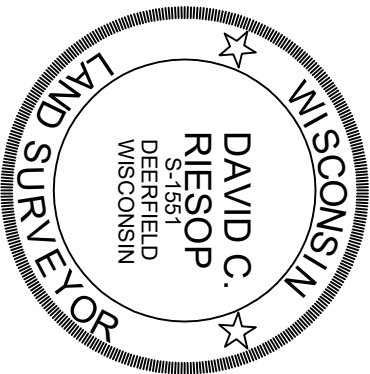
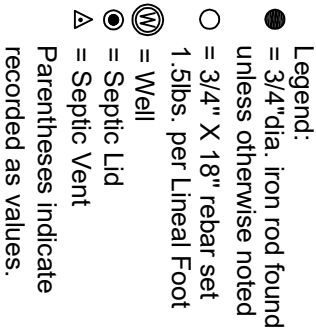
**PREPARED FOR:**  
KURT & KYLE SKALITZKY  
N8272 MOUNGEY LN  
WATERLOO, WI 53594

Scale 1" = 100



Referred to the  
Jefferson County  
Coordinate  
System with  
the South line of  
the SE 1/4 of  
Section 17, Bearing  
S88°58'19"W

100



**Wisconsin Mapping, LLC**  
 \*—————→  
 surveying and mapping services  
 306 West Quarry Street, Deerfield, Wisconsin 53531  
 (608) 764-5602

Dwg. No. 5851-21 Date 6/6/2022  
 Sheet 1 of 2  
 Document No. \_\_\_\_\_  
 C. S. M. No. \_\_\_\_\_ V. \_\_\_\_\_ P. \_\_\_\_\_