



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, November 6, 2025 – 7:00 p.m.
Updated 11-3-2025

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: October 16, 2025
- 3.) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4.) MEETING SUMMARIES (since last Council meeting)
 - a. 10/21/2025 CDA
 - b. 10/27/2025 Fire/ EMS
 - c. 10/28/2025 Plan Commission
 - d. 10/29/2025 Library
 - e. 11/04/2025 Waterloo Water & Light
 - f. 11/05/2025 Special Finance City Only Union Meeting
 - g. 11/06/2025 Special Finance Fire Union Meeting
 - h. 11/06/2025 Public Safety & Health
 - i. 11/06/2025 Public Works
- 5.) NEW BUSINESS
 - a. 90-day hold for the bottom portion of 333 Portland Rd. Rescinded
 - b. Ordinance 2025-12 Amending the Building Code to Incorporate Section 327 (Requested from the Department of Safety and Professional Services- Etta Strey. We are currently out of compliance and needed to amend to add camping.) Attorney wrote amendment.
- 6.) RECOMMENDATIONS OF BOARDS, COMMITTEES, and COMMISSIONS
 - a. Public Safety and Health
 - i. 2025-2026 Snowmobile Trail Map
 - ii. Holiday Parade Event Application
 - b. Waterloo Water & Light
 - i. Portzen Pay #28 & 29
 - ii. Town and Country Monthly Report
 - c. Plan Commission
 - i. 2025-13 Ordinance Amending §140-13 Fences and Walls
 - d. Public Works
 - i. Resolution 2025-51 DPW On Call Hours
 - ii. Natural Lawn Application and Fee Approval of \$50.00
- 7.) OLD BUSINESS
 - a. Resolution 2025-45 Resolution approving the Purchase of a new 2026 Police Squad Car.
- 8.) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Spring Election Information
 - b. Winter Parking starts November 15, 2025
- 9.) ADJOURNMENT

Jeanne Ritter
Clerk/Deputy Treasurer

Posted & Emailed: 10/31/2025.

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: October 16, 2025

[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: S. Cummings, A. Kuhl, C. Kuhl, Thomas, Griffin, Weihert and Haseleu. Attending Remotely: none. Absent: none. Others attending in-person: Police Chief Sorenson; Lt Warner; DPW Director Yerges; Clerk Ritter; Treasurer Nelson, Librarian K. Mountford, G. Haberkorn, Representative J. Fitzgerald, Mark from Illunimus, T. Ulam and WLOO Videographers. The Pledge of Allegiance was recited.
- 2) MEETING MINUTES APPROVAL: October 2, 2025 [Weihert/A. Kuhl] VOICE VOTE: Motion Carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT Rep Joan Fitzgerald
- 4) MEETING SUMMARIES (since last Council meeting)
 - a) 10/06/2025 Special Finance – Fire
 - b) 10/07/2025 Utilities
 - c) 10/13/2025 Special Finance
 - d) 10/16/2025 Finance
- 5) CONSENT AGENDA ITEMS Motion [Cummings/A.Kuhl] VOICE VOTE: Motion Carried.
 - a) 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
- 6) RECOMMENDATIONS OF BOARDS, COMMITTEES, AND COMMISSIONS
 - a) Finance
 - i) September 2025 Financial Statements: Payroll \$104,496.28 General Disbursements \$104,423.29 , and Clerk/Treasurers Reports [see on municipal website]- Motion [C. Kuhl/Cummings] to approve. ROLL CALL: Yes 7 No 0 Motion carried.
 - ii) 2025-49 Borrowing Resolution Motion [C. Kuhl/Weihert] ROLL CALL Yes 7 No 0 Motion carried.
 - b) Water & Light
 - i) City of Waterloo Project Tracking Budget and funding Allocations for Wastewater Remodel -informational
 - ii) Town & Country Update -informational
 - c) Parks
 - i) Resolution 2025-46 Awarding a Bid for Bathroom Vanity Updates
 - ii) Resolution 2025-47 Awarding a Bid for Lower Pavilion Floor Abatement
 - iii) Resolution 2025-48 Awarding a Bid for Lower Pavilion Floor Concrete Coatingi,ii and iii combined for approval. Motion [Haseleu/Cummings] ROLL CALL: Yes 7 No 0 Motion carried.
- 7) NEW BUSINESS
 - a) 333 Portland Road Split of Parcel. Conditional Approval with Mitch Leisses final sign off on Map. Motion [Cummings/Haseleu] VOICE VOTE: Motion carried. R. Griffin abstain.
 - b) Razing 161 Goehl Road former Assisted Living Facility. Motion [Thomas/Griffin] Must include \$25,000 Cashier's Check for City Surety to be returned after work completed. ROLL Call: Yes 7 No 0 Motion carried.
 - c) 2026 Budget Compensation Discussion [NOTES: The council may convene in closed session per Wis. Stat. 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.]
Motion to go into Closed Session [C. Kuhl/A.Kuhl] 7:41 pm ROLL CALL Yes7 No 0 Motion carried.
Motion to come out of Closed Session into Open [Thomas/C. Kuhl] 8:35 pm ROLL CALL Yes 7 No 0 Motion carried.
- 8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 9) ADJOURNMENT [C. Kuhl/Cummings] VOICE VOTE: Motion carried. 8:35 pm
Attest: Jeanne Ritter Clerk/Deputy Treasurer

Jeanne Ritter

From: Jeni Quimby
Sent: Thursday, October 16, 2025 10:46 AM
To: Evan L Rees
Cc: Jeanne Ritter; Charles Kuhl; Chad Yerges
Subject: Fw: Freeze Agreement

Hi Evan, sorry to hear this so soon in the development stage, but this is entirely your decision. I'll have this on the next council meeting and open this portion of the property back up.

Looking forward to talking with you on other developments.

Jenifer Quimby
City of Waterloo, Mayor 2019
920-478-3025 Cell 920-941-8200

From: Evan L Rees <evan@evanlrees.com>
Sent: Thursday, October 16, 2025 10:01 AM
To: Jeni Quimby <mayor@waterloowi.us>
Subject: Freeze Agreement

Hi Jeni,

I'd like to go ahead and have you rescind my freeze agreement on 3333 Hendricks. Not sure it a good fit at this point with any of the properties in Waterloo.

Maybe we can revisit in the future?

Best regards, Evan

Evan L Rees
REALTOR®
Berkshire Hathaway HomeServices
Madison - Wisconsin Dells
Web: www.evanlrees.com
Phone: 608-286-8934
Social: [LinkedIn](#)
Email: evan@evanlrees.com

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ORDINANCE #2025-12

An Ordinance Amending The Building Code to Incorporate Section SPS 327 of the Wisconsin Administrative Code Regarding Camping Units

WHEREAS, the State of Wisconsin, Department of Safety and Professional Services requires the City to incorporate Chapter SPS 327 of the Wisconsin Administrative Code into the Code of Ordinances.

NOW, THEREFORE, the Common Council of the City of Waterloo, Jefferson County, Wisconsin, do ordain as follows:

SECTION 1. Section 140-5 of the Code of Ordinances is hereby amended to add the following:

Ch. SPS 327 Camping Units

SECTION 2. All other provisions of the Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect.

SECTION 3. This ordinance shall take effect upon passage and publication as provided by law.

Acted on and adopted at a result meeting of the Common Council on _____, 2025.

CITY OF WATERLOO

Jenifer Quimby, Mayor

Attest:

Jeanne Ritter, City Clerk

Date Adopted _____ **Date Published** _____

REDLINE OF PROPOSED CHANGES

§ 140-5 Adoption of codes.

The following chapters of the Wisconsin Administrative Code, as well as all subsequent revisions, are adopted by the City of Waterloo and shall be enforced by the Building Inspector:

Ch. SPS 302.31

Ch. SPS 305

Ch. SPS 316

Chs. SPS 320-325

Ch. SPS 327

Chs. SPS 361-366

Chs. SPS 375-379

Chs. SPS 381-387

Ch. ATCP 93

Plan Review Fee Schedule

Credentials

Electrical Code

Uniform Dwelling Code

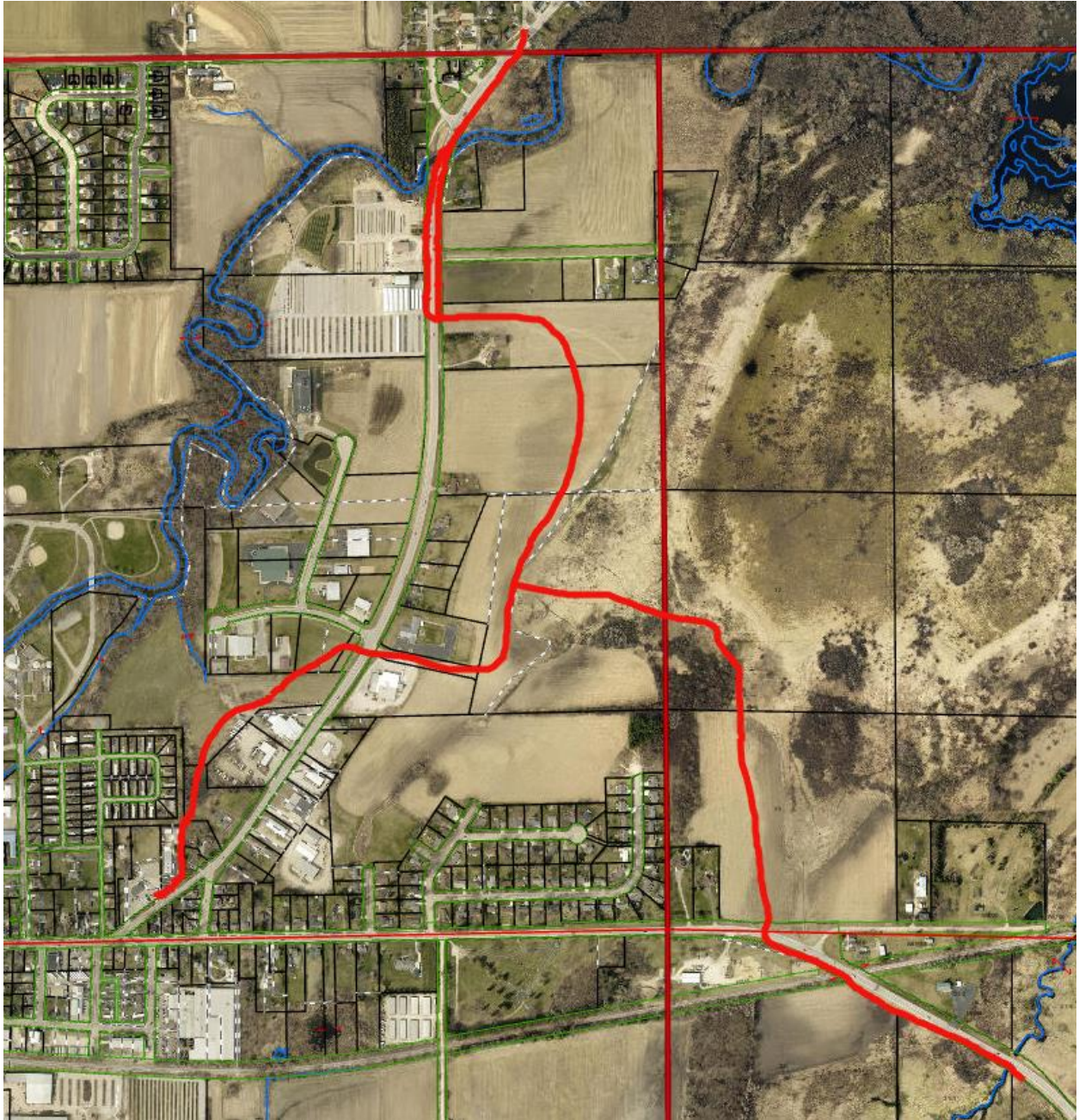
Camping Units

Commercial Building Code

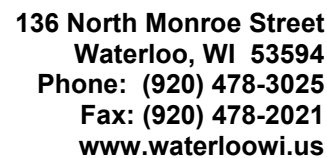
Buildings Constructed Prior To 1914

Uniform Plumbing Code

Flammable and Combustible Liquids Code



Proposed 2025/2026 Snowmobile route in the City of Waterloo, Same as the past several years. Properly signed, permissions granted. Two-way traffic except HWY 19 bridge near Portland where both sides of the ROW will be utilized.



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

DATE APPLICATION MADE _____

HOLD HARMLESS CLAUSE:

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

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

INSURANCE REQUIREMENTS:

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

PERMITTED USE OF PUBLIC PROPERTY:

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

LIABILITY WAIVER:

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

AUTHORIZED SIGNATURES:

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

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

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

Date application received: _____ Received by: _____

Clerk's Office to complete the section below:

Cc:

_____ Police Department

_____ Council Approval _____
Date

_____ Fire Department

_____ Public Works

_____ Certificate of Insurance

_____ Waterloo Utilities

Fee for Profit Events = \$50.00 per event.

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

Fee Paid: _____

Date Paid: _____

Receipted by: _____

Attachment 1

CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.
2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:

\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.
3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.
4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.
5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.
6. **No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.**

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

SPECIAL EVENT or ENTERTAINMENT WORKSHEET

NAME OF EVENT: _____

DATE (S) OF EVENT: _____ HOURS: _____

LOCATION/PROPERTY: _____

SAFETY PROCEDURES:

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

If yes, list security company name. _____

Where will security be needed? _____

What times will security be needed? _____

Will WPD officers be required? YES NO

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

2) What are your plans for medical assistance? _____

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

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

Date of fireworks _____ Time of Fireworks _____

Name/Address of company supplying fireworks _____

Fire Marshall must be contacted for approval and consultation.

SET UP / CLEAN UP PROCEDURES:

1) Name of person in charge of set up: _____ phone # _____

2) What time will set up begin: _____

3) Name of clean up contact person: _____ Cell Phone# _____

4) Estimated time for clean up after event: _____

FEES AND PROCEEDS:

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

If yes, how much: Adult _____ Seniors _____ Students _____

Children 5 & under _____ Families _____

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

Concessionaire: _____

3) Will alcoholic beverage(s) be sold? YES NO

If yes, what beverage and at what cost? _____

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

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

ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

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

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

other _____

PUBLIC PROPERTIES PROCEDURES:

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

1) Will you need barricades? YES NO

Purpose of barricades: _____

Location of placement: _____ Amount needed _____

Date barricades needed _____ Time of placement _____

Name of company providing service if other than City _____

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

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

Equipment being used: _____

Location _____ Entainer name _____

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

Equipment being used: _____

Location: _____ Entainer name _____

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

Equipment being used: _____

Location: _____

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

Equipment being used: _____

Location: _____

Name of company providing service if other than City: _____

3) Will you need fencing installed? YES NO

Purpose of fencing: _____

Location: _____ Amount: _____

Date needed _____ Time needed _____

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

4) Will parking considerations be needed YES NO

Type(s) _____

Location: _____ Amount _____

Date: _____ Time: _____

5) Will picnic tables be needed? YES NO

Location _____ Amount _____

Date needed: _____ Time needed _____

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

6) Is a street sweeper needed? YES NO

Location _____ Date _____ Time _____

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

Name of company providing service, if not City: _____

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins _____ Barrels _____

Where do you want them placed? _____

Name of disposal company if other than the City: _____

Where will dumpster be place: _____

Waterloo, WI

8) Will water connection be needed? YES NO

Location _____ Amount _____

Date _____ Time _____

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

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>28</u>	Application Date: <u>10/3/2025</u>
Application Period: <u>From</u> <u>9/1/2025</u> <u>to</u> <u>9/30/2025</u>	

1. Original Contract Price	\$ 22,221,337.75
2. Net change by Change Orders	\$ 418,872.38
3. Current Contract Price (Line 1 + Line 2)	\$ 22,640,210.13
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 21,632,849.39
5. Retainage	
a. <u>5%</u> X <u>\$ 21,632,849.39</u> Work Completed	\$ 1,081,642.47
b. <u>5%</u> X <u>\$ -</u> Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 1,081,642.47
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 20,551,206.92
7. Less previous payments (Line 6 from prior application)	\$ 20,002,002.58
8. Amount due this application	\$ 549,204.34
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 2,089,003.21

Contractor's Certification

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

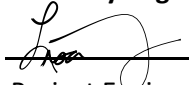
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(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: Portzen Construction Inc.

Signature:  _____ **Date:** 10/3/2025

Recommended by Engineer	Approved by Owner
By:  _____	By: _____
Title: <u>Project Engineer</u>	Title: _____
Date: <u>10/20/2025</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.:		28	Application Period:		From	09/01/25	to	09/30/25	Application Date:		10/03/25
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	176,500.00	2,000.00		178,500.00	99%	2,198.00			
4	Project Management	\$ 466,830.00	458,100.00	3,000.00		461,100.00	99%	5,730.00			
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	12,300.00			12,300.00	96%	512.00			
8	Job trailer	\$ 17,325.00	17,100.00			17,100.00	99%	225.00			
9	Trash Disposal	\$ 31,500.00	30,802.00			30,802.00	98%	698.00			
10	Safety	\$ 15,750.00	15,500.00			15,500.00	98%	250.00			
11	Survey & Staking	\$ 10,500.00	10,500.00			10,500.00	100%	-			
12	Concrete Testing	\$ 26,250.00	26,250.00			26,250.00	100%	-			
13	Project Sign	\$ 1,575.00	1,575.00			1,575.00	100%	-			
14	Lodging	\$ 196,350.00	195,800.00			195,800.00	100%	550.00			
15	Temp. Utilities	\$ 105,000.00	105,000.00			105,000.00	100%	-			
16	Cleaning Site and Building	\$ 45,990.00	43,000.00			43,000.00	93%	2,990.00			
17	Equipment Rental	\$ 175,600.00	175,150.00			175,150.00	100%	450.00			
18	SITEWORK					-		-			
19	Selective Demolition	\$ 241,105.00	241,105.00			241,105.00	100%	-			
20	Site Demo	\$ 114,251.00	110,251.00	4,000.00		114,251.00	100%	-			
21	Erosion Control	\$ 5,250.00	5,250.00			5,250.00	100%	-			
22	Rammed Aggregate Piers	\$ 109,605.00	109,605.00			109,605.00	100%	-			
23	Paving Prep	\$ 182,735.00	182,735.00			182,735.00	100%	-			
24	Asphalt Paving	\$ 171,308.00		169,000.00		169,000.00	99%	2,308.00			
25	Concrete Paving	\$ 155,770.00	155,770.00			155,770.00	100%	-			
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	132,900.00	12,000.00		144,900.00	91%	14,986.00			
29	Building Excavation and Backfill	\$ 190,756.00	190,756.00			190,756.00	100%	-			
30	Sanitary Systems	\$ 1,515,690.00	1,515,690.00			1,515,690.00	100%	-			
31	Storm Systems	\$ 121,166.00	116,138.00	5,028.00		121,166.00	100%	-			
32	Water Systems	\$ 214,044.00	214,044.00			214,044.00	100%	-			
33	Site Air Piping	\$ 245,980.00	245,980.00			245,980.00	100%	-			
34	Landscaping WWTF	\$ 46,550.00				-	0%	46,550.00			
35	CONCRETE					-		-			
36	Concrete	\$ 938,579.00	938,579.00			938,579.00	100%	-			
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	301,146.00			301,146.00	100%	-			
41	Masonry Materials ST 25	\$ 93,952.00	93,952.00			93,952.00	100%	-			
42	Masonry Labor ST25	\$ 156,675.00	156,675.00			156,675.00	100%	-			
43	Masonry Materials ST 50	\$ 8,515.00	8,515.00			8,515.00	100%	-			
44	Masonry Labor ST50	\$ 19,753.00	19,753.00			19,753.00	100%	-			
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	24,267.00			24,267.00	100%	-			
49	Metal Fabrications	\$ 110,144.00	110,144.00			110,144.00	100%	-			
50	Guard & Hand Rail	\$ 170,313.00	164,797.78			164,797.78	97%	5,515.22			

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.:	28	Application Period:	From	09/01/25	to	09/30/25	Application Date:	10/03/25
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	384,672.00			384,672.00	100%	-
52	Labor to install	\$ 229,145.00	217,145.00			217,145.00	95%	12,000.00
53	Access Hatches	\$ 12,600.00	12,600.00			12,600.00	100%	-
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	130,546.00			130,546.00	100%	-
58	Finish Carentry	\$ 5,386.00		5,386.00		5,386.00	100%	-
59	THERMAL & MOISTURE					-		-
60	Dampproofing & Joint Sealants	\$ 78,250.00	75,317.00	2,933.00		78,250.00	100%	-
61	Thermal Insulation	\$ 21,854.00	21,854.00			21,854.00	100%	-
62	Weather barrier	\$ 5,250.00	5,250.00			5,250.00	100%	-
63	ST 10 Roofing Materials	\$ 117,398.00	110,232.00	7,166.00		117,398.00	100%	-
64	ST 10 Roofing Labor	\$ 63,361.00	38,840.00	20,000.00		58,840.00	93%	4,521.00
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	29,317.00	5,823.00		35,140.00	100%	-
80	Sectional Overhead Doors	\$ 62,450.00	62,450.00			62,450.00	100%	-
81	Aluminum Windows and Galzing	\$ 21,169.00	21,169.00			21,169.00	100%	-
82	Aluminum Access Doors	\$ 14,490.00	14,490.00			14,490.00	100%	-
83	Attic Access	\$ 5,250.00	5,250.00			5,250.00	100%	-
84	FINISHES					-		-
85	Gyp Wall Board Assemblies	\$ 36,414.00	36,414.00			36,414.00	100%	-
86	Acoustical Ceilings	\$ 15,015.00		13,000.00		13,000.00	87%	2,015.00
87	Quarry Tile	\$ 72,420.00	42,553.00	29,867.00		72,420.00	100%	-
88	Vinyl Wall Base	\$ 693.00	693.00			693.00	100%	-
89	Painting	\$ 469,740.00	441,340.00			441,340.00	94%	28,400.00
90	SPECIALTIES	\$ 13,681.00	1,240.95	12,440.05		13,681.00	100%	-
91	FURNISHINGS					-		-
92	Plastic Laminate Casework	\$ 5,250.00		5,250.00		5,250.00	100%	-
93	Labor to install casework	\$ 2,194.00		2,194.00		2,194.00	100%	-
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	112,710.50	4,410.00		117,120.50	93%	8,879.50
99	STRUCTURE 10:					-		-
100	Plumbing/Hydronics Materials and Equipment	\$ 136,500.00	126,000.00	7,350.00		133,350.00	98%	3,150.00
101	Plumbing/Hydronics Labor	\$ 262,500.00	247,380.00	9,870.00		257,250.00	98%	5,250.00

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.:	28	Application Period:	From	09/01/25	to	09/30/25	Application Date:	10/03/25
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	11,550.00			11,550.00	100%	-
105	HVAC Equipment	\$ 312,841.00	312,841.00			312,841.00	100%	-
106	HVAC Sheetmetal	\$ 61,950.00	35,700.00	16,275.00		51,975.00	84%	9,975.00
107	HVAC Vent, Stands	\$ 6,720.00	6,720.00			6,720.00	100%	-
108	HVAC Misc. Materials	\$ 5,775.00	4,725.00			4,725.00	82%	1,050.00
109	HVAC Equipment Rental	\$ 9,450.00	9,450.00			9,450.00	100%	-
110	HVAC Labor	\$ 130,218.00	82,425.00	10,500.00		92,925.00	71%	37,293.00
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	27,300.00		89,250.00	53%	78,750.00
114	HVAC Submittals, Pre-Con and Mobilization	\$ 71,720.00	66,675.00	5,045.00		71,720.00	100%	-
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	42,000.00			42,000.00	100%	-
119	Process Labor	\$ 37,800.00	37,800.00			37,800.00	100%	-
120	STRUCTURE 25:					-		-
121	Plumbing/Process Materials	\$ 36,750.00	36,750.00			36,750.00	100%	-
122	Plumbing/Process Labor	\$ 49,350.00	49,350.00			49,350.00	100%	-
123	Plumbing Insulation Material	\$ 3,555.00	3,555.00			3,555.00	100%	-
124	Plumbing Insulation Labor	\$ 2,703.00	2,703.00			2,703.00	100%	-
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	36,267.00			36,267.00	100%	-
130	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
131	HVAC Insulation Materials	\$ 2,241.00	2,241.00			2,241.00	100%	-
132	HVAC Insulation Labor	\$ 1,839.00	1,839.00			1,839.00	100%	-
133	STRUCTURE 30					-		-
134	Process Materials	\$ 89,250.00	89,250.00			89,250.00	100%	-
135	Process Labor	\$ 140,700.00	140,700.00			140,700.00	100%	-
136	STRUCTURE 35:					-		-
137	Plumbing/ Process Materials	\$ 5,250.00	5,250.00			5,250.00	100%	-
138	Plumbing/Process Labor	\$ 1,050.00	1,050.00			1,050.00	100%	-
139	HVAC Sheet Metal	\$ 5,250.00	5,250.00			5,250.00	100%	-
140	HVAC Misc. Materials	\$ 2,100.00	2,100.00			2,100.00	100%	-
141	HVAC Equipment Rental	\$ 2,100.00	2,100.00			2,100.00	100%	-
142	HVAC Labor	\$ 25,856.00	25,856.00			25,856.00	100%	-
143	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
144	HVAC Submittals, Pre-Con and Mobilization	\$ 6,300.00	6,300.00			6,300.00	100%	-
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	14,700.00			14,700.00	100%	-
149	Process Labor	\$ 30,450.00	30,450.00			30,450.00	100%	-
150	STRUCTURE 50:					-		-
151	Plumbing/Process Materials	\$ 299,250.00	299,250.00			299,250.00	100%	-
152	Plumbing/Process Labor	\$ 893,231.00	893,231.00			893,231.00	100%	-

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.:	28	Application Period:	From	09/01/25	to	09/30/25	Application Date:	10/03/25
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	2,440.00			2,440.00	100%	-
154	Plumbing Insulation Labor	\$ 1,730.00	1,730.00			1,730.00	100%	-
155	HVAC Sheet Metal	\$ 9,450.00	8,400.00			8,400.00	89%	1,050.00
156	HVAC Misc. Materials	\$ 9,923.00	8,873.00			8,873.00	89%	1,050.00
157	HVAC Equipment Rental	\$ 3,150.00	3,150.00			3,150.00	100%	-
158	HVAC Labor	\$ 64,776.00	59,850.00			59,850.00	92%	4,926.00
159	HVAC Management	\$ 2,625.00	1,575.00			1,575.00	60%	1,050.00
160	HVAC Submittals, Pre-Con and Mobilization	\$ 12,600.00	12,600.00			12,600.00	100%	-
161	HVAC Insulation Materials	\$ 1,120.00	1,120.00			1,120.00	100%	-
162	HVAC Insulation Labor	\$ 975.00	975.00			975.00	100%	-
163	STRUCTURE 55					-		-
164	Plumbing/Process Materials	\$ 168,000.00	168,000.00			168,000.00	100%	-
165	Plumbing/Process Labor	\$ 115,500.00	115,500.00			115,500.00	100%	-
166	Plumbing Insulation Materials	\$ 1,837.00	1,837.00			1,837.00	100%	-
167	Plumbing Insulation Labor	\$ 1,405.00	1,405.00			1,405.00	100%	-
168	HVAC Sheet Metal	\$ 12,600.00	12,600.00			12,600.00	100%	-
169	HVAC Vent, Stands	\$ 6,300.00	6,300.00			6,300.00	100%	-
170	HVAC Misc. Materials	\$ 2,362.00	2,362.00			2,362.00	100%	-
171	HVAC Equipment Rental	\$ 2,100.00	2,100.00			2,100.00	100%	-
172	HVAC Labor	\$ 25,331.00	25,331.00			25,331.00	100%	-
173	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
174	HVAC Submittals, Pre-Con and Mobilization	\$ 15,750.00	15,750.00			15,750.00	100%	-
175	HVAC Insulation Materials	\$ 1,120.00	1,120.00			1,120.00	100%	-
176	HVAC Insulation Labor	\$ 975.00	975.00			975.00	100%	-
177	STRUCTURE 60					-		-
178	Process Materials	\$ 55,650.00	55,650.00			55,650.00	100%	-
179	Process Labor	\$ 44,100.00	44,100.00			44,100.00	100%	-
180	STRUCTURE 70					-		-
181	Process Materials	\$ 44,100.00	44,100.00			44,100.00	100%	-
182	Process Labor	\$ 162,750.00	162,750.00			162,750.00	100%	-
183	STRUCTURE 75					-		-
184	Plumbing/Process Materials	\$ 31,415.00	31,415.00			31,415.00	100%	-
185	Plumbing/Process Labor	\$ 68,250.00	68,250.00			68,250.00	100%	-
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	138,776.00			138,776.00	100%	-
191	Supervision	\$ 140,127.00	130,318.52			130,318.52	93%	9,808.48
192	Start-up & Commissioning	\$ 15,785.00	12,628.00			12,628.00	80%	3,157.00
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	90,573.00			90,573.00	100%	-
198	Electrical Material	\$ 227,857.00	227,857.00			227,857.00	100%	-
199	Electrical Lighting and Labor	\$ 9,548.00	9,548.00			9,548.00	100%	-
200	Generator Install	\$ 19,960.00	19,960.00			19,960.00	100%	-
201	Demo	\$ 17,690.00	17,690.00			17,690.00	100%	-
202	Electrical Excavation & ductbank	\$ 95,592.00	95,592.00			95,592.00	100%	-
203	STR 10					-		-

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.:	28	Application Period:	From	09/01/25	to	09/30/25	Application Date:	10/03/25
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	17,326.00			17,326.00	100%	-
205	Electrical Raceway Material	\$ 107,165.00	93,232.00			93,232.00	87%	13,933.00
206	Electrical Raceway Labor	\$ 104,843.00	81,457.75			81,457.75	78%	23,385.25
207	Electrical Wire Material	\$ 18,490.00	16,638.68			16,638.68	90%	1,851.32
208	Electrical Wire Labor	\$ 25,925.00	19,145.00			19,145.00	74%	6,780.00
209	Electrical Labor - MCC, Gear & Equipment	\$ 9,806.00	9,185.00			9,185.00	94%	621.00
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	6,190.00			6,190.00	100%	-
213	Electrical Labor	\$ 6,160.00	6,160.00			6,160.00	100%	-
214	STR 25					-		-
215	Electrical Material	\$ 56,170.00	56,170.00			56,170.00	100%	-
216	Electrical Labor	\$ 56,725.00	56,725.00			56,725.00	100%	-
217	Electrical Lighting and Labor	\$ 24,694.00	24,694.00			24,694.00	100%	-
218	STR 30					-		-
219	Electrical Material	\$ 40,647.00	40,647.00			40,647.00	100%	-
220	Electrical Labor	\$ 41,110.00	40,287.85			40,287.85	98%	822.15
221	STR 35					-		-
222	Electrical Material	\$ 14,827.00	14,827.00			14,827.00	100%	-
223	Electrical Labor	\$ 23,100.00	21,945.00			21,945.00	95%	1,155.00
224	Electrical Lighting and Labor	\$ 9,190.00	9,190.00			9,190.00	100%	-
225	STR 40					-		-
226	Electrical Material	\$ 16,622.00	16,622.00			16,622.00	100%	-
227	Electrical Labor	\$ 14,581.00	14,581.00			14,581.00	100%	-
228	Electrical Lighting and Labor	\$ 12,091.00	12,091.00			12,091.00	100%	-
229	STR 50					-		-
230	Electrical Material	\$ 133,977.00	133,977.00			133,977.00	100%	-
231	Electrical Labor	\$ 112,934.00	105,026.00			105,026.00	93%	7,908.00
232	Electrical Lighting and Labor	\$ 52,589.00	45,751.00			45,751.00	87%	6,838.00
233	Electrical Labor - MCC, Gear & Equipment	\$ 13,705.00	13,705.00			13,705.00	100%	-
234	STR 55					-		-
235	Electrical Material	\$ 37,762.00	37,762.00			37,762.00	100%	-
236	Electrical Labor	\$ 53,015.00	53,015.00			53,015.00	100%	-
237	Electrical Lighting and Labor	\$ 8,388.00	8,388.00			8,388.00	100%	-
238	STR 60					-		-
239	Electrical Material	\$ 7,497.00	7,497.00			7,497.00	100%	-
240	Electrical Labor	\$ 12,235.00	11,536.00			11,536.00	94%	699.00
241	Electrical Lighting and Labor	\$ 2,910.00	2,910.00			2,910.00	100%	-
242	STR 70					-		-
243	Electrical Material	\$ 27,350.00	27,350.00			27,350.00	100%	-
244	Electrical Labor	\$ 19,915.00	18,907.00			18,907.00	95%	1,008.00
245	Electrical Lighting and Labor	\$ 30,410.00	30,410.00			30,410.00	100%	-
246	STR 75					-		-
247	Electrical Material	\$ 6,165.00	6,165.00			6,165.00	100%	-
248	Electrical Labor	\$ 5,893.00	5,304.00			5,304.00	90%	589.00
249	Electrical Lighting and Labor	\$ 6,666.00	4,985.00			4,985.00	75%	1,681.00
250	PROCESS INTERCONNECTIONS					-		-
251	Installation of Stop Plates and Logs	\$ 3,717.00	3,717.00			3,717.00	100%	-
252	Installation of Slide and Weir Gates	\$ 38,241.00	36,100.00	2,141.00		38,241.00	100%	-
253	Prefabricated Flumes	\$ 3,087.00	3,087.00			3,087.00	100%	-
254	Installation of Flumes	\$ 2,955.00	2,955.00			2,955.00	100%	-

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.:	28	Application Period:	From	09/01/25	to	09/30/25	Application Date:	10/03/25
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	73,952.00			73,952.00	100%	-
257	Labor to install Cranes and Hoist	\$ 19,948.00	19,948.00			19,948.00	100%	-
258	PROCESS GAS & LIQUID HANDLING, PURIFICATION & STORAGE EQUIPMENT					-		-
259	Air Sparging Blowers	\$ 30,000.00	28,571.43	1,428.57		30,000.00	100%	-
260	Labor to install Air Sparging Blowers	\$ 3,192.00	3,192.00			3,192.00	100%	-
261	Labor to install High Speed Blowers	\$ 9,975.00	9,975.00			9,975.00	100%	-
262	Labor to install Rotary Lobe Blowers	\$ 9,975.00	9,975.00			9,975.00	100%	-
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	3,990.00			3,990.00	100%	-
266	WATER & WASTEWATER EQUIPMENT					-		-
267	Installation of step Screen and Washer	\$ 4,788.00	4,788.00			4,788.00	100%	-
268	Installation of Vortex Grit Chamber	\$ 6,384.00	6,384.00			6,384.00	100%	-
269	Installation of Grit Seperator Classifier	\$ 6,384.00	6,384.00			6,384.00	100%	-
270	Installation of Mixers	\$ 11,172.00	11,172.00			11,172.00	100%	-
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	12,768.00			12,768.00	100%	-
274	Labor to install UV System	\$ 6,384.00	6,384.00			6,384.00	100%	-
275	Labor to install Samplers	\$ 798.00	798.00			798.00	100%	-
276	Budget Allowances					-		-
277	Soils Testing Services	\$ 20,000.00	1,062.98			1,062.98	5%	18,937.02
278	Electrical Service	\$ 75,000.00	84,487.47			84,487.47	113%	(9,487.47)
279	Natural Gas Service	\$ 20,000.00	2,221.22			2,221.22	11%	17,778.78
280	Internet Service	\$ 5,000.00				-	0%	5,000.00
281	SCADA Computers	\$ 40,000.00	29,572.93			29,572.93	74%	10,427.07
282	Office Furniture	\$ 20,000.00	7,410.35	4,365.92		11,776.27	59%	8,223.73
283	Lab Equipment	\$ 30,000.00	34,638.91			34,638.91	115%	(4,638.91)
284	Shop Tools and Storage	\$ 30,000.00	16,314.07	736.73		17,050.80	57%	12,949.20
285	Truck Lift	\$ 15,000.00	7,506.00			7,506.00	50%	7,494.00
286	Skid Steer	\$ 80,000.00	46,400.00	28,516.43		74,916.43	94%	5,083.57
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	50,938.87			50,938.87	68%	24,061.13
291	Pre-negotiated Items					-		-
292	Diesel Engine Driven Generator/ Transfer Switch	\$ 298,618.00	298,618.00			298,618.00	100%	-
293	Process Integration & Control	\$ 1,371,706.00	1,361,973.80			1,361,973.80	99%	9,732.20
294	Process Valves	\$ 368,967.00	368,967.00			368,967.00	100%	-
295	Stop Plates & Logs / Slide & Weir Gates	\$ 349,387.00	349,387.00			349,387.00	100%	-
296	High Speed Blowers & Rotary Lobe Blowers	\$ 299,746.88	299,746.88			299,746.88	100%	-
297	Dry Pit Pumps	\$ 66,040.00	66,040.00			66,040.00	100%	-
298	Torque Flow Grit Pumps	\$ 26,285.00	26,285.00			26,285.00	100%	-
299	Submersible Waste Water Pumps	\$ 210,704.00	210,704.00			210,704.00	100%	-
300	Step Screen with Washer Compact	\$ 128,593.49	128,593.49			128,593.49	100%	-
301	Mechanical Vortex Grit Chamber	\$ 72,750.00	72,750.00			72,750.00	100%	-
302	Grit Seperator Classifier	\$ 68,860.00	68,860.00			68,860.00	100%	-
303	Submersible Mixers	\$ 80,885.00	80,885.00			80,885.00	100%	-
304	Flexible Membrane Disc Diffuses	\$ 151,200.00	151,200.00			151,200.00	100%	-
305	Tertiary Filters	\$ 654,186.38	654,186.38			654,186.38	100%	-

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.:	28		Application Period:	From	09/01/25		to	09/30/25	Application Date:	10/03/25
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 (\$)					
306	Open Channel UV Treatment		\$ 169,720.00	169,720.00			169,720.00	100%	-	
307	Waste Water Samplers		\$ 16,293.00	16,293.00			16,293.00	100%	-	
308	STR 75 Prenegotiated Items						-	-	-	
309	Process Integration & Control		\$ 44,606.00	36,090.00			36,090.00	81%	8,516.00	
310	Process Valves		\$ 4,742.00	4,742.00			4,742.00	100%	-	
311	Submersible Waste Water Pumps		\$ 17,680.00	17,680.00			17,680.00	100%	-	
312	Coarse Bubble Diffusers		\$ 12,500.00	12,500.00			12,500.00	100%	-	
313	Booster Station						-	-	-	
314	General Requirements		\$ 4,260.00	1,200.00		2,000.00	3,200.00	75%	1,060.00	
315	Selective Demolition		\$ 30,610.00	2,500.00		28,110.00	30,610.00	100%	-	
316	Sitework		\$ 25,000.00	25,000.00			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			4,000.00	4,000.00	100%	-	
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		12,000.00	13,127.00	74%	4,573.00	
323	Painting		\$ 12,350.00				-	0%	12,350.00	
324	Process Materials		\$ 198,450.00			164,000.00	164,000.00	83%	34,450.00	
325	Process Labor		\$ 120,750.00	13,650.00		37,800.00	51,450.00	43%	69,300.00	
326	HVAC Equipment		\$ 19,591.00			19,591.00	19,591.00	100%	-	
327	HVAC Misc. Materials		\$ 2,940.00			2,310.00	2,310.00	79%	630.00	
328	HVAC Labor		\$ 18,637.00			8,400.00	8,400.00	45%	10,237.00	
329	HVAC Management		\$ 1,050.00			525.00	525.00	50%	525.00	
330	HVAC Submittals, Pre-Con and Mobilization		\$ 1,102.00	1,000.00		102.00	1,102.00	100%	-	
331	Electrical Material		\$ 64,303.00	55,295.00			55,295.00	86%	9,008.00	
332	Electrical Labor		\$ 44,340.00	28,777.00			28,777.00	65%	15,563.00	
333	Electrical Lighting and Labor		\$ 12,132.00	10,150.00			10,150.00	84%	1,982.00	
334	Electrical Labor - MCC, Gear & Equipment		\$ 31,615.00	15,806.00			15,806.00	50%	15,809.00	
335	Horizontal Split Case Centrifugal Pump		\$ 89,425.00			89,425.00	89,425.00	100%	-	
336	Booster Station Pre-negotiated Items						-	-	-	
337	Diesel Engine Drive Generator		\$ 68,019.00	68,019.00			68,019.00	100%	-	
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	\$ 20,382,236.81	\$ 814,053.70	\$ -	\$ 21,196,290.51	96%	\$ 584,741.24	

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

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

Application No.: 28		Application Period: From 09/01/25 to 09/30/25		Application Date: 10/03/25	
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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	188,613.00			188,613.00	100%	-
	Change Order #2	104,569.38	104,569.38			104,569.38	100%	-
	Change Order #3	125,690.00	70,000.00	39,000.00		109,000.00	87%	16,690.00
						-	-	-
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Change Order Totals		\$ 418,872.38	\$ 363,182.38	\$ 39,000.00	\$ -	\$ 402,182.38	96%	\$ 16,690.00
Original Contract and Change Orders								
Project Totals		\$ 22,481,810.13	\$ 20,745,419.19	\$ 853,053.70	\$ -	\$ 21,598,472.89	96%	\$ 601,431.24

Contractor's Application for Payment

Unit Price

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.:	28	Application Period:	From	09/01/25	to	09/30/25	Application Date:	10/03/25
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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) (\$)					
Change Orders												
					-		-		-		-	
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Change Order Totals					\$	-		\$	-	\$	-	
Original Contract and Change Orders												
Project Totals					\$	158,400.00		\$	34,376.50	\$	-	
								\$	34,376.50	22%	\$	124,023.50

Contractor's Application for Payment

Stored Materials	EJCDC C-620 Contractor's Application for Payment (c) 2018 National Society of Professional Engineers for EJCDC. All rights reserved.	12 of 12
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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>29</u> Application Date: <u>10/31/2025</u>	
Application Period: From <u>10/1/2025</u> to <u>10/31/2025</u>	

1. Original Contract Price	\$ 22,221,337.75
2. Net change by Change Orders	\$ 418,872.38
3. Current Contract Price (Line 1 + Line 2)	\$ 22,640,210.13
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 22,086,781.72
5. Retainage	
a. 5% X \$ 22,086,781.72 Work Completed	\$ 1,104,339.09
b. 5% X \$ - Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 1,104,339.09
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 20,982,442.63
7. Less previous payments (Line 6 from prior application)	\$ 20,551,206.92
8. Amount due this application	\$ 431,235.71
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 1,657,767.50

Contractor's Certification

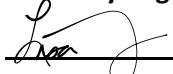
The undersigned Contractor certifies, to the best of its knowledge, the following:

(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>10/31/2025</u>

Recommended by Engineer	Approved by Owner
By: 	By: _____
Title: <u>Project Engineer</u>	Title: _____
Date: <u>11/3/2025</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.:		29	Application Period:		From	10/01/25	to	10/31/25	Application Date:		10/31/25
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	178,500.00			178,500.00	99%	2,198.00			
4	Project Management	\$ 466,830.00	461,100.00			461,100.00	99%	5,730.00			
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	12,300.00			12,300.00	96%	512.00			
8	Job trailer	\$ 17,325.00	17,100.00			17,100.00	99%	225.00			
9	Trash Disposal	\$ 31,500.00	30,802.00			30,802.00	98%	698.00			
10	Safety	\$ 15,750.00	15,500.00			15,500.00	98%	250.00			
11	Survey & Staking	\$ 10,500.00	10,500.00			10,500.00	100%	-			
12	Concrete Testing	\$ 26,250.00	26,250.00			26,250.00	100%	-			
13	Project Sign	\$ 1,575.00	1,575.00			1,575.00	100%	-			
14	Lodging	\$ 196,350.00	195,800.00	550.00		196,350.00	100%	-			
15	Temp. Utilities	\$ 105,000.00	105,000.00			105,000.00	100%	-			
16	Cleaning Site and Building	\$ 45,990.00	43,000.00			43,000.00	93%	2,990.00			
17	Equipment Rental	\$ 175,600.00	175,150.00	450.00		175,600.00	100%	-			
18	SITEWORK					-		-			
19	Selective Demolition	\$ 241,105.00	241,105.00			241,105.00	100%	-			
20	Site Demo	\$ 114,251.00	114,251.00			114,251.00	100%	-			
21	Erosion Control	\$ 5,250.00	5,250.00			5,250.00	100%	-			
22	Rammed Aggregate Piers	\$ 109,605.00	109,605.00			109,605.00	100%	-			
23	Paving Prep	\$ 182,735.00	182,735.00			182,735.00	100%	-			
24	Asphalt Paving	\$ 171,308.00	169,000.00			169,000.00	99%	2,308.00			
25	Concrete Paving	\$ 155,770.00	155,770.00			155,770.00	100%	-			
26	Site Furnishings	\$ 3,150.00		3,150.00		3,150.00	100%	-			
27	Temp Roads	\$ 7,875.00	7,875.00			7,875.00	100%	-			
28	Rough Grading	\$ 159,886.00	144,900.00	14,986.00		159,886.00	100%	-			
29	Building Excavation and Backfill	\$ 190,756.00	190,756.00			190,756.00	100%	-			
30	Sanitary Systems	\$ 1,515,690.00	1,515,690.00			1,515,690.00	100%	-			
31	Storm Systems	\$ 121,166.00	121,166.00			121,166.00	100%	-			
32	Water Systems	\$ 214,044.00	214,044.00			214,044.00	100%	-			
33	Site Air Piping	\$ 245,980.00	245,980.00			245,980.00	100%	-			
34	Landscaping WWTF	\$ 46,550.00		9,950.00		9,950.00	21%	36,600.00			
35	CONCRETE					-		-			
36	Concrete	\$ 938,579.00	938,579.00			938,579.00	100%	-			
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	301,146.00			301,146.00	100%	-			
41	Masonry Materials ST 25	\$ 93,952.00	93,952.00			93,952.00	100%	-			
42	Masonry Labor ST25	\$ 156,675.00	156,675.00			156,675.00	100%	-			
43	Masonry Materials ST 50	\$ 8,515.00	8,515.00			8,515.00	100%	-			
44	Masonry Labor ST50	\$ 19,753.00	19,753.00			19,753.00	100%	-			
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	24,267.00			24,267.00	100%	-			
49	Metal Fabrications	\$ 110,144.00	110,144.00			110,144.00	100%	-			
50	Guard & Hand Rail	\$ 170,313.00	164,797.78			164,797.78	97%	5,515.22			

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.:	29	Application Period:	From	10/01/25	to	10/31/25	Application Date:	10/31/25
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	384,672.00			384,672.00	100%	-
52	Labor to install	\$ 229,145.00	217,145.00			217,145.00	95%	12,000.00
53	Access Hatches	\$ 12,600.00	12,600.00			12,600.00	100%	-
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	130,546.00			130,546.00	100%	-
58	Finish Carentry	\$ 5,386.00	5,386.00			5,386.00	100%	-
59	THERMAL & MOISTURE					-		-
60	Dampproofing & Joint Sealants	\$ 78,250.00	78,250.00			78,250.00	100%	-
61	Thermal Insulation	\$ 21,854.00	21,854.00			21,854.00	100%	-
62	Weather barrier	\$ 5,250.00	5,250.00			5,250.00	100%	-
63	ST 10 Roofing Materials	\$ 117,398.00	117,398.00			117,398.00	100%	-
64	ST 10 Roofing Labor	\$ 63,361.00	58,840.00			58,840.00	93%	4,521.00
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	35,140.00			35,140.00	100%	-
80	Sectional Overhead Doors	\$ 62,450.00	62,450.00			62,450.00	100%	-
81	Aluminum Windows and Galzing	\$ 21,169.00	21,169.00			21,169.00	100%	-
82	Aluminum Access Doors	\$ 14,490.00	14,490.00			14,490.00	100%	-
83	Attic Access	\$ 5,250.00	5,250.00			5,250.00	100%	-
84	FINISHES					-		-
85	Gyp Wall Board Assemblies	\$ 36,414.00	36,414.00			36,414.00	100%	-
86	Acoustical Ceilings	\$ 15,015.00	13,000.00	2,015.00		15,015.00	100%	-
87	Quarry Tile	\$ 72,420.00	72,420.00			72,420.00	100%	-
88	Vinyl Wall Base	\$ 693.00	693.00			693.00	100%	-
89	Painting	\$ 469,740.00	441,340.00	23,400.00		464,740.00	99%	5,000.00
90	SPECIALTIES	\$ 13,681.00	13,681.00			13,681.00	100%	-
91	FURNISHINGS					-		-
92	Plastic Laminate Casework	\$ 5,250.00	5,250.00			5,250.00	100%	-
93	Labor to install casework	\$ 2,194.00	2,194.00			2,194.00	100%	-
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	117,120.50	4,410.00		121,530.50	96%	4,469.50
99	STRUCTURE 10:					-		-
100	Plumbing/Hydronics Materials and Equipment	\$ 136,500.00	133,350.00	2,100.00		135,450.00	99%	1,050.00
101	Plumbing/Hydronics Labor	\$ 262,500.00	257,250.00	4,200.00		261,450.00	100%	1,050.00

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.:		29	Application Period:		From	10/01/25	to	10/31/25	Application Date:		10/31/25
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	1,050.00		6,898.00	100%	-			
	103 Plumbing Insulation Labor	\$ 5,515.00	4,465.00	1,050.00		5,515.00	100%	-			
	104 Excavation	\$ 11,550.00	11,550.00			11,550.00	100%	-			
	105 HVAC Equipment	\$ 312,841.00	312,841.00			312,841.00	100%	-			
	106 HVAC Sheetmetal	\$ 61,950.00	51,975.00	9,975.00		61,950.00	100%	-			
	107 HVAC Vent, Stands	\$ 6,720.00	6,720.00			6,720.00	100%	-			
	108 HVAC Misc. Materials	\$ 5,775.00	4,725.00	1,050.00		5,775.00	100%	-			
	109 HVAC Equipment Rental	\$ 9,450.00	9,450.00			9,450.00	100%	-			
	110 HVAC Labor	\$ 130,218.00	92,925.00	26,775.00		119,700.00	92%	10,518.00			
	111 HVAC Management	\$ 5,250.00	4,200.00	1,050.00		5,250.00	100%	-			
	112 HVAC Test and Balance	\$ 10,080.00				-	0%	10,080.00			
	113 HVAC Controls	\$ 168,000.00	89,250.00	47,250.00		136,500.00	81%	31,500.00			
	114 HVAC Submittals, Pre-Con and Mobilization	\$ 71,720.00	71,720.00			71,720.00	100%	-			
	115 HVAC Insulation Materials	\$ 16,810.00	11,379.00	5,431.00		16,810.00	100%	-			
	116 HVAC Insulation Labor	\$ 13,844.00	12,415.00	1,429.00		13,844.00	100%	-			
117	STRUCTURE 20					-		-			
188	Process Materials	\$ 42,000.00	42,000.00			42,000.00	100%	-			
119	Process Labor	\$ 37,800.00	37,800.00			37,800.00	100%	-			
120	STRUCTURE 25:					-		-			
	121 Plumbing/Process Materials	\$ 36,750.00	36,750.00			36,750.00	100%	-			
	122 Plumbing/Process Labor	\$ 49,350.00	49,350.00			49,350.00	100%	-			
	123 Plumbing Insulation Material	\$ 3,555.00	3,555.00			3,555.00	100%	-			
	124 Plumbing Insulation Labor	\$ 2,703.00	2,703.00			2,703.00	100%	-			
	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	36,267.00			36,267.00	100%	-			
	130 HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-			
	131 HVAC Insulation Materials	\$ 2,241.00	2,241.00			2,241.00	100%	-			
	132 HVAC Insulation Labor	\$ 1,839.00	1,839.00			1,839.00	100%	-			
133	STRUCTURE 30					-		-			
	134 Process Materials	\$ 89,250.00	89,250.00			89,250.00	100%	-			
	135 Process Labor	\$ 140,700.00	140,700.00			140,700.00	100%	-			
136	STRUCTURE 35:					-		-			
	137 Plumbing/ Process Materials	\$ 5,250.00	5,250.00			5,250.00	100%	-			
	138 Plumbing/Process Labor	\$ 1,050.00	1,050.00			1,050.00	100%	-			
	139 HVAC Sheet Metal	\$ 5,250.00	5,250.00			5,250.00	100%	-			
	140 HVAC Misc. Materials	\$ 2,100.00	2,100.00			2,100.00	100%	-			
	141 HVAC Equipment Rental	\$ 2,100.00	2,100.00			2,100.00	100%	-			
	142 HVAC Labor	\$ 25,856.00	25,856.00			25,856.00	100%	-			
	143 HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-			
	144 HVAC Submittals, Pre-Con and Mobilization	\$ 6,300.00	6,300.00			6,300.00	100%	-			
	145 HVAC Insulation Materials	\$ 1,120.00		1,120.00		1,120.00	100%	-			
	146 HVAC Insulation Labor	\$ 975.00		975.00		975.00	100%	-			
147	STRUCTURE 40					-		-			
	148 Process Materials	\$ 14,700.00	14,700.00			14,700.00	100%	-			
	149 Process Labor	\$ 30,450.00	30,450.00			30,450.00	100%	-			
150	STRUCTURE 50:					-		-			
	151 Plumbing/Process Materials	\$ 299,250.00	299,250.00			299,250.00	100%	-			
	152 Plumbing/Process Labor	\$ 893,231.00	893,231.00			893,231.00	100%	-			

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.:	29	Application Period:	From	10/01/25	to	10/31/25	Application Date:	10/31/25
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	2,440.00			2,440.00	100%	-
154	Plumbing Insulation Labor	\$ 1,730.00	1,730.00			1,730.00	100%	-
155	HVAC Sheet Metal	\$ 9,450.00	8,400.00	1,050.00		9,450.00	100%	-
156	HVAC Misc. Materials	\$ 9,923.00	8,873.00	1,050.00		9,923.00	100%	-
157	HVAC Equipment Rental	\$ 3,150.00	3,150.00			3,150.00	100%	-
158	HVAC Labor	\$ 64,776.00	59,850.00	4,926.00		64,776.00	100%	-
159	HVAC Management	\$ 2,625.00	1,575.00	1,050.00		2,625.00	100%	-
160	HVAC Submittals, Pre-Con and Mobilization	\$ 12,600.00	12,600.00			12,600.00	100%	-
161	HVAC Insulation Materials	\$ 1,120.00	1,120.00			1,120.00	100%	-
162	HVAC Insulation Labor	\$ 975.00	975.00			975.00	100%	-
163	STRUCTURE 55					-		-
164	Plumbing/Process Materials	\$ 168,000.00	168,000.00			168,000.00	100%	-
165	Plumbing/Process Labor	\$ 115,500.00	115,500.00			115,500.00	100%	-
166	Plumbing Insulation Materials	\$ 1,837.00	1,837.00			1,837.00	100%	-
167	Plumbing Insulation Labor	\$ 1,405.00	1,405.00			1,405.00	100%	-
168	HVAC Sheet Metal	\$ 12,600.00	12,600.00			12,600.00	100%	-
169	HVAC Vent, Stands	\$ 6,300.00	6,300.00			6,300.00	100%	-
170	HVAC Misc. Materials	\$ 2,362.00	2,362.00			2,362.00	100%	-
171	HVAC Equipment Rental	\$ 2,100.00	2,100.00			2,100.00	100%	-
172	HVAC Labor	\$ 25,331.00	25,331.00			25,331.00	100%	-
173	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
174	HVAC Submittals, Pre-Con and Mobilization	\$ 15,750.00	15,750.00			15,750.00	100%	-
175	HVAC Insulation Materials	\$ 1,120.00	1,120.00			1,120.00	100%	-
176	HVAC Insulation Labor	\$ 975.00	975.00			975.00	100%	-
177	STRUCTURE 60					-		-
178	Process Materials	\$ 55,650.00	55,650.00			55,650.00	100%	-
179	Process Labor	\$ 44,100.00	44,100.00			44,100.00	100%	-
180	STRUCTURE 70					-		-
181	Process Materials	\$ 44,100.00	44,100.00			44,100.00	100%	-
182	Process Labor	\$ 162,750.00	162,750.00			162,750.00	100%	-
183	STRUCTURE 75					-		-
184	Plumbing/Process Materials	\$ 31,415.00	31,415.00			31,415.00	100%	-
185	Plumbing/Process Labor	\$ 68,250.00	68,250.00			68,250.00	100%	-
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	138,776.00			138,776.00	100%	-
191	Supervision	\$ 140,127.00	130,318.52	8,407.62		138,726.14	99%	1,400.86
192	Start-up & Commissioning	\$ 15,785.00	12,628.00	789.25		13,417.25	85%	2,367.75
193	Closeout Documents	\$ 12,050.00				-	0%	12,050.00
194	Demobilization	\$ 8,914.00		3,565.60		3,565.60	40%	5,348.40
195	General & Site					-		-
196	Temp Electric	\$ 34,643.00	34,643.00			34,643.00	100%	-
197	Electrical Labor	\$ 90,573.00	90,573.00			90,573.00	100%	-
198	Electrical Material	\$ 227,857.00	227,857.00			227,857.00	100%	-
199	Electrical Lighting and Labor	\$ 9,548.00	9,548.00			9,548.00	100%	-
200	Generator Install	\$ 19,960.00	19,960.00			19,960.00	100%	-
201	Demo	\$ 17,690.00	17,690.00			17,690.00	100%	-
202	Electrical Excavation & ductbank	\$ 95,592.00	95,592.00			95,592.00	100%	-
203	STR 10					-		-

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.:	29	Application Period:	From	10/01/25	to	10/31/25	Application Date:	10/31/25
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	17,326.00			17,326.00	100%	-
205	Electrical Raceway Material	\$ 107,165.00	93,232.00	11,787.00		105,019.00	98%	2,146.00
206	Electrical Raceway Labor	\$ 104,843.00	81,457.75	20,950.00		102,407.75	98%	2,435.25
207	Electrical Wire Material	\$ 18,490.00	16,638.68	1,478.00		18,116.68	98%	373.32
208	Electrical Wire Labor	\$ 25,925.00	19,145.00	4,140.00		23,285.00	90%	2,640.00
209	Electrical Labor - MCC, Gear & Equipment	\$ 9,806.00	9,185.00	621.00		9,806.00	100%	-
210	Electrical Lighting and Labor	\$ 62,270.00	46,700.00	14,300.00		61,000.00	98%	1,270.00
211	STR 20					-		-
212	Electrical Material	\$ 6,190.00	6,190.00			6,190.00	100%	-
213	Electrical Labor	\$ 6,160.00	6,160.00			6,160.00	100%	-
214	STR 25					-		-
215	Electrical Material	\$ 56,170.00	56,170.00			56,170.00	100%	-
216	Electrical Labor	\$ 56,725.00	56,725.00			56,725.00	100%	-
217	Electrical Lighting and Labor	\$ 24,694.00	24,694.00			24,694.00	100%	-
218	STR 30					-		-
219	Electrical Material	\$ 40,647.00	40,647.00			40,647.00	100%	-
220	Electrical Labor	\$ 41,110.00	40,287.85	822.15		41,110.00	100%	-
221	STR 35					-		-
222	Electrical Material	\$ 14,827.00	14,827.00			14,827.00	100%	-
223	Electrical Labor	\$ 23,100.00	21,945.00	1,155.00		23,100.00	100%	-
224	Electrical Lighting and Labor	\$ 9,190.00	9,190.00			9,190.00	100%	-
225	STR 40					-		-
226	Electrical Material	\$ 16,622.00	16,622.00			16,622.00	100%	-
227	Electrical Labor	\$ 14,581.00	14,581.00			14,581.00	100%	-
228	Electrical Lighting and Labor	\$ 12,091.00	12,091.00			12,091.00	100%	-
229	STR 50					-		-
230	Electrical Material	\$ 133,977.00	133,977.00			133,977.00	100%	-
231	Electrical Labor	\$ 112,934.00	105,026.00	7,908.00		112,934.00	100%	-
232	Electrical Lighting and Labor	\$ 52,589.00	45,751.00	6,838.00		52,589.00	100%	-
233	Electrical Labor - MCC, Gear & Equipment	\$ 13,705.00	13,705.00			13,705.00	100%	-
234	STR 55					-		-
235	Electrical Material	\$ 37,762.00	37,762.00			37,762.00	100%	-
236	Electrical Labor	\$ 53,015.00	53,015.00			53,015.00	100%	-
237	Electrical Lighting and Labor	\$ 8,388.00	8,388.00			8,388.00	100%	-
238	STR 60					-		-
239	Electrical Material	\$ 7,497.00	7,497.00			7,497.00	100%	-
240	Electrical Labor	\$ 12,235.00	11,536.00	699.00		12,235.00	100%	-
241	Electrical Lighting and Labor	\$ 2,910.00	2,910.00			2,910.00	100%	-
242	STR 70					-		-
243	Electrical Material	\$ 27,350.00	27,350.00			27,350.00	100%	-
244	Electrical Labor	\$ 19,915.00	18,907.00	1,008.00		19,915.00	100%	-
245	Electrical Lighting and Labor	\$ 30,410.00	30,410.00			30,410.00	100%	-
246	STR 75					-		-
247	Electrical Material	\$ 6,165.00	6,165.00			6,165.00	100%	-
248	Electrical Labor	\$ 5,893.00	5,304.00	589.00		5,893.00	100%	-
249	Electrical Lighting and Labor	\$ 6,666.00	4,985.00	1,681.00		6,666.00	100%	-
250	PROCESS INTERCONNECTIONS					-		-
251	Installation of Stop Plates and Logs	\$ 3,717.00	3,717.00			3,717.00	100%	-
252	Installation of Slide and Weir Gates	\$ 38,241.00	38,241.00			38,241.00	100%	-
253	Prefabricated Flumes	\$ 3,087.00	3,087.00			3,087.00	100%	-
254	Installation of Flumes	\$ 2,955.00	2,955.00			2,955.00	100%	-

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.:	29	Application Period:	From	10/01/25	to	10/31/25	Application Date:	10/31/25
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	73,952.00			73,952.00	100%	-
257	Labor to install Cranes and Hoist	\$ 19,948.00	19,948.00			19,948.00	100%	-
258	PROCESS GAS & LIQUID HANDLING, PURIFICATION & STORAGE EQUIPMENT					-		-
259	Air Sparging Blowers	\$ 30,000.00	30,000.00			30,000.00	100%	-
260	Labor to install Air Sparging Blowers	\$ 3,192.00	3,192.00			3,192.00	100%	-
261	Labor to install High Speed Blowers	\$ 9,975.00	9,975.00			9,975.00	100%	-
262	Labor to install Rotary Lobe Blowers	\$ 9,975.00	9,975.00			9,975.00	100%	-
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	3,990.00			3,990.00	100%	-
266	WATER & WASTEWATER EQUIPMENT					-		-
267	Installation of step Screen and Washer	\$ 4,788.00	4,788.00			4,788.00	100%	-
268	Installation of Vortex Grit Chamber	\$ 6,384.00	6,384.00			6,384.00	100%	-
269	Installation of Grit Seperator Classifier	\$ 6,384.00	6,384.00			6,384.00	100%	-
270	Installation of Mixers	\$ 11,172.00	11,172.00			11,172.00	100%	-
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	12,768.00			12,768.00	100%	-
274	Labor to install UV System	\$ 6,384.00	6,384.00			6,384.00	100%	-
275	Labor to install Samplers	\$ 798.00	798.00			798.00	100%	-
276	Budget Allowances					-		-
277	Soils Testing Services	\$ 20,000.00	1,062.98			1,062.98	5%	18,937.02
278	Electrical Service	\$ 75,000.00	84,487.47			84,487.47	113%	(9,487.47)
279	Natural Gas Service	\$ 20,000.00	2,221.22			2,221.22	11%	17,778.78
280	Internet Service	\$ 5,000.00				-	0%	5,000.00
281	SCADA Computers	\$ 40,000.00	29,572.93			29,572.93	74%	10,427.07
282	Office Furniture	\$ 20,000.00	11,776.27	1,316.58		13,092.85	65%	6,907.15
283	Lab Equipment	\$ 30,000.00	34,638.91			34,638.91	115%	(4,638.91)
284	Shop Tools and Storage	\$ 30,000.00	17,050.80	3,450.00		20,500.80	68%	9,499.20
285	Truck Lift	\$ 15,000.00	7,506.00			7,506.00	50%	7,494.00
286	Skid Steer	\$ 80,000.00	74,916.43			74,916.43	94%	5,083.57
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	50,938.87	24,061.13		75,000.00	100%	-
291	Pre-negotiated Items					-		-
292	Diesel Engine Driven Generator/ Transfer Switch	\$ 298,618.00	298,618.00			298,618.00	100%	-
293	Process Integration & Control	\$ 1,371,706.00	1,361,973.80			1,361,973.80	99%	9,732.20
294	Process Valves	\$ 368,967.00	368,967.00			368,967.00	100%	-
295	Stop Plates & Logs / Slide & Weir Gates	\$ 349,387.00	349,387.00			349,387.00	100%	-
296	High Speed Blowers & Rotary Lobe Blowers	\$ 299,746.88	299,746.88			299,746.88	100%	-
297	Dry Pit Pumps	\$ 66,040.00	66,040.00			66,040.00	100%	-
298	Torque Flow Grit Pumps	\$ 26,285.00	26,285.00			26,285.00	100%	-
299	Submersible Waste Water Pumps	\$ 210,704.00	210,704.00			210,704.00	100%	-
300	Step Screen with Washer Compact	\$ 128,593.49	128,593.49			128,593.49	100%	-
301	Mechanical Vortex Grit Chamber	\$ 72,750.00	72,750.00			72,750.00	100%	-
302	Grit Seperator Classifier	\$ 68,860.00	68,860.00			68,860.00	100%	-
303	Submersible Mixers	\$ 80,885.00	80,885.00			80,885.00	100%	-
304	Flexible Membrane Disc Diffuses	\$ 151,200.00	151,200.00			151,200.00	100%	-
305	Tertiary Filters	\$ 654,186.38	654,186.38			654,186.38	100%	-

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.:	29		Application Period:	From	10/01/25	to	10/31/25	Application Date:	10/31/25	
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 (\$)						
306	Open Channel UV Treatment	\$ 169,720.00	169,720.00			169,720.00	100%	-		
307	Waste Water Samplers	\$ 16,293.00	16,293.00			16,293.00	100%	-		
308	STR 75 Prenegotiated Items					-		-		
309	Process Integration & Control	\$ 44,606.00	36,090.00			36,090.00	81%	8,516.00		
310	Process Valves	\$ 4,742.00	4,742.00			4,742.00	100%	-		
311	Submersible Waste Water Pumps	\$ 17,680.00	17,680.00			17,680.00	100%	-		
312	Coarse Bubble Diffusers	\$ 12,500.00	12,500.00			12,500.00	100%	-		
313	Booster Station					-		-		
314	General Requirements	\$ 4,260.00	3,200.00	1,060.00		4,260.00	100%	-		
315	Selective Demolition	\$ 30,610.00	30,610.00			30,610.00	100%	-		
316	Sitework	\$ 25,000.00	25,000.00			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	4,000.00			4,000.00	100%	-		
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	13,127.00	4,573.00		17,700.00	100%	-		
323	Painting	\$ 12,350.00		7,350.00		7,350.00	60%	5,000.00		
324	Process Materials	\$ 198,450.00	164,000.00	34,450.00		198,450.00	100%	-		
325	Process Labor	\$ 120,750.00	51,450.00	69,300.00		120,750.00	100%	-		
326	HVAC Equipment	\$ 19,591.00	19,591.00			19,591.00	100%	-		
327	HVAC Misc. Materials	\$ 2,940.00	2,310.00	630.00		2,940.00	100%	-		
328	HVAC Labor	\$ 18,637.00	8,400.00	10,237.00		18,637.00	100%	-		
329	HVAC Management	\$ 1,050.00	525.00	525.00		1,050.00	100%	-		
330	HVAC Submittals, Pre-Con and Mobilization	\$ 1,102.00	1,102.00			1,102.00	100%	-		
331	Electrical Material	\$ 64,303.00	55,295.00	9,008.00		64,303.00	100%	-		
332	Electrical Labor	\$ 44,340.00	28,777.00	13,000.00		41,777.00	94%	2,563.00		
333	Electrical Lighting and Labor	\$ 12,132.00	10,150.00	1,982.00		12,132.00	100%	-		
334	Electrical Labor - MCC, Gear & Equipment	\$ 31,615.00	15,806.00	15,809.00		31,615.00	100%	-		
335	Horizontal Split Case Centrifugal Pump	\$ 89,425.00	89,425.00			89,425.00	100%	-		
336	Booster Station Pre-negotiated Items					-		-		
337	Diesel Engine Drive Generator	\$ 68,019.00	68,019.00			68,019.00	100%	-		
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	\$ 21,196,290.51	\$ 453,932.33	\$ -	\$ 21,650,222.84	98%	\$ 293,099.91		

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.:	29	Application Period:	From	10/01/25	to	10/31/25	Application Date:	10/31/25
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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	188,613.00			188,613.00	100%	-
	Change Order #2	104,569.38	104,569.38			104,569.38	100%	-
	Change Order #3	125,690.00	109,000.00			109,000.00	87%	16,690.00
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Change Order Totals		\$ 418,872.38	\$ 402,182.38	\$ -	\$ -	\$ 402,182.38	96%	\$ 16,690.00
Original Contract and Change Orders								
Project Totals		\$ 22,481,810.13	\$ 21,598,472.89	\$ 453,932.33	\$ -	\$ 22,052,405.22	98%	\$ 309,789.91

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.:	29	Application Period:	From	10/01/25	to	10/31/25	Application Date: 10/31/25				
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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.:		29		Application Period:		From		10/01/25		to		10/31/25		Application Date:		10/31/25		
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) (\$)											
Change Orders																		
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Contractor's Application for Payment

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State of Wisconsin
 Department of Natural Resources
 Bureau of Community Financial Assistance
 101 S. Webster St., PO Box 7921
 Madison WI 53707-7921
 FAX (608) 267-0496
DNRCFELDisbursements@wisconsin.gov

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	2. Project Number	3. Request Number	4. Type of Request
City of Waterloo	4682-04	14	☒ Partial ☐ Final

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 Complete worksheet on page 3	\$	\$	\$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management	22,567.61		
Construction / Equipment	443,735.65		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	466,303.26		

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.

Date Signed _____

Signature of Municipal Representative _____

Title 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			

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

☒ Clean Water Fund Program ☐ Safe Drinking Water Loan Program				Municipality City of Waterloo Project Number 4682-04								Request Number 14		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		
10/03/2025	Portzen	PAY APP 28	549,204.34						172,027.74			377,176.60	SDWLP DR 11		
09/11/2025	Town & Country Engineering	28707	7,000.00					2,192.62				4,807.38	SDWLP DR 11		
09/11/2025	Town & Country Engineering	28708	6,793.50					2,127.93				4,665.57	SDWLP DR 11		
10/16/2025	Town & Country Engineering	28867	22,000.00					13,861.50				8,138.50	SDWLP DR 11		
10/16/2025	Town & Country Engineering	28868	6,960.45					4,385.56				2,574.89	SDWLP DR 11		
10/31/2025	Portzen	PAY APP 29	431,235.71						271,707.91			159,527.80	SDWLP DR 11		
(SUB) TOTAL			1,023,194.00					22,567.61	443,735.65			556,890.74			

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

State of Wisconsin
 Department of Natural Resources
 Bureau of Community Financial Assistance
 101 S. Webster St., PO Box 7921
 Madison WI 53707-7921
 FAX (608) 267-0496
DNRCFELDisbursements@wisconsin.gov

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	2. Project Number	3. Request Number	4. Type of Request
City of Waterloo	4962-06	11	☒ Partial ☐ Final

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 Complete worksheet on page 3	\$	\$	\$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management	20,186.34		
Construction / Equipment	536,704.40		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	556,890.74		

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.

Date Signed _____

Signature of Municipal Representative _____

Title 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			

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

☐ Clean Water Fund Program ☒ Safe Drinking Water Loan Program				Municipality City of Waterloo Project Number 4962-06								Request Number 11		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		
10/03/2025	Portzen	PAY APP 28	549,204.34						377,176.60			172,027.74	CWF DR #14		
09/11/2025	Town & Country Engineering	28707	7,000.00					4,807.38				2,192.62	CWF DR #14		
09/11/2025	Town & Country Engineering	28708	6,793.50					4,665.57				2,127.93	CWF DR #14		
10/16/2025	Town & Country Engineering	28867	22,000.00					8,138.50				13,861.50	CWF DR #14		
10/16/2025	Town & Country Engineering	28868	6,960.45					2,574.89				4,385.56	CWF DR #14		
10/31/2025	Portzen	PAY APP 29	431,235.71						159,527.80			271,707.91	CWF DR #14		
(SUB) TOTAL			1,023,194.00					20,186.34	536,704.40			466,303.26			

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



Project Name:	Waterloo - 2023 Water and Wastewater Improvements
Project No.:	WW-47
Month of:	October 2025
Completed By:	Lisa Twarog

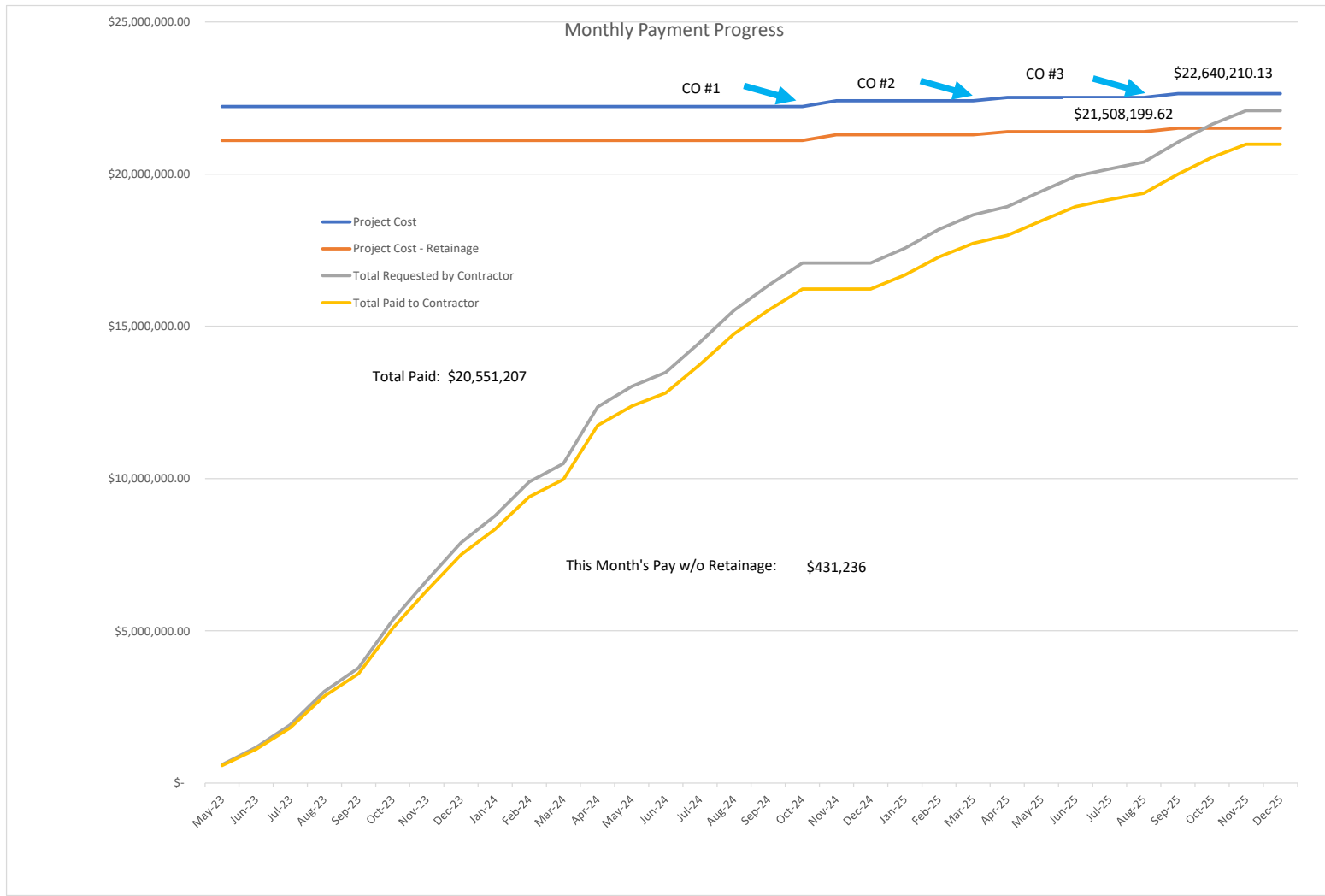
Monthly Report

General Construction Activities by Structure			
Structure	Activity		
05 - Site	- Topsoil, landscape edging		
Vac Dump			
10	- Countertop in breakdroom - Drop ceiling installed		
20			
25			
30			
35			
40			
45			
50	- Epoxy flooring in filter dry pit - Fiberglass grating installed		
55			
60			
65			
70			
75			
Booster Station	- Bladder tanks started up - Running as designed!		
Contractors/Firms On-Site		This Month's Work Change Directives	
Portzen			
Pieper (Electrical)			
Thermodynamics (HVAC)			
Dubuque Plumbing & Heating (Plumbing)			
Altronex (Controls)			
		Monthly Total:	\$ -
		Project Total	\$551,510
RFI's/Clarifications/Issues			
Significant Meetings			
Date	Topic	Participants	Action Items
10/1/2025 10/9/2025 10/15/2025 10/22/2025	Subcontractor coordination meeting	T&C, Portzen, Waterloo, Pieper, LW Allen, DPH	
10/29/2025	Monthly Construction Meeting	T&C, Portzen, Waterloo, Pieper, LW Allen, DPH, DNR	Note: USDA RD personnel have been furloughed due to the government shutdown, starting 10/1/2025
Anticipated Work Next Month			
Structure	Activity		
Site	- Landscaping		
Vac Dump			
10	- Boiler startup - Punchlist items		
20	- Punchlist items		
25	- Punchlist items		
30	- Splitter box hinged grating - Punchlist items		
35			
40	- Punchlist items		
45			
50	- Startup of existing digester blowers		
55	- Punchlist items		
60	- Punchlist items		
65			
70	- Punchlist items		
75			
Booster	- Punchlist items		



Project Name: Waterloo - 2023 Water and Wastewater Improvements
Project No.: WW-47
Month of: October 2025
Completed By: Lisa Twarog

Monthly Payment Progress



Project Name: Waterloo - 2023 Water and Wastewater Improvements
Project No.: WW-47
Month of: October 2025
Completed By: Lisa Twarog

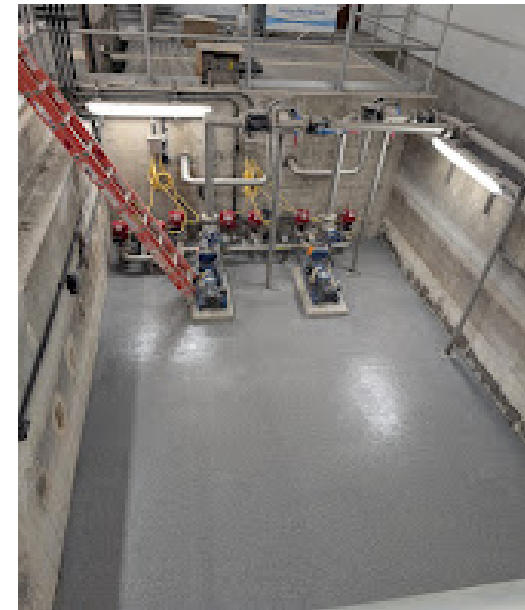
Monthly Progress Pictures



Str. 10
New breakroom



Str. 10
New locker room



Str. 50
Filter epoxy flooring



136 North Monroe Street
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Fax: (920) 478-2021
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ORDINANCE #2025-13

An Ordinance Amending Section §140-13 Fences and walls

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

Section 1: § 140-13
is hereby amended as follows:

C. General requirements.

(4) Property line fences. Fences shall be erected in relation to the property line so as to be normally serviceable **(no less than 2 feet from the property line)** by the owner, unless the adjoining property owner consents, in writing, to the fence being erected on the property line.

Section 2: This ordinance shall take effect and be in force after its passage and publication in a manner provided for by law.

Acted on and adopted at a result meeting of the Common Council on November 6, 2025.

CITY OF WATERLOO

Jenifer Quimby, Mayor

Attest:

Jeanne Ritter, City Clerk

Date Adopted:

Date Published:

§ 140-13. Fences and walls.

- A. Permit required. No person shall construct a fence in the City without first obtaining a permit from the Building Inspector.
- B. Application; fee. Application for a permit shall be filed with the Building Inspector on a form supplied by the Inspector, together with a sketch of the proposed fence and the payment of the required fee as provided in § 140-9 of this chapter.
- C. General requirements.
 - (1) Fences and walls in front yards. On any corner lot, no fence, wall or shrub shall be within the vision triangle prescribed in Chapter 385, Zoning, of this Code. Fences, walls or shrub plantings shall not be erected on any lot within 10 feet of the front property line in such a manner as to interfere with traffic visibility from a driveway. In no case shall a fence, wall or planting in a residential area exceed four feet in height in that part of a front yard which extends 25 feet back from the property line.
 - (2) Fences in side yards. No fence or wall, other than a retaining wall, along a side line of a lot shall be higher than six feet unless the adjoining lot is not in a residential district. Except as provided in Subsection C(1) above, no side yard fence or wall shall extend into the required street setback area.
 - (3) Fences in rear yards. Fences having a height of six feet or less may be located within the required rear yards in residential districts.
 - (4) Property line fences. Fences shall be erected in relation to the property line so as to be normally serviceable (no less than 2 feet from the property line) by the owner, unless the adjoining property owner consents, in writing, to the fence being erected on the property line.
 - (5) Dog pens and runs. Dog pens and runs shall be erected in the rear yard only and shall be located at least 20 feet from any property line.
- D. Prohibited fences. **[Added 4-23-2020 by Ord. No. 2020-01]**
 - (1) All fences, walls or barricades erected and maintained on property zoned residential, which are designed to cause bodily injury, including, but not limited to, barbed-wire fences, electric fences, razor fences and broken glass walls.
 - (2) Snow fences. Temporary plastic or similar material snow fences are only allowed in the City from November 1 to April 1.
 - (3) No one shall alter the ground elevation of any yard in order to circumvent the restrictions set forth in § 140-13.



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Resolution 2025-51

A Resolution Amending the On-Call Policy for DPW

WHEREAS, the City and the Department of Public Works see a need to update the current DPW On- Call Policy;
and

WHEREAS, it has been recommended that the DPW has a year round On-Call Policy with defined pay and hours;
and

WHEREAS, the new policy is attached to this resolution .

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Waterloo, WI, does hereby approve the changes to City of Waterloo Employee Handbook 6.2 completed on November 6, 2025.

ADOPTED this 6th day of November 2025, by the City Council of the City of Waterloo, WI.

Signed: _____
Jenifer Quimby Mayor of Waterloo

Attest: _____
Jeanne Ritter, City Clerk/Deputy Treasurer

Appendix: C Overtime Compensation

6.2 Overtime Compensation

Department of Public Works Employees:

Overtime work performed on Sunday and/or holidays shall be paid at two (2) times the regular rate.

Employees on call for a weekend shall receive ~~(4)~~(8) hours at ~~straight time pay for each day on call one and one-half (1 ½) pay beginning at end of shift of work week until start of beginning shift Monday~~, plus time and one-half (1 ½) pay for actual time spent on the job, with a minimum of two (2) hours. ~~This will be a 52 week employee rotation.~~

Employees on call for a holiday receive four (4) hours pay at ~~straight time one and one-half pay~~(1 ½), plus double time pay for actual time spent on the job, with a minimum of two (2) hours. ~~On call scheduling begins with the Memorial Day holiday and ends with the Labor Day holiday.~~ Holidays are defined in appendix D. On call employees are required to respond to work as soon as possible but no later than ~~thirty forty five (30 45)~~ minutes.

Call In Pay: Any employee who is called in for work at a time other than when he or she is scheduled shall be compensated a minimum of two (2) hours at the overtime rate of one and one-half (1 ½) times the regular rate for work performed Monday through Saturday, and two (2) times the regular rate for work performed on Sunday and/or holidays. Call-in pay shall start when an employee arrives at the shop, or at the work site, whichever comes first.



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City of Waterloo, Wisconsin

Natural Lawn Permit Application

(Pursuant to City Ordinance § 261-8.5 – Regulation of Natural Lawns)

Applicant Information

Name of Property Owner(s): _____
Mailing Address: _____
Phone Number: _____
Email Address: _____

Property Information

Site Address: _____
Parcel Number (if known): _____
Zoning District: _____
Lot Size: _____ sq. ft.
Total Area Proposed for Natural Lawn: _____ sq. ft.

Natural Lawn Management Plan

(Attach additional pages or plans if necessary)

1. **Purpose / Intent of Natural Lawn:**
(Explain your goals—native habitat restoration, reduced mowing, pollinator support, etc.)

2. **Description of Vegetation:**
(List grasses, wildflowers, and native plants you intend to establish. Include seed mixes or sources.)

3. **Maintenance and Management Practices:**
(Describe weed control, mowing schedule, reseeding, and seasonal maintenance.)

4. **Plan for Establishment:**

(Describe site preparation, planting schedule, and how you'll ensure establishment of native species.)

5. **Map or Drawing:**

(Attach a site map showing property boundaries, buildings, streets, sidewalks, and proposed natural lawn areas. Indicate setback distances from sidewalks, streets, and property lines.)

6. **Neighbor Buffer / Setback Compliance:**

- No natural lawn within **3 ft** of an abutting property **unless written waiver attached**.
- No natural lawn within **10 ft of a street** if there is no sidewalk (or within City right-of-way).

☐ I have read and agree to comply with the above setback and waiver requirements.

Neighbor Waivers (if applicable)

Neighbor Name Address Signature Date

Applicant Certification

I hereby certify that the information provided in this application and attachments is true and complete. I agree to maintain the natural lawn in accordance with the approved management plan and City Ordinance § 261-8.5, and to allow City inspection upon reasonable notice. I understand that failure to maintain the area as approved may result in revocation of this permit and enforcement action.

Applicant Signature: _____ **Date:** _____

Office Use Only

Application Received By: _____

Date Received: _____

Fee Paid: \$_____ (per City Fee Schedule)

Permit Approved By: _____

Date Approved: _____

Permit Number: _____

Comments / Conditions: _____

Submit completed application, management plan, and required fee to:

City of Waterloo – Clerk/Treasurer's Office
136 North Monroe Street, Waterloo, WI 53594
(920) 478-3025 cityhall@waterloowi.us

§ 261-8.1. Regulation of natural lawns. [Added 4-3-2025 by Ord. No. 2025-06]

- A. Natural lawns defined. "Natural lawn," as used in this section, shall include common species of grass and wildflowers native to North America which are designed and purposely cultivated to exceed eight inches in height from the ground. Specifically excluded in natural lawns are the noxious grasses and weeds identified in this chapter. The growth of a natural lawn in excess of eight inches in height from the ground surface shall be prohibited within the City corporate limits unless a natural lawn management plan is approved and a permit is issued by the City as set forth in this section. Natural lawns shall not contain litter or debris and shall not harbor undesirable wildlife.
- B. "Natural landscape management plan" as used in this article shall mean a written plan relating to the management and maintenance of a landscape which meets the following requirements:
- (1) Proposed natural landscape is being requested.
 - (2) A statement of intent and purpose for the landscape.
 - (3) A detailed description of the types of plants and plant succession involved.
 - (4) Specific management and maintenance techniques to be employed.
 - (5) Proposed landscaping is to be confined to property owned by the applicant according to current City Assessor's records.
 - (6) Natural landscaping on any City-owned property within any street right-of-way is strictly prohibited. This shall include the property between the sidewalk and street and not less than 10 feet adjacent to the street where there is no sidewalk.
 - (7) Natural landscapes shall not be permitted within three feet of the abutting property unless waived in writing by the abutting property owner on the side or sides affected. Such waiver shall be affixed to the landscape management plan. Any subsequent property owner who abuts an approved natural lawn may revoke the waiver, thereby requiring the owner of the natural lawn to remove the natural lawn within 30 days.
 - (8) The property owner shall submit to the Public Works Director a drawing, plot plan and/or survey which will show the location of the natural landscape area on the applicant's property.
 - (9) In addition to those identified in Chapter 261, Nuisances, the following noxious grasses, or weeds will not be allowed in a natural landscape area:

Common Name(s)	Latin Name(s)
Buckthorn	Rhamnus cathartica
	Rhamnus frangula
Burdock (yellowdock)	Artium lappa
Field bindweed (wild morning glory)	Convolvulus arvensis
Garlic mustard	Alliaria petiolata

Common Name(s)	Latin Name(s)
Goatsbeard (oyster plant, salsify)	Tragopogon porrifolius
Leafy spurge	Euphorbia esula
Marijuana	Cannabis sativa
Nettle	Urtica dioica
Oxeye daisy	Chrysanthemum
	Leucanthemu
Pigweed (lambs quarters)	Chenopodium album
Pigweed (amaranth)	Amaranthus retroflexus
Poison ivy	Rhus radicans
Purple loosestrife	Lythrum salicaria
Quackgrass	Bromus brizaeformis
Ragweed (common)	Ambrosia artemisifolia
Ragweed (Great)	Ambrosia trifida
Spotted knapweed	Centaurea maculosa
Thistle bull	Cirsium vulgare
Thistle canada	Cirsium arbense
Thistle musk or nodding	Carduus nutans
Thistle star (caltrops)	Centaurea calicitraba
Thistle sow (field)	Sonchus arvensis
Thistle sow (common)	Sonchus oleraceus
Thistle sow (spiny leaved)	Sonchus asper
Sweet clover (yellow)	Melilotus officinalis
Sweet clover (white)	Melilotus alba
Yellow mustard (yellow rocket winter cress)	Barbarea vulgaris
Japanese bamboo	
Wild mustard	

- C. Property owners who currently have natural landscapes must file an application for a permit on forms provided by the City Clerk, pay the application fee set forth in the City fee schedule and submit a plan as to be covered by this article.
- D. Natural landscapes may constitute a fire or safety hazard, due to weather conditions or other conditions. The Public Works Weed Commissioner may order natural landscapes cut due to

such conditions. As a condition of receiving approval of the natural landscape permit, the property owner shall be required to cut the natural landscape within three days upon receiving a written letter from the City of Waterloo's Weed Commissioner.

- E. Natural lawns shall not be removed through the process of burning unless stated and approved as one of the management and maintenance techniques in the lawn management plan. The Fire Chief shall review all requests to burn natural lawns and shall determine if circumstances are correct and all applicable requirements have been fulfilled to ensure public safety. Burning of natural lawns shall be strictly prohibited unless a written permit to burn is issued by the Fire Chief. The Fire Chief shall establish a written list of requirements for considering each request to burn natural lawns, thereby ensuring the public safety. In addition, the property owner requesting permission to burn the natural lawn shall produce evidence of property damage and liability insurance identifying the City as a third-party insured. A minimum amount of acceptable insurance shall be \$300,000.
- F. Revocation of an approved natural lawn permit. The Weed Commissioner shall have the authority to revoke an approved natural lawn permit if the owner fails to maintain the natural lawn or comply with the provisions set forth in this section. Notice of intent to revoke an approved natural lawn permit shall be appealable to the Common Council. All applications for appeal shall be submitted within 15 calendar days of receipt of the written notice of intent to revoke the approved natural lawn management plan. Failure to file an application for appeal within the 15 calendar days shall result in the revoking of the natural lawn management plan permit. All written applications for appeal filed within the fifteen-calendar-day requirement shall be reviewed by the Common Council in an open meeting. The decision rendered by the Common Council shall be final and binding.
- G. Public nuisance defined; abatement after notice.
 - (1) The growth of a natural lawn, as defined in this section, shall be considered a public nuisance unless a natural lawn management plan has been filed and approved and a permit is issued by the City as set forth in this section. Violators shall be served with a notice of public nuisance by certified mail to the last- known mailing address of the property owner.
 - (2) If the person so served with a notice of public nuisance violation does not abate the nuisance within 10 days, the enforcement officer may proceed to abate such nuisance, keeping an account of the expense of the abatement, and such expense shall be charged to and paid by such property owner. Notice of the bill for abatement of the public nuisance shall be mailed to the owner of the premises and shall be payable within 10 calendar days from receipt thereof. Within 60 days after such costs and expenses are incurred and remain unpaid, the City Clerk shall enter those charges onto the tax roll as a special tax as provided by state statute.
 - (3) The failure of the City Clerk to record such claim or to mail such notice or the failure of the owner to receive such notice shall not affect the right to place the City expense on the tax rolls for unpaid bills for abating the public nuisance as provided for in this section.
- H. Penalty.

- (1) Any person, firm or corporation which does not abate the nuisance within the required time period or who otherwise violates the provisions of this section shall be subject to the general penalty found in § 1-4 of the Code.
- (2) In addition to any penalties herein provided, the City may issue stop-work orders upon owners of lots where work is unfinished under a previously issued building permit for any violation of this section.



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Resolution 2025-45

A Resolution of the City of Waterloo Authorizing the Purchase of a New 2026 Ford Police Vehicle

WHEREAS, the Waterloo Police Department needs a new Police Vehicle; and

WHEREAS, bids have been received from numerous dealers; and

WHEREAS, the Police Chief recommends the bid from Bell Ford Arlington, WI be accepted; and

WHEREAS, the total amount of the new 2026 Ford Police Vehicle is \$44,710.00 ; and

WHEREAS, the funds for this purchase will come from Squad Car Fund Balance.

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

1. The City Council approves bid from Bell Ford Arlington, WI. For the purchase price of \$44,710.00.
2. This Resolution shall take effect immediately upon passage.

PASSED AND ADOPTED this ____ day of _____ 2025.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Jeanne Ritter Clerk/Deputy Treasurer

NOTICE OF SPRING ELECTION

CITY OF WATERLOO

APRIL 7, 2026

Election Details

An election is to be held in the City of Waterloo, on Tuesday, April 7, 2026. The following offices are to be elected to succeed the present incumbents listed:

<u>Office</u>	<u>Incumbent</u>
Aldersperson, At Large B	Ron Griffin
Aldersperson 1	Sara Cummings
Aldersperson 2	Austin Kuhl

Office Terms

The term for alderperson begins on Thursday, April 16, 2026. All terms are for four years unless otherwise indicated.

District Boundaries

Information concerning aldermanic district boundaries may be obtained from Jeanne Ritter, 136 N Monroe St. Waterloo and from any other source.

For Candidates

The first day to circulate nomination papers is December 1, 2025, and the final day for filing nomination papers is 5:00 p.m., on Tuesday, January 6, 2026 in the office of the city clerk, 136 N Monroe St. Waterloo, WI 53594.

Incumbent Office Holders

Incumbents must file a **Notification of Noncandidacy** by 5:00 pm on Friday, December 26, 2025 with the City Clerk to avoid an extension of time for filing such papers.

Primary Election

If a primary is necessary, the primary will be held on Tuesday, February 17, 2026.

Additional Information

Acceptable Photo ID will be required to vote at this election. If you do not have a photo ID, you may obtain a free ID for voting from the Division of Motor Vehicles.

Done in the City of Waterloo on November 6, 2025.

Jeanne Ritter

(Signature of City Clerk)

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](#)