



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

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, June 6, 2024 – 7:00 p.m.

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 & ROLL CALL
- 2.) MEETING MINUTES APPROVAL: May 16, 2024
- 3.) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4.) MEETING SUMMARIES (since last Council meeting)
 - a. 05/21/2024 CDA
 - b. 05/22/2024 Board of Review
 - c. 05/28/2024 Library
 - d. 05/28/2024 Plan Commission
 - e. 05/28/2024 Fire/EMS Meeting
 - f. 06/05/2024 Parks Commission
 - g. 06/06/2024 Public Works & Property
 - h. 06/06/2024 Public Safety & Health – Cancelled
 - i. 06/06/2024 Special Finance Meeting
- 5.) OLD BUSINESS
 - a. Resolution 2024-13 Tim Thomas Resignation from 5 year term to 1 year term as Waterloo Water & Light Commissioner (5-16-2024 meeting)
 - b. Resolution 2024-12 Speed Board approval from last council meeting 05-16-2024
 - c. Resolution 2024-14 Ehlers approval for Financial Planning Management Service 05-16-2024
- 6.) NEW BUSINESS
 - a. Resolution 2024-17 Accepting Bid from Forest Landscape for Manhole repair/replacement at Fireman's Park.
- a. RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Special Finance Meeting
 - i. Resolution 2024-15 Clear Gov
 - b. Public Works & Property
 - i. Resolution 2024-11 Awarding a Contract for Chip Sealing Bids
- 7.) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 8.) ADJOURNMENT

Jeanne Ritter
Clerk/Deputy Treasurer

Posted & Emailed: 06/03/2024.

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 noted. 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: May 16, 2024

[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, C. Kuhl, Griffin, Thomas, Weihert, and Haseleu. Absent: none. Others attending remotely or in-person: Police Chief Sorenson; Fire Chief Benisch, DPW Yerges; Treasurer Nelson; and WLOO Videographers
- 2) MEETING MINUTES APPROVAL: May 2, 2024 [A. Kuhl/Cummings] VOICE VOTE: Motion Carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT
- 4) MEETING SUMMARIES (since last Council meeting)
 - a. 05/07/2024 Water & Light Commission
 - b. 05/14/2024 Cable TV
 - c. 05/16/2024 Finance, Insurance and Personnel
- 5) CONSENT AGENDA ITEMS Motion [A. Kuhl/Cummings] VOICE VOTE : Motion carried.
 - a. April Reports of City Officials & Contract Service Providers
 - i. Parks
 - 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. Waterloo Cable Board
- 6) UNFINISHED BUSINESS
- 7) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Finance, Insurance and Personnel
 - i. April 2024 Financial Statements: Payroll \$86,079.71, General Disbursements \$431,537.02 and Clerk/Treasurer's Reports[[see on municipal website](#)] Motion [Thomas/C.Kuhl] ROLL CALL: Yes 7 No 0 Motion carried.
 - ii. Jensen Proposal to Replace 2 Furnaces on Police Side of the Municipal Building. Motion [Thomas/Griffin] ROLL CALL Yes 7 No 0 Motion carried.
 - iii. Ehlers Proposal for Financial Planning Management Services Motion
 - iv. Speed Board for Police Department
 - b. Waterloo Utilities
 - i. Contractor's Application for Payment-Waterloo Utilities
 - ii. City of Waterloo Project Tracking Budget and Funding Allocations for Wastewater Remodel
 - iii. Town & Country Monthly Report
 - iv. Resignation of Tim Thomas from 5-year Water & Light Commission appointment. New appointment as Council representative for 1 year.
 - v. Resolution 2024-10 Increasing Meeting Pay for Waterloo Water & Light Commission
- 8) NEW BUSINESS
- 9) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 10) ADJOURNMENT [C. Kuhl/Cummings] VOICE VOTE: Motion carried. 7:23pm.

Attest:

Jeanne Ritter Clerk/Deputy Treasurer



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Resolution No. 2024-13

A Resolution Acknowledging the Resignation of Alder Tim Thomas from His 5-Year Term on the Waterloo Water & Light Commission and Approving His Acceptance of a 1-Year Term as Council Representative for the Waterloo Water & Light Commission

WHEREAS, Alder Tim Thomas has served diligently on the Waterloo Water & Light Commission for a partial 5-year term, contributing to the oversight and management of the utility services in our community; and

WHEREAS, the City Council recognizes the importance of having experienced and committed members in various roles to ensure effective governance and community service; and

WHEREAS, Alder Tim Thomas has expressed his intention to resign from his current 5-year term on the Waterloo Water & Light Commission; and

WHEREAS, Alder Tim Thomas has agreed to accept a 1-year term as the Council Representative, continuing his service to the community in a new capacity;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Waterloo, WI:

1. **Acknowledgment of Resignation:** The City Council hereby acknowledges and accepts the resignation of Alder Tim Thomas from his 5-year term on the Waterloo Water & Light Commission, effective immediately.
2. **Acceptance of New Term:** The City Council approves and supports Alder Tim Thomas in accepting a 1-year term as the Council Representative to the Waterloo Water & Light Commission.
3. **Commendation:** The City Council expresses its gratitude to Alder Tim Thomas for his dedicated service on the Waterloo Water & Light Commission and looks forward to his continued contributions as the Council Representative.
4. **Effective Date:** This resolution shall take effect immediately upon its adoption.

Passed and adopted by the City Council of Waterloo on this 16th of May, 2024

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

City of Waterloo

Signed: _____
Jenifer Quimby
Mayor

May 7, 2024

Superintendent Barry Sorenson
Waterloo Water and Light Utility

Barry,

This is to notify you that pursuant to Waterloo Ordinance 2024-09, I am resigning my position of commissioner effective Wednesday May 8, 2024



Timothy Thomas

Copy: Mayor Jeni Quimby
City Clerk Jeanne Ritter



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Resolution No. 2024-12

A Resolution Authorizing the Purchase of a New Speed Board for the Police Department Utilizing Unused Wage Funds

WHEREAS, ensuring the safety and well-being of the community is a primary responsibility of the Police Department; and

WHEREAS, the implementation of effective speed control measures is essential to maintain road safety and reduce speeding-related incidents within the community; and

WHEREAS, the acquisition of a new speed board will enhance the Police Department's ability to monitor and manage vehicle speeds, thereby improving public safety; and

WHEREAS, there are available funds from unused wages within the Police Department's budget for the current fiscal year, which can be reallocated for the purchase of the speed board; and

WHEREAS, the Police Department has identified the need for this equipment and has evaluated its potential benefits to the community;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Waterloo, WI:

1. **Authorization to Purchase:** The City Council hereby authorizes the Police Department to purchase a new speed board to aid in traffic enforcement and public safety efforts.
2. **Funding Allocation:** The City Council approves the reallocation of funds from unused wages within the Police Department's budget for the current fiscal year to cover the cost of the speed board.
3. **Implementation:** The Police Department is directed to proceed with the procurement process for the speed board in accordance with the city's purchasing policies and procedures.
4. **Effective Date:** This resolution shall be in full force and effect immediately upon its adoption.

Passed and adopted by the City Council of Waterloo on this 16th of May, 2024.

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

City of Waterloo
Signed: _____
Jenifer Quimby
Mayor



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Resolution No. 2024-14

A Resolution Accepting the Proposal from Ehlers Public Finance Advisors for Forecasting Revenues and Expenditures for the General Fund, Debt Service Fund, and Capital Improvement Fund

WHEREAS, the City of Waterloo seeks to ensure sound financial planning and fiscal responsibility through accurate forecasting and strategic planning for its General Fund, Debt Service Fund, and Capital Improvement Fund; and

WHEREAS, Ehlers Public Finance Advisors has provided a proposal to conduct comprehensive forecasting and financial modeling for the City of Waterloo; and

WHEREAS, the proposal includes the development of financial models, concurrent with two workshops, to present key data, observations, findings, alternatives, and recommendations to the governing body, and to seek their input; and

WHEREAS, Ehlers will prepare a PowerPoint summary to explain all primary elements of the forecast model, facilitating a clear understanding of the financial projections and recommendations; and

WHEREAS, the City of Waterloo agrees to compensate Ehlers & Associates \$15,000 for the three components of the project, distributed as \$5,000 for general operating projections, \$5,000 for debt and capital planning, and \$5,000 for tax increment district projections; and

WHEREAS, additional workshops, if needed, will be charged on an hourly basis at \$250 per hour;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Waterloo, WI:

1. **Acceptance of Proposal:** The City Council hereby accepts the proposal from Ehlers Public Finance Advisors to forecast revenues and expenditures for the General Fund, Debt Service Fund, and Capital Improvement Fund.
2. **Authorization of Workshops:** The City Council approves the inclusion of two workshops as part of this agreement, with the purpose of presenting key data, observations, findings, alternatives, and recommendations, and to seek input from governing body members.

3. **Compensation Agreement:** The City of Waterloo agrees to compensate Ehlers & Associates a total of \$15,000, distributed as follows:

- \$5,000 for general operating projections
- \$5,000 for debt and capital planning
- \$5,000 for tax increment district projections

4. **Additional Workshop Fees:** Any additional workshops required will be billed at the rate of \$250 per hour.

5. **Implementation:** The City Council directs the appropriate city officials to proceed with the necessary arrangements to implement this resolution and to ensure timely payments to Ehlers & Associates.

6. **Effective Date:** This resolution shall take effect immediately upon its adoption.

Passed and adopted by the City Council of the City of Waterloo on this 16th of May, 2024.

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

City of Waterloo

Signed: _____

Jenifer Quimby
Mayor



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Resolution No. 2024-17

A Resolution Accepting Bid from Forest Landscaping & Construction for Sanitary Manhole Remove/Repair

Whereas, the Department of Public Works (DPW) and Waterloo Parks has identified the need for the removal and repair of a sanitary manhole; and

Whereas, Forest Landscaping & Construction, located in Lake Mills, WI, has submitted a bid for this project in the amount of \$9,855.00; and

Whereas, the DPW Chip and Seal budget item has available funds that can be allocated towards this project;

Now, therefore, be it resolved that the bid from Forest Landscaping & Construction for the sanitary manhole removal and repair project is accepted. The funds in the amount of \$9,855.00 from the DPW Chip and Seal budget item are hereby allocated for this purpose.

Passed and adopted by the City of Waterloo on this 6th day of June 2024

City of Waterloo

Signed: _____

Jenifer Quimby
Mayor

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

Forest Landscaping & Construction, Inc.

W8583 Finch Brothers Road
Lake Mills, Wisconsin 53551
920-648-8704 (Office)
866-728-4798 (Fax)
920-605-6315 (Cell)

Estimate

Project Description: Sanitary M.H. repairs - Firemans Park
Excavate, install dewatering pipe. Remove existing M.H. and connecting pipe. Install new concrete base approx. 6-8" thick on existing clear stone. Reconnect 3 pipes, approx. 14' for N/E pipe back to separated joint. Backfill and rough grade topsoil. City to provide fencing as needed. City to provide 110 electrical outlet within 100' for pre-dewatering pump. City to provide temp storage during the day for excavated soil and re-load our trucks.

Address: City of Waterloo
Department of Public Works
Attn: Chad
211 Hendricks Street
Waterloo, WI 53594
920-941-8231
dpw@waterloowi.us

<u>Description</u>	<u># of Items</u>	<u>Cost Per</u>	<u>Total</u>
Remove/Replace Sanitary MH	1 Is	\$ 9,855.00	\$ 9,855.00

Please sign and date the bottom of both pages and return by fax, e-mail or regular mail.

_____ / / _____ / /

Forest Landscaping & Construction, Inc.

W8583 Finch Brothers Road, Lake Mills WI 53551
Phone 920-648-8704 Fax 866-728-4798

STANDARD TERMS AND CONDITIONS

The conditions of this proposal will be honored for **30 days**, after that time Forest Landscaping & Construction, Inc. (Forest) reserves the right to adjust the terms of this proposal. All agreements entered through this proposal/contract contingent upon strikes, accidents, or delays beyond our control- Forest reserves the right to adjust the terms of this contract if work is not completed within 14 days of authorization date or if the contract items are not completed within the stated timeframe. Also, within the duration of the contract, Forest reserves the right to pass along operational cost increases that occur prior to construction phase operations.

This proposal shall be incorporated into project contract agreement and shall have precedence in case of conflicting terms in scope, contract conditions, or other stipulations.

Payment requested upon substantial completion of work, although Forest retains the right to bill as work progresses. Finance Charge - 1.5% per month, 18% annually.

Forest will not be responsible for damage to any underground utilities or other concealed conditions if the Owner/Contractor fails to give Forest advance notice of their presence and/or location. Owner/Contractor agrees to indemnify and hold Forest harmless for any loss, expense, or damage resulting from, arising out of, or in any way associated to such condition. Diggers Hotline is responsibility of Forest per WI law.

The Owner/Contractor must authorize any changes to the project conditions requiring additional costs to this contract through a written change order prior to commencement of extra work.

It is understood that the contractor will not assess liquidated damages against Forest without providing documentation that Forest failed to complete contracted work within the agreed allotted time in (contract/schedule) or within allotted contract/schedule extensions.

This proposal includes one (1) mobilization onto the job for each phase of the work (as indicated in the proposal). Additional mobilizations due to circumstances not controlled by Forest (acts or omissions of the Owner/Contractor) will be charged to the Owner/Contractor as noted or indicated by Forest.

Prior to initiating operations for the proposed work, the work of others is to be completed to an extent that it will not in any way conflict or interfere with Forest operations. Owner/Contractor agrees to pay costs of additional mobilizations or reduced productivity attributable to obstructions caused by the incompleteness of other contractor's work, if Forest is directed to begin operations prior to completion of preceding work.

All labor and materials are conclusively accepted as satisfactory unless written exception is submitted to Forest within 7 days of performance.

WARRANTY. All materials will meet the specifications set forth in this proposal and all work is to be completed in a workmanlike manner according to standard industry practices. We will, at our option, replace or repair any defects in material or workmanship within one year from the date the work was performed subject to the limits set forth in the preceding paragraph. This warranty is not transferable. **We have made no representations or warranties, other than those contained herein, and we hereby disclaim any and all other express or implied warranties of any kind including but not limited to any implied warranty of merchantability or fitness for a particular purpose.**

Through this agreement the Owner/Contractor assumes all responsibility for, and consequences associated with, securing and complying with all necessary permits required by all regulating agency. Also, through this agreement the Owner/Contractor indemnifies and absolves Forest of any consequences imposed by any regulating agency as a result of these services.

Forest employees are fully covered by Workman's Compensation Insurance. Property owner is required to carry fire, tornado, and any other necessary insurance.

AS REQUIRED BY WISCONSIN CONSTRUCTION LIEN LAW, THE BUILDER(FOREST) HEREBY NOTIFIES THE OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR AND/OR MATERIALS FOR CONSTRUCTION ON THE OWNER'S LAND MAY HAVE LIEN RIGHTS ON THE OWNER'S LAND AND/OR BUILDING IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO PRESENT NOTICE OF PENDING LIEN CLAIMS WITHIN 60 DAYS AFTER INITIAL FURNISHING OF LABOR AND MATERIALS FOR CONSTRUCTION. ACCORDINGLY, THE OWNER WILL PROBABLY RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR AND MATERIALS FOR THE CONSTRUCTION, AND SHOULD FORWARD A COPY OF EACH NOTICE TO HIS MORTGAGE LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

Signature of Acceptance/Owner/Agent of Owner

Date

Printed Name

Position

****If proposal is accepted, please return one signed copy and keep one copy for your records. By the above signature, the proposal price for work and terms as described are accepted and Forest Landscaping & Construction, Inc. is granted authorization to begin all necessary operations.**

Forest Landscaping & Construction, Inc.

1204 South Main Street
Lake Mills, Wisconsin 53551
920-648-8704 (Office)
920-648-2283 (Fax)
920-605-6315 (Cell)

Invoice #

Project Description:

Address:

Finish Date:

Billing Date:

Statement Due:

<u>Description</u>	<u># of Items</u>	<u>Cost Per</u>	<u>Total</u>
			\$ -

Sub-total:	\$ -
Tax:	\$ -
Actual Cost:	\$ -
Estimated Cost:	
Down Pmt:	
Amount Due:	\$ -

*This bill is for work completed on your project to date or the final billing. Bills must be paid within ten days of billing date listed at top. Legal lien rights apply to all bills 30 days past due, legal interest will be charged from billing date.

_____ / /

**We make the
tools. You make
the difference.**

Say hello to affordable, user-friendly
software built just for the public sector.

Product Briefs

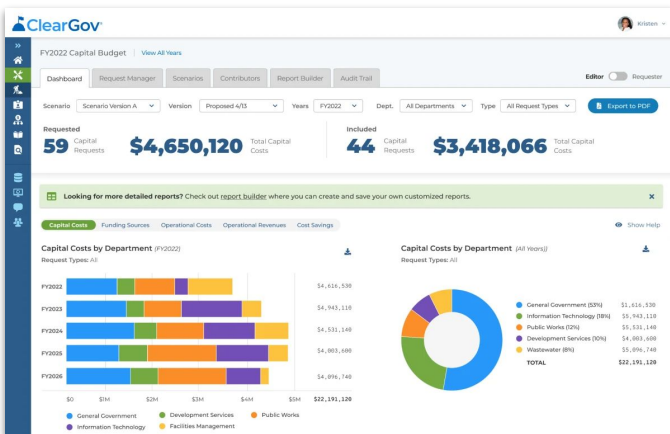
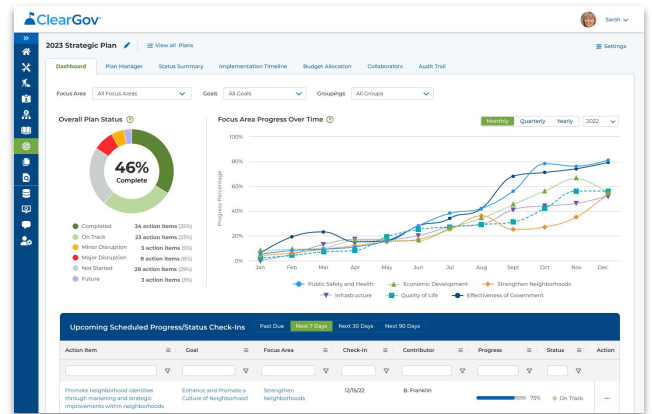
Budget Cycle Management

Let's face it, budgeting with spreadsheets is inefficient - it's time to budget better. ClearGov helps local governments streamline the annual budgeting process by improving the collection, creation, and communication of their budgets.

ClearPlans

Drive collaborative progress, real-time insights, and budget impact for your strategic plans.

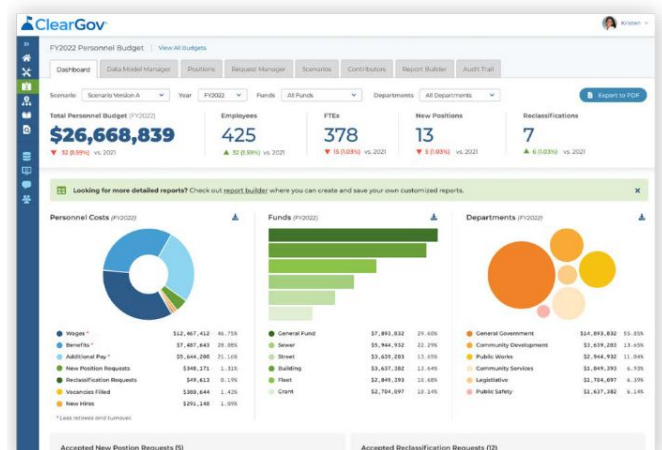
- Plan, execute and track your plan with seamless collaboration across departments.
- Assign ownership, set KPIs, allocate budget, and communicate the progress in real-time.
- Publish your plans online as a polished website or turn them into a shareable PDF.



Personnel Budgeting

Build your personnel budget with powerful tools that ensure you've calculated every layer of cost.

- Easily manage salaries, benefits, vacancies, and inform union negotiations.
- Plan future scenarios and analyze how each impacts your budget at multiple levels.
- Streamline position requests from department heads.

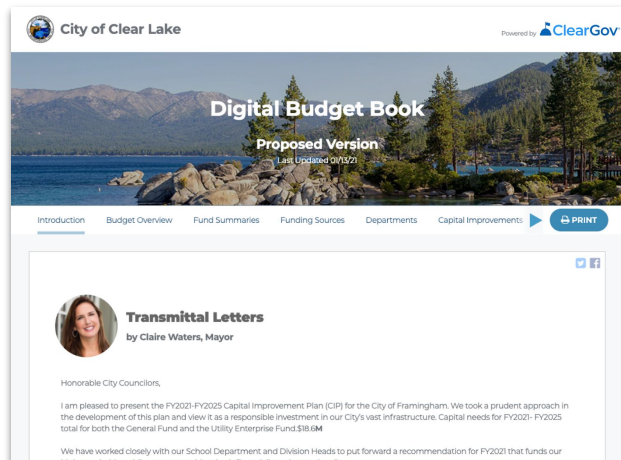
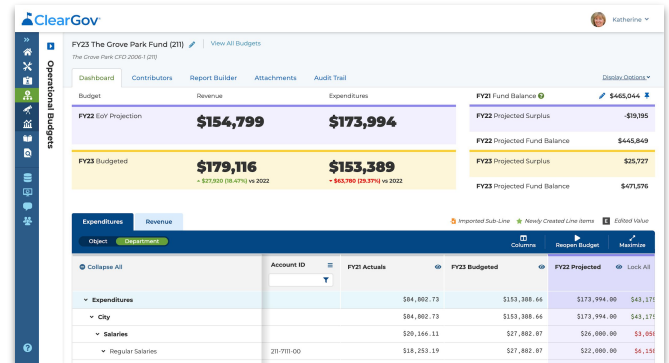


Budget Cycle Management

Operational Budgeting

Eliminate spreadsheet errors and version control issues with cloud-native budgeting.

- Invite team members to collaborate and edit portions of the budget in real-time.
- Gain a complete view of all your funds and effectively track your budget versions.
- Experience an interactive dashboard that updates in real-time as changes are made.



Digital Budget Book

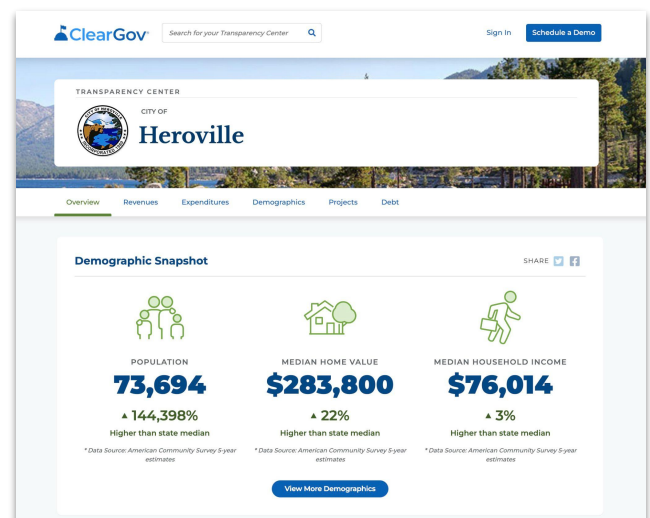
Produce an award-winning budget book in a fraction of the time.

- Present your budget book as a website or a PDF to exceed viewing expectations.
- Automate the creation of fund summary pages, charts, tables and more.
- Meet and exceed GFOA award criteria with a built-in checklist and auto-generated content.

Transparency

Tell your financial story in a way everyone can understand to drive community support.

- Display complex data with a powerful visuals and infographics on a polished website.
- Customize your profile with charts, dashboards, project pages, and more.
- Easily add narrative to the numbers to provide context for stakeholders.

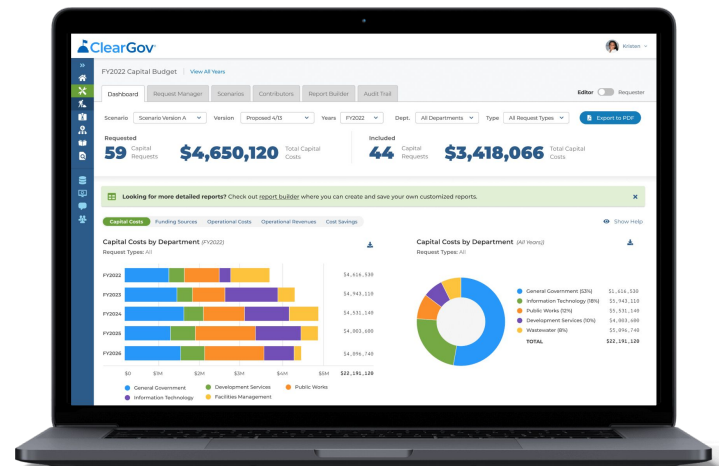


Capital Budgeting

Your assets deserve the best budgeting solution

Create your capital budget with a solution designed to address the unique needs of the CIP process. ClearGov Capital Budgeting helps you process requests from departments efficiently, gain a holistic view of all your capital requests, and build multi-year scenarios to optimize funding and timing.

- ✓ Visualize the impact of each requested project
- ✓ Collect capital requests efficiently
- ✓ Prioritize projects automatically
- ✓ Make informed, data-driven decisions
- ✓ Share project details with the community



GET A DEMO

Discover the future of efficient capital budgeting

Visualize metrics in a powerful dashboard

Our dashboard centralizes all your capital budgeting needs, creating in-depth insights into capital requests.

Streamline budget requests

Collect capital requests from department heads efficiently that automatically feed the dashboard.

Use scoring to prioritize requests

Let department heads score and rank requests based on any criteria you see fit – even align requests with your strategic plan.

Plan for every budget scenario

Build different scenarios and watch graphs adjust in real-time to determine the optimal combination of capital requests.

Create reports effortlessly

Use our preformatted reports or build custom reports to export data as a spreadsheet or PDF to share your budget.

View changes in an audit trail

Know who changed what and when. Our audit trail captures all changes to create a comprehensive historical record.



"Using ClearGov for the Capital budgeting has really saved us a lot of time. Everyone could go into one place and do all their requests and then finance can go in and see all the requests in one place — and have them actually categorized!"

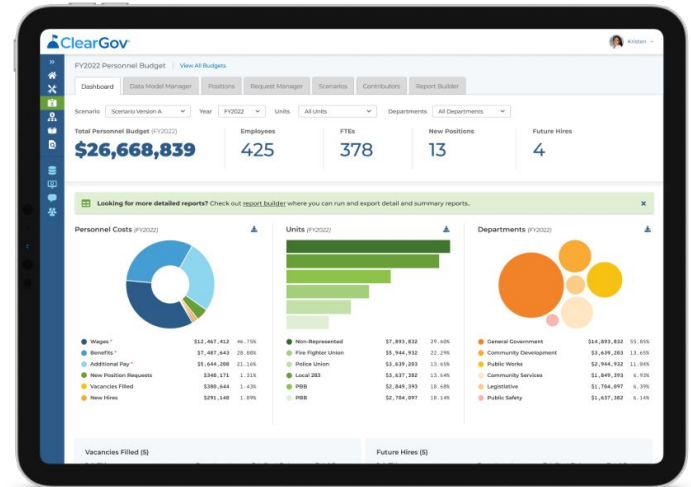
- Jennifer Ustation, Finance Director, Beaumont, CA

Personnel Budgeting

The biggest share of your budget just got easier

Plan for the future of your workforce with confidence, knowing you've accounted for every layer of the cost. ClearGov's web-based platform enables your team to collaboratively build the personnel budget with powerful features to analyze the impact of every potential change so you can be prepared..

- ✓ Efficiently plan for new positions and vacancies
- ✓ Compare salary and benefits across scenarios
- ✓ Improve collaboration across departments
- ✓ Gain the upper hand in union negotiations
- ✓ Track edits in an audit trail for historical record



GET A DEMO

Discover streamlined salary and benefits forecasting

Visualize metrics in a powerful dashboard

Experience a holistic perspective of your staffing statistics and effortlessly compare salary and benefits budget scenarios.

Streamline position requests

Efficiently manage new position requests from departments and instantly see how each position affects the budget.

Plan for vacancies efficiently

Create and fill vacant positions on specified dates easily and include these in your various budget scenarios.

Demystify union negotiation planning

Set up units and create multi-year scenario plans to analyze the impact of salary and benefit adjustments.

Create multi-year forecasts

Create scenarios forecasting into the future and manage your budget by dollar amount or percentage adjustments.

Build reports effortlessly

Access pre-built reports or create your own easily to share comprehensive personnel budget data with stakeholders.



"Personnel budgeting is a really powerful tool, so if you ever need to adjust your personnel expenses, assumptions, pay, healthcare, retirement, or FTEs, then it's not too hard. I think if you were to do it in Excel, you don't even know for sure if everything in Excel is all correct. If we were to do it again, we would."

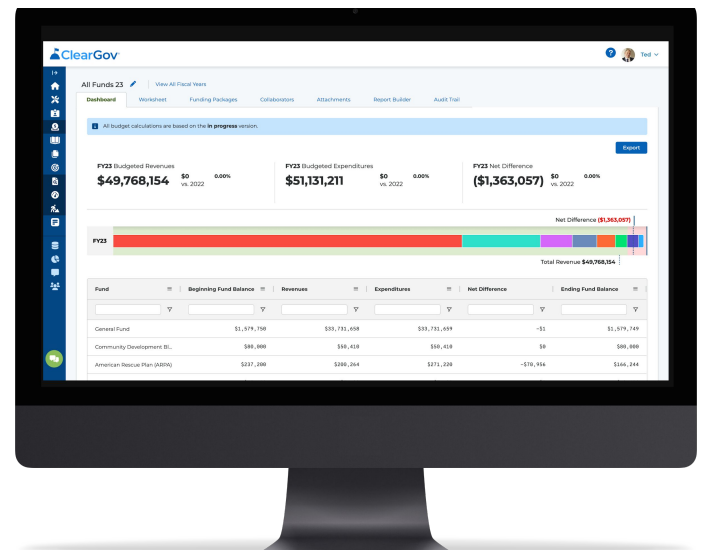
- Will Fuentes, Finance Director, City of Campbell, CA

Operational Budgeting

A solution your department heads will thank you for

ClearGov's collaborative budgeting software turns the traditional challenges of creating an operating budgeting into an efficient, seamless process. Streamline departmental budgeting, increase accuracy with annual or biennial budgeting modes, and visualize changes in a dynamic metrics dashboard.

- ✓ Create an intelligent forecast with ease
- ✓ Initiate your baseline budget with a single click
- ✓ Streamline requests and approvals
- ✓ Access visual breakdowns of historical vs actuals
- ✓ View the impact of budget changes instantly



[GET A DEMO](#)

Streamline the process from baseline to adoption through amendments

Visualize metrics in a powerful dashboard

Dive into your budget data with our interactive dashboard that updates in real-time to reflect edits to your budget as they're made.

Track budget versions with ease

Gain a complete view of all your funds, edit line item and sub-line item details, and save versions of your budget as it progresses.

Flexible options for multi-year budgeting

Plan for annual, biennial, or multi-year budget cycles with accurate end-of-year projections and efficient future forecasts.

Strengthen collaboration across teams

Invite team members to submit funding requests easily and centralize all justification notes, attachments, and more.

View changes in an audit trail

Know who changed what and when. Our audit trail captures all changes to create a comprehensive historical record.

Create reports effortlessly

Easily create, customize, and export tailored reports for a comprehensive view of your budget.



"Pulling data from our financial software and putting it in Excel creates a lot of room for errors. We spent hours laboriously reconciling data across multiple spreadsheets and tabs, and every time a last minute change was made it created a ripple effect that triggered more reconciliation. ClearGov eliminated that reconciliation and shaved off more than 70 hours from our annual budget process."

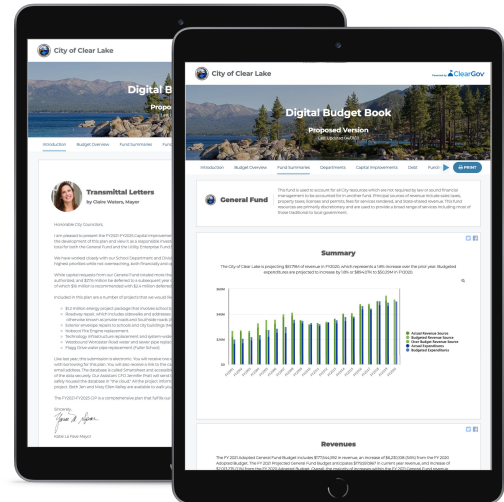
- Courtney Sladek, City Manager, City of El Campo, TX

Digital Budget Book

Build an award winning budget book in a fraction of the time

ClearGov's Digital Budget Book solution instantly generates your budget book framework — including pages, charts, tables, and more. Easily customize pages and add narrative to deliver a modern budget book that exceeds viewing expectations for stakeholders and citizens.

- ✓ Save time creating your budget book
- ✓ Elevate your public presentation
- ✓ Present online and PDF versions effortlessly
- ✓ Improve collaboration across departments
- ✓ Ensure data accuracy and reduce the risk of errors



GET A DEMO

Modernize your budget book process for citizens and staff

Produce web, mobile and PDF versions

Exceed public expectations for optimal viewing with a professionally polished budget book published in multiple formats effortlessly.

Customize content and pages

Create a beautiful book with flexible pages that are easy to use, ADA-optimized, and fully customizable — no designer needed.

Follow a GFOA Budget Award Checklist

Meet and exceed the criteria for the GFOA Distinguished Budget Presentation Award with a interactive checklist to follow.

Save time with auto-generated content

Key content is generated automatically — creating a customizable framework that enhances data comprehension for users.

Strengthen departmental collaboration

Invite team members to easily add content to their assigned sections to streamline collaboration and improve efficiency.

Leverage automatic data updates

Revenue and expense data are updated automatically as your budget changes, so you don't have to manually.



"The ClearGov Digital Budget Book software enabled the City staff of Monte Sereno to turn an ordinary, plain text budget document into a dynamic 3-dimensional annual report. Our City Council was extremely pleased and complimentary of the presentation. The staff at ClearGov were outstanding in their efforts to help us deliver the budget on time and in great form."

- Steve Leonardis, City Manager, Monte Sereno, CA

Training & Support

Training & Support

ClearGov solutions are designed to be intuitive and easy-to-use. With that said, ClearGov's training materials and support channels are designed to ensure that you and your team can successfully launch, adopt and optimize the value you receive from the ClearGov platform. We will share how to accomplish tasks, key insights and best practices.

98% **Customer satisfaction with onboarding**

96% **Customer satisfaction with training**

75% **Data Onboarding Consultants have local government finance experience**



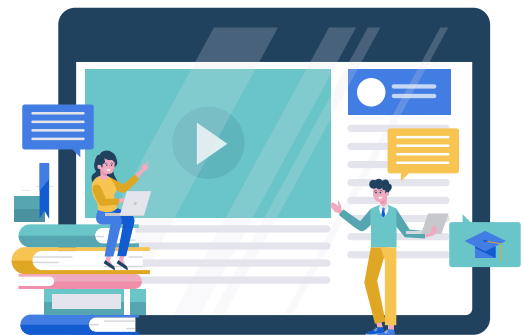
Training

For starters, we have developed comprehensive courses that provide you with step-by-step instructions on how to configure and use ClearGov. Your Implementation Manager (IM) will recommend and enroll you and your team in ClearGov Academy courses to help meet your goals. Courses are broken down into a variety of product-specific educational elements (e.g. videos, articles, quizzes) for easy consumption.

ClearGov Workshops

In addition, instructor led training is available in workshop format. ClearGov Workshops are designed to answer your specific questions about how to use ClearGov's solutions to meet your specific needs. Therefore, it is highly recommended that Workshop Attendees complete the ClearGov Academy courses prior to attending a ClearGov Workshop.

- ClearGov will provide a remotely-delivered Workshop for each product in your subscription.
- ClearGov Workshops may be attended by both Administrators/ Editors and Department Heads/Contributors.
- All Workshops are recorded for future reference and to train new hires.



Support Center

All ClearGov users have access to a frequently updated online Support Center filled with hundreds of how-to articles, video tutorials and information sheets. The ClearGov Support Center is easy to navigate and has a robust search engine to quickly find help on a specific topic.

Training & Support

Client Success Manager

When the onboarding process is complete, the IM will introduce you to your Client Success Manager (CSM). Your CSM is available by phone and email and will work with you to get the most out of ClearGov's platform. CSMs are generally available 9:00AM to 5:00PM, Monday through Friday (excluding holidays). Your CSM will inform you of their specific availability. Our CSMs are committed to responding to all inquiries within one business day, and in most cases, you will receive a same-day response.



"The ClearGov client success team has been incredible — patient, understanding, and responsive — every step of the way."

- Jodi Cuneo, CGA, Town Accountant, Walpole, MA

ClearGov Support & Data Team

For questions on how to use ClearGov or to report a technical issue, you will be able to reach a Support Specialist via support@cleargov.com during business hours (Monday through Friday, 8:00AM to 8:00PM Eastern). Our Support Team is committed to responding to all inquiries within one business day, and in most cases, you will receive a same-day response.

For data updates, we ask that you send data files along with detailed instructions on what you'd like us to update to data@cleargov.com. Our standard lead time to complete an update is five business days. However, if you need an update completed sooner to meet a deadline, just let us know. Straightforward uploads or changes often are completed within one or two business days.

Product Enhancement Requests

We absolutely love hearing from our Customers - especially when they have ideas that would make our products better. In fact, we meet weekly to go over all the feedback we've received to provide key input to our product roadmap. Many of the applications and features in ClearGov's solution are the direct result of client feedback.

When you have a request for a product enhancement, please submit your idea(s) to support@cleargov.com or inform your CSM and they will bring it up at our weekly meeting. We prioritize product enhancements primarily based on the number of clients who are requesting similar functionality, so we can't guarantee that your ideas will go to the top of the list, but we promise that we'll always listen, and we work hard to make 100% of our customers happy.



"Working with ClearGov, I'm most happy with the end result – the product that we're able to show, and the fact that ClearGov continues to take enhancement requests and continues to evolve the program. We want to be a leader in that with ClearGov. We have a lot of good ideas!"

- Jan Neufeld, CFO, Altus, OK



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

Resolution No. 2024-15

A Resolution Accepting Clear Gov Proposal for Budget Cycle Management Suite

WHEREAS, the City Council of Waterloo seeks to enhance its budget cycle management with advanced tools for strategic planning, capital budgeting, operational budgeting, and real-time collaboration; and

WHEREAS, Clear Gov has provided a proposal for their Budget Cycle Management Suite, which includes capabilities for creating clear plans that drive collaborative progress, offering real-time insights, tracking budget impacts for strategic plans, and facilitating team collaboration and editing in real-time; and

WHEREAS, the Clear Gov Budget Cycle Management Suite will enable the City to gain a comprehensive view of all funds, track the budget effectively, view changes in an audit trail, and create reports effortlessly, with additional training and support provided; and

WHEREAS, the setup investment for the Clear Gov Budget Cycle Management Suite is \$2,500.(will not be due until 2025), with an annual subscription fee of \$11,000, and the prorated cost for the remainder of 2024 being \$6,416.67;

NOW, THEREFORE, BE IT RESOLVED by the City Council of Waterloo, WI:

1. **Acceptance of Proposal:** The City Council hereby accepts the proposal from Clear Gov for the Budget Cycle Management Suite, recognizing the value it will add to the City's budgeting processes.
2. **Authorization of Expenditures:** The City Council authorizes the expenditure of \$2,500 (not due until 2025) for the setup investment and \$6,416.67 for the prorated annual subscription cost for 2024 for the Contingency Fund.
3. **Annual Subscription:** The City Council acknowledges the annual subscription fee of \$11,000 for subsequent years and approves the continuation of this subscription as part of the City's budget planning.
4. **Implementation and Training:** The City Council directs the appropriate city officials to proceed with the implementation of the Clear Gov Budget Cycle Management Suite and to ensure that training and support are utilized to maximize the benefits of this new system.
5. **Effective Date:** This resolution shall take effect immediately upon its adoption.

Passed and adopted by the City Council of Waterloo on this 6th of June, 2024.

City of Waterloo

Attest:

Jeanne Ritter Clerk/Deputy Treasurer

Signed: _____
Jenifer Quimby
Mayor



136 North Monroe Street
Waterloo, WI 53594-1198
Phone: (920) 478-3025
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RESOLUTION #2024-11

Awarding A Contract For 2024 Chip Sealing Bids

Whereas, this contract for pavement maintenance is funded from the 2024 Capital Project Fund, and;

Whereas, bids were requested and received by DPW Supervisor Chad Yerges, and;

Whereas, streets that were included in the Sealing bids are: W Porter St. (N Monroe St.-Minnetonka Way) \$13,300.00; Edison St. (W Porter St.-End) \$12,200.00; Franklin (Edison St.-N Monroe St) \$2,600.00; Mill St. (E Madison St-End) \$4,700.00; Cleveland St. (Mill St.-Hendricks St.) \$5,000.00; Railroad Ave. (E Madison St.-Pierce St.) \$5,000.00

Now Therefore Be It Resolved, by the Common Council of the City of Waterloo, Wisconsin, that it awards a contract for the work described above to Scott Construction Inc. Lake Delton, WI. With a bid in the amount of \$42,800. This project is set to begin in the Summer of 2024.

PASSED AND ADOPTED ON this 6th day of June 2024.

City of Waterloo

Signed: _____
Jenifer Quimby
Mayor

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

Waterloo City Council - Annual Calendar Announcements & Recognition

Meeting nights: 1st & 3rd Thursdays at 7:00 pm

JANUARY
FEBRUARY - Audit Prep
MARCH - Review Appointed Committee Assignments - Waterloo incorporated March 19, 1859 (Village status)
APRIL - Anniversary April 11, 1962 (City status) - National Library Week (generally 2 nd full week in April) 1 st mtg - National Linework Day 18 th 1 st mtg - Annual Organizational Mtg & Appointments - 2nd mtg after regular election - Update Emergency Response Plan - Audit Presentation 2 nd mtg
MAY - National Firefighters Day (always May 4 th) 1 st mtg - National Police Week (w/o May 15 th) 1 st mtg - National EMS Week (3 rd full week of May Sat-Sun) 2 nd mtg - National Public Works Day (3 rd full week of May) 2 nd mtg
JUNE
JULY - Budget Kick off
AUGUST
SEPTEMBER - Annual Wheel Tax Ordinance – 1 st mtg
OCTOBER - National Government Week (2 nd week)
NOVEMBER - Budget public hearing and consideration of a Finance, Insurance & Personnel Committee budget recommendation
DECEMBER

ONLINE LINKS

- [Municipal Code Chapter 30 -- CITY COUNCIL](#)
- [2021-2026 Comprehensive Plan Update](#)