



136 North Monroe Street
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www.waterloowi.us

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, December 5, 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: November 21, 2024
- 3.) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4.) MEETING SUMMARIES (since last Council meeting)
 - a. 11/25/2024 Fire/EMT Meeting
 - b. 11/26/2024 Library Board Meeting
 - c. 11/26/2024 Plan Commission Meeting-Cancelled
 - d. 12/03/2024 Waterloo Water & Light Commission Meeting
 - e. 12/04/2024 Parks Commission Meeting
 - f. 12/05/2024 Public Safety & Health Meeting - Cancelled
 - g. 12/05/2024 Public Works & Property Committee Meeting
- 5.) NEW BUSINESS
 - a. Chicken Discussion
- a. RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Waterloo Water & Light
 - i. Portzen Pay #18 action
 - ii. City of Waterloo Project Tracking Budget and Funding Allocations for Wastewater Remodel – informational
 - iii. Letters of Conditions Addendum for USDA
- 6.) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Proclamation Thanking Abby Vosters for her Time on the Library Board
- 7.) ADJOURNMENT

Jeanne Ritter
Clerk/Deputy Treasurer

Posted & Emailed: 11/27/2024.

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: November 21, 2024

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

PUBLIC HEARING ON RECOMMENDED 2025 MUNICIPAL BUDGET

1. CALL PUBLIC HEARING TO ORDER (online link: [2025 proposed budget information](#))
2. PUBLIC COMMENTS ON THE PROPOSED 2025 MUNICIPAL BUDGET (Resolution # 2024-44)
3. ADJOURN PUBLIC HEARING Motion [Cummings/C. Kuhl] VOICE VOTE: Motion carried.

REGULARLY SCHEDULED MEETING

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the meeting to order at 7:07 p.m. Alderpersons present: Cummings, A. Kuhl, C. Kuhl, Weihert, Haseleu, Griffin, Thomas, Absent: none. Others attending in-person: Police Chief Sorenson; DPW Hauptli; Fire Chief Benisch, Utility Superintendent Sorenson, Librarian Mountford, Treasurer Nelson, Clerk Ritter, and A. Biermeier and WLOO Videographers
- 2) MEETING MINUTES APPROVAL: November 7, 2024 [Cummings/A. Kuhl] VOICE VOTE: Motion Carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT
- 4) NOTIFICATION OF
- 5) MEETING SUMMARIES (since last Council meeting)
 - i. 11/19/2024 CDA Meeting
 - ii. 11/21/2024 Finance, Insurance and Personnel
- 6) CONSENT AGENDA ITEMS Motion [A. Kuhl/ Cummings] VOICE VOTE: Motion carried.
 - a. October 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. Cable TV
- 7) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Finance, Insurance and Personnel
 - i. October 2024 Financial Statements: General Disbursements \$174,690.74; Payroll \$ 129,859.19 & Clerk/Treasurer's Reports [\[available on municipal website\]](#) Motion [Thomas/C. Kuhl] VOICE VOTE: Motion carried.
 - ii. Resolution #2024-44 Adopting An Annual Budget And Approving The Necessary Funds For The Operation Of The City Of Waterloo, Wisconsin For The Year 2025 (online link: [2025 proposed budget information](#)) Motion [Thomas/Weihert] ROLL CALL: Yes 7 No 0 Motion carried.
 - iii. Resolution 2024-46 Purchase of Furnaces for the Karl Junginger Library. Motion to purchase from Jensen, using computer aid. \$32,623.00. Motion [Thomas/Cummings] ROLL CALL: Yes 7 No 0 Motion carried.
 - iv. Invoice for the Lift Station at the Park. Motion to pay from Contingency. [Thomas/Cummings] ROLL CALL: Yes 7 No 0 Motion carried.
 - v. Resolution #2024-45 Police Department – Hiring Bonus for 2025 Police Hires Motion \$2500 at start and \$2500 at successful completion of probationary period. [Thomas/C.Kuhl] ROLL CALL: Yes 7 No 0 Motion carried.
- 8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 9) ADJOURNMENT [C. Kuhl/Cummings] VOICE VOTE: Motion carried.7:20pm.

Attest:

Jeanne Ritter Clerk/Deputy Treasurer



Hens in Waterloo

THE CASE FOR BACKYARD CHICKENS



DEFINITIONS

Free-Roam	allow to roam freely outdoors not confined to an enclosure
Chicken	any breed of female of the subspecies Gallus Domesticus
Coop	an enclosed and roofed roosting area
Run	enclosed area in which hens are allowed to walk and run
Chick	any chicken less than 6 months in age

Table of **CONTENT**

SIGNATURES

from Waterloo residents

1

BENEFITS

of backyard chickens

3

CONCERNS

and resolutions

5

ORDINANCE

proposal sample

7

STATISTICS

and data

9

QUOTES

from the community

10

THANK YOU

for consideration

11



Online Petition					
1.	Gunther Knutson	26.	Nicole Solberg	56.	Samantha Novak
2.	Chris Schaefer	27.	Kathi Strohbusch	57.	Megan Smith
3.	Ashley Corlett	28.	Larry Silha	58.	Teagan Ochoa
4.	Laurie Ward	29.	Nancy Durig	59.	Heidi Leckel
5.	Heather Rhynes	30.	Valerie Deegan	60.	Dan Capadona
6.	Jason Corlett	31.	Thomas Mcbride	61.	Shelby Shelton
7.	Kristi Yost	32.	John Holzhuetter	62.	Samantha Shelton
8.	Holly Bah	33.	Cindy Jo Voelker	63.	Nicholas Lindert
9.	Sarah Knutson	34.	Rachel Edge	64.	Layne Jackson
10.	Karen Jiles	35.	Billy Bagneski	65.	Samantha Otte
11.	Eric Solberg	36.	Dakota Sturgill	66.	Carly Smith
12.	Shannon Smith	37.	Stephen Wineland	67.	Rose Yost
13.	Jacob Woods	38.	Rachel Woldt	68.	Brian Coons
14.	Leeann Woods	39.	Randi Amble	69.	Chad DeCaluwe
15.	Margo L Fochs	40.	Hunter DeWitt	70.	Sarah Paust
16.	Julie Schoenherr	41.	Alejandro Vega	71.	Lisa Hirschert Hirschert
17.	Niki Schultz	42.	Lexie Yelk	72.	Erin Frank
18.	Jordan Newby	43.	Jack Zbikowski	73.	Britanie Peaslee
19.	Katey Bennin	44.	Jose Cruz	74.	Leah Van sliedrecht
20.	Kendra Greenheck	45.	Kylie Staniszewski	75.	Brandi Schultz
21.	Laura Bartaszewicz	46.	Ashley Reise	Paper Petition	
22.	Paula Jacob	47.	Alex Morris		
23.	Kate Abitz	48.	Miriam Schilling		
24.	Jessica Wredberg	49.	Eric Schilling		
25.	Bailey Lawson	50.	Emily McGrane		
		51.	Kate Tobias	76.	Urszula North
		52.	Kelly Miller	77.	Darrel North
		53.	Christina Labins	78.	Jordan Newby
		54.	Taina Hosking	79.	Lucas Ward
		55.	Melissa Rowin	80.	Jim Schaefer

Paper Petition

76. Urszula North
77. Darrel North
78. Jordan Newby
79. Lucas Ward
80. Jim Schaefer

- | | | |
|------------------------|-------------------------|---------------------------|
| 81. Alex Cummings | 124. Jacob Freson | 167. Jaime Parker |
| 82. Erica Garcia | 125. Lisa Bagnoski | 168. Berttina Romano |
| 83. Maria Gonzales | 126. Cody Claeys | 169. Brian Romano |
| 84. Andres Garcia | 127. Nicole Teeter | 170. Jacob Filter |
| 85. Kevin Gonzalez | 128. Jacob Woods | 171. August Granzig |
| 86. Jessy Gonzalez | 129. Rachel Weihert | 172. Coral Cramer-Carlson |
| 87. Drew Reedy | 130. Kelli Mountford | 173. Noah Schneider |
| 88. Judith Bernal | 131. Amanda Brueckner | 174. Kenneth Kulic |
| 89. Frank Bernal | 132. Lisa Farnsworth | 175. Rick Stokes |
| 90. Blake Kurkowski | 133. Evyn Reeves | 176. Eric Ray |
| 91. Karyme Martinez | 134. Kathy Kramer | 177. Rick Stokes |
| 92. Gregorio Ayala | 135. Keri Prevett | 178. Eric Ray |
| 93. Nicole Kurtz | 136. Chris Prevett | 179. Jamie Stock Retzloff |
| 94. Vanessa Ziehme | 137. Riley Bodoh | 180. Darlene Tucker |
| 95. Laurie Cooler | 138. Kasidi Dalton | 181. Jenn Hughes |
| 96. Debra Quinn | 139. Traci Beyer | 182. Marlene King |
| 97. Jenny Bowers | 140. Mike Beyer | 183. Corey Besl |
| 98. Kevin Seibert | 141. Sue Smith | 184. Kyle Uttech |
| 99. Susan Seibert | 142. David Smith | 185. Jeremy Uttech |
| 100. David Kurkowski | 143. Sara Dahlke | 186. Timothy Rounds |
| 101. Barb Houston | 144. Frank Woznick | 187. Frederick Yerges |
| 102. Michelle Williams | 145. Susan Teubert | 188. Jim Aubart |
| 103. Matt Williams | 146. Jaclyn Rennebohm | 189. Jason Kemnitz |
| 104. Christy Neumaier | 147. Marshall Laechelin | 190. Cheri Van Holten |
| 105. Chad Neumaier | 148. Maria Rojas | 191. Victoria Castillo |
| 106. Joya Gehler | 149. Jaquelne Gonzales | 192. Angela Zimdars |
| 107. Sonya Laechelia | 150. Marcelo Gonzales | 193. Tammy Abdon |
| 108. Ben Ponti | 151. Gabes Garcia | 194. David Krueger |
| 109. Cody Ponti | 152. Lionel Gonzales | 195. Norman Hunt |
| 110. Anthony Heller | 153. Maria Garcia | 196. Gwendolyn Carlson |
| 111. Duane Schoenherr | 154. Kayla Lanier | 197. Allan Kegler |
| 112. Jerry Detert | 155. Ashley Wolf | 198. Theron Retzloff |
| 113. Paul Petit | 156. Kevin Wolf | 199. Jeanne Otteson |
| 114. Dakota Gehin | 157. John Lanier | 200. Sharon Clayton |
| 115. Lucas Ellis | 158. Hailey Hanson | 201. Katie Capadona |
| 116. Urszula North | 159. Jim Schaefer | 202. Dan Capadona |
| 117. Darrel North | 160. Sarah Johnson | 203. Sharon Pochowski |
| 118. Jordan Newby | 161. Kerri Setz | 204. Gregory Johnson |
| 119. Lucas Ward | 162. Craig Setz | 205. Douglas Sullivan |
| 120. Alex Zastrow | 163. Kim Clayton | 206. Paul T. Sillnas |
| 121. Jennifer Billings | 164. Michelle Weihert | 207. Roxanne Stahnke |
| 122. Alycia Sill | 165. Susan Celley | 208. Theresa Peachey |
| 123. Laura Pare | 166. Corrine Hunta | |

BENEFITS

of backyard chickens

1

FRESH EGGS

- **Healthier eggs:** Fresh eggs from backyard chickens tend to have higher nutritional value, with more omega-3s and less cholesterol than store-bought eggs.
- **Quality control:** You control the chickens' diet, ensuring they're fed a healthy and organic diet, leading to cleaner, healthier eggs.

2

SUSTAINABILITY & ENVIRONMENTAL IMPACT

- **Waste reduction:** Chickens eat food scraps, reducing household waste and cutting down on what goes to landfills.
- **Composting:** Chicken manure is an excellent fertilizer, rich in nitrogen, which can enhance compost and improve soil quality for gardens.
- **Pest control:** Chickens are natural pest controllers, eating bugs, slugs, and other pests in your yard, reducing the need for chemical pesticides.

3

SELF-SUFFICIENCY

- **Food security:** Raising chickens provides a reliable source of eggs, and in some cases, meat, reducing reliance on grocery stores.
- **Gardening support:** Chickens contribute to a backyard ecosystem, providing natural fertilizers and tilling soil with their scratching.

4

EDUCATIONAL OPPORTUNITIES

- **Learning for kids and adults:** Backyard chickens offer a hands-on opportunity for both children and adults to learn about responsibility, biology, and sustainability.
- **Connection to nature:** They allow city dwellers to engage more directly with nature and the cycle of food production, fostering a better understanding of where food comes from.

5

COST SAVINGS

- **Egg savings:** Over time, the cost of raising chickens can offset the price of buying eggs, especially if you consume a lot of them.
- **Fertilizer savings:** With free access to chicken manure, there's no need to buy chemical fertilizers for your garden.

6

COMMUNITY ENGAGEMENT

- **Neighborhood sharing:** Surplus eggs can be shared with neighbors, fostering a sense of community and potentially starting new friendships.
- **Educational workshops:** Backyard chickens can inspire others to adopt sustainable practices, lead to neighborhood workshops or collaborations.

7

THERAPEUTIC AND MENTAL HEALTH BENEFITS

- **Calming presence:** Chickens are known to have a calming effect and watching them can reduce stress, anxiety, depression, and even lower blood pressure.
- **Routine and responsibility:** Caring for animals like chickens provides a daily routine and sense of purpose, which can have positive mental health effects.

8

IMPROVED YARD HEALTH

- **Aeration:** Chickens scratch the ground, helping to aerate the soil and improve its health naturally.
- **Weed control:** Chickens can help keep your yard free from weeds, as they enjoy eating unwanted plants.

9

BIODIVERSITY & CONSERVATION

- **Supporting rare breeds:** By keeping chickens, especially heritage or rare breeds, you help maintain genetic diversity and support conservation efforts.
- **Urban agriculture promotion:** Urban chicken-keeping supports the movement toward more localized, sustainable agriculture practices within cities.

10

EXERCISE AND OUTDOOR TIME

- **Physical activity:** Chicken care involves cleaning coops, feeding, and collecting eggs, which encourages physical activity.
- **Spending time outdoors:** Chicken keeping encourages more time spent outside, enjoying fresh air and sunshine, which promotes well-being.

11

ENJOYMENT

- **Chickens as pets:** Chickens can be fun and quirky pets with individual personalities, offering entertainment and companionship.

CONCERNS

and solutions

1

NOISE

- **Solution:** Hens are much quieter than roosters, which are the primary source of noise complaints. Hens typically make soft clucking sounds. A rule banning roosters could eliminate loud crowing, while limiting the number of hens (e.g., 4-6 per household) would keep noise to minimal.

2

ODOR

- **Solution:** A properly maintained chicken coop produces minimal odor. Chickens themselves do not smell. To mitigate any concerns we can require coops to be at a certain distance from neighboring lots (e.g. 10 feet). Fertilization of fields in the area bring more odor than coops ever could.

3

ATTRACTING PREDATORS

- **Resolution:** Predators are more attracted to roaming neighborhood cats, food left out, and garbage cans. Also, properly secured coops can prevent predators from being drawn to the area, nobody wants to lose their chickens to predators.

4

HEALTH AND ZONING REGULATIONS

- **Resolution:** The big disease outbreaks happen in large, commercial poultry operations, where there are thousands of birds kept in close quarters. Backyard chicken keepers usually don't bring in new chickens often, which reduces the risk of introducing diseases. Keeping hens under hygienic conditions poses minimal risk to public health, and any potential disease risks can be managed. A limit on the number of chickens (e.g., 4-6) can further mitigate health risks.

WASTE MANAGEMENT

- **Resolution:** Waste company that operates in Waterloo agreed to take chicken waste (please see email copy below for exact rules and limitations). But also, chicken waste can be composted and used as a rich fertilizer for gardens, promoting sustainability.

“

Gunther,

Per my operations manager, we will dispose of chicken poop/waste. It will need to be double bagged (regular trash bags) and “not large amount.” We would state that 3 bags of waste per weekly trash service.

Thank you,

Kaitlyn

proposal ORDINANCE *sample*

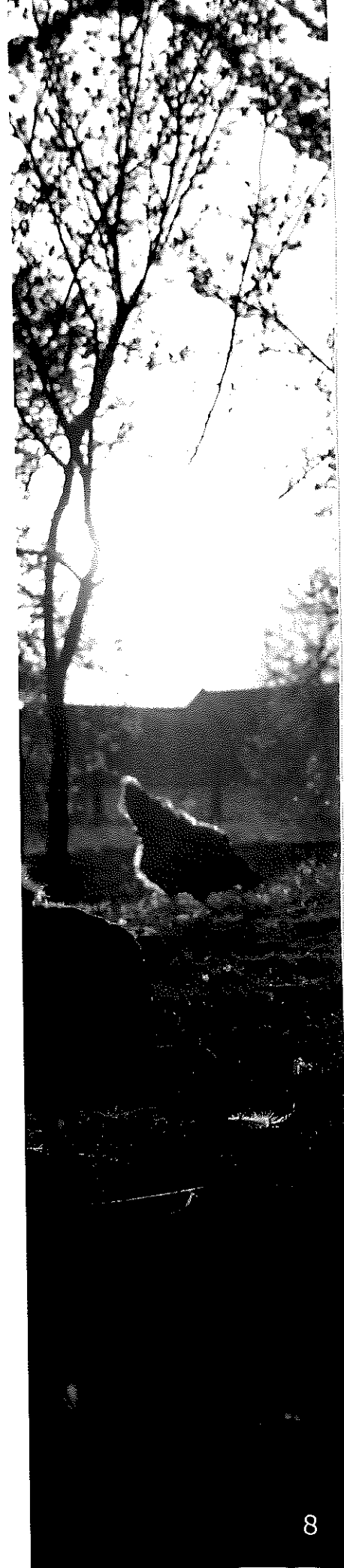
Licensing of chickens

- Notify others as required that you will be keeping chickens on the property. If the property is an owner occupied single family home, no notification is required. If the property is a single family home that is not owner occupied, notify and gain approval from the property owner and all residents of your dwelling unit. If the property is a two, three, or four family home, notify and gain approval from the property owner and all residents of the property in all dwelling units. If the property is a school or library, the applicant for the license must notify and gain approval from the owner or operator of the property if the applicant is not the owner or operator.
- The license year for the keeping of chickens shall commence on January 1st and end on December 31st each year. License must be obtained starting January 1st and ending March 31st. A late fee of five dollars (\$5.00) per-month shall be collected from any licensee that files for renewal after March 31st in any year. License must be obtained within 30 days of obtaining chickens. A late fee of five dollars (\$5.00) per-month shall be collected from any licensee that fails to obtain a license within 30 days of obtaining chickens. Applications for the annual renewal of chicken keeping licenses shall be filed with the city clerk on a form provided by the city, along with a non-refundable license fee.
- The holder of a chicken keeping license agrees to allow the city to enter and inspect the premises upon reasonable notice to assess compliance. If an operator that does not, within a reasonable timeframe, correct any deficiencies identified upon written notice from the city, the license can be revoked.
- Licensees must register with the Wisconsin Department of Agriculture, Trade and Consumer Protection. This registration is free. Either complete the form online, or print it and fill it out. Once registered, you will be given a registration number.



Keeping of chickens

- A maximum number of 8 chickens may be kept by residents who are eligible to obtain a license or by a school or library that has obtained a license. A license must be obtained in order to keep chickens (see Licensing of Chickens).
- Keeping of one or more roosters is prohibited.
- No slaughtering of chickens shall occur on the property.
- Chickens shall not be allowed to free-roam.
- The raising of chicks shall be permitted.
 - » Chicks do not count toward the size of the flock until the age of 6 months.
 - » Chicks are permitted to be raised in structures where chickens are prohibited (garages, basements, etc.)
- The sale of chickens, chicken meat, eggs or other chicken by-products is prohibited.
- Chicken coop and run is required.
- Chickens shall be kept in the coop or chicken run at all times unless under direct supervision.
- The coop shall be a stand-alone structure (i.e. moveable) with the following restrictions:
 - » Maximum height of 10 feet from the ground.
 - » Coop shall not exceed 48 square feet in area.
- The run shall be a stand-alone structure located adjacent to the coop with the following restrictions
 - » Maximum height of 8 feet from the ground.
 - » Shall not exceed 120 square feet in area.
- The coop and run will have the following location restrictions
 - » Located at least 10 feet from the principal living structure.
 - » Located at least 25 feet from the principal structure on an adjacent lot.
 - » Enclosure must be clean, dry, and odor-free as possible and shall be kept in a manner that will not disturb use or enjoyment of adjacent lots.
- Chickens shall not be permitted in any other structure on the lot, including garages, basements, and attics.
- Chickens shall be permitted to roam within a fenced area under direct supervision and be returned to the coop and run immediately when not under direct supervision.
- Failure to comply with this section shall be deemed a public nuisance. After three nuisances within a year's time, the license may be revoked by the city if directed.



data and STATISTICS

2

WEEKS TO GATHER SUPPORT

MORE THAN

200

SIGNATURES RECEIVED FROM SUPPORTIVE RESIDENTS

8%

OF ADULT POPULATION IN WATERLOO IS AWARE AND
IN FAVOR OF BACKYARD CHICKENS

99%

OF PEOPLE APPROACHED WERE APPROVING OF
BACKYARD CHICKENS IN WATERLOO

QUOTES

from the community



“I believe people should have the opportunity to be self sustaining if desired.”

~ Ashley Corlett

“I think everyone should be able to have chickens for eggs to support their families.”

~ Chris Schaefer

“We love chickens!”

~ Kayla Lanier

“A small flock of chickens is highly manageable and not a nuisance at all, especially without a rooster present. People should be able to provide food for their own families.”

~ Mara Paddock

“My wife and I would love to have chickens in the future, hope this can keep moving forward!”

~ Sloan Greenheck

“I like chickens and eggs and I know how to care for them. Also because private property should be able to be used for any purpose the owners decide and not subject to government infringement on property rights.”

~ Robert Schrock

“Why not allow the freedom and food?”

~ Douglas Sullivan

“I live in Waterloo, WI and would LOVE to have my own sustainable lifestyle, including chickens.”

~ Margo Fochs

“We’ve had plenty of time to see how it has gone in other communities and learn from their best practices. It’s past time we allowed chickens in Waterloo.”

~ Erin Forrest

Thank you!

Thank you for taking the time to consider the case for allowing backyard chickens in our community. We deeply appreciate your dedication to listening to the voices of your fellow citizens. By trusting in the responsibility and stewardship of our residents, we can work together to create a stronger, more sustainable city.



Feel free to read more comments, visit our facebook group, or even sign the petition by scanning the QR code.



City of Juneau Pilot Program for the keeping of Chickens within City Limits.

It is understood that raising chickens in the City limits of Juneau is a Pilot Program which may be terminated at the end of any given year.

The cost of the permit will be \$50.00 a year. The City will be limiting the number of permits to 10, one permit per household. Limit of six chickens per permit. Abutting neighbor's approval is required for anyone requesting a permit.

Everyone that chooses to participate in this Pilot Program must adhere to the following guidelines:

- ❖ Coops must be set back at least 10 feet from the lot line and in the rear of the dwelling.
- ❖ Coops and runs must be set back at least 25 feet from neighbors' buildings.
- ❖ Coops will be required to be held down by a 24-inch screw in earth anchors.
- ❖ Runs including the Chicken coop will not exceed 6 feet by 16 feet.
- ❖ There will be height minimum of 5 feet for all fencing.
- ❖ Abandoned coops must be removed within 30 days.
- ❖ Electric ran to coop must meet state codes, may not use an extension cord.
- ❖ No butchering withing City limits.
- ❖ No resident of multi-family dwellings will be eligible.
- ❖ Any resident living in a rental property must have written consent from the landlord.
- ❖ No roosters.
- ❖ Only chicken feed will be allowed.
- ❖ Chicken feed must be kept in airtight containers.
- ❖ Failure to abide by the established requirements may lead to a fine and forfeiture of permit.

Breeds not allowed:

- ❖ Guinea hens
- ❖ Game varieties (cock fighting)
- ❖ Leghorns
- ❖ Hamburgs
- ❖ Red jumbo Fowl
- ❖ Bantams

Failure to Obtain a Permit. If a resident keeps chickens without a permit or fails to obtain an annual permit by March 31st, the City shall take the following actions:

- ❖ First Offense: The City Police Chief or his or her designee shall send a written warning to the resident requiring that the resident provide proof that he or she is not or is no longer keeping chickens or requiring that the resident apply for a permit within 30 days.
- ❖ Second Offense: Municipal citations may be written by the Police Department of up to \$100.00 plus the costs of prosecution for each day without a permit.
- ❖ Third and subsequent offenses: Municipal citations may be written by the Code Enforcement Officer or the Police Department of up to \$250.00 plus the costs of prosecution for each day without a permit.

Failure to Renew Permit by March 31st of each year will result in the forfeiture of the permit.

Signature of Treasurer/Designee: _____

I, _____, certify that I personally notified all abutting property owner's listed below of my intent to keep and maintain _____ (number) chickens at my property located at _____ in the City of Juneau. I know the signers are approving abutting property owners and that 100% of the abutting property owners must have valid signatures. I know their respective residences given. I am aware that falsifying this document will result in revocation of my permit.

Property Owner	Property Address	Approval Signature

Signature

Date



CITY OF JUNEAU

405 Jewel Street
Juneau, WI 53039

Chicken Permit

Permit issued to: _____

Permitted address: _____

Permit expires on March 31, _____

This permit allows the permit holder to house up to six chickens at their primary residence.

It is understood that raising chickens in the City limits of Juneau is a Pilot Program which may be terminated at the end of any given year.

This permit is non-transferable. It is the responsibility of the permit holder to renew their permit each year by March 31st. Failure to renew by March 31st of each year will result in the forfeiture of the permit.

Permit issued this _____ day of _____, _____.

Caley Visser
Deputy Clerk, City of Juneau

CHICKEN PERMIT

Number# 01-2023

\$50.00

WHEREAS, the local governing body of the City of Juneau, County of Dodge, Wisconsin, has, upon application duly made and authorized the issuance of a Chicken Permit to_____.

AND WHEREAS, the said applicant has paid to the treasurer the sum of \$50.00 as required by the Pilot Program has complied with all requirements necessary for obtaining a permit.

NOW THEREFORE, A Chicken Permit, pursuant to the Pilot Program of the City of Juneau is hereby issued to said applicant.

FOR THE PERIOD from **to March 1st, 2024.**

Given under my hand and the corporate seal of the
City of Juneau, Dodge County, Wisconsin
This 2nd, day of June 2022.

Caley Visser, Deputy Clerk

Contractor's Application for Payment

Owner: <u>Waterloo Utilities</u>	Owner's Project No.: _____
Engineer: <u>Town & Country Engineering</u>	Engineer's Project No.: <u>WW-62</u>
Contractor: <u>Portzen</u>	Contractor's Project No.: <u>23-04</u>
Project: <u>2023 Water and Wastewater Improvements</u>	
Contract: <u>Wastewater Treatment Facility and Water Booster Station</u>	
Application No.: <u>18</u>	Application Date: <u>11/25/2024</u>
Application Period: From <u>10/1/2024</u>	to <u>11/30/2024</u>

1. Original Contract Price	\$ 22,221,337.75
2. Net change by Change Orders	\$ 188,613.00
3. Current Contract Price (Line 1 + Line 2)	\$ 22,409,950.75
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 17,076,213.14
5. Retainage	
a. <u>5%</u> X <u>\$ 14,202,728.05</u> Work Completed	\$ 710,136.40
b. <u>5%</u> X <u>\$ 2,873,485.09</u> Stored Materials	\$ 143,674.25
c. Total Retainage (Line 5.a + Line 5.b)	\$ 853,810.65
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 16,222,402.49
7. Less previous payments (Line 6 from prior application)	\$ 15,526,730.21
8. Amount due this application	\$ 695,672.28
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 5,333,737.61


Contractor's Certification

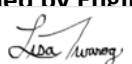
The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: <u>Portzen Construction Inc.</u>	
Signature: 	Date: <u>11/25/2024</u>

Recommended by Engineer	Approved by Owner
By: 	By: _____
Title: <u>Project Engineer</u>	Title: _____
Date: <u>11/25/2024</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Waterloo Utilities	Owner's Project No.:	
Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:	18	Application Period:	From	10/01/24	to	11/30/24	Application Date:	11/25/24
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Original Contract								
1	GENERAL REQUIREMENTS					-		-
2	Bonds	\$ 111,350.00	111,350.00			111,350.00	100%	-
3	Mobilization	\$ 180,698.00	155,000.00	5,000.00		160,000.00	89%	20,698.00
4	Project Management	\$ 466,830.00	404,600.00	7,500.00		412,100.00	88%	54,730.00
5	Project Management Software	\$ 27,562.00	27,562.00			27,562.00	100%	-
6	Temporary Construction Fence	\$ 20,000.00	20,000.00			20,000.00	100%	-
7	Port-a-potty rental	\$ 12,812.00	9,900.00	1,200.00		11,100.00	87%	1,712.00
8	Job trailer	\$ 17,325.00	13,400.00	1,300.00		14,700.00	85%	2,625.00
9	Trash Disposal	\$ 31,500.00	23,327.00	1,600.00		24,927.00	79%	6,573.00
10	Safety	\$ 15,750.00	14,700.00			14,700.00	93%	1,050.00
11	Survey & Staking	\$ 10,500.00	7,500.00			7,500.00	71%	3,000.00
12	Concrete Testing	\$ 26,250.00	23,600.00			23,600.00	90%	2,650.00
13	Project Sign	\$ 1,575.00	1,575.00			1,575.00	100%	-
14	Lodging	\$ 196,350.00	157,600.00	12,000.00		169,600.00	86%	26,750.00
15	Temp. Utilities	\$ 105,000.00	74,500.00	5,000.00		79,500.00	76%	25,500.00
16	Cleaning Site and Building	\$ 45,990.00	23,500.00	2,500.00		26,000.00	57%	19,990.00
17	Equipment Rental	\$ 175,600.00	134,650.00	10,000.00		144,650.00	82%	30,950.00
18	SITEWORK					-		-
19	Selective Demolition	\$ 241,105.00	173,298.00	5,000.00		178,298.00	74%	62,807.00
20	Site Demo	\$ 114,251.00	33,866.00	5,000.00		38,866.00	34%	75,385.00
21	Erosion Control	\$ 5,250.00	4,020.00	500.00		4,520.00	86%	730.00
22	Rammed Aggregate Piers	\$ 109,605.00	109,605.00			109,605.00	100%	-
23	Paving Prep	\$ 182,735.00				-	0%	182,735.00
24	Asphalt Paving	\$ 171,308.00				-	0%	171,308.00
25	Concrete Paving	\$ 155,770.00	16,800.00			16,800.00	11%	138,970.00
26	Site Furnishings	\$ 3,150.00				-	0%	3,150.00
27	Temp Roads	\$ 7,875.00	7,875.00			7,875.00	100%	-
28	Rough Grading	\$ 159,886.00	94,900.00	4,000.00		98,900.00	62%	60,986.00
29	Building Excavation and Backfill	\$ 190,756.00	150,708.00	15,000.00		165,708.00	87%	25,048.00
30	Sanitary Systems	\$ 1,515,690.00	1,178,566.88		158,764.00	1,337,330.88	88%	178,359.12
31	Storm Systems	\$ 121,166.00	90,415.00		6,723.00	97,138.00	80%	24,028.00
32	Water Systems	\$ 214,044.00	113,995.00	20,000.00	15,782.50	149,777.50	70%	64,266.50
33	Site Air Piping	\$ 245,980.00	239,096.00			239,096.00	97%	6,884.00
34	Landscaping WWTF	\$ 46,550.00				-	0%	46,550.00
35	CONCRETE					-		-
36	Concrete	\$ 938,579.00	809,653.00	20,000.00	13,600.00	843,253.00	90%	95,326.00
37	Precast Concrete	\$ 41,583.00	41,583.00			41,583.00	100%	-
38	MASONRY					-		-
39	Masonry Materials ST 10	\$ 155,608.00	155,608.00			155,608.00	100%	-
40	Masonry Labor ST10	\$ 301,146.00	290,675.00		1,512.00	292,187.00	97%	8,959.00
41	Masonry Materials ST 25	\$ 93,952.00	93,952.00			93,952.00	100%	-
42	Masonry Labor ST25	\$ 156,675.00	148,676.00			148,676.00	95%	7,999.00
43	Masonry Materials ST 50	\$ 8,515.00	8,000.00			8,000.00	94%	515.00
44	Masonry Labor ST50	\$ 19,753.00	17,000.00			17,000.00	86%	2,753.00
45	Masonry Materials ST 55	\$ 44,533.00	44,533.00			44,533.00	100%	-
46	Masonry Labor ST55	\$ 75,320.00	75,320.00			75,320.00	100%	-
47	METALS					-		-
48	Structural Steel Framing	\$ 24,267.00	21,085.82			21,085.82	87%	3,181.18
49	Metal Fabrications	\$ 110,144.00	94,730.34			94,730.34	86%	15,413.66
50	Guard & Hand Rail	\$ 170,313.00	161,797.78			161,797.78	95%	8,515.22

Progress Estimate - Lump Sum Work
Contractor's Application for Payment

Owner:	Waterloo Utilities					Owner's Project No.:					
Engineer:	Town & Country Engineering					Engineer's Project No.:		WW-62			
Contractor:	Portzen					Contractor's Project No.:		23-04			
Project:	2023 Water and Wastewater Improvements										
Contract:	Wastewater Treatment Facility and Water Booster Station										
Application No.:	18		Application Period:	From	10/01/24		to	11/30/24		Application Date:	11/25/24
A	B		C	D		E	F	G	H	I	
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)			
			(D + E) From Previous Application (\$)	This Period (\$)							
51	Bar Grating	\$ 384,672.00	364,135.00			364,135.00	95%	20,537.00			
52	Labor to install	\$ 229,145.00	176,145.00	8,000.00		184,145.00	80%	45,000.00			
53	Access Hatches	\$ 12,600.00			10,000.00	10,000.00	79%	2,600.00			
54	CARPENTRY					-		-			
55	Trusses	\$ 39,108.00	39,108.00			39,108.00	100%	-			
56	Truss Labor	\$ 22,460.00	22,460.00			22,460.00	100%	-			
57	Rough Carpentry	\$ 130,546.00	118,000.00			118,000.00	90%	12,546.00			
58	Finish Carentry	\$ 5,386.00				-	0%	5,386.00			
59	THERMAL & MOISTURE					-		-			
60	Dampproofing & Joint Sealants	\$ 78,250.00	73,317.00			73,317.00	94%	4,933.00			
61	Thermal Insulation	\$ 21,854.00	17,261.00			17,261.00	79%	4,593.00			
62	Weather barrier	\$ 5,250.00	5,250.00			5,250.00	100%	-			
63	ST 10 Roofing Materials	\$ 117,398.00	110,232.00			110,232.00	94%	7,166.00			
64	ST 10 Roofing Labor	\$ 63,361.00	38,840.00			38,840.00	61%	24,521.00			
65	ST 25 Roofing Materials	\$ 23,610.00	23,610.00			23,610.00	100%	-			
66	ST 25 Roofing Labor	\$ 14,857.00	14,857.00			14,857.00	100%	-			
67	ST 35 Roofing Materials	\$ 7,954.00	7,954.00			7,954.00	100%	-			
68	ST 35 Roofing Labor	\$ 3,512.00	3,512.00			3,512.00	100%	-			
69	ST 50 Roofing Materials	\$ 41,764.00	41,764.00			41,764.00	100%	-			
70	ST 50 Roofing Labor	\$ 17,556.00	17,556.00			17,556.00	100%	-			
71	ST 55 Roofing Materials	\$ 21,510.00	21,510.00			21,510.00	100%	-			
72	ST 55 Roofing Labor	\$ 12,755.00	12,755.00			12,755.00	100%	-			
73	DOORS & WINDOWS					-		-			
74	Structure 10 Doors, Frames & Hardware	\$ 46,925.00	46,925.00			46,925.00	100%	-			
75	Structure 25 Doors, Frames & Hardware	\$ 11,887.00	11,887.00			11,887.00	100%	-			
76	Structure 35 Doors, Frames & Hardware	\$ 9,161.00	9,161.00			9,161.00	100%	-			
77	Structure 50 Doors, Frames & Hardware	\$ 25,080.00	25,080.00			25,080.00	100%	-			
78	Structure 55 Doors, Frames & Hardware	\$ 5,863.00	5,863.00			5,863.00	100%	-			
79	Labor to install	\$ 35,140.00	21,817.00			21,817.00	62%	13,323.00			
80	Sectional Overhead Doors	\$ 62,450.00	45,754.00			45,754.00	73%	16,696.00			
81	Aluminum Windows and Galzing	\$ 21,169.00	18,000.00			18,000.00	85%	3,169.00			
82	Aluminum Access Doors	\$ 14,490.00		10,000.00		10,000.00	69%	4,490.00			
83	Attic Access	\$ 5,250.00	2,450.00			2,450.00	47%	2,800.00			
84	FINISHES					-		-			
85	Gyp Wall Board Assemblies	\$ 36,414.00	30,500.00			30,500.00	84%	5,914.00			
86	Acoustical Ceilings	\$ 15,015.00				-	0%	15,015.00			
87	Quarry Tile	\$ 72,420.00	42,553.00			42,553.00	59%	29,867.00			
88	Vinyl Wall Base	\$ 693.00		693.00		693.00	100%	-			
89	Painting	\$ 469,740.00	391,340.00			391,340.00	83%	78,400.00			
90	SPECIALTIES	\$ 13,681.00	1,240.95		3,582.36	4,823.31	35%	8,857.69			
91	FURNISHINGS					-		-			
92	Plastic Laminate Casework	\$ 5,250.00				-	0%	5,250.00			
93	Labor to install casework	\$ 2,194.00				-	0%	2,194.00			
94	Laboratory Casework	\$ 67,568.00	67,568.00			67,568.00	100%	-			
95	Labor to install casework	\$ 9,118.00	9,118.00			9,118.00	100%	-			
96	Engineering for Casework	\$ 2,100.00	2,100.00			2,100.00	100%	-			
97	MECHANICAL					-		-			
98	Plumbing& Process Project Management	\$ 126,000.00	53,602.00	4,200.00		57,802.00	46%	68,198.00			
99	STRUCTURE 10:					-		-			
100	Plumbing/Hydronics Materials and Equipment	\$ 136,500.00	77,400.00		40,000.00	117,400.00	86%	19,100.00			
101	Plumbing/Hydronics Labor	\$ 262,500.00	183,585.00			183,585.00	70%	78,915.00			

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Waterloo Utilities	Owner's Project No.:	
Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:	18	Application Period:	From	10/01/24	to	11/30/24	Application Date:	11/25/24
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
102	Plumbing Insulation Materials	\$ 6,898.00	5,848.00			5,848.00	85%	1,050.00
103	Plumbing Insulation Labor	\$ 5,515.00	4,465.00			4,465.00	81%	1,050.00
104	Excavation	\$ 11,550.00	10,200.00			10,200.00	88%	1,350.00
105	HVAC Equipment	\$ 312,841.00	82,361.00		219,505.00	301,866.00	96%	10,975.00
106	HVAC Sheetmetal	\$ 61,950.00	14,700.00			14,700.00	24%	47,250.00
107	HVAC Vent, Stands	\$ 6,720.00	2,625.00			2,625.00	39%	4,095.00
108	HVAC Misc. Materials	\$ 5,775.00	3,150.00			3,150.00	55%	2,625.00
109	HVAC Equipment Rental	\$ 9,450.00	5,775.00			5,775.00	61%	3,675.00
110	HVAC Labor	\$ 130,218.00	33,600.00			33,600.00	26%	96,618.00
111	HVAC Management	\$ 5,250.00	4,200.00			4,200.00	80%	1,050.00
112	HVAC Test and Balance	\$ 10,080.00				-	0%	10,080.00
113	HVAC Controls	\$ 168,000.00	61,950.00			61,950.00	37%	106,050.00
114	HVAC Submittals, Pre-Con and Mobilization	\$ 71,720.00	16,800.00			16,800.00	23%	54,920.00
115	HVAC Insulation Materials	\$ 16,810.00	11,379.00			11,379.00	68%	5,431.00
116	HVAC Insulation Labor	\$ 13,844.00	12,415.00			12,415.00	90%	1,429.00
117	STRUCTURE 20					-		-
188	Process Materials	\$ 42,000.00			10,000.00	10,000.00	24%	32,000.00
119	Process Labor	\$ 37,800.00				-	0%	37,800.00
120	STRUCTURE 25:					-		-
121	Plumbing/Process Materials	\$ 36,750.00	34,650.00			34,650.00	94%	2,100.00
122	Plumbing/Process Labor	\$ 49,350.00	45,675.00			45,675.00	93%	3,675.00
123	Plumbing Insulation Material	\$ 3,555.00				-	0%	3,555.00
124	Plumbing Insulation Labor	\$ 2,703.00				-	0%	2,703.00
125	HVAC Sheet Metal	\$ 15,750.00	15,750.00			15,750.00	100%	-
126	HVAC Vent, Stands	\$ 4,200.00	4,200.00			4,200.00	100%	-
127	HVAC Misc. Materials	\$ 3,150.00	3,150.00			3,150.00	100%	-
128	HVAC Equipment Rental	\$ 4,200.00	4,200.00			4,200.00	100%	-
129	HVAC Labor	\$ 36,267.00	31,500.00			31,500.00	87%	4,767.00
130	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
131	HVAC Insulation Materials	\$ 2,241.00				-	0%	2,241.00
132	HVAC Insulation Labor	\$ 1,839.00				-	0%	1,839.00
133	STRUCTURE 30					-		-
134	Process Materials	\$ 89,250.00	87,910.00			87,910.00	98%	1,340.00
135	Process Labor	\$ 140,700.00	91,625.00			91,625.00	65%	49,075.00
136	STRUCTURE 35:					-		-
137	Plumbing/ Process Materials	\$ 5,250.00			1,500.00	1,500.00	29%	3,750.00
138	Plumbing/Process Labor	\$ 1,050.00				-	0%	1,050.00
139	HVAC Sheet Metal	\$ 5,250.00		4,200.00		4,200.00	80%	1,050.00
140	HVAC Misc. Materials	\$ 2,100.00				-	0%	2,100.00
141	HVAC Equipment Rental	\$ 2,100.00				-	0%	2,100.00
142	HVAC Labor	\$ 25,856.00	2,625.00	19,950.00		22,575.00	87%	3,281.00
143	HVAC Management	\$ 2,625.00	500.00	550.00		1,050.00	40%	1,575.00
144	HVAC Submittals, Pre-Con and Mobilization	\$ 6,300.00	2,500.00	1,175.00		3,675.00	58%	2,625.00
145	HVAC Insulation Materials	\$ 1,120.00				-	0%	1,120.00
146	HVAC Insulation Labor	\$ 975.00				-	0%	975.00
147	STRUCTURE 40					-		-
148	Process Materials	\$ 14,700.00			1,000.00	1,000.00	7%	13,700.00
149	Process Labor	\$ 30,450.00				-	0%	30,450.00
150	STRUCTURE 50:					-		-
151	Plumbing/Process Materials	\$ 299,250.00	53,550.00	4,700.00	224,616.90	282,866.90	95%	16,383.10
152	Plumbing/Process Labor	\$ 893,231.00	320,723.00	44,100.00		364,823.00	41%	528,408.00

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Waterloo Utilities	Owner's Project No.:	
Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:	18	Application Period:	From	10/01/24	to	11/30/24	Application Date:	11/25/24
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
153	Plumbing Insulation Material	\$ 2,440.00	2,100.00			2,100.00	86%	340.00
154	Plumbing Insulation Labor	\$ 1,730.00	1,491.00			1,491.00	86%	239.00
155	HVAC Sheet Metal	\$ 9,450.00		1,050.00		1,050.00	11%	8,400.00
156	HVAC Misc. Materials	\$ 9,923.00		1,050.00		1,050.00	11%	8,873.00
157	HVAC Equipment Rental	\$ 3,150.00				-	0%	3,150.00
158	HVAC Labor	\$ 64,776.00	5,250.00	8,400.00		13,650.00	21%	51,126.00
159	HVAC Management	\$ 2,625.00				-	0%	2,625.00
160	HVAC Submittals, Pre-Con and Mobilization	\$ 12,600.00	1,500.00	2,175.00		3,675.00	29%	8,925.00
161	HVAC Insulation Materials	\$ 1,120.00	966.00			966.00	86%	154.00
162	HVAC Insulation Labor	\$ 975.00	840.00			840.00	86%	135.00
163	STRUCTURE 55					-		-
164	Plumbing/Process Materials	\$ 168,000.00	160,945.00			160,945.00	96%	7,055.00
165	Plumbing/Process Labor	\$ 115,500.00	108,150.00			108,150.00	94%	7,350.00
166	Plumbing Insulation Materials	\$ 1,837.00	1,575.00			1,575.00	86%	262.00
167	Plumbing Insulation Labor	\$ 1,405.00	1,207.50			1,207.50	86%	197.50
168	HVAC Sheet Metal	\$ 12,600.00	10,080.00			10,080.00	80%	2,520.00
169	HVAC Vent, Stands	\$ 6,300.00	5,040.00			5,040.00	80%	1,260.00
170	HVAC Misc. Materials	\$ 2,362.00	1,890.00			1,890.00	80%	472.00
171	HVAC Equipment Rental	\$ 2,100.00	1,680.00			1,680.00	80%	420.00
172	HVAC Labor	\$ 25,331.00	20,165.00			20,165.00	80%	5,166.00
173	HVAC Management	\$ 2,625.00	2,100.00			2,100.00	80%	525.00
174	HVAC Submittals, Pre-Con and Mobilization	\$ 15,750.00	12,525.00			12,525.00	80%	3,225.00
175	HVAC Insulation Materials	\$ 1,120.00	945.00			945.00	84%	175.00
176	HVAC Insulation Labor	\$ 975.00	840.00			840.00	86%	135.00
177	STRUCTURE 60					-		-
178	Process Materials	\$ 55,650.00	53,550.00			53,550.00	96%	2,100.00
179	Process Labor	\$ 44,100.00	39,165.00			39,165.00	89%	4,935.00
180	STRUCTURE 70					-		-
181	Process Materials	\$ 44,100.00	43,600.00			43,600.00	99%	500.00
182	Process Labor	\$ 162,750.00	154,875.00			154,875.00	95%	7,875.00
183	STRUCTURE 75					-		-
184	Plumbing/Process Materials	\$ 31,415.00			4,000.00	4,000.00	13%	27,415.00
185	Plumbing/Process Labor	\$ 68,250.00				-	0%	68,250.00
186	Indian Hills Booster Station					-		-
187	Process Materials	\$ 1,260.00				-	0%	1,260.00
188	Process Labor	\$ 1,260.00				-	0%	1,260.00
189	ELECTRICAL					-		-
190	Mobilization	\$ 138,776.00	138,776.48			138,776.48	100%	(0.48)
191	Supervision	\$ 140,127.00	72,865.69	11,210.16		84,075.85	60%	56,051.15
192	Start-up & Commissioning	\$ 15,785.00				-	0%	15,785.00
193	Closeout Documents	\$ 12,050.00				-	0%	12,050.00
194	Demobilization	\$ 8,914.00				-	0%	8,914.00
195	General & Site					-		-
196	Temp Electric	\$ 34,643.00	34,643.00			34,643.00	100%	-
197	Electrical Labor	\$ 90,573.00	83,322.73			83,322.73	92%	7,250.27
198	Electrical Material	\$ 227,857.00	177,710.59			177,710.59	78%	50,146.41
199	Electrical Lighting and Labor	\$ 9,548.00				-	0%	9,548.00
200	Generator Install	\$ 19,960.00	12,375.00	2,594.00		14,969.00	75%	4,991.00
201	Demo	\$ 17,690.00	6,174.00	1,769.00		7,943.00	45%	9,747.00
202	Electrical Excavation & ductbank	\$ 95,592.00	81,894.00			81,894.00	86%	13,698.00
203	STR 10					-		-

Progress Estimate - Lump Sum Work
Contractor's Application for Payment

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Project:	2023 Water and Wastewater Improvements									
Contract:	Wastewater Treatment Facility and Water Booster Station									
Application No.:	18		Application Period:	From	10/01/24	to	11/30/24	Application Date:	11/25/24	
A	B		C	D		E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)		
			(D + E) From Previous Application (\$)	This Period (\$)						
204	Temp Electric	\$ 17,326.00	13,860.10				13,860.10	80%	3,465.90	
205	Electrical Raceway Material	\$ 107,165.00	63,226.00				63,226.00	59%	43,939.00	
206	Electrical Raceway Labor	\$ 104,843.00	57,343.75				57,343.75	55%	47,499.25	
207	Electrical Wire Material	\$ 18,490.00	10,168.00				10,168.00	55%	8,322.00	
208	Electrical Wire Labor	\$ 25,925.00	14,253.00				14,253.00	55%	11,672.00	
209	Electrical Labor - MCC, Gear & Equipment	\$ 9,806.00	3,748.00				3,748.00	38%	6,058.00	
210	Electrical Lighting and Labor	\$ 62,270.00	46,700.00				46,700.00	75%	15,570.00	
211	STR 20						-		-	
212	Electrical Material	\$ 6,190.00	1,486.00		2,228.00		3,714.00	60%	2,476.00	
213	Electrical Labor	\$ 6,160.00	912.00		2,156.00		3,068.00	50%	3,092.00	
214	STR 25						-		-	
215	Electrical Material	\$ 56,170.00	45,507.00				45,507.00	81%	10,663.00	
216	Electrical Labor	\$ 56,725.00	36,303.00				36,303.00	64%	20,422.00	
217	Electrical Lighting and Labor	\$ 24,694.00	22,225.00				22,225.00	90%	2,469.00	
218	STR 30						-		-	
219	Electrical Material	\$ 40,647.00	34,936.00		2,032.00		36,968.00	91%	3,679.00	
220	Electrical Labor	\$ 41,110.00	25,401.00		10,687.00		36,088.00	88%	5,022.00	
221	STR 35						-		-	
222	Electrical Material	\$ 14,827.00	13,286.00				13,286.00	90%	1,541.00	
223	Electrical Labor	\$ 23,100.00	19,606.00				19,606.00	85%	3,494.00	
224	Electrical Lighting and Labor	\$ 9,190.00	8,729.00				8,729.00	95%	461.00	
225	STR 40						-		-	
226	Electrical Material	\$ 16,622.00	7,309.00				7,309.00	44%	9,313.00	
227	Electrical Labor	\$ 14,581.00	2,887.00				2,887.00	20%	11,694.00	
228	Electrical Lighting and Labor	\$ 12,091.00	12,059.00				12,059.00	100%	32.00	
229	STR 50						-		-	
230	Electrical Material	\$ 133,977.00	60,289.00		8,039.00		68,328.00	51%	65,649.00	
231	Electrical Labor	\$ 112,934.00	18,070.00		15,810.00		33,880.00	30%	79,054.00	
232	Electrical Lighting and Labor	\$ 52,589.00	12,908.00		2,630.00		15,538.00	30%	37,051.00	
233	Electrical Labor - MCC, Gear & Equipment	\$ 13,705.00	10,508.00				10,508.00	77%	3,197.00	
234	STR 55						-		-	
235	Electrical Material	\$ 37,762.00	29,943.00		1,132.00		31,075.00	82%	6,687.00	
236	Electrical Labor	\$ 53,015.00	32,693.00		12,200.00		44,893.00	85%	8,122.00	
237	Electrical Lighting and Labor	\$ 8,388.00	3,770.00		1,845.00		5,615.00	67%	2,773.00	
238	STR 60						-		-	
239	Electrical Material	\$ 7,497.00	4,910.00				4,910.00	65%	2,587.00	
240	Electrical Labor	\$ 12,235.00	1,216.00				1,216.00	10%	11,019.00	
241	Electrical Lighting and Labor	\$ 2,910.00	2,348.00				2,348.00	81%	562.00	
242	STR 70						-		-	
243	Electrical Material	\$ 27,350.00	19,690.00		4,375.00		24,065.00	88%	3,285.00	
244	Electrical Labor	\$ 19,915.00	6,372.00		9,957.00		16,329.00	82%	3,586.00	
245	Electrical Lighting and Labor	\$ 30,410.00	18,854.00		8,514.00		27,368.00	90%	3,042.00	
246	STR 75						-		-	
247	Electrical Material	\$ 6,165.00			365.00		365.00	6%	5,800.00	
248	Electrical Labor	\$ 5,893.00			295.00		295.00	5%	5,598.00	
249	Electrical Lighting and Labor	\$ 6,666.00					-	0%	6,666.00	
250	PROCESS INTERCONNECTIONS						-		-	
251	Installation of Stop Plates and Logs	\$ 3,717.00					-	0%	3,717.00	
252	Installation of Slide and Weir Gates	\$ 38,241.00	24,100.00				24,100.00	63%	14,141.00	
253	Prefabricated Flumes	\$ 3,087.00				2,904.00	2,904.00	94%	183.00	
254	Installation of Flumes	\$ 2,955.00					-	0%	2,955.00	

Progress Estimate - Lump Sum Work
Contractor's Application for Payment

Owner:	Waterloo Utilities	Owner's Project No.:	
Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:	18	Application Period:	From	10/01/24	to	11/30/24	Application Date:	11/25/24
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
255	MATERIAL PROCESSING AND HANDLING EQUIPMENT					-		-
256	Cranes and Hoist	\$ 73,952.00			70,431.00	70,431.00	95%	3,521.00
257	Labor to install Cranes and Hoist	\$ 19,948.00		1,900.00		1,900.00	10%	18,048.00
258	PROCESS GAS & LIQUID HANDLING, PURIFICATION & STORAGE EQUIPMENT					-		-
259	Air Sparging Blowers	\$ 30,000.00			28,571.43	28,571.43	95%	1,428.57
260	Labor to install Air Sparging Blowers	\$ 3,192.00				-	0%	3,192.00
261	Labor to install High Speed Blowers	\$ 9,975.00	7,200.00			7,200.00	72%	2,775.00
262	Labor to install Rotary Lobe Blowers	\$ 9,975.00	3,000.00			3,000.00	30%	6,975.00
263	Aluminum Domes	\$ 456,750.00	456,750.00			456,750.00	100%	-
264	Labor for Aluminum Domes	\$ 204,750.00	204,750.00			204,750.00	100%	-
265	Electrical Motors Install	\$ 3,990.00				-	0%	3,990.00
266	WATER & WASTEWATER EQUIPMENT					-		-
267	Installation of step Screen and Washer	\$ 4,788.00	3,500.00			3,500.00	73%	1,288.00
268	Installation of Vortex Grit Chamber	\$ 6,384.00	5,000.00			5,000.00	78%	1,384.00
269	Installation of Grit Seperator Classifier	\$ 6,384.00	5,000.00			5,000.00	78%	1,384.00
270	Installation of Mixers	\$ 11,172.00	1,500.00			1,500.00	13%	9,672.00
271	Density Current Baffles	\$ 61,950.00	61,950.00			61,950.00	100%	-
272	Labor to install	\$ 15,960.00	15,960.00			15,960.00	100%	-
273	Labor to install TERTIARY DISC FILTERS	\$ 12,768.00				-	0%	12,768.00
274	Labor to install UV System	\$ 6,384.00				-	0%	6,384.00
275	Labor to install Samplers	\$ 798.00				-	0%	798.00
276	Budget Allowances							-
277	Soils Testing Services	\$ 20,000.00	772.90			772.90	4%	19,227.10
278	Electrical Service	\$ 75,000.00	84,487.47			84,487.47	113%	(9,487.47)
279	Natural Gas Service	\$ 20,000.00				-	0%	20,000.00
280	Internet Service	\$ 5,000.00				-	0%	5,000.00
281	SCADA Computers	\$ 40,000.00				-	0%	40,000.00
282	Office Furniture	\$ 20,000.00				-	0%	20,000.00
283	Lab Equipment	\$ 30,000.00	25,031.54			25,031.54	83%	4,968.46
284	Shop Tools and Storage	\$ 30,000.00				-	0%	30,000.00
285	Truck Lift	\$ 15,000.00				-	0%	15,000.00
286	Skid Steer	\$ 80,000.00	37,500.00			37,500.00	47%	42,500.00
287	Algae Cloth	\$ 5,000.00				-	0%	5,000.00
288	Landscaping	\$ 20,000.00				-	0%	20,000.00
289	Plaque	\$ 5,000.00				-	0%	5,000.00
290	Blower Temporary Air	\$ 75,000.00	23,472.42	27,466.45		50,938.87	68%	24,061.13
291	Pre-negotiated Items					-		-
292	Diesel Engine Driven Generator/ Transfer Switch	\$ 298,618.00	268,756.00			268,756.00	90%	29,862.00
293	Process Integration & Control	\$ 1,371,706.00	1,022,339.00	190,800.00		1,213,139.00	88%	158,567.00
294	Process Valves	\$ 368,967.00	246,437.00		122,530.00	368,967.00	100%	-
295	Stop Plates & Logs / Slide & Weir Gates	\$ 349,387.00	205,899.00		143,488.00	349,387.00	100%	-
296	High Speed Blowers & Rotary Lobe Blowers	\$ 299,746.88			269,772.19	269,772.19	90%	29,974.69
297	Dry Pit Pumps	\$ 66,040.00			59,436.00	59,436.00	90%	6,604.00
298	Torque Flow Grit Pumps	\$ 26,285.00			23,656.50	23,656.50	90%	2,628.50
299	Submersible Waste Water Pumps	\$ 210,704.00			189,634.00	189,634.00	90%	21,070.00
300	Step Screen with Washer Compact	\$ 128,593.49			115,734.14	115,734.14	90%	12,859.35
301	Mechanical Vortex Grit Chamber	\$ 72,750.00	65,475.00			65,475.00	90%	7,275.00
302	Grit Seperator Classifier	\$ 68,860.00	66,860.00			66,860.00	97%	2,000.00
303	Submersible Mixers	\$ 80,885.00			72,797.00	72,797.00	90%	8,088.00
304	Flexible Membrane Disc Diffuses	\$ 151,200.00		75,600.00	68,040.00	143,640.00	95%	7,560.00
305	Tertiary Filters	\$ 654,186.38	50,200.00		538,567.66	588,767.66	90%	65,418.72

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Waterloo Utilities					Owner's Project No.:						
Engineer:	Town & Country Engineering					Engineer's Project No.:			WW-62			
Contractor:	Portzen					Contractor's Project No.:			23-04			
Project:	2023 Water and Wastewater Improvements											
Contract:	Wastewater Treatment Facility and Water Booster Station											
Application No.:	18					Application Period:	From	10/01/24	to	11/30/24	Application Date:	11/25/24
A	B	C	D	E	F	G	H	I				
			Work Completed									
			(D + E) From Previous Application	This Period								
Item No.	Description	Scheduled Value (\$)	(D + E) From Previous Application (\$)	This Period (\$)	Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)				
306	Open Channel UV Treatment	\$ 169,720.00			152,748.00	152,748.00	90%	16,972.00				
307	Waste Water Samplers	\$ 16,293.00			14,663.00	14,663.00	90%	1,630.00				
308	STR 75 Prenegotiated Items					-	-	-				
309	Process Integration & Control	\$ 44,606.00				-	0%	44,606.00				
310	Process Valves	\$ 4,742.00			4,742.00	4,742.00	100%	-				
311	Submersible Waste Water Pumps	\$ 17,680.00			15,912.00	15,912.00	90%	1,768.00				
312	Coarse Bubble Diffusers	\$ 12,500.00			11,250.00	11,250.00	90%	1,250.00				
313	Booster Station					-	-	-				
314	General Requirements	\$ 4,260.00	1,200.00			1,200.00	28%	3,060.00				
315	Selective Demolition	\$ 30,610.00	2,500.00			2,500.00	8%	28,110.00				
316	Sitework	\$ 25,000.00	15,000.00	10,000.00		25,000.00	100%	-				
317	Asphalt Pavement	\$ 5,250.00				-	0%	5,250.00				
318	Seeding	\$ 2,835.00				-	0%	2,835.00				
319	Concrete	\$ 4,000.00				-	0%	4,000.00				
320	Masonry	\$ 3,180.00		3,180.00		3,180.00	100%	-				
321	Metal Fabrications	\$ 5,350.00		5,350.00		5,350.00	100%	-				
322	Doors and Hardware	\$ 17,700.00	1,127.00			1,127.00	6%	16,573.00				
323	Painting	\$ 12,350.00				-	0%	12,350.00				
324	Process Materials	\$ 198,450.00			93,443.91	93,443.91	47%	105,006.09				
325	Process Labor	\$ 120,750.00				-	0%	120,750.00				
326	HVAC Equipment	\$ 19,591.00				-	0%	19,591.00				
327	HVAC Misc. Materials	\$ 2,940.00				-	0%	2,940.00				
328	HVAC Labor	\$ 18,637.00				-	0%	18,637.00				
329	HVAC Management	\$ 1,050.00				-	0%	1,050.00				
330	HVAC Submittals, Pre-Con and Mobilization	\$ 1,102.00	1,000.00			1,000.00	91%	102.00				
331	Electrical Material	\$ 64,303.00	5,145.00	2,570.00		7,715.00	12%	56,588.00				
332	Electrical Labor	\$ 44,340.00	3,547.00	1,330.00		4,877.00	11%	39,463.00				
333	Electrical Lighting and Labor	\$ 12,132.00				-	0%	12,132.00				
334	Electrical Labor - MCC, Gear & Equipment	\$ 31,615.00	7,903.00			7,903.00	25%	23,712.00				
335	Horizontal Split Case Centrifugal Pump	\$ 89,425.00			74,596.50	74,596.50	83%	14,828.50				
336	Booster Station Pre-negotiated Items					-	-	-				
337	Diesel Engine Drive Generator	\$ 68,019.00			61,217.00	61,217.00	90%	6,802.00				
338	Instrumentation and Control	\$ 146,342.00		34,290.00		34,290.00	23%	112,052.00				
339	Process Valves	\$ 28,765.00			28,765.00	28,765.00	100%	-				
								-				
								-				
Original Contract Totals		\$ 22,062,937.75	\$ 13,326,502.94	\$ 676,167.61	\$ 2,873,485.09	\$ 16,876,155.64	76%	\$ 4,640,778.52				

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner: Waterloo Utilities		Owner's Project No.:			
Engineer: Town & Country Engineering		Engineer's Project No.:		WW-62	
Contractor: Portzen		Contractor's Project No.:		23-04	
Project: 2023 Water and Wastewater Improvements					
Contract: Wastewater Treatment Facility and Water Booster Station					

Application No.:	18	Application Period:	From	10/01/24	to	11/30/24	Application Date:	11/25/24
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A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Change Orders								
	Change Order #1	188,613.00	160,381.00	5,300.00		165,681.00	88%	22,932.00
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Change Order Totals		\$ 188,613.00	\$ 160,381.00	\$ 5,300.00	\$ -	\$ 165,681.00	88%	\$ 22,932.00
Original Contract and Change Orders								
Project Totals		\$ 22,251,550.75	\$ 13,486,883.94	\$ 681,467.61	\$ 2,873,485.09	\$ 17,041,836.64	77%	\$ 4,663,710.52

Progress Estimate - Unit Price Work
Contractor's Application for Payment

Owner:	Waterloo Utilities						Owner's Project No.:					
Engineer:	Town & Country Engineering						Engineer's Project No.: WW-62					
Contractor:	Portzen						Contractor's Project No.: 23-04					
Project:	2023 Water and Wastewater Improvements											
Contract:	Wastewater Treatment Facility and Water Booster Station											

Application No.:	18	Application Period:	From	10/01/24	to	11/30/24	Application Date: 11/25/24				
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A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract											
B-1	Excavation	1,000.00	CY	20.00	20,000.00	468.00	9,360.00		9,360.00	47%	10,640.00
B-2	Structural Fill	1,000.00	CY	58.00	58,000.00	403.00	23,374.00		23,374.00	40%	34,626.00
B-3	Breaker Run	300.00	CY	58.00	17,400.00		-		-	0%	17,400.00
B-4	Fencing	50.00	LF	60.00	3,000.00		-		-	0%	3,000.00
B-5	Reinforced Concrete	100.00	CY	450.00	45,000.00		-		-	0%	45,000.00
B-6	Asphalt	300.00	SY	30.00	9,000.00		-		-	0%	9,000.00
B-7	Pipe Bollards	5.00	EA	750.00	3,750.00		-		-	0%	3,750.00
B-8	Geotextile Fabric	250.00	SY	5.00	1,250.00	328.50	1,642.50		1,642.50	131%	(392.50)
B-9	Silt Fencing	250.00	LF	4.00	1,000.00		-		-	0%	1,000.00
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Original Contract Totals					\$ 158,400.00		\$ 34,376.50	\$ -	\$ 34,376.50	22%	\$ 124,023.50

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	Waterloo Utilities	Owner's Project No.:	
Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:	18	Application Period:	From	10/01/24	to	11/30/24	Application Date:	11/25/24			
A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (L - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Change Orders											
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Contractor's Application for Payment

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Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 1 of 4

☒ Clean Water Fund Program

☐ Safe Drinking Water Loan Program

Notice: This form is authorized by ss. 281.58, 281.59, and 281.61, Wis. Stats. Submittal of a completed form to the Department is mandatory for all applicants seeking payments from the Clean Water Fund Program, the Environmental Improvement Fund or the Safe Drinking Water Loan Program. Failure to submit a completed form to the Department shall be grounds for denial of payment. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Law [ss. 19.31-19.39, Wis. Stats.]. **See page 2 for instructions and payment cycles.**

1. Municipality City of Waterloo	2. Project Number 4682-04	3. Request Number 4	4. Type of Request <input checked="" type="radio"/> Partial <input type="radio"/> Final
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Disbursement worksheet must be completed and invoices must be attached for all costs.	This Claim	For DNR Use Only	
		Adjustments	Claim Amount Paid
Force Account	\$	\$	\$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management	21,137.96		
Construction / Equipment	675,484.19		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	696,622.15		

Municipal Certification

I certify: (The following boxes must be marked before this request will be processed.)

- ☒ The amounts requested are in accordance with the terms of the Financial Assistance Agreement (FAA) and are for eligible project costs that have been incurred and have not been reimbursed on any previous request.
- ☒ I am the municipal representative authorized to complete this request and that all necessary approvals by consultants and municipal governing officials have been obtained.
- ☒ The Project complies with the Davis-Bacon and Related Acts, which require that all laborers and mechanics employed by the contractors, and subcontractors, were paid wages at rates not less than those listed on the prevailing wage rate contained in the contract documents.
- ☒ The Davis-Bacon poster was posted at all times by the contractor and subcontractors at the work site.
- ☒ All contractors have provided the municipality or engineer with certified weekly payrolls for labor performed for all costs requested with this Request for Disbursement for Financial Assistance Programs Form.

Signature of Municipal Representative _____ Date Signed _____

Title _____ Telephone Number _____

DO NOT WRITE BELOW THIS LINE - DNR USE ONLY

Received Date	DNR Approval and Date	DOA Approval and Date	Project At %
Comments			

Instructions

Type or print legibly.

1. Enter the official name of the municipality.
2. Enter the project number.
3. Number the Request for Disbursement sequentially starting with 1.
4. Select "Partial" until the final request is submitted. When it is the final request, it is important that it be indicated as final.

The request must be signed by a municipal representative employed by the municipality. This representative is certifying that the requested costs are in accordance with the terms set forth in the FAA. Also, indicate the title of the representative, the date signed, and the telephone number, including area code.

PAYMENT CYCLES

Request for Disbursement forms received by the DNR by the Friday before the first Wednesday of the month are disbursed on the second Wednesday of the month. Forms received by the Friday before the third Wednesday of the month are disbursed on the fourth Wednesday of the month. Changes to this schedule will be made for Federal Holidays.

Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 3 of 4

See instructions on last page 4 .
Invoices must be attached for all costs.

Payment Request Worksheet

<input checked="" type="radio"/> Clean Water Fund Program <input type="radio"/> Safe Drinking Water Loan Program				Municipality City of Waterloo Project Number 4682-04 Request Number 4								6. Other Funding Indicate Dollar Amount and Fund Source, i.e., CDBG, RD, internal funds	
1. Date of Invoice	2. Payee	3. Invoice Number	4. Total Invoice Amount	5. Budget Categories (Requesting EIF funds for incurred eligible costs.)								Amt.	Source
				Force Account	Interim Financing	Preliminary Design/Engineering	Land or Easement Acquisition	Engineering/Construction Management	Construction/Equipment*	Misc. Costs	Closing Costs		
06/01/2013	Sample		250,000.00						200,000.00			50,000.00	CDBG
07/01/2024	Portzen	PAY APP 14	431,037.14						58,156.15			372,880.99	USDA RD (DR 16)
09/30/2024	Portzen	PAY APP 17	778,206.00						2,566.51			775,639.49	RD (DR 19), SDW, CWF DR 2
11/25/2024	Portzen	PAY APP 18	695,972.28						614,761.53			81,210.75	SDW DR 4
11/14/2024	Town & Country Engineering	27520	11,250.00					9,941.56				1,308.44	SDW DR 4
11/14/2024	Town & Country Engineering	27521	12,670.00					11,196.40				1,473.60	SDW DR 4
(SUB) TOTAL			1,929,135.42					21,137.96	675,484.19			1,232,513.27	

*Change orders must be approved by the Construction Management Engineer prior to disbursement.

Instructions

Type or print legibly. Items 1 through 4 are self-explanatory. Specific instructions for each column are as follows:

1. Date of Invoice

2. Payee--Enter name listed on invoice of contractor, consultant, or vendor. Indicate municipality name for all work associated with force account for labor or equipment.

3. Invoice Number

4. Total Invoice Amount--This amount is auto-summed and calculated from what is entered in the Budget Categories (column 5) and the Other Funding Sources (column 6).

5. Budget Categories--The amount of eligible costs being claimed in column 4 must be broken down and entered under the appropriate budget categories. **Only expenditures for budgeted costs approved in the Financial Assistance Agreement (FAA) or amendment may be claimed.**

Force Account--Force Account is the work a municipality performs using its own employees and/or equipment. Documentation must be submitted verifying the personnel who did the work, hours worked, hourly wage and scope of work. For equipment, indicate the type of equipment and the work performed, the dates and hours of use, and the hourly cost. Enter amount to be reimbursed for personnel and equipment costs.

Interim Financing--Interim financing is a debt to temporarily finance a project. Enter the amounts associated with the preparation, approval, issuance, and sale of interim financing (includes bond counsel, financial consultants, and underwriters fees).

Preliminary Design/Engineering--Enter contract costs for preliminary design/engineering services.

Land/Easements--Enter all amounts associated with the acquisition of land and easements for this project.

Engineering/Construction Mgt.--Enter contract costs associated with engineering/construction management for this project.

Construction/Equipment--Enter costs associated with the contracted construction and equipment costs. Costs not included in a construction or equipment contract should be entered on the Miscellaneous line.

Miscellaneous Costs--Enter costs that are outside the scope of the engineering, construction and equipment contracts. These costs can include computers, start-up laboratory equipment, materials, supplies, bid advertising, etc. Construction-related items require prior review and approval by the regional Construction Management Engineer (CME) before seeking reimbursement. The municipality must provide the CME with a copy of the vendor's invoice, procurement method used and applicable bidding and contracting documentation. Once the CME has determined eligibility and given approval, the municipality may request reimbursement.

Closing Costs--Enter the eligible costs for closing purposes, which includes bond counsel and legal fees.

6. Other Funding Sources--(if applicable) Enter costs identified in the FAA as being paid by other sources, i.e., CDBG grant, municipal funds, Rural Development. These costs will not be reimbursed by the EIF.

For more information, visit <https://dnr.wi.gov/Aid/documents/EIF/Guide/pay.html>

Send the Request for Disbursement form, along with supporting invoices by one of these methods:

Email: DNRCFELDisbursements@Wisconsin.gov

Fax: 608-267-0496

U.S. Mail: Environmental Loans - CF/2
Dept of Natural Resources
PO Box 7921
Madison WI 53707-7921

UPS or FedEx: Environmental Loans - CF/2
Dept of Natural Resources
101 S. Webster Street
Madison WI 53703

Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 1 of 4

☐ Clean Water Fund Program ☒ Safe Drinking Water Loan Program

Notice: This form is authorized by ss. 281.58, 281.59, and 281.61, Wis. Stats. Submittal of a completed form to the Department is mandatory for all applicants seeking payments from the Clean Water Fund Program, the Environmental Improvement Fund or the Safe Drinking Water Loan Program. Failure to submit a completed form to the Department shall be grounds for denial of payment. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Law [ss. 19.31-19.39, Wis. Stats.]. **See page 2 for instructions and payment cycles.**

1. Municipality City of Waterloo	2. Project Number 4962-06	3. Request Number 3	4. Type of Request <input checked="" type="radio"/> Partial <input type="radio"/> Final
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Disbursement worksheet must be completed and invoices must be attached for all costs.	This Claim	For DNR Use Only	
		Adjustments	Claim Amount Paid
Force Account	\$	\$	\$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management	2,782.04		
Construction / Equipment	81,210.75		
Miscellaneous Costs			
EIF Closing Costs	15,000.00		
Total Requested	98,992.79		

Municipal Certification

I certify: (The following boxes must be marked before this request will be processed.)

- ☒ The amounts requested are in accordance with the terms of the Financial Assistance Agreement (FAA) and are for eligible project costs that have been incurred and have not been reimbursed on any previous request.
- ☒ I am the municipal representative authorized to complete this request and that all necessary approvals by consultants and municipal governing officials have been obtained.
- ☒ The Project complies with the Davis-Bacon and Related Acts, which require that all laborers and mechanics employed by the contractors, and subcontractors, were paid wages at rates not less than those listed on the prevailing wage rate contained in the contract documents.
- ☒ The Davis-Bacon poster was posted at all times by the contractor and subcontractors at the work site.
- ☒ All contractors have provided the municipality or engineer with certified weekly payrolls for labor performed for all costs requested with this Request for Disbursement for Financial Assistance Programs Form.

Signature of Municipal Representative _____ Date Signed _____
Title City Mayor Telephone Number (920) 478-3025

DO NOT WRITE BELOW THIS LINE - DNR USE ONLY

Received Date	DNR Approval and Date	DOA Approval and Date	Project At %
Comments			

Instructions

Type or print legibly.

1. Enter the official name of the municipality.
2. Enter the project number.
3. Number the Request for Disbursement sequentially starting with 1.
4. Select "Partial" until the final request is submitted. When it is the final request, it is important that it be indicated as final.

The request must be signed by a municipal representative employed by the municipality. This representative is certifying that the requested costs are in accordance with the terms set forth in the FAA. Also, indicate the title of the representative, the date signed, and the telephone number, including area code.

PAYMENT CYCLES

Request for Disbursement forms received by the DNR by the Friday before the first Wednesday of the month are disbursed on the second Wednesday of the month. Forms received by the Friday before the third Wednesday of the month are disbursed on the fourth Wednesday of the month. Changes to this schedule will be made for Federal Holidays.

Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 3 of 4

See instructions on last page 4 .
Invoices must be attached for all costs.

Payment Request Worksheet

<input type="radio"/> Clean Water Fund Program <input checked="" type="radio"/> Safe Drinking Water Loan Program				Municipality City of Waterloo Project Number 4962-06								Request Number 3		6. Other Funding Indicate Dollar Amount and Fund Source, i.e., CDBG, RD, internal funds	
1. Date of Invoice	2. Payee	3. Invoice Number	4. Total Invoice Amount	5. Budget Categories (Requesting EIF funds for incurred eligible costs.)											
				Force Account	Interim Financing	Preliminary Design/ Engineering	Land or Easement Acquisition	Engineering/ Construction Management	Construction /Equipment*	Misc. Costs	Closing Costs	Amt.	Source		
06/01/2013	Sample		250,000.00						200,000.00			50,000.00	CDBG		
11/14/2024	Town & Country Engineering	27520	11,250.00					1,308.44				9,941.56	CWF DR 4		
11/14/2024	Town & Country Engineering	27521	12,670.00					1,473.60				11,196.40	CWF DR 4		
11/25/2024	Portzen	PAY APP 18	695,972.28						81,210.75			614,761.53	CWF DR 4		
09/16/2024	Quarles & Brady	QB9158370.1	15,000.00								15,000.00				
(SUB) TOTAL			734,892.28					2,782.04	81,210.75		15,000.00	635,899.49			

*Change orders must be approved by the Construction Management Engineer prior to disbursement.

Instructions

Type or print legibly. Items 1 through 4 are self-explanatory. Specific instructions for each column are as follows:

1. Date of Invoice

2. Payee--Enter name listed on invoice of contractor, consultant, or vendor. Indicate municipality name for all work associated with force account for labor or equipment.

3. Invoice Number

4. Total Invoice Amount--This amount is auto-summed and calculated from what is entered in the Budget Categories (column 5) and the Other Funding Sources (column 6).

5. Budget Categories--The amount of eligible costs being claimed in column 4 must be broken down and entered under the appropriate budget categories. **Only expenditures for budgeted costs approved in the Financial Assistance Agreement (FAA) or amendment may be claimed.**

Force Account--Force Account is the work a municipality performs using its own employees and/or equipment. Documentation must be submitted verifying the personnel who did the work, hours worked, hourly wage and scope of work. For equipment, indicate the type of equipment and the work performed, the dates and hours of use, and the hourly cost. Enter amount to be reimbursed for personnel and equipment costs.

Interim Financing--Interim financing is a debt to temporarily finance a project. Enter the amounts associated with the preparation, approval, issuance, and sale of interim financing (includes bond counsel, financial consultants, and underwriters fees).

Preliminary Design/Engineering--Enter contract costs for preliminary design/engineering services.

Land/Easements--Enter all amounts associated with the acquisition of land and easements for this project.

Engineering/Construction Mgt.--Enter contract costs associated with engineering/construction management for this project.

Construction/Equipment--Enter costs associated with the contracted construction and equipment costs. Costs not included in a construction or equipment contract should be entered on the Miscellaneous line.

Miscellaneous Costs--Enter costs that are outside the scope of the engineering, construction and equipment contracts. These costs can include computers, start-up laboratory equipment, materials, supplies, bid advertising, etc. Construction-related items require prior review and approval by the regional Construction Management Engineer (CME) before seeking reimbursement. The municipality must provide the CME with a copy of the vendor's invoice, procurement method used and applicable bidding and contracting documentation. Once the CME has determined eligibility and given approval, the municipality may request reimbursement.

Closing Costs--Enter the eligible costs for closing purposes, which includes bond counsel and legal fees.

6. Other Funding Sources--(if applicable) Enter costs identified in the FAA as being paid by other sources, i.e., CDBG grant, municipal funds, Rural Development. These costs will not be reimbursed by the EIF.

For more information, visit <https://dnr.wi.gov/Aid/documents/EIF/Guide/pay.html>

Send the Request for Disbursement form, along with supporting invoices by one of these methods:

Email: DNRCFELDisbursements@Wisconsin.gov

Fax: 608-267-0496

U.S. Mail: Environmental Loans - CF/2
Dept of Natural Resources
PO Box 7921
Madison WI 53707-7921

UPS or FedEx: Environmental Loans - CF/2
Dept of Natural Resources
101 S. Webster Street
Madison WI 53703



November 26, 2024

City of Waterloo
Jenifer Quimby; City Mayor
575 Commercial Ave.
Waterloo, WI 53594

SUBJECT: Waterloo, City of
Addendum #1 to the Letter of Conditions dated June 23, 2021
RUS Loan: \$17,114,000
RUS Grant: \$4,000,000

Dear Mayor Jenifer Quimby:

This letter amends the Letter of Conditions dated 06/23/2021 issued by Rural Development. This amendment establishes conditions, which must be understood and agreed to by you before further consideration can be given to your application. The State and Area Office Staff of USDA Rural Development (RD) will administer the funding on behalf of the Rural Utility Service (RUS).

Any changes in project cost, source of funds, scope of services, or any other significant changes in the project or applicant, must be reported to and approved by RD by written amendment to this letter. Changes made without obtaining prior RD approval shall be cause for discontinuing processing of the application. This letter is not to be considered as grant approval or representation as to the availability of funds.

If you agree to meet the conditions set forth in this letter and desire further consideration be given to your application, please complete and return the following enclosed forms no later than July 1st, 2022:

- **Form RD 1942-46, "Letter of Intent to Meet Conditions"**

Conditions 5 and 6 are amended as follows; All other conditions remain unchanged:

- 5. Debt Instrument and Repayment Terms: Mortgage Revenue Bonds:** The \$17,114,000 loan will be repaid from user charge revenues of the system. System Revenues are defined as the combined revenues of the Electric, Water and Sewer systems. If the system revenues are not sufficient, user rates will be increased to ensure payment of the annual operating and maintenance expenses, annual reserve requirements, and annual principal and interest payments. The interest rate will be the lower of the rate in effect at the time of loan approval or the time of loan closing, unless you request otherwise. Should the interest rate be reduced, the payment will be recalculated to the lower amount.

Your loan will be scheduled for repayment over a period of 40-years. Principal will be paid in 40 annual installments on May 1 of each year utilizing the schedule in the bond. Interest accrued on the unpaid principal balance will be paid in 80 semi-annual installments on May 1 and November 1 of each year. Regular payments shall be applied first to interest due through the next principal and interest installment due date and then to principal due in chronological order stipulated in the bond. The final principal payment will be due within 40 years of the date of closing. The interest rate will be 1.75% unless a

lower rate is available on the date of closing. Based on that interest rate the total annual principal and interest installments will be approximately \$598,700, nearly the same as if the payments were equally amortized annual installments, rounded to the next highest \$100. Bond counsel will establish the actual principal repayment schedule and include it as an attachment to the bond.

The interest rate will be the lower of the rate in effect at the time of loan approval or the time of loan closing, unless you request otherwise. Should the interest rate be reduced, the payment will be recalculated to the lower amount.

The bond and any ordinance or resolution relating thereto must not contain any provision in conflict with the Agency Loan Resolution, applicable regulations, or its authorizing law. In particular, there must be no defeasance or refinancing clause in conflict with the graduation requirements of 7 U.S.C. 1983.

- 6. Security: Mortgage Revenue Bond** - The loan will be secured by a Mortgage Revenue Bond in a junior parity lien position in the amount of \$17,114,000. The USDA Mortgage Revenue Bond will be junior to the following "Senior Debts".

- Combined Utility Revenue Bonds, Series 2012B, dated November 6, 2012;
- Combined Utility Revenue Bonds, Series 2016A, dated November 15, 2016; and
- Combined Utility Revenue Bonds, Series 2020D, dated September 10, 2020.

The USDA Mortgage Revenue Bond will be junior to the Senior Debts and in a parity position with the Clean Water Fund Loan, Combined Utility Revenue Bonds, Series 2013, dated March 27, 2013, the Taxable Combined Utility Revenue Bonds, Series 2024, dated February 14, 2024, and the Combined Utility Revenue Bonds, Series 2024B, dated September 11, 2024.

The bond will be fully registered as to both principal and interest in the name of the United States of America, Acting through the United States Department of Agriculture.

Statutory Mortgage Lien by ordinance or resolution upon the Sewer system including any additions or improvements to the Sewer system. The lien will be perfected by publication of the ordinance or resolution or by recording of the ordinance or resolution in the records of the municipality:

A claim to the Special Redemption Fund and the revenues pledged to such fund to be used to pay the principal and interest on the bond(s). A Debt Payment Reserve Account equal to \$598,700 to be used to pay principal and interest on the bonds if there is a shortfall in the Special Redemption Fund.

Sincerely,

NATHAN L. BILLINGHURST
Community Programs Director

LETTER OF INTENT TO MEET CONDITIONS

Date _____

TO: United States Department of Agriculture

(Name of USDA Agency)

(USDA Agency Office Address)

We have reviewed and understand the conditions set forth in your letter dated _____. It is our intent to meet all of them not later than _____.

(Name of Association)

BY _____

(Title)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a persons is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0570-0062. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data. needed, and completing and reviewing the collection of information.

**RECOGNIZING ABBY VOSTERS
FOR HER MUNICIPAL SERVICE AS A
CITIZEN ON THE LIBRARY BOARD**

The Common Council of the City of Waterloo, Wisconsin does hereby resolve:

WHEREAS, Abby Vosters has served the City of Waterloo with distinction for five years as a member of the Library Board and;

WHEREAS, the Mayor and the Common Council of the City of Waterloo wish to express their thanks for her valued service rendered in the public interest.

BE IT RESOLVED, that the Mayor and the Common Council recognize Abby Vosters for her outstanding service to the community.

Jenifer Quimby, Mayor

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](#)