



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

**CITY OF WATERLOO COUNCIL AGENDA**  
**COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET**  
**Thursday, April 16, 2020 – 7:00 p.m. via remote conference for participants and public**

**Join Meeting**

Meeting link:

<https://attccasptrial2.webex.com/attccasptrial2/j.php?MTID=me6637a9a3c0f97a98db57f40955a49d5>

Meeting number:

261 649 383

Password:

2P395SnwPJP (27395769 from phones)

Host key:

487823

Join by phone

1-844-531-0958 United States of America Toll Free

+1-669-234-1178 United States of America Toll

Access code: 261 649 383

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:

**\*\*\* ANNUAL ORGANIZATIONAL MEETING \*\*\***

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL
2. ORGANIZATIONAL MATTERS
  - a. Discussion Of Organizational Opportunities
  - b. Resolution 2020-14 Appointing The Official Newspaper, Depositories And Auditors
  - c. Election of Council President As Specified In Chapter 30-1 (F) Of The Waterloo Code
  - d. Resolution 2020-15 Council Confirmation Of Mayoral Appointments Including Council Standing Committees
  - e. Resolution 2020-16 Confirmation Of Waterloo Fire Department Appointments
3. ANNUAL MEETING ADJOURNMENT

**\*\*\* REGULARLY SCHEDULED CITY COUNCIL BUSINESS \*\*\***

1. MEETING MINUTES APPROVAL: April 2, 2020
2. CITIZEN INPUT / PUBLIC COMMENT
3. COUNCIL NOTICE OF PUBLISHED PUBLICATIONS -- Notice Of Open Book, May 27, 2020 – 3:00 To 5:00 P.M. And Board Of Review June 9, 2020 At 9:00 A.M.
4. CONSENT AGENDA ITEMS
  - a. March Reports Of City Officials And Contract Service Providers
    - i. Parks Coordinator
    - ii. Fire & EMS
    - iii. Building Inspection - Building, Plumbing & Electrical Permits
    - iv. Public Works
    - v. Police
    - vi. Karl Junginger Memorial Library
    - vii. Waterloo Water & Light Commission (cancelled)
    - viii. Watertown Humane Society

5. UNFINISHED BUSINESS

- a. Ordinance #2020-01 Amending City Of Waterloo Municipal Code Section 140-13 Fences And Walls

6. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS

- a. Finance, Insurance & Personnel Committee
  - i. March Financial Statements
    - 1. General Disbursements - \$250,422.05 \*\*\*\*\*
    - 2. Payroll – \$71,765.54 \*\*\*\*\*
    - 3. Treasurer’s Report & Budget Reports \*\*\*\*\*
  - ii. Resolution #2020-12 Directing The Clerk/Treasurer In Coordination with Ehler’s & Associate To Conduct A Tax Incremental Finance District #3 Joint Review Board Meeting For The Purpose Of Enabling A Three-Year “Tech College Extension” And A Three-Year “Standard Extension” And Authorizing Tax Incremental District Expenditures To Engage Ehler’s & Associates For This Purpose
  - iii. Resolution #2020-13 Authorizing Borrowing To Fund Municipal Loans To Property Owners For Lead Service Line Replacements
- b. Community Development Authority
  - i. Resolution #2020-17 Parker Dow Offer To Purchase A Sub-Section Of Land, 333 Portland Road

7. NEW BUSINESS

- a. 2019 Audit Presentation – Baker Tilly
- b. Resolution #2020-18 203 E. Madison Street – Phase #3

8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

9. ADJOURNMENT



Mo Hansen  
Clerk/Treasurer

\*\*\* Disbursements, Payroll and Treasurer’s & Budget Reports are posted on the municipal website  
Posted & Emailed: 04/09/2020

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



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**RESOLUTION #2020-14**

**ANNUAL COUNCIL APPOINTMENTS  
OFFICIAL NEWSPAPER, OFFICIAL DEPOSITORIES AND OFFICIAL AUDITORS**

The Common Council of the City of Waterloo, Wisconsin does hereby make the following appointments and delegations:

- The Courier, official newspaper for the City of Waterloo;
- The Council hereby delegates authority to appoint the official depositories for the City of Waterloo to the Mayor in consultation with the Clerk/Treasurer.
- Baker Tilly Virchow Krause LLP, official auditors for the City of Waterloo;

**BE IT RESOLVED**, that the Common Council formally approves the appointments until the 2020 Council Organizational Meeting.

Adopted: \_\_\_\_\_, 2020

**City of Waterloo**

Signed: \_\_\_\_\_  
Jenifer Quimby, Mayor

Attest:

\_\_\_\_\_  
Mo Hansen, Clerk/Treasurer

SPONSOR(S) – Mayor



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## RESOLUTION #2020-15 COUNCIL CONFIRMATION OF MAYORAL APPOINTMENTS

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

**WHEREAS**, the Municipal Code directs the Mayor to appoint members of the Common Council to standing committees of the Council, and whereas the Mayor has made the following standing committee appointments,

- Finance, Insurance & Personnel Committee: **Thomas**, Kuhl and Rhynes
- Public Safety & Health Committee: **Thomas**, Griffin and Stinnett
- Public Works & Property Committee: **Petts**, Schoenwetter and Rhynes
- Community Development Authority: **Petts**, Stinnett and Kuhl

[NOTE: **Bold** designates appointed committee chair.]

**WHEREAS**, the municipal code directs the Mayor to appoint citizens to various Boards, Commissions and Committees, and whereas the Mayor has made the following appointments,

- Administrative Review Appeals Board
  - Jeanette Petts, Council Representative (term expiring 2021)
  - Mayor Jenifer Quimby (term expiring 2021)
  - James Setz (term expiring 2021)
- Board of Review
  - Vacancy (term expiring 2025)
- Board of Zoning Appeals
  - James Setz (term expiring 2023)
  - Dale Van Holten (term expiring 2023)
  - Vacancy, Alternate (term expiring 2021)
  - Vacancy, Alternate (term expiring 2022)
- CATV Regulatory Board:
  - Laura Cotting (term expiring 2023)
  - Vacancy (term expiring 2023)
- Community Development Authority
  - Jeanette Petts (term expiring 2023)
  - Charles Kuhl (term expiring 2023)
  - Vacancy (term expiring 2023)
- Emergency Response Plan Committee
  - Tim Thomas, Council Representative (term expiring 2021)

- Joint Review Board For Tax Incremental Finance  
Keri Sellnow (term expiring 2021)
- Library Board  
Angie Stinnett, Council Representative (term expiring 2021)  
Deb Battenberg (term expiring 2023)  
Timothy Jonas (term expiring 2023)
- Parks Commission  
Angie Stinnett, Council Representative (term expiring 2021)  
Shawn Vieth, Citizen (term expiring 2021)
- Plan Commission  
Jeanette Petts, Council Representative (term expiring 2021)  
Vacancy (term expiring 2023)
- Police Committee  
Timothy Nelson, Chairperson (term expiring 2021)  
Gary Skalitzky (term expiring 2023)
- Water & Light Commission (appointment date effect October 1, 2020)  
Randie Lange (term expiring 2025)
- Weed Commissioner: Chad Yerges, Public Works Director (term expiring 2021)

**BE IT RESOLVED**, that the City Council confirms the Mayoral appointments listed above and thanks those serving.

**Adopted:** \_\_\_\_\_, 2020

**City of Waterloo**

Signed: \_\_\_\_\_  
Jenifer Quimby, Mayor

Attest:

\_\_\_\_\_  
Morton J. Hansen  
Clerk/Treasurer

SPONSOR(S) – Mayor Quimby

FISCAL NOTE – Board of Review members receive \$25 per day; Plan Commission members receive \$15 per meeting; Board of Zoning Appeals receives \$10 per meeting.



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**RESOLUTION #2020-16**

**CONFIRMATION OF WATERLOO FIRE DEPARTMENT APPOINTMENTS  
AS DIRECTED IN SECTION §57-2 OF THE MUNICIPAL CODE**

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

**WHEREAS**, Wesley L. Benisch was appointed Fire Chief in 2019, expiring in 2022, and;

**WHEREAS**, the following individuals have been appointed by the Fire Chief to the Waterloo Fire Department and presented on this night;

**THEREFORE, BE IT RESOLVED**, the City Council of the City of Waterloo, Wisconsin, does confirm the appointments made by the Fire Chief and thanks them for their service to the community.

**Passed and adopted:** \_\_\_\_\_, 2020.

**City of Waterloo**

Signed: \_\_\_\_\_  
Jenifer Quimby, Mayor

Attest:

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Mo Hansen  
Clerk/Treasurer

SPONSOR(S) — Fire Chief Wesley Benisch  
FISCAL NOTE — See below for Department wage schedule information

**WATERLOO FIRE DEPARTMENT APPOINTMENTS  
04/19/2019 THROUGH 04/15/2020**

Employee #	Name	Department	Hire Date
2063	GULLIXSON, NATHAN	FIRE	6/15/2019
2064	AGUERO, DANIEL	FIRE	12/23/2019
2065	TORRES LANZA JR, MARCO	FIRE	02/04/2020
			<b>Retired/Left Dept</b>
	GULLIXSON, NATHAN	FIRE	10/2019
	ZIEROTH, DAVID	FIRE/EMS	03/2019
	COTTING, ERIC	ONLY FIRE	03/2019
	TIPTON, AARON	FIRE	10/2019
	WEISENSEL, ADAM	FIRE/EMS	12/2019
	DERR, MONICA	EMS	07/2019
	COLLINS, BILLIE	FIRE/EMS	08/2019
	GULLIXSON-WEISENSEL, ASHLEY	EMS	08/2019
	WOLDT, JUSTIN	FIRE/EMS	10/2019
	HARLEY, JAMES	FIRE	12/2019
	SCHMIDT, MARLYS	EMS	12/2019
	MAGRITZ, JUSTIN	EMS	11/2019
	LANNOY, PAMELA	EMS	09/2019

EMPLOYEE POSITION	EFFECTIVE 01/01/2020	
Fire Chief	\$ 4,000.00	per year - pay June & December
Asst. Fire Chief	\$ 2,000.00	per year - pay June & December
1st Captain	\$ 900.00	per year - pay June & December
2nd Captain	\$ 900.00	per year - pay June & December
1st Lieutenant – 2 Full Time Personnel	\$ 750.00	per year - pay June & December
2nd Lieutenant	\$ 750.00	per year - pay June & December
EMS Coordinator	\$ 800.00	per year - pay June & December
Asst. EMS Coordinator	\$ 600.00	per year - pay June & December
Secretary	\$ 600.00	per year - pay June & December
Public Information Officer	\$ 250.00	per year - pay June & December

Fire Training & EMS Training	\$ 10.00	per session - pay annually
Fire Supplemental Training & EMS Supplemental Training	\$ 3.00	per session - pay annually
Fire Call	\$ 18.00	per fire call - pay monthly
Fire Station (EMS calls & Fire calls)	\$ 1.00	per EMS call - pay monthly or per fire call – pay annually
EMS call Extra	\$ 18.00	per call - pay monthly
AEMT/Crew Chief	\$ 16.00	per call - pay monthly
EMT or AEMT in EMT position	\$ 14.00	per call - pay monthly
Driver w/EMR, AEMT or EMT in Driver position or EMR in EMT position	\$ 12.00	per call - pay monthly
Driver w/o EMR	\$ 10.00	per call - pay monthly
AEMT or EMT or Driver w/EMR on call	\$ 3.00	per hour - pay monthly
Driver w/o EMR	\$ 2.00	per hour - pay monthly
Training Session	\$ 40.00	per day - all day training
Training Session	\$ 20.00	per day - 1/2 day training

**STATE OF WISCONSIN  
CITY OF WATERLOO  
JEFFERSON COUNTY  
NOTICE OF OPEN BOOK, MAY 27, 2020 – 3:00 TO 5:00 P.M.  
AND  
BOARD OF REVIEW JUNE 9, 2020 AT 9:00 A.M.**

**Notice is hereby given** that the **2020 Assessment Roll** of the City of Waterloo will be open for examination in the Council Room of the Municipal Building, 136 N Monroe Street on **Wednesday, May 27, 2020 from 8:00 a.m. to 5:00 p.m.** Additionally, the assessor shall be available on May 27<sup>th</sup> at City Hall from 3:00 p.m. to 5:00 p.m.

All property owners whose real estate assessment was changed will receive a written notice of their new and former assessments.

**Notice is hereby given** that the **Board of Review** for the City of Waterloo, Jefferson County, Wisconsin, shall hold its first meeting on **Tuesday, June 9, 2020, at 8:00 a.m., in the Council Room of the Municipal Building.**

Please be advised of the following requirements to appear before the board of review and procedural requirements if appearing before the board:

1. No person will be allowed to appear before the board of review, to testify to the board by telephone, or to contest the amount of any assessment of real or personal property if the person has refused a reasonable written request by certified mail of the assessor to view the property.
2. After the first meeting of the board of review and before the board's final adjournment, no person who is scheduled to appear before the board of review may contact or provide information to a member of the board about the person's objection, except at a session of the board.
3. The board of review may not hear an objection to the amount or valuation of property unless, at least 48 hours before the board's first scheduled meeting, the objector provides to the board's clerk written or oral notice of an intent to file an objection, except that upon a showing of good cause and the submission of a written objection, the board shall waive that requirement during the first 2 hours of the board's first scheduled meeting, and the board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days with proof of extraordinary circumstances for failure to meet the 48-hour notice requirement and failure to appear before the board of review during the first 2 hours of the first scheduled meeting.
4. Objections to the amount or valuation of property shall first be made in writing and filed with the clerk of the board of review within the first 2 hours of the board's first scheduled meeting, except that, upon evidence of extraordinary circumstances, the board may waive that requirement up to the end of the 5th day of the session or up to the end of the final day of the session if the session is less than 5 days. The board may require objections to the amount or valuation of property to be submitted on forms approved by the Department of Revenue, and the board shall require that any forms include stated valuations of the property in question. Persons who own land and improvements to that land may object to the aggregate valuation of that land and improvements to that land, but no person who owns land and improvements to that land may object only to the valuation of that land or only to the valuation of improvements to that land. No person may be allowed in any action or proceedings to question the amount or valuation of property unless the written objection has been filed and that person in good faith presented evidence to the board in support of the objections and made full disclosure before the



board, under oath, of all of that person's property liable to assessment in the district and the value of that property. The requirement that objections be in writing may be waived by express action of the board.

5. When appearing before the board of review, the objecting person shall specify in writing the person's estimate of the value of the land and of the improvements that are the subject of the person's objection and specify the information that the person used to arrive at that estimate.
6. No person may appear before the board of review, testify to the board by telephone, or object to a valuation if that valuation was made by the assessor or the objector using the income method of valuation, unless the person supplies the assessor with all the information about income and expenses, as specified in the assessor's manual under s. 73.03 (2a), Wis. stats., that the assessor requests. The City of Waterloo has an ordinance for the confidentiality of information about income and expenses that is provided to the assessor under this paragraph that provides exceptions for persons using information in the discharge of duties imposed by law or the duties of their officer or by order of a court.\* The information that is provided under this paragraph, unless a court determined that it is inaccurate, is not subject to the right of inspection and copying under s. 19.35 (1), Wis. stats.
7. The board shall hear upon oath, by telephone, all ill or disabled persons who present to the board a letter from a physician, surgeon, or osteopath that confirms their illness or disability. No other persons may testify by telephone unless the Board, in its discretion, has determined to grant a property owner's or their representative's request to testify under oath by telephone or written statement.
8. No person may appear before the board of review, testify to the board by telephone, or contest the amount of any assessment unless, at least 48 hours before the first meeting of the board, or at least 48 hours before the objection is heard if the objection is allowed under s.70.47 (3) (a), Wis. stats., that person provides to the clerk of the board of review notice as to whether the person will ask for the removal of a member of the board of review and, if so, which member, and provides a reasonable estimate of the length of time the hearing will take.

Notice is hereby given this 23<sup>rd</sup> day of April, 2020.

Morton J. Hansen  
City Clerk/Treasurer

Posted: April 23, 2020

Municipal Building, 136 N Monroe Street  
Farmers & Merchants State Bank, 210 W Madison Street  
Karl Junginger Memorial Library, 625 N Monroe Street  
Waterloo Utilities, 575 Commercial Ave

Publish: The Courier: April 30, 2020

Department of Revenue has created form PA-814 for requesting to testify by phone or written statement

There will not be a Parks Coordinator Report due to inactivity during the past couple of months.



**WATERLOO FIRE & RESCUE**  
**900 INDUSTRIAL LANE**  
**WATERLOO, WISCONSIN 53594**



Department Activity Report – March  
 Call Report for the month of March

**EMS Calls:**

City of Waterloo	18
Township of Portland	1
2 <sup>nd</sup> out Ambulance City of Waterloo	1
<b>Total EMS</b>	<b>20</b>

**EMS & Fire Motor Vehicle Crash Calls:**

City of Waterloo	0
<b>Total MVC</b>	<b>0</b>

**False Alarms:**

City of Waterloo	1
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**Fire Calls:**

Township of Portland	2
Mutual Aid for Marshall	1

**Hazardous Condition:**

City of Waterloo	0
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**Weather Related Call:**

Waterloo Fire District	0
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**Good Intent:**

City of Waterloo	0
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**Service Calls:**

City of Waterloo	3
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**Rescue Calls:**

City of Waterloo	0
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<b>Total Fire</b>	<b>7</b>
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<b>March Total</b>	<b>27</b>
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**Up to Date Call Totals**

Fire (Structure, Wild land, Motor Vehicle)	9
Rescue/EMS: BLS 35 ALS 22 Total:	77
Hazardous Conditions (No Fire)	3
Good Intent Calls	0
False Alarm or Call	3
Motor Vehicle Accidents	1
Service Calls	6
Rescue Calls	0
Weather Related Calls	0

<b>Up to Date Total</b>	<b>99</b>
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**Fire Mutual Aid Given 6 Fire Mutual Aid Received 1**

**2<sup>nd</sup> Out Unit 4 EMS Mutual Aid Given 1 EMS Mutual Aid Received 1 Paramedic Intercept 4**

**Total Personnel Response: 450 (for the month): 134**

Monthly Response Time (EMS Incidents) **122** (From 1<sup>st</sup> page to enroute times) average **6.1** min (for the month)  
 Minutes Spent Responding **49** (Enroute time to on scene time) average **2.4** min (for the month)

Monthly Response Time (FIRE Incidents) **18** (From 1<sup>st</sup> page to enroute times) average **2.5** min (for the month)  
 Minutes Spent Responding **25** (Enroute time to on scene time) average **3.5** min (for the month)



WATERLOO FIRE & RESCUE  
900 INDUSTRIAL LANE  
WATERLOO, WISCONSIN 53594



Thursday April 2<sup>nd</sup>, 2020

On Monday March 9<sup>th</sup>, 2020 we had our monthly EMS training. We had our quarterly required training with Aurora. Medical Director Dr. CJ came out and went over Hypothermia/Hyperthermia and pit crew CPR.

On Monday March 16<sup>th</sup>, 2020 we had our monthly Fire training. Our training was on tool maintenance and apparatus maintenance and clean up.

Our Combination training that was scheduled for March 30<sup>th</sup> was cancelled due to Covid-19 stay at home was in place.

Sincerely,

Chief Wesley Benisch  
Waterloo Fire Department  
900 Industrial Ln.  
Waterloo WI 53594  
920-478-2535

[wbenisch@waterloofd.com](mailto:wbenisch@waterloofd.com)



Invoice

Invoice Number: 0066982-IN  
 Invoice Date: 03/31/20  
 Terms: Net 30 Days  
 Due Date: 04/30/20

Salesperson: 0000  
 Customer Number: 11-WATERL2  
 Customer P.O.:

CITY OF WATERLOO  
 136 N MONROE STREET  
 Waterloo, WI 53594-1198

WI - Invoicing

Fee Type	Amount Paid	Paid Date	Meritage %	Due to Meritage
<b>Permit # 20WTRC-0018-20-03H</b> HVAC- Replacement & Misc. lte <b>20WTRC-0018-20-03H Subtotal</b>	<b>115 Portland Road, Waterloo, WI 53594</b> 400.00	03/02/20	60.00	<b>HVAC Permit - Commercial</b> 240.00 <b>240.00</b>
<b>Permit # 20WTRC-0019-20-03E</b> Electrical- Replacement & Misc. <b>20WTRC-0019-20-03E Subtotal</b>	<b>115 Portland Road, Waterloo, WI 53594</b> 55.00	03/02/20	60.00	<b>ctrical Permit - Commercial</b> 33.00 <b>33.00</b>
<b>Permit # 20WTRC-0020-20-03OS</b> New Home OS Sewer & Water l <b>20WTRC-0020-20-03OS Subtotal</b>	<b>436 East Polk Street, Waterloo, WI 53594</b> 60.00	03/03/20	60.00	<b>Outside Sewer</b> 36.00 <b>36.00</b>
<b>Permit # 20WTRC-0021-20-03OS</b> New Home OS Sewer & Water l <b>20WTRC-0021-20-03OS Subtotal</b>	<b>144 East Polk Street, Waterloo, WI 53594</b> 60.00	03/03/20	60.00	<b>Outside Sewer</b> 36.00 <b>36.00</b>
<b>Permit # 20WTRC-0022-20-03OS</b> New Home OS Sewer & Water l <b>20WTRC-0022-20-03OS Subtotal</b>	<b>366 West Polk Street, Waterloo, WI 53594</b> 60.00	03/03/20	60.00	<b>Outside Sewer</b> 36.00 <b>36.00</b>
<b>Permit # 20WTRC-0023-20-03OS</b> New Home OS Sewer & Water l <b>20WTRC-0023-20-03OS Subtotal</b>	<b>422 Pierce Street, Waterloo, WI 53594</b> 60.00	03/03/20	60.00	<b>Outside Sewer</b> 36.00 <b>36.00</b>
<b>Permit # 20WTRC-0024-20-03OS</b> New Home OS Sewer & Water l <b>20WTRC-0024-20-03OS Subtotal</b>	<b>345 Pierce Street, Waterloo, WI 53594</b> 60.00	03/03/20	60.00	<b>Outside Sewer</b> 36.00 <b>36.00</b>
<b>Permit # 20WTRC-0025-20-03E</b> Electrical- Replacement & Misc. <b>20WTRC-0025-20-03E Subtotal</b>	<b>120 West Madison Street, Waterloo, WI 53594</b> 55.00	03/04/20	60.00	<b>ctrical Permit - Commercial</b> 33.00 <b>33.00</b>
<b>Permit # 20WTRC-0026-20-03B</b> Accessory Structure- Residential <b>20WTRC-0026-20-03B Subtotal</b>	<b>571 Milwaukee Avenue, Waterloo, WI 53594</b> 80.64	03/04/20	60.00	<b>Deck</b> 48.38 <b>48.38</b>

Department Approval \_\_\_\_\_ Date \_\_\_\_\_

Clerk/Treasurer Approval mk

Vendor Number 10356

Acct Dist 100-52-5240-290 \$ 1057.68

Acct Dist \_\_\_\_\_ \$ \_\_\_\_\_

Acct Dist \_\_\_\_\_ \$ \_\_\_\_\_

*Contracted Bldg SVC 03-2020*

Continued



CITY OF WATERLOO

Invoice Number: 0066982-IN

Invoice Date: 03/31/20

Page: 2

Fee Type	Amount Paid	Paid Date	Meritage %	Due to Meritage
<b>Permit # 20WTRC-0027-20-03E</b>	<b>448 Knowlton Street, Waterloo, WI 53594</b>			<b>Electrical Permit</b>
Electrical- Replacement & Misc.	228.16	03/04/20	60.00	136.90
<b>20WTRC-0027-20-03E Subtotal</b>				<b>136.90</b>
<b>Permit # 20WTRC-0028-20-03B</b>	<b>321 Van Buren Street, Waterloo, WI 53594</b>			<b>Fence</b>
Other Fee- Residential	50.00	03/05/20	60.00	30.00
<b>20WTRC-0028-20-03B Subtotal</b>				<b>30.00</b>
<b>Permit # 20WTRC-0029-20-03H</b>	<b>469 East Madison Street, Waterloo, WI 53594</b>			<b>HVAC Permit</b>
HVAC- Replacement & Misc. lte	50.00	03/12/20	60.00	30.00
<b>20WTRC-0029-20-03H Subtotal</b>				<b>30.00</b>
<b>Permit # 20WTRC-0030-20-03H</b>	<b>408 South Jackson Street, Waterloo, WI 53594</b>			<b>HVAC Permit</b>
HVAC- Replacement & Misc. lte	50.00	03/19/20	60.00	30.00
<b>20WTRC-0030-20-03H Subtotal</b>				<b>30.00</b>
<b>Permit # 20WTRC-0031-20-03P</b>	<b>224 South Washington Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
New Home OS Sewer & Water l	60.00	03/24/20	60.00	36.00
<b>20WTRC-0031-20-03P Subtotal</b>				<b>36.00</b>
<b>Permit # 20WTRC-0032-20-03P</b>	<b>260 South Monroe Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
New Home OS Sewer & Water l	60.00	03/24/20	60.00	36.00
<b>20WTRC-0032-20-03P Subtotal</b>				<b>36.00</b>
<b>Permit # 20WTRC-0033-20-03P</b>	<b>348 North Monroe Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
New Home OS Sewer & Water l	60.00	03/27/20	60.00	36.00
<b>20WTRC-0033-20-03P Subtotal</b>				<b>36.00</b>
<b>Permit # 20WTRC-0034-20-03P</b>	<b>132 Boorman Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
New Home OS Sewer & Water l	60.00	03/27/20	60.00	36.00
<b>20WTRC-0034-20-03P Subtotal</b>				<b>36.00</b>
<b>Permit # 20WTRC-0035-20-03P</b>	<b>423 Harrison Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
New Home OS Sewer & Water l	60.00	03/27/20	60.00	36.00
<b>20WTRC-0035-20-03P Subtotal</b>				<b>36.00</b>
<b>Permit # 20WTRC-0036-20-03P</b>	<b>183 South Washington Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
New Home OS Sewer & Water l	60.00	03/27/20	60.00	36.00
<b>20WTRC-0036-20-03P Subtotal</b>				<b>36.00</b>
<b>Permit # 20WTRC-0037-20-03P</b>	<b>324 North Monroe Street, Waterloo, WI 53594</b>			<b>Plumbing Permit</b>
New Home OS Sewer & Water l	60.00	03/27/20	60.00	36.00
<b>20WTRC-0037-20-03P Subtotal</b>				<b>36.00</b>
<b>Permit # 20WTRC-0038-20-03H</b>	<b>1238 Chestnut Street, Waterloo, WI 53594</b>			<b>HVAC Permit</b>
HVAC- Replacement & Misc. lte	74.00	03/27/20	60.00	44.40
<b>20WTRC-0038-20-03H Subtotal</b>				<b>44.40</b>

WI - Invoicing

Remit Payment to: SAFEBuilt, LLC  
3755 Precision Dr, Suite 140 Loveland, CO 80538

Net Invoice:	1,057.68
Freight:	0.00
Sales Tax:	0.00
<b>Invoice Total:</b>	<b>1,057.68</b>



CITY OF WATERLOO

Invoice Number: 0066982-IN

Invoice Date: 03/31/20

Page: 3

Fee Type	Amount Paid	Paid Date	Meritage %	Due to Meritage
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Summary Fee Type		
ItemCode	Description	Amount
/PERMITS	Building Permits	1,057.68
Total		<u>1,057.68</u>

Remit Payment to: SAFEBuilt, LLC  
 3755 Precision Dr, Suite 140 Loveland, CO 80538

Net Invoice:	<u>1,057.68</u>
Freight:	0.00
Sales Tax:	0.00
Invoice Total:	<u>1,057.68</u>

MONTHLY TIME REPORT

2020

MARCH

Chad Jeff Chris Travis

JOB	DPW		Chad	Jeff	Chris	Travis
Police Adm			0	0	0	0
Fire Dept			0	0	0	0
Mach/Equip			11	17	16	2
Garage/Shed			28.5	25	29	49
Meeting/Seminars			12	0	2	0
Street Repair/Maintenance			19	18	4	13
Street Cleaning			0	18	0	7
Snow & Ice		Reg Hrs	5	3	1	1
		OT Hrs	0	1	0	1
Storm Sewer			22.5	2	16	1
Traffic Control			3	0	2	0
Bridges/Culvers			0	0	0	0
Tree/Brush			14	22	6	56
Refuse Collection			14	4	32	2
Sanitary Sewer			3	5	2	4
Insect Control			0	0	0	0
Animal Control			0	0	0	0
Cemetary			0	0	0	0
Library			0	6	0	0
Firemans Park			22	17	14	0
Other Parks			4	0	0	0
Trail Head			0	0	0	0
Celeb/Enter			0	0	0	0
Weed Control			0	0	0	0
Vac/Holiday/SL			19.5	40	48	11



# Machinery and Equipment Maintenance

## 2020 DPW

MARCH

Equipment		Mileage / Hours			TTI Fuel	GPH
		Start	End	Total		
End loader	544	3590	3612	22	59.267	0.37
John Deere Tractor	2555	4569	4570	1	0	#DIV/0!
Wood Chipper	Chipper	2564	2569	5	0	#DIV/0!
John Deere Lawn Tractor	2520	858	859	1	75.077	0.01
John Deere	X750	1320	1320	0	75.077	0.01
John Deere	X750-1	1208	1208	0	75.077	0.01
Wacker Roller	Roller	394	395	1	0	#DIV/0!
2010 International Truck	#1	21258	21258	0	0	#DIV/0!
2020 International Truck	#2	1699	2172	473	81.737	5.79
	#3	0	0	0	0	#DIV/0!
2017 Chevrolet Truck	#4	29750	30545	795	96.309	8.25
2018 Freightliner Truck	#5	7746	7786	40	19.716	2.03
2006 Elgin Pelican Street Sweeper	Sweeper	9815	9827	12	59.237	0.20
2011 Ford F-550 Truck	#6	34698	34820	122	26.296	4.64
2015 Freightliner Truck	#7	10667	10667	0	0	#DIV/0!
Bobcat	S595	335	368	12	0	#DIV/0!

# WATERLOO POLICE DEPARTMENT

## Report For Month Of March

### COMPLAINTS

Family:	2
Off Road Vehicles:	0
Vandalism:	0
Minor Theft - Less Than \$500:	1
Major Theft - More Than \$500:	2
Burglary:	1
Doors Found Open:	1
Animal Case:	3
Late Bar Closing:	0
Alarms:	3
Lous Music/Parties:	7
Tavern Complaints:	0
Prowler Complaints:	0
Battery To Person:	0
Domestic Abuse:	9
Sexual Assault:	1
Runaways:	0
Worthless Checks:	0
All Other Complaints:	36
<b>TOTAL COMPLAINTS</b>	<b>66</b>

### INQUIRIES/CHECKS

Registration Checks:	444
Drivers License Checks:	164
NCIC/CIB/VIN Checks:	0
Check Welfare:	6
<b>TOTAL INQUIRIES/CHECKS</b>	<b>614</b>

### ACCIDENTS

More Than \$1,000:	1
Less Than \$1,000:	3
Pedestrian Accidents:	0
Bicycle Accidents:	0
Victims Injured:	0
Victims Killed:	0
<b>TOTAL ACCIDENTS</b>	<b>4</b>

### ASSISTS

Assist Jefferson County:	2
Assist Dodge County:	3
Assist Dane County:	0
Assist Marshall Police:	3
Assist Fire/Rescue:	13
Assist Other Agencies:	9
Assist Public:	48
Assist With Escort:	0
Assist All Other:	1
<b>TOTAL ASSISTS</b>	<b>79</b>

### MISCELLANEOUS

Investigations/Followups:	99
Traffic Control:	0
Radar Operations:	134
Special Assignment:	1
Speech/Presentations:	0
Serve Papers:	0
Other Miscellaneous:	7
<b>TOTAL MISCELLANEOUS</b>	<b>241</b>

# WATERLOO POLICE DEPARTMENT

## Report For Month Of March

### TRAFFIC VIOLATIONS

### MISDEMEANOR/CRIMINAL

#### WARNINGS

#### ARRESTS

#### WARNINGS

#### ARRESTS

Speeding:	10	3
Too Fast For Conditions:	0	0
Innattentive Driving:	0	0
Failure To Yield:	0	1
Stop Sign Violation:	0	0
Illegal Passing:	0	0
No Drivers License:	0	2
Illegal Parking:	2	5
Left Of Highway:	0	0
Operate While Intoxicated:	0	0
Unregistered Vehicle:	0	0
Driving Suspended/Revoked:	0	0
Hit And Run:	1	0
Illegal U-Turn:	0	0
Following Too Close:	0	0
Seatbelt Violation:	0	0
Off Road Vehicles:	0	0
Power Display:	0	0
Equipment Violations:	2	0
All Other Traffic:	0	3

Disorderly Conduct:	0	3
Underage Alcohol:	0	0
Warrants:	0	0
Theft:	0	0
Trespassing:	0	0
Breaking & Entering:	0	0
Vandalism:	0	0
All Other Misd/Criminal:	1	1

#### WARNINGS

#### ARRESTS

**TOTALS**

16

18

### Hourly Breakdown

Patrol:	448.50
Investigations:	100.50
Radar:	87.50
Court Appearances:	0.00
Office:	299.50
Special Duties:	2.50
Schools/Training:	8.00
On Call:	0.00

**TOTAL:**

946.50

## Monthly Incident Comparison Report

## Report Criteria:

Current Month: 3/2020

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
No Category	Blank Description	0	0	0	1	3
	<b>Total for No Category:</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>
ASSIST						
	Assist Citizen	1	3	5	0	24
	Assist Dane County Sheriff	0	1	2	0	3
	Assist Dodge County Sheriff	1	0	2	1	12
	Assist Jefferson County Sheriff	0	0	0	0	9
	Assist Marshall PD	1	0	3	3	34
	Assist Probabtion/Parole	1	0	4	0	1
	Assist Social Services	1	2	5	3	10
	Assist Watertown PD	0	0	1	0	0
	Assist Wisconsin State Patrol	0	0	0	0	1
	Civil Dispute	0	0	0	0	2
	Custody for Other Department	0	0	1	0	1
	EMS Calls	0	0	0	0	1
	Other Mutual Aid Assists	0	0	1	1	2
	Probation/Parole Check Ins	0	0	0	0	1
	Sex Offender Registration	0	0	0	0	1
	<b>Total for ASSIST:</b>	<b>5</b>	<b>6</b>	<b>24</b>	<b>8</b>	<b>102</b>
CRIMINAL						
	Bail Jumping/Escapes	0	0	0	0	1
	Burglary - Non-Residential/No Force	0	0	0	0	1
	Burglary - Residential/No Force	0	0	1	0	3
	Buy, Receive, Possess Stolen Property	0	0	0	0	1
	Computer Crimes	0	0	1	0	1
	Criminal Damage To Property/vandalism	3	0	4	1	15
	Disorderly Conduct - All Other	3	2	6	0	16
	Disorderly Conduct - Fight, Disturbance	0	0	0	0	10
	Disorderly Conduct - Noise	0	0	0	0	1
	Domestic Disturbance	6	0	7	1	12
	Domestic Offense - Child Abuse/Neglect	0	0	0	0	2
	Domestic Offense - Spousal Abuse/Fights	0	0	0	0	1
	Drug Investigations	2	3	5	0	6
	Drug Paraphernalia Possession	0	0	0	0	6
	Drug Possession	0	0	1	0	4
	Endanger Safety/Reckless Behavior	0	0	0	0	1
	Forcible Rape	0	0	0	0	1
	Forgery/Counterfeiting	0	0	0	0	1
	Fraud	2	0	3	2	7
	Harassment - Harassing Telephone Calls	0	2	2	1	5

## Monthly Incident Comparison Report

## Report Criteria:

Current Month: 3/2020

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
CRIMINAL						
	Harassment - Threats	0	1	1	0	2
	Operate Vehicle Without Owner's Consent	0	1	1	0	0
	Other Sex Offenses	1	0	1	0	4
	Probation Hold	0	0	0	0	2
	Probation/Parole Violation	1	0	1	0	1
	Theft - All Other	0	0	2	1	14
	Theft - Bicycles	0	0	0	0	2
	Theft - From Building	1	1	2	1	5
	Theft - From a Motor Vehicle	0	0	0	1	2
	Theft - Retail/Shoplifting	2	1	4	0	9
	Trespassing	0	0	0	0	2
	Violation of Court/Restraining Order	0	0	1	0	1
	Worthless Checks - Less Than \$1000	0	0	0	0	2
	Worthless Checks - More Than \$1000	0	0	0	0	1
	<b>Total for CRIMINAL:</b>	<b>21</b>	<b>11</b>	<b>43</b>	<b>8</b>	<b>142</b>
ORDINANCE						
	Abandoned Property/Vehicle Violation	0	0	0	0	1
	All-Terrain Vehicle Violation	1	0	1	0	0
	Animal Bite	0	1	1	1	5
	Animal Licensing/Shots/Etc.	0	0	0	0	3
	Animal Noise Complaint	0	0	0	0	2
	Animal Running at Large	0	0	0	1	5
	Contributing to Delinquency of a Minor	0	0	0	0	2
	Possession of Tobacco by Minor	0	0	0	0	1
	Public Nuisance Violations	0	0	0	1	1
	Truancy	0	0	0	0	2
	Under Age Drinking - Minor (Under 18)	0	0	0	0	1
	<b>Total for ORDINANCE:</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>23</b>
Other						
	Other Animal Calls - Dead, Etc.	1	0	1	1	3
	Receive Information	0	4	6	0	18
	<b>Total for Other:</b>	<b>1</b>	<b>4</b>	<b>7</b>	<b>1</b>	<b>21</b>
SERVICE						
	911 Disconnect (Hang-Up)	0	1	1	0	0
	Bond Poster for Other Department	0	0	0	0	1
	Death Investigation	1	1	3	0	3
	Emergency Commitment/Chapter 51	0	0	0	0	4
	Emergency Detention/Detoxification	0	1	1	2	5
	Found Items/Property	0	0	0	0	7
	Keep the Peace	0	0	0	0	2

## Monthly Incident Comparison Report

## Report Criteria:

Current Month: 3/2020

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
SERVICE						
	Runaway Juvenile	0	0	1	0	2
	Suspicious Person/Activity, Prowler	0	2	2	0	4
	Uncontrollable Juvenile	0	1	1	1	9
	Warrant Pickup - Other Agency	0	1	1	1	10
	Welfare Check	0	2	3	1	10
	<b>Total for SERVICE:</b>	<b>1</b>	<b>9</b>	<b>13</b>	<b>5</b>	<b>57</b>
TRAFFIC						
	Driver's License Violations (Ex OAS/OAR)	2	1	5	1	33
	Illegal Turns	0	1	1	0	3
	Lane Violations - Left of Center, Etc.	0	0	0	0	1
	Motor Vehicle Insurance Violation	0	1	2	3	24
	OAS/OAR/Other License Violations	0	4	5	3	32
	Operate Motor Vehicle While Intoxicated	0	0	2	0	10
	Other Traffic Violations	1	0	1	0	0
	Parking Violation	0	0	10	3	55
	Power Display/Squeal Tires	0	0	0	0	1
	Registration/Title Violation	0	1	1	1	12
	Right of Way Violation	0	0	0	0	2
	Seatbelt Violation	0	0	0	0	17
	Speeding - School Zone	0	0	1	0	3
	Speeding Violation	4	2	8	1	40
	Stop Sign/Signal Violation	0	3	3	1	23
	Tow Vehicle	0	0	0	0	2
	Traffic Accident - Hit and Run (Damage)	1	0	1	1	9
	Traffic Accident - Non-Reportable	2	0	3	0	5
	Traffic Accident - Personal Injury	0	0	0	0	1
	Traffic Accident - Property Damage	2	2	5	1	18
	Traffic Obstruction/Debris on Highway	0	1	1	0	0
	Vehicle Equipment Violation - Lights	0	0	2	2	11
	Vehicle Equipment Violation - Other	0	0	1	0	2
	Warning - 5 Day Equipment Violation	0	0	0	0	1
	<b>Total for TRAFFIC:</b>	<b>12</b>	<b>16</b>	<b>52</b>	<b>17</b>	<b>305</b>
<b>Grand Totals:</b>		<b>41</b>	<b>47</b>	<b>141</b>	<b>43</b>	<b>653</b>

## Activity Log List

## Report Criteria:

Start Date	End Date	Title	Officer
03/01/2020	03/31/2020		ALL

Title	Notes	Date	Time	Officer
Damage to property	Report of tire on vehicle being slashed damaging tire. Investigation continuing.	03/01/2020		
Theft from building.	Report of wallet and contents taking from residence. Investigation continuing.	03/02/2020		
Damage to property.	Report of tires on vehicle being slashed causing damage. Investigation continuing.	03/02/2020		
ATV violations.	Officer observed subject operating an ATV in yard of residence and then on the roadway. Officer was aware subject did not possess a valid driver's license as subject had been warned in the past. Subject arrested and issued citations.	03/02/2020		
Speeding	Officer observed subject speeding and verified speed with radar. Subject arrested and issued citation.	03/03/2020		
No vehicle insurance	Subject was issued a warning to show proof of insurance for vehicle. Subject has made no attempt to clear warning.	03/03/2020		
Damage to property	Report of tires on vehicle being slashed and damaged. Investigation continuing.	03/03/2020		
Speeding.	Officer observed subject speeding and verified speed with radar. Subject arrested and issued citation.	03/06/2020		
Assist citizen.	Complainant reports having suspects making statements and accusations about them. Officer spoke with suspect and suspect was warned.	03/07/2020		
Traffic accident.	Report of vehicle striking a deer. Officer took report.	03/08/2020		
Traffic accident	Subject reports vehicle being struck by another vehicle that had left the area. Officer took report.	03/08/2020		
No valid driver's license	Officer had subject on a traffic stop. Upon checking driver's status, officer learned subject did not possess a valid driver's license.	03/08/2020		
Domestic disturbance.	Report of possible physical disturbance at residence. Officers made contact and residents interviewed. One subject arrested and transported to Jefferson County Jail.	03/08/2020		
Retail theft.	Report of item being taken from business by unknown subject. Investigation continuing.	03/09/2020		
Traffic accident.	Report of vehicle striking parked vehicle causing very minor damage. Officer took report.	03/10/2020		
Speeding	Officer observed subject speeding and verified speed with radar. Subject arrested and issued citation.	03/10/2020		
Other sex offenses.	Officer received report of possible sexual contact between two juveniles in public restroom. Officer identified and spoke with juveniles. Referrals to be sent for possible charges.	03/10/2020		
Traffic accident	Report of vehicle being struck by unknown vehicle. Investigation continuing.	03/11/2020		
Parking violation.	Subject was issued a parking citation and has made no attempt to pay for citation. Parking citation voided and state citation issued for violation.	03/11/2020		
Disorderly conduct.	Report of altercation occurring at school with juveniles. Officer responded and spoke with subjects involved. Report will be forwarded to Jefferson County Human Services for possible charges.	03/11/2020		
Theft-retail	Report of subject that has pumped gasoline into vehicle on various occasions and has not pay for gasoline. Investigation continuing.	03/12/2020		
Speeding	Officer observed subject speeding and verified speed with radar. Subject arrested and issued citation.	03/12/2020		
Probation violation.	Officer had contact with a subject on an responsible subject call. Upon having contact with subject, who was now awake and alert, it was discovered subject had possible taken an illegal subject. Subject was on probation and probation and paroled requested subject be place in custody.	03/12/2020		
Failure to obey sign	Officer was observing school traffic when he observed vehicle travel through the crosswalk where crossing guard was out with stop sign. Subject arrested and issued citation.	03/12/2020		
Assist social services.	Report of possible drug overdose at residence. Subject was transported to hospital. Jefferson County Human Services contacted regarding alternate placement of children.	03/12/2020		
Parking violation.	Subject was issued a parking citation and has made no attempt to pay for citation. Parking citation voided and state citation issued for violation.	03/13/2020		
Domestic disturbance.	Report of a possible physical altercation at residence. Officer made contact at residence. Follow up interview and investigations to be completed.	03/14/2020		

## Activity Log List

## Report Criteria:

Start Date	End Date	Title	Officer
03/01/2020	03/31/2020		ALL

Title	Notes	Date	Time	Officer
Hit and run accident	Report of parked vehicle being struck by unknown vehicle. Investigation continuing.	03/15/2020		
Disorderly conduct.	Report of verbal dispute at residence. Officer spoke to subjects at residence. One subject left the residence for the remainder of the day.	03/15/2020		
Disorderly conduct.	Report of physical altercation occurring at residence. Upon arrival, subjects were separated. Officer interviewed everyone at residence. One subject arrested and transported to Jefferson County Jail.	03/15/2020		
Assist probation	Subject stopped in for PBT test due to conditions from court. Subject did have alcohol in his system which is a violation of rules from court. Information to be forwarded to court.	03/15/2020		
No valid license	Officer had subject on a traffic stop. Upon checking driver's status, officer learned subject did not possess a valid license. Subject arrested and issued citation.	03/19/2020		
Drug investigation	Subject wished to report possible drug activity that was going to occur. Officer interviewed subject. Jefferson County Drug Task Force contacted.	03/19/2020		
Animal complaint.	Subject wished to report witnessing possible abuse to family pet. Officer has spoke with subjects. Investigation continuing.	03/21/2020		
Assist Marshall	Officer requested to assist Marshall Police Department for a possible physical altercation at a residence. Officer assisted.	03/23/2020		
Domestic disturbance.	Report of possible domestic disturbance involving a firearm occurring at residence. Officers responded to residence. It was discovered suspect had left the scene. Officer spoke with victim. Later in day suspect came to police department for interview. Suspect arrested and transported to Jefferson County Jail.	03/24/2020		
Domestic disturbance	Report of intoxicated subject at residence with a handgun. Officers responded to residence. Officers were able to get suspect to exit building. Officers completed an investigation with all residents. One subject arrested and transported to Jefferson County Jail.	03/25/2020		
Domestic disturbance	Report of altercation that occurred at residence. Officer spoke with one subject involved as other subject had left. Investigation continuing.	03/26/2020		
Assist human services.	Officer was requested to check on subject who was reported to be making suicidal statements. Officer spoke with subject at residence. Human services was contacted. Subject transported to medical facility.	03/26/2020		
Disorderly conduct.	Report of altercation at residence. Officer spoke to subjects involved. Argument was only verbal. Subjects agreed there would no further problems for the evening.	03/29/2020		
Fraud	Report of possible fraudulent use of a credit card occurring. Officer met with financial institute and suspect. Suspect was found to be the victim. Victim informed to contact their local police department to file a report.	03/31/2020		



WATERLOO POLICE DEPARTMENT  
MONTHLY FLEET MAINTENANCE REPORT

MONTH: March YEAR: 2020

PRINTED  
04/14/2020  
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2015 FORD SUV

Date Serviced	Mileage	Fuel Added	Fuel Costs	Maintenance Items	Maint. Costs
03/01/2020	57,007	5.3	\$12.01		
03/02/2020	57,083	8.9	\$20.00		
03/03/2020	57,176	7.6	\$17.00		
03/04/2020	57,257	7.1	\$16.00		
03/05/2020	57,324	6.7	\$15.18		
03/05/2020	57,421	7.7	\$17.30		
03/07/2020	57,565	9.3	\$21.00		
03/07/2020	57,485	5.8	\$13.01		
03/08/2020	57,678	9.5	\$21.42		
03/09/2020	57,731	5.3	\$12.00		
03/10/2020	57,799	5.9	\$13.08		
03/11/2020	57,860	7.8	\$17.28		
03/12/2020	57,886	7.6	\$16.92		
03/13/2020	58,047	8.9	\$18.76		
03/14/2020	58,155	10.0	\$20.07		
03/15/2020	58,251	8.1	\$16.23		
03/17/2020	58,377	7.4	\$14.00		
03/18/2020	58,451	6.3	\$12.00		
03/19/2020	58,496	7.8	\$14.01		
03/20/2020	58,600	8.3	\$15.00		
03/21/2020	58,665	6.4	\$11.55		
03/22/2020	58,744	7.1	\$12.39		
03/23/2020	58,837	7.7	\$13.45		
03/23/2020	58,899	5.3	\$9.30		
03/25/2020	58,975	8.1	\$13.00		
03/26/2020	59,070	7.0	\$10.50		
03/27/2020	59,128	6.9	\$10.39		
03/28/2020	59,216	6.9	\$10.34		
03/29/2020	59,285	6.3	\$8.57		
03/30/2020	59,339	5.5	\$7.42		
03/31/2020	59,435	7.4	\$10.01		

BEGINNING MONTHLY MILEAGE:	57,006.0	MILES
ENDING MONTHLY MILEAGE:	59,478.0	MILES
TOTAL MILES DRIVEN:	2,472.0	MILES
TOTAL FUEL ADDED:	225.9	GALLONS
TOTAL FUEL COSTS:	\$439.19	
MILES PER GALLON:	10.9	M.P.G.
TOTAL MAINTENANCE COSTS:		

WATERLOO POLICE DEPARTMENT  
MONTHLY FLEET MAINTENANCE REPORT

MONTH: March YEAR: 2020

PRINTED  
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2017 FORD SUV

Date Serviced	Mileage	Fuel Added	Fuel Costs	Maintenance Items	Maint. Costs
03/06/2020	22,140	11.0	\$24.72		
03/08/2020	22,258	9.0	\$20.28		
03/11/2020	22,377	9.0	\$20.00		
03/14/2020	22,492	10.4	\$20.83		
03/18/2020	22,569	7.3	\$13.80		
03/28/2020	22,700	9.1	\$13.70		
03/31/2020	22,805	9.2	\$12.52		

BEGINNING MONTHLY MILEAGE:	22,111.0	MILES
ENDING MONTHLY MILEAGE:	22,846.0	MILES
TOTAL MILES DRIVEN:	735.0	MILES
TOTAL FUEL ADDED:	65.0	GALLONS
TOTAL FUEL COSTS:	\$125.85	
MILES PER GALLON:	11.3	M.P.G.
TOTAL MAINTENANCE COSTS:		

WATERLOO POLICE DEPARTMENT  
 PARKING CITATIONS MARCH, 2020

Date	Payment	Method	Receipt	Location	Last	First	CitationNumber
3/4/2020	60.00	Check	012718	Counter	Pr Watertown Llc		015291
3/5/2020	20.00	Cash	012719	Counter	Holzapfel	Christopher	015476
3/6/2020	20.00	Check	0122720	Mail	Browne	Shannon	015477
3/9/2020	20.00	Cash	012721	Counter	Dahlke	Collin	015478
3/12/2020	20.00	Cash	012723	Counter	Casteneda	Ray	015482
3/20/2020	20.00	Cash	012725	Drop Box	STRNAD	TRACY	015481
3/23/2020	60.00	Money Order	012726	Drop Box	Halberg	Perry	015373
3/23/2020	60.00	Money Order	012726	Drop Box	Halberg	Perry	015382
3/23/2020	60.00	Money Order	012726	Drop Box	Halberg	Perry	015292

TOTAL DUE 340.00



The Water & Light Commission cancelled the meeting for April 7, 2020.

## Raynelle Butzine

---

**From:** info@whsadopt.org  
**Sent:** Tuesday, April 14, 2020 10:40 AM  
**To:** Raynelle Butzine  
**Subject:** RE: March intake report

Here are the numbers for March 2020

Stray Cats-0  
Surrendered Cats-0  
Stray dogs-1  
Surrendered dogs-0

-Amy Litscher  
Kennel Manager  
920-261-1270

**From:** Raynelle Butzine <rbutzine@waterloowi.us>  
**Sent:** Tuesday, April 14, 2020 9:23 AM  
**To:** info@whsadopt.org  
**Subject:** March intake report

Could you please send us the March intake report  
Thank you

*Raynelle M Butzine*  
*Administrative Assistant*  
*City of Waterloo, WI*  
*920-478-3025*  
*[rbutzine@waterloowi.us](mailto:rbutzine@waterloowi.us)*



Virus-free. [www.avg.com](http://www.avg.com)



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

---

**ORDINANCE 2020-01**

Amending City Of Waterloo Municipal Section 140-13 Fences And Walls

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

**SECTION I:** Section 140-13 Fences And Walls is hereby amended as follows:

**§ 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 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.**
- (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<sup>st</sup> to April 1<sup>st</sup>.
  - (3) No one shall alter the ground elevation of any yard in order to circumvent the restrictions set forth in § 140-13.

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

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

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_

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

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

**DRAFTING NOTES:**

Deleted Text -> ~~Struck~~

Added New Text-> **Red**





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

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**RESOLUTION #2020-12**

**Resolution #2020-12 Directing The Clerk/Treasurer In Coordination with Ehler's & Associate To Conduct A Tax Incremental Finance District #3 Joint Review Board Meeting For The Purpose Of Enabling A Three-Year "Tech College Extension" And A Three-Year "Standard Extension" And Authorizing Tax Incremental District Expenditures To Engage Ehler's & Associates For This Purpose**

**Whereas**, under state law (sec. 66.1105(7)(am)4.a, Wis. Stats. the City of Waterloo may request the Joint Review Board to extend the life of TID #3 an additional three years if the annual an total amount of tax increment over the remaining life of the district were adversely impacted by 2013 Wisconsin Act 145; and

**Whereas**, under state law (sec. 66.1105(7)(am)1.-3., Wis. Stats, a municipality may request that the Joint Review Board to extend the life of TID #3 if the annual and total amount of tax increment over the remaining life of the district is not expected to generated sufficient revenue to recover its project costs.

**Whereas**, the City of Waterloo seeks to engage the services of Ehler's & Associates to assist municipal staff in preparing documents necessary for the convening of the Joint Review Board and associated services in an amount not exceed \$5,000.

**Now, Therefore, Be It Resolved**, by the Common Council of the City that it directs the Clerk/Treasurer to proceed with a Joint Review Board meeting for the purposes described above, and further authorized TID #3 expenses in an amount not to exceed \$5,000 to engage with Ehler's & Associates to assist.

**AS AMENDED, PASSED AND ADOPTED** this \_\_\_\_\_, 2020.

**City of Waterloo**

Signed: \_\_\_\_\_  
Jenifer Quimby  
Mayor

Attest:

\_\_\_\_\_  
Mo Hansen  
City Clerk/Treasurer

April 8, 2020

Morton Hansen, City Clerk/Treasurer  
City of Waterloo, Wisconsin  
136 N Monroe St  
Waterloo, WI 53594

Re: Written Municipal Advisor Client Disclosure with the City of Waterloo (“Client”) for 2020 TID #3  
Standard and Tech College Extensions (“Project” Pursuant to MSRB Rule G-42)

Dear Morton:

As a registered Municipal Advisor, we are required by Municipal Securities Rulemaking Board (MSRB) Rules to provide you with certain written information and disclosures prior to, upon or promptly, after the establishment of a municipal advisory relationship as defined in Securities and Exchange Act Rule 15Ba1-1. To establish our engagement as your Municipal Advisor, we must inform you that:

1. When providing advice, we are required to act in a fiduciary capacity, which includes a duty of loyalty and a duty of care. This means we are required to act solely in your best interest.
2. We have an obligation to fully and fairly disclose to you in writing all material actual or potential conflicts of interest that might impair our ability to render unbiased and competent advice to you. We are providing these and other required disclosures in **Appendix A** attached hereto.
3. As your Municipal Advisor, Ehlers shall provide this advice and service at such fees, as described within **Appendix B** attached hereto.

This documentation and all appendices hereto shall be effective as of its date unless otherwise terminated by either party upon 30 days written notice to the other party.

During the term of our municipal advisory relationship, this writing might be amended or supplemented to reflect any material change or additions.

We look forward to working with you on this Project.

Sincerely,

Ehlers



Dawn Gunderson-Schiel, CPFO, CIPMA  
Senior Municipal Advisor/Vice President

---

<sup>1</sup> This document is intended to satisfy the requirements of MSRB Rule G-42(b) and Rule G-42(c).

## Appendix A

### Disclosure of Conflicts of Interest/Other Required Information

#### Actual/Potential Material Conflicts of Interest

Ehlers has no known actual or potential material conflicts of interest that might impair its ability either to render unbiased and competent advice or to fulfill its fiduciary duty to Client.

#### Other Engagements or Relationships Impairing Ability to Provide Advice

Ehlers is not aware of any other engagement or relationship Ehlers has that might impair Ehlers' ability to either render unbiased and competent advice to or to fulfill its fiduciary duty to Client.

#### Affiliated Entities

Ehlers offers related services through two affiliates of Ehlers, Bond Trust Service Corporation (BTSC) and Ehlers Investment Partners (EIP). BTSC provides paying agent services while Ehlers Investment Partners (EIP) provides investment related services and bidding agent service. Ehlers and these affiliates do not share fees. If either service is needed in conjunction with an Ehlers municipal advisory engagement, Client will be asked whether or not they wish to retain either affiliate to provide service. If BTSC or EIP are retained to provide service, a separate agreement with that affiliate will be provided for Client's consideration and approval.

#### Solicitors/Payments Made to Obtain/Retain Client Business

Ehlers does not use solicitors to secure municipal engagements; nor does it make direct or indirect payments to obtain or retain Client business.

#### Payments from Third Parties

Ehlers does not receive any direct or indirect payments from third parties to enlist Ehlers recommendation to the Client of its services, any municipal securities transaction or any financial product.

#### Payments/Fee-splitting Arrangements

Ehlers does not share fees with any other parties and any provider of investments or services to the Client. However, within a joint proposal with other professional service providers, Ehlers could be the contracting party or be a subcontractor to the contracting party resulting in a fee splitting arrangement. In such cases, the fee due Ehlers will be identified in a Municipal Advisor writing and no other fees will be paid to Ehlers from any of the other participating professionals in the joint proposal.

#### Municipal Advisor Registration

Ehlers is registered with the Securities and Exchange Commission (SEC) and Municipal Securities Rulemaking Board (MSRB).

#### Material Legal or Disciplinary Events

Neither Ehlers nor any of its officers or municipal advisors have been involved in any legal or disciplinary events reported on Form MA or MA-I nor are there any other material legal or disciplinary events to be reported. Ehlers' application for permanent registration as a Municipal Advisor with the (SEC) was granted on July 28, 2014 and contained the information prescribed under Section 15B(a)(2) of the Securities and Exchange Act of 1934 and rules thereunder. It did not list any information on legal or disciplinary disclosures.

Client may access Ehlers' most recent Form MA and each most recent Form MA-I by searching the Securities and Exchange Commission's EDGAR system (currently available at <http://www.sec.gov/edgar/searchedgar/companysearch.html>) and searching under either our Company Name (Ehlers & Associates, Inc.) or by using the currently available "Fast Search" function and entering our CIK number (0001604197).

Ehlers has not made any material changes to Form MA or Form MA-I since that date.

#### **Conflicts Arising from Compensation Contingent on the Size or Closing of Any Transaction**

The forms of compensation for municipal advisors vary according to the nature of the engagement and requirements of the client. Compensation contingent on the size of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Compensation contingent on the closing of the transaction presents a conflict because the advisor may have an incentive to recommend unnecessary financings or recommend financings that are disadvantageous to the client. If the transaction is to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction.

Any form of compensation due a Municipal Advisor will likely present specific conflict of interests with the Client. If a Client is concerned about the conflict arising from Municipal Advisor compensation contingent on size and/or closing of their transaction, Ehlers is willing to discuss and provide another form of Municipal Advisor compensation. The Client must notify Ehlers in writing of this request within 10 days of receipt of this Municipal Advisor writing.

#### **MSRB Contact Information**

The website address of the MSRB is [www.msrb.org](http://www.msrb.org). Posted on the MSRB website is a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the financial regulatory authorities.

## Appendix B Tax Incremental Financing Services

### Scope of Service

Client has requested that Ehlers assist Client with securing a three-year extension to the maximum life of Tax Incremental District No. 3 (“District”) as permitted under Wis. Stat. § 66.1105(7)(am)4. as a result of the annual and total amount of tax increments to be generated by the District having been adversely impacted by the enactment of 2013 Wisconsin Act 145 (“Act”) which reduced the levies of Wisconsin technical colleges and with securing a three-year extension to the maximum life of Tax Incremental District No. 10 (“District”) as permitted under Wis. Stat. § 66.1105(7)(am). (“Project”). Ehlers proposes and agrees to provide the following scope of services:

### Phase I – Feasibility Analysis

- Analyze the tax increment collections for the District commencing with the 2013 levy year to verify that increment collections were adversely impacted by the Act beginning with the 2014 levy year.
- For the period commencing with the 2014 levy year and running through the un-extended life of the District, prepare an estimate of the tax incremental revenue lost as a result of the Act.
- As appropriate, prepare or update a cash flow projection for the District considering all existing assets and liabilities to determine whether the District is able to pay off its project costs within its current un-extended life.
- Share results of analysis with Client to determine the basis under which Joint Review Board approval will be sought:
  - If the cash flow analysis indicates that the District is unable to pay off its project costs, the Joint Review Board must approve the request for the three-year extension if the request is accompanied by an independent audit demonstrating that fact.
  - If the cash flow analysis indicates that the District is expected to pay off its project costs without an extension, or if Client does not wish to have an independent audit prepared, then the Joint Review Board may approve or deny the request.
- If an independent audit is to be prepared, Ehlers will share its information and cooperate with Client’s auditor as needed.

### Phase II – Approval Process

- Prepare a memorandum addressed to the Joint Review Board requesting both three-year extension.. The memorandum will be accompanied by the exhibits produced in the feasibility analysis, the independent audit (if applicable) and will also set forth the basis for the request. For requests subject to Joint Review Board approval, the memorandum will set forth Client’s rationale for the request.
- If requested, provide a resolution for Client’s governing body to adopt authorizing the submission of the request to the Joint Review Board. (This is not statutorily required.) If requested, attend governing body meeting to review the request.
- Coordinate with Client staff to identify potential dates and times for the Joint Review Board meeting. If an independent audit is to be prepared, this must be completed prior to scheduling the Joint Review Board meeting. Confirm meeting date and time following confirmation of Joint Review Board member availability.

- Prepare Notice of Joint Review Board Meeting (Class 1) and transmit to Client’s designated paper.
- Transmit meeting materials electronically to consist of agenda, memorandum with supporting materials and approval resolution. (Client responsible to post or publish agenda in compliance with Open Meeting law requirements).
- Attend Joint Review Board meeting to review extension request and answer questions. Client responsible to take and maintain meeting minutes.
- Following Joint Review Board approval, transmit all required documentation to the Department of Revenue.

**Compensation**

In return for the services set forth in the “Scope of Service,” Client agrees to compensate Ehlers as follows:

Phase	Fee
Phase I	\$2,000
Phase II*	\$3,000
<b>Total</b>	<b>\$5,000</b>

\* The fee for Phase II does not include attendance at the governing body meeting. If Client requests that Ehlers attend a governing body meeting for the optional consideration of a resolution approving submittal of the extension request to the Joint Review Board, Ehlers will charge Client for its actual time spent attending and traveling to and from the meeting at current hourly rates.

For any service directed by Client and not covered by this, or another applicable Appendix, Ehlers will bill Client at an hourly rate that is dependent upon the task/staff required to meet Client request at no less than \$125.00/hour and not to exceed \$300.00/hour.

**Payment for Services**

*For all compensation due to Ehlers, Ehlers will invoice Client for the amount due at the completion of each Phase. Our fees include our normal travel, printing, computer services, and mail/delivery charges. The invoice is due and payable upon receipt by the Client.*

**Client Responsibility**

The following expenses are not included in our Scope of Services, and are the responsibility of Client to pay directly:

- Services rendered by Client’s engineers, planners, surveyors, appraisers, assessors, attorneys, auditors and others that may be called on by Client to provide information related to completion of the Project.
- Publication charge for the Notice of Joint Review Board meeting.

Council Agenda -- ITEM 6(a)(iii)  
**NOTE ON RESOLUTION #2020-13**

AUTHORIZING BORROWING TO FUND MUNICIPAL LOANS  
TO PROPERTY OWNERS FOR LEAD SERVICE LINE REPLACEMENTS  
4/14/2020 1:11 PM

As of the time of the meeting packet distribution, Farmer's & Merchant State Bank and Avestar Credit Union are each considering submitting borrowing proposals to fund a Lead Service Line Municipal Loan To Property.

They will be made available prior to this meeting is available.

-Mo Hansen  
Clerk/Treasurer



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

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**RESOLUTION #2020-17**

**Parker Dow Offer To Purchase A Sub-Section Of Land, 333 Portland Road**

**Whereas**, the Community Development Authority recommends that the City sell a portion of 333 Portland Road to Parker Dow for purposes of expanding the adjacent land used as a manufactured homes park; and

**Whereas**, Parker Dow has submitted the attached information pertaining to his offer.

**Now, Therefore, Be It Resolved**, that the Common Council of the City of Waterloo accepts Parker Dow's offer and directs the Mayor and Clerk/Treasurer to finalize the a sale with a transaction amount of \$500 with the buyer responsible for creation, submittal and expense relate to a the approval of certified survey map and all transaction related expenses.

**AS PASSED AND ADOPTED** this \_\_\_\_\_, 2020.

**City of Waterloo**

Signed: \_\_\_\_\_  
Jenifer Quimby  
Mayor

Attest:

\_\_\_\_\_  
Mo Hansen  
City Clerk/Treasurer

SPONSOR: Community Development Authority



Parker Dow

City of Waterloo

I would like to acquire a small portion of 333 Portland Rd for the purpose of installing a cul de sac.

I have asked Mo for the width of the cul de sac on South Monroe St.  
He has informed me that it is 79.5' wide via email

I have asked the new company picking up our trash and recycling about that cul de sac and they have indicated that that specific cul de sac is of ample size for their trucks via email.

North of Gregor St and in line the western edge is a pin which I will use as a starting point.  
According to the certified survey map the street is 32.75' wide  
240 Bishop Cr is 52' wide  
This gives us a length of 84.75' feet

I would like to acquire a small portion of 333 Portland Rd. If we go from the pin 84.75' feet East and then 84.75' feet North and include everything to the west of that line.  
... and creating a 79.5' cul de sac in that area off of the end of Gregor St.  
We would be within 5' of the northern most property line with the cul de sac

If this being that close to the property line is acceptable then no greater land request would be necessary. If we must increase the distance for the North property line then I will leave that in your hands.

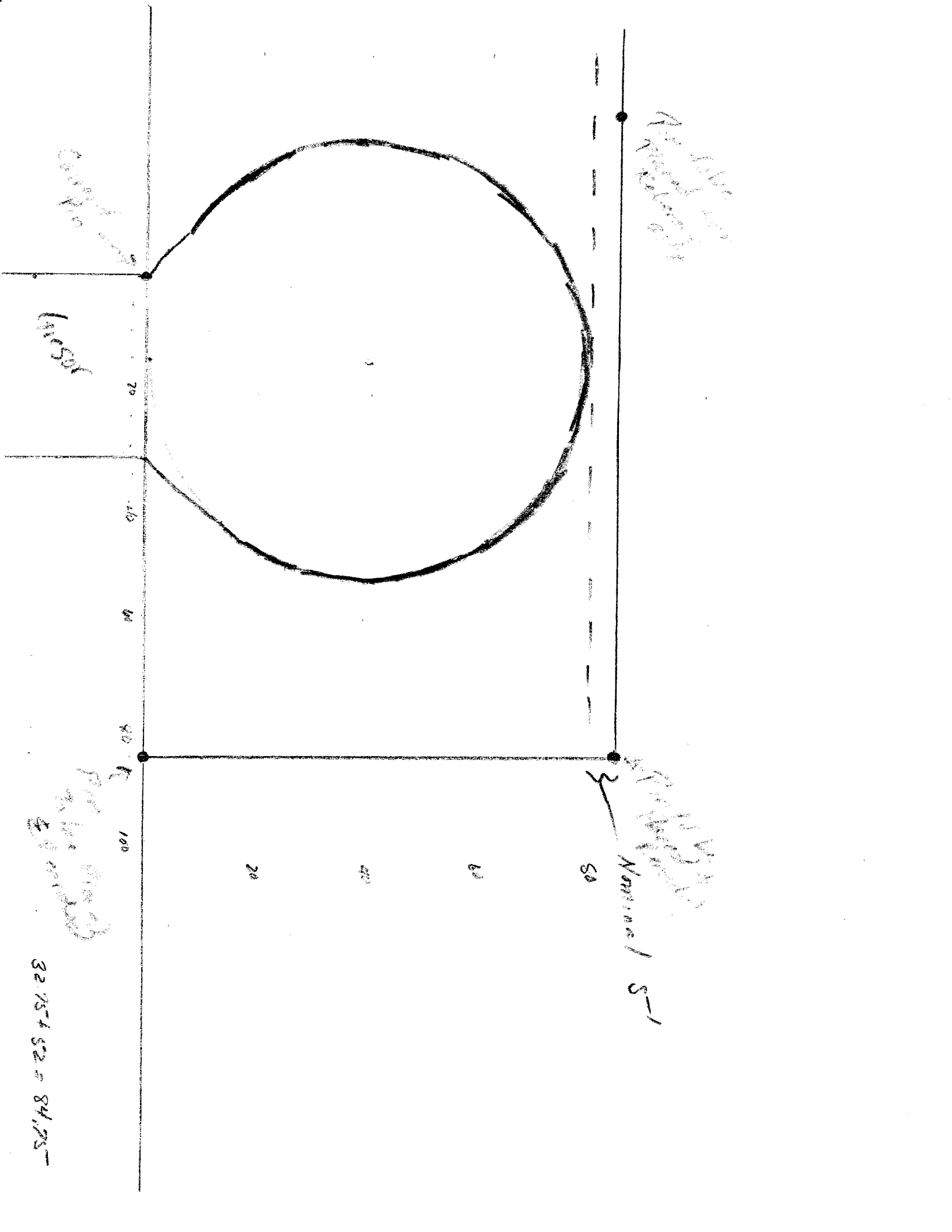
The surveyor would put a pin on the eastern edge of the property line, a pin on the northeast corner of the property line and a pin on the western point of the property line. This is normal and expected. I would request an additional, not recorded pin, be placed in line with the northeast corner and western point so a string may be placed and the cul de sac remains in the proper area.

I will need your direction as to what permits are needed for this safety addition to Gregor St.

Personally, I would like to get this property via quit claim deed. However there is costs breaking this off of the larger piece so I would offer \$500 for this property for safety expansion.

With all due regards

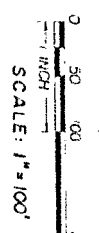
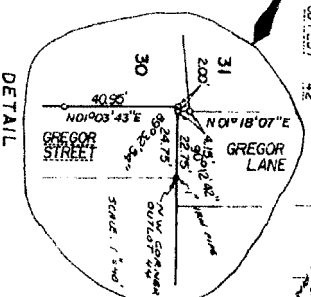
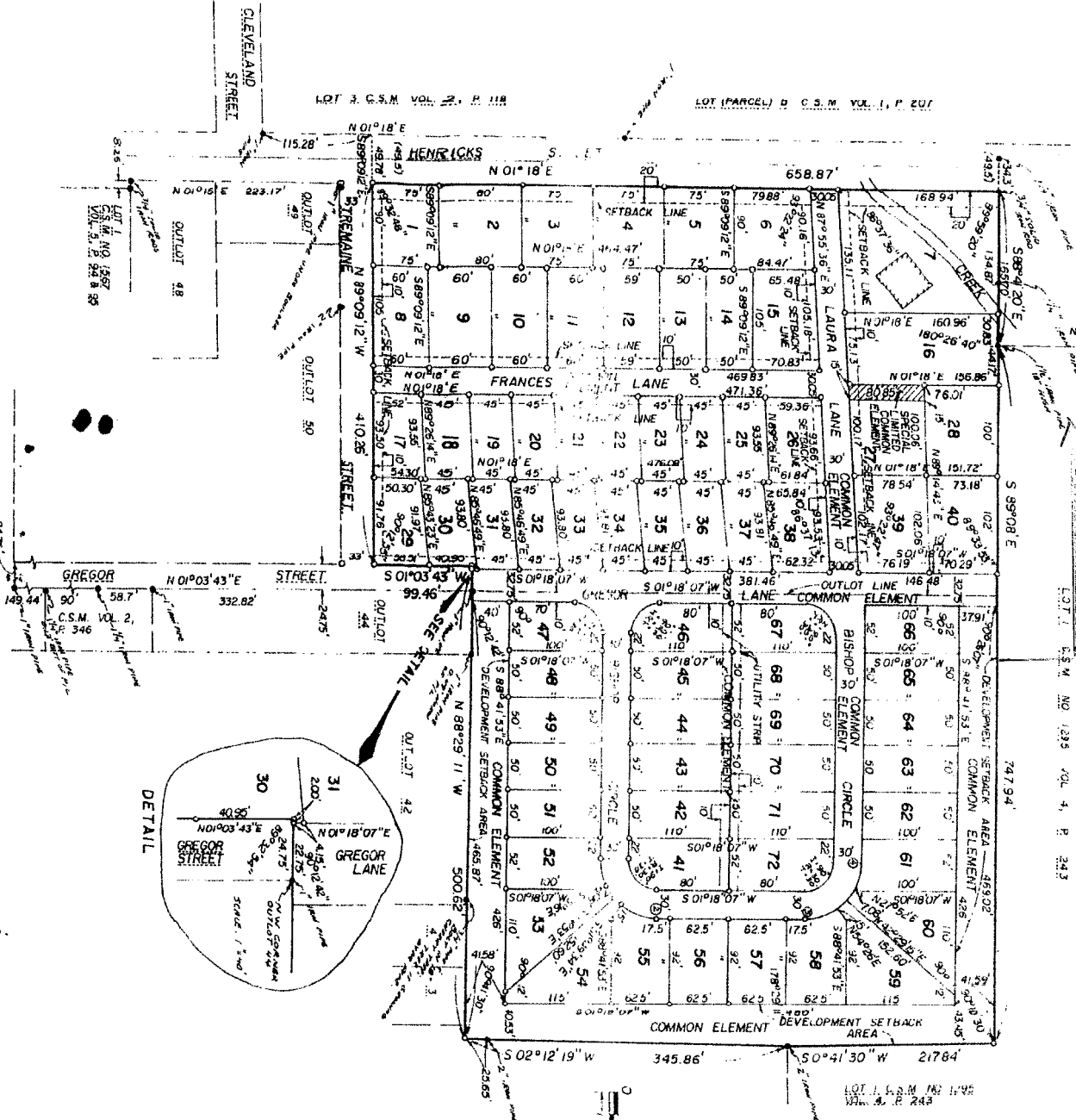
Parker Dow



# GREENINGHAM CONDOMINIUM PLAT

LOCATED IN OUTLOT 43 AND PART OF OUTLOT 50 OF THE ASSASSOR'S PLAT OF THE VILLAGE OF WATERLOO (NOW CITY OF WATERLOO), IN THE S E 1/4 OF S W 1/4 OF SECTION 5, T 8 N, R 13 E, JEFFERSON COUNTY, WISCONSIN.

SUBMITTED FOR RECORDED 12/04/2004 BY WATERLOO, WI.



BRGS REFERENCED TO RECORDED BRG ON WEST LINE OF HENRICKS STREET.

### NOTES

- UNITS ARE DESIGNATED BY THE NUMBERS SHOWN FROM 1 THROUGH 72 INCLUSIVE.
- COMMON ELEMENTS ARE IDENTIFIED AND INCLUDE ALL THE COMMON ELEMENTS IDENTIFIED AND INCLUDE GREGOR BISHOP CIRCLE, DEVELOPMENT SETBACK AREA, & UTILITY STRIP ONLY FOR UNIT DRIVEWAY.
- LIMITED COMMON ELEMENTS ARE ALL SPACE FROM THE GROUND TO 5 FEET ABOVE THE GROUND OVER ALL UNITS AS MEASURED VERTICALLY ABOVE EACH UNIT'S PROPERTY LINE. UNIT NO 27 CONTAINS AN ADDITIONAL SPECIAL LIMITED COMMON ELEMENT FOR A JOINT DRIVEWAY FOR UNITS 27 & 28.

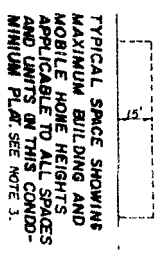
### CURVE TABLE

Curve No.	Unit No.	Radius	Central A
1	52	601	82° 34' 07"
2	53	601	16° 37' 00"
3	54	601	11° 56' 32"
4	55	601	16° 52' 32"
5	56	601	16° 52' 32"
6	57	601	16° 52' 32"
7	58	601	16° 52' 32"
8	59	601	16° 52' 32"
9	60	601	16° 52' 32"
10	61	601	16° 52' 32"
11	62	601	16° 52' 32"

### LEGEND

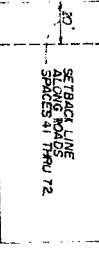
- EXISTING SURVEY MARKER FOUND, SIZE & TYPE AS NOTED.
- 1" D PIPE SET 24" LONG REPORT WHERE UNDERGROUND UTILITIES ARE EVIDENT, 18" LONG PIPES WHERE SET.
- SPECIAL LIMITED COMMON ELEMENT FOR UNITS 27 & 28 ONLY FOR JOINT DRIVEWAY.
- EXISTING BUILDING PERMANENTLY ANCHORED TO CONCRETE FOUNDATION.

### VERTICAL SPACE LIMITATIONS



See attached surveyor description for this ( ) bed this ( ) day ( ) Carbridge, Wisconsin.

### HORIZONTAL SPACE LIMITATIONS

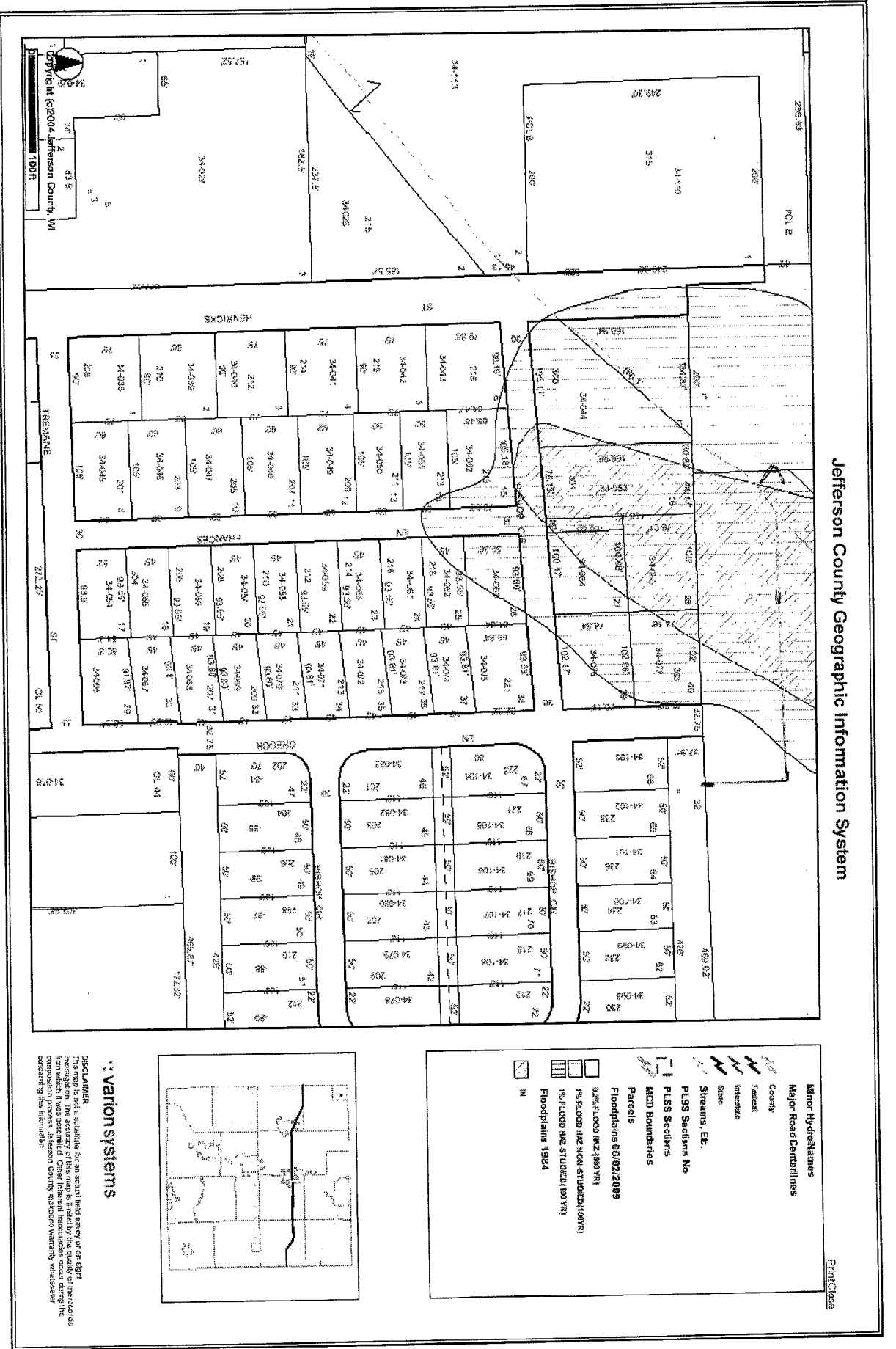


TYPICAL SPACE APPLICABLE TO UNITS 41 THROUGH 12.

UNITS 1 THRU 6, 8 THRU 15 & 17 THRU 40 ARE EXISTING AND CONTAIN EXISTING MOBILE HOMES, PADS, ACCESSORY BUILDINGS, PARKING AREAS AND WALKWAYS LAID OUT AND DEVELOPED UNDER CODES IN EFFECT AT THE TIME OF DEVELOPMENT.

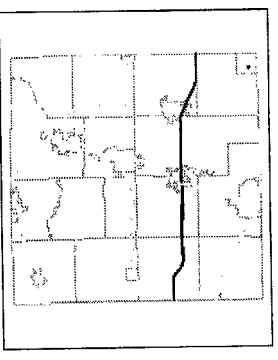


Jefferson County Geographic Information System



Print/Close

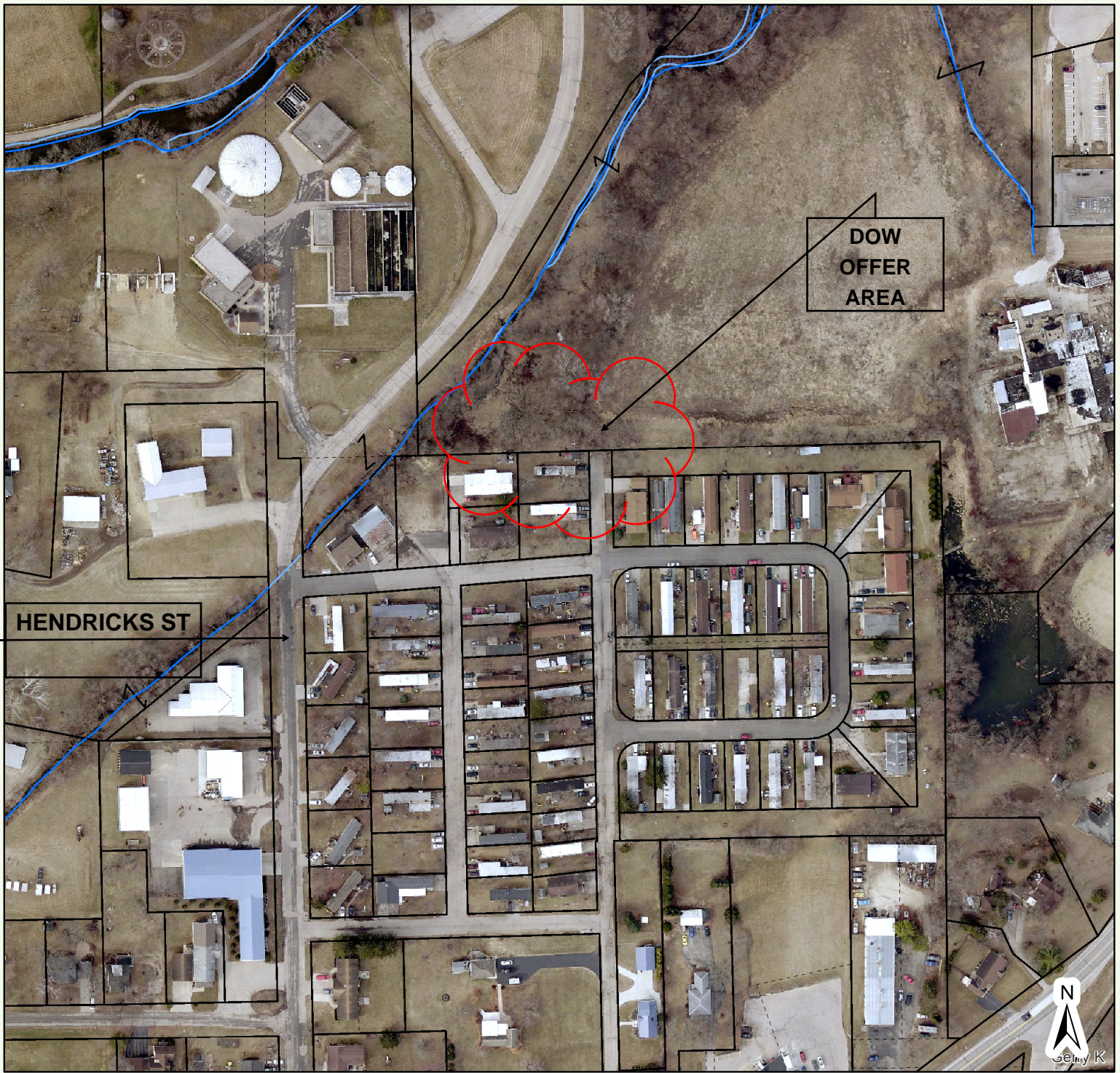
- Minor Hydro Features
- Major Road Centerlines
- County
- Streamline
- Streamline, E.R.
- PLS S Sections No
- PLS S Sections
- MCD Boundaries
- Parcels
- Floodplains 00/02/2009
- 0.2% FLOOD (1/2 1984 YR)
- 1% FLOOD (1/2 1984 YR)
- 1% FLOOD (1/2 STUDIED 100 YR)
- Floodplains 1984



**\*\* varion systems**

**DISCLAIMER**  
 This map is not a substitute for an actual field survey or on-site investigation. The accuracy of this map is limited by the accuracy of the data used in its preparation. Jefferson County warrants that the information presented on this map was derived from the best available information at the time of its preparation. Jefferson County makes no warranty, express or implied, regarding the accuracy or completeness of the information presented on this map. Jefferson County makes no warranty, express or implied, regarding the accuracy or completeness of the information presented on this map.

# Municipal Visual - General Location IDed



**Parcels**

□ Parcels

■ Municipal Boundaries

**Parcel Lines**

— Property Boundary

--- Old Lot/Meander Lines

— Rail Right of Ways

— Road Right of Ways

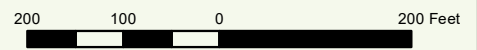
— Section Lines

— Surface Water

— Map Hooks

— Tax Parcels

— Streams and Ditches



# City of Waterloo

## Financial highlights

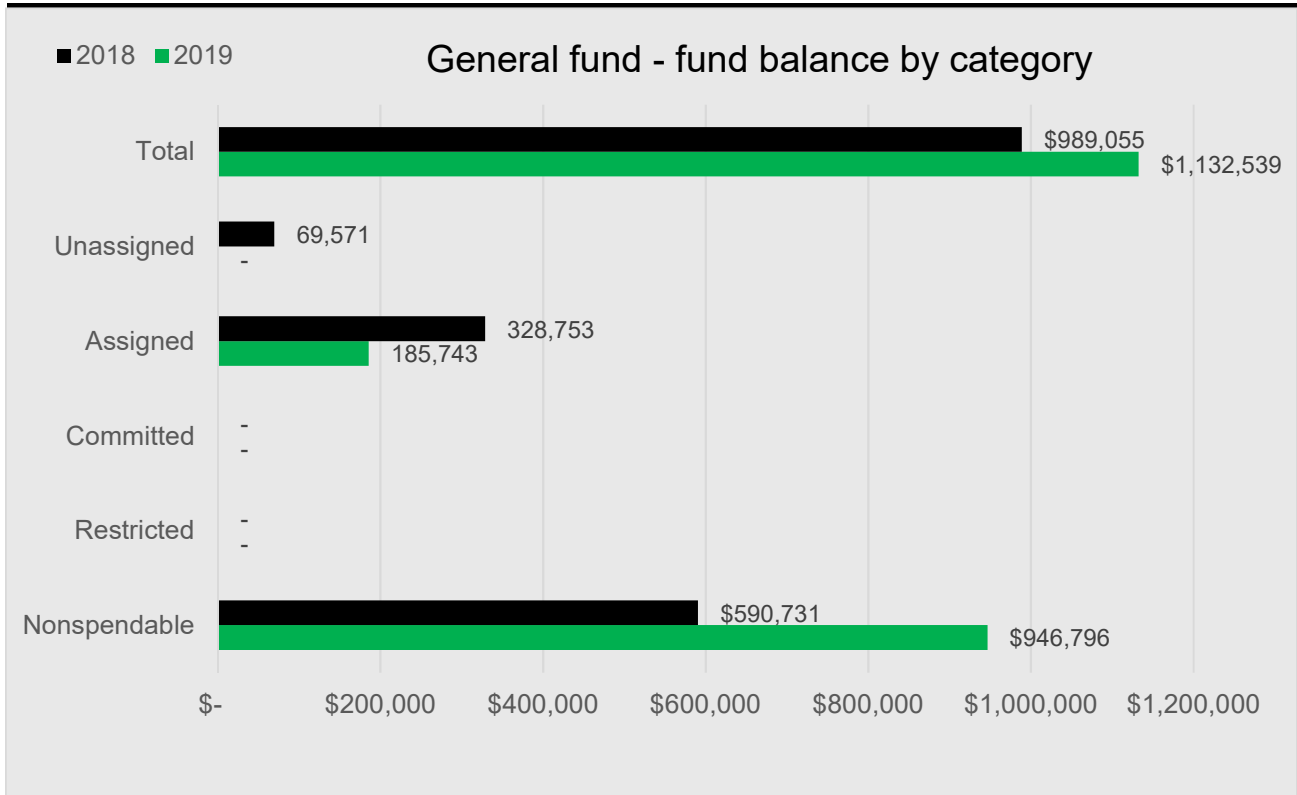
April 16, 2020

### Client service team

Carla Gogin, Partner  
Justin Hoagland, Manager  
Megan Shuda, Associate

# City of Waterloo

## General fund results



### Summarized income statement

	Actual	Final budget	Variance
Revenues and other financing sources	\$ 1,964,529	\$ 1,890,456	\$ 74,073
Expenditures and other financing uses	1,821,045	1,890,456	69,411
Net change in fund balance	<u>\$ 143,484</u>	<u>\$ -</u>	<u>\$ 143,484</u>

### Fund balance category definitions

Nonspendable - amounts cannot be spent either because they are not in spendable form or because legal or contractual requirements require them to be maintained in tact.

Restricted - amounts that can be spent only for the specific purposes stipulated by an external source.

Committed - amounts constrained for specific purposes that are internally imposed through formal action of the governing body.

Assigned - spendable amounts that are intended to be used for specific purposes that are not considered restricted or committed.

Unassigned - residual amounts that have not been classified within other categories above.

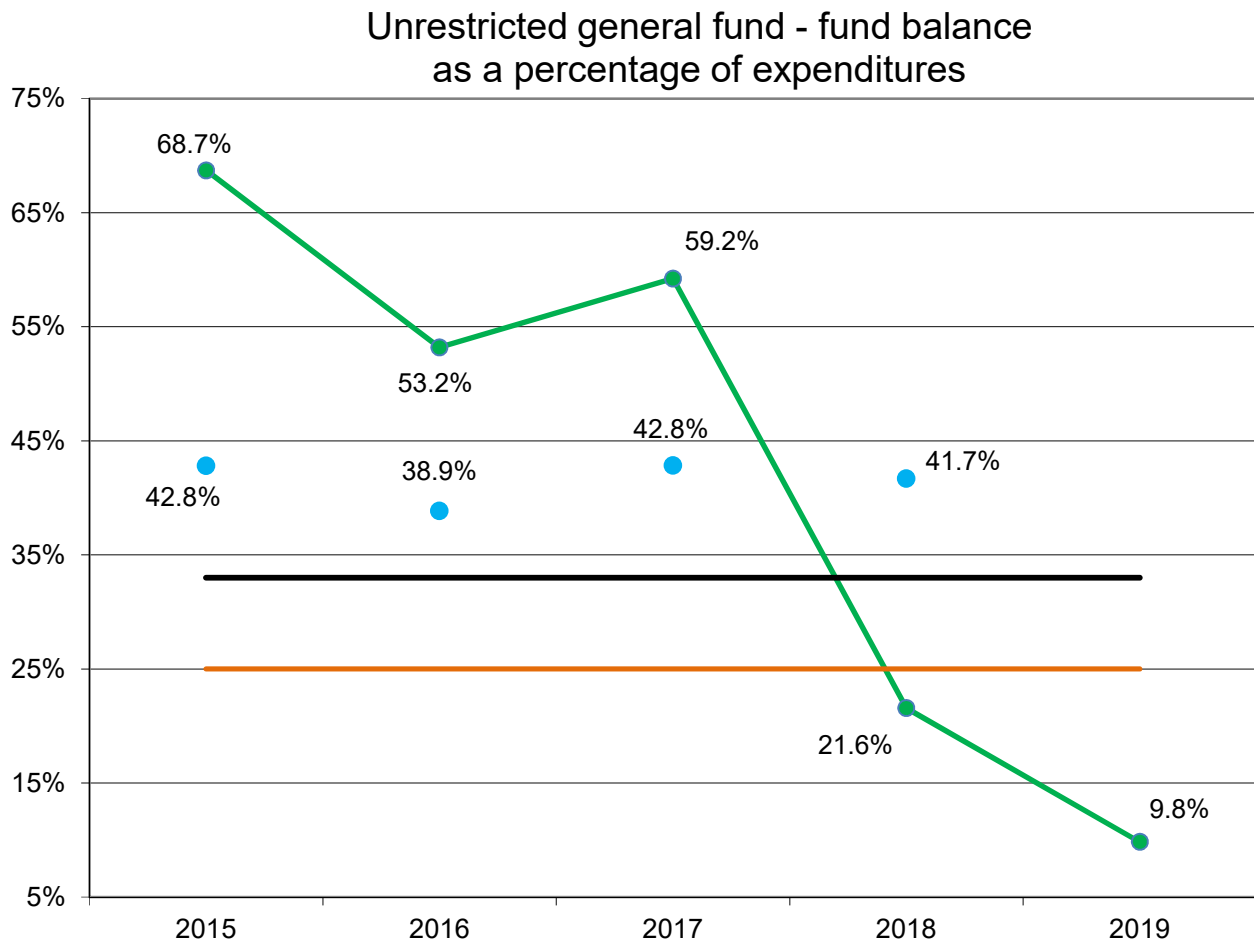
# City of Waterloo

## General fund - fund balance trends

### Fund balance policy:

The policy is to maintain a working capital fund of 25% - 33% of the current year general fund final budgeted expenditures. The balance at year-end was \$0 or 0%. The graph below includes both unassigned and assigned fund balance, which is why it's showing 9.8% at year-end.

● General Fund Actual    — Policy minimum    — Policy maximum    ● Reference - Median



### Other reference values

GFOA recommends a minimum of no less than 2 months (16.7%) of general fund expenditures.

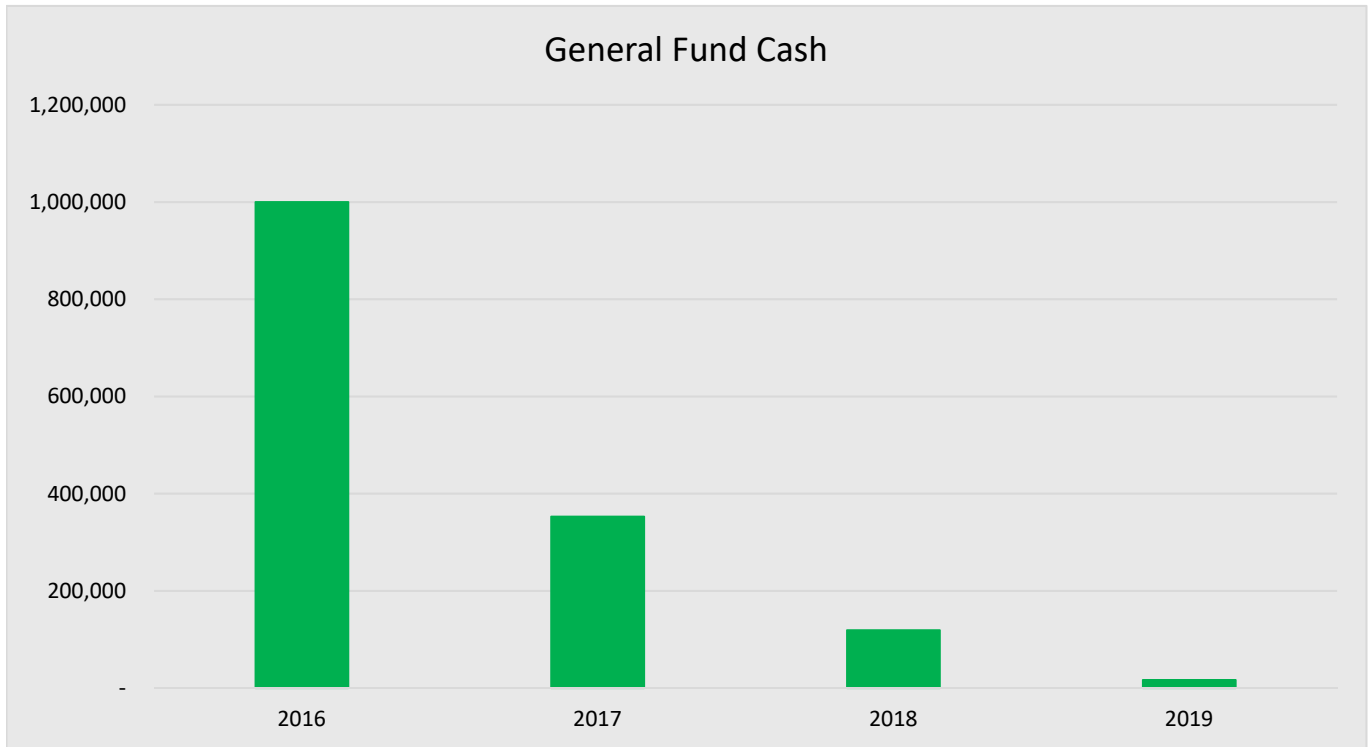
Median reference value generated from 2015 - 2018 Baker Tilly municipal client data for population ranges of less than 10,000.



# City of Waterloo

## General fund cash

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# City of Waterloo

## General obligation debt

### Debt management policy:

The City does not currently have a debt management policy.  
 Legal debt margin capacity (5% of the city's total equalized value).

Actual percentage of debt limit at 12/31/19: **22%**



### Total debt outstanding by type at 12/31/2019

	<u>General obligation</u>	<u>Revenue debt</u>	<u>Other</u>	<u>Total</u>
City	\$ 2,608,305	\$ -	\$ -	\$ 2,608,305

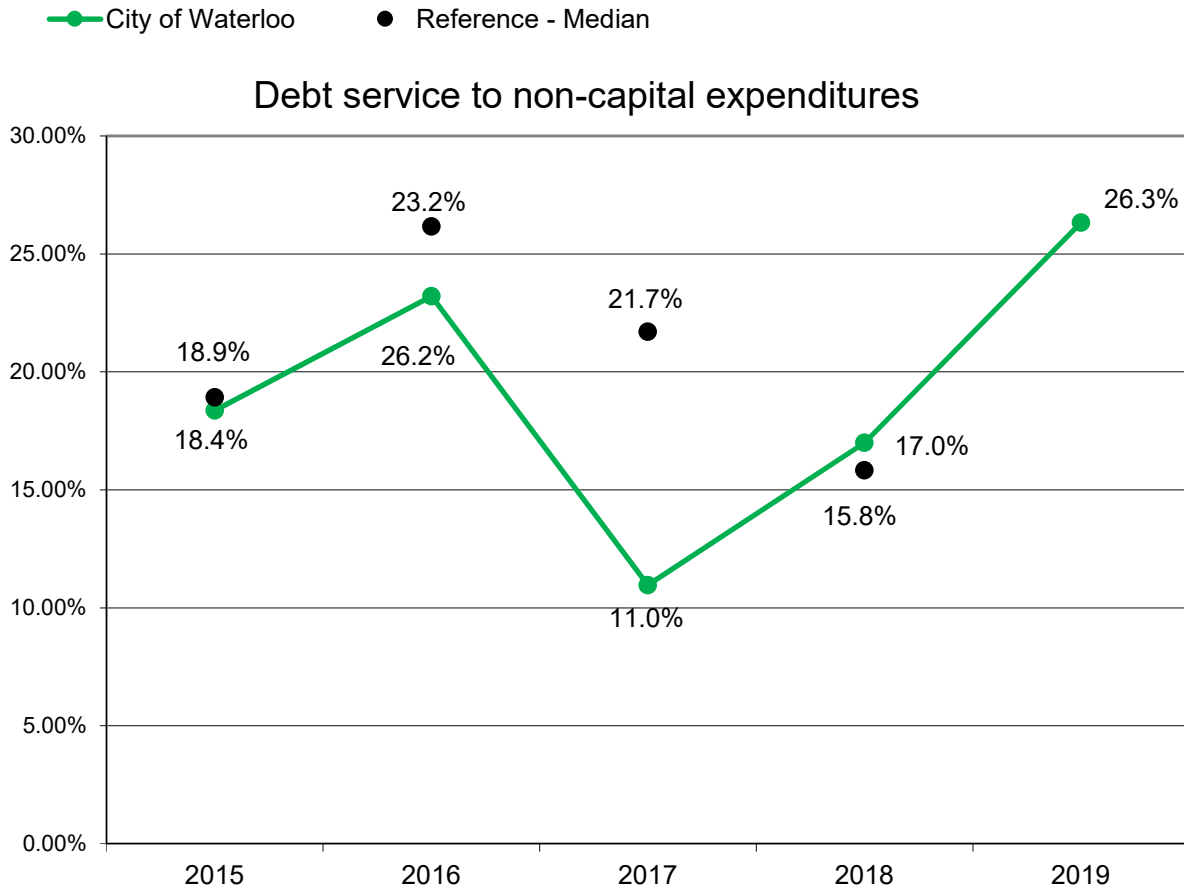
Comparative metrics available online through the Wisconsin Policy Forum.

<https://wispolicyforum.org/research/municipal-datool-examining-and-comparing-wisconsin-cities-and-villages/>

Select "Debt" -- options for custom comparisons or comparisons by county

# City of Waterloo

## Governmental funds - debt service



\*Note that the 2019 amount does not include the refunding.

### Current and prior year data

	<u>2019</u>	<u>2018</u>
Principal	\$ 1,220,655	\$ 561,577
Interest	129,344	84,373
Total	<u>\$ 1,091,311</u>	<u>\$ 477,204</u>

Non-capital expenditures	<u>\$ 5,127,026</u>	<u>\$ 3,801,993</u>
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### Other reference values

Median reference value generated from 2015 - 2018 Baker Tilly municipal client data for population ranges of less than 10,000.

# Waterloo Water & Light Commission



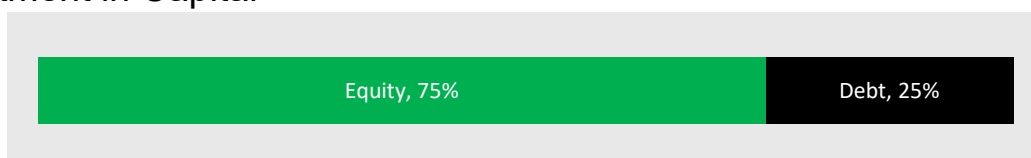
## Unrestricted Reserves

	2015	2016	2017	2018	2019
Year end balance	\$ 872,252	\$ 828,224	\$ 902,614	\$ 621,759	\$ 731,550
Months on hand	1.77	1.76	2.02	1.35	1.50

## Debt Coverage

	2015	2016	2017	2018	2019
Actual	2.30	2.16	1.84	2.23	2.51
Required	1.25	1.25	1.25	1.25	1.25

## Investment in Capital





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

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**RESOLUTION #2020-18**  
**203 E. Madison Street – Phase #3**

**Whereas**, the City of Waterloo is interested in acquiring or developing lands for public outdoor recreation purposes as described in the application; and

**And whereas**, the financial aid is required to carry out the project;

**Therefore, Be It Resolved**, by the Common Council of the City of Waterloo, Wisconsin, that it hereby authorizes Gabe Haberkorn, Waterloo Parks Department to act on behalf of the City of Waterloo to:

Submit an application to the State of Wisconsin Department of Natural Resources for any financial aid that may be available;

Submit reimbursement claims along with necessary supporting documentation within 6 months of project completion date; Submit signed documents; and

Take necessary action to undertake, direct and complete the approved project.

**Be It Further Resolved** that the City of Waterloo will comply with state or federal rules for the programs; may perform force account work; will maintain the completed project in an attractive, inviting and safe manner; will keep the facilities open to the general public during reasonable hours consistent with the type of facility; and will obtain from the State of Wisconsin Department of Natural Resources or the National Park Service approval in writing before any changes are made in the use of the project site.

**PASSED AND ADOPTED** this \_\_\_\_\_, 2020.

**City of Waterloo**

Signed: \_\_\_\_\_  
Jenifer Quimby  
Mayor

Attest:

\_\_\_\_\_  
Mo Hansen  
City Clerk/Treasurer

SPONSOR(S) – Mayor and Parks Coordinator  
FISCAL EFFECT – 50/50 Match

**IMPORTANT NOTE:** The DNR expects the individual authorized by this resolution to become familiar with the applicable grant program's procedures for the purpose of taking the necessary actions to undertake, direct, and complete the approved project. This includes acting as the primary contact for the project, submitting required materials for a complete grant application, carrying out the acquisition or development project (e.g., obtaining required permits, noticing, bidding, following acquisition guidelines, etc.), and closing the grant project (e.g., submitting grant reimbursement forms and documentation, and organization of project files for future monitoring of compliance with the grant program).