



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

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, June 17, 2021 – 7:00 p.m.
Participate Remotely Or In-Person

*****AGENDA REVISION #1 6/16/2021 1:38 PM *****
*****AGENDA REVISION #2 6/16/2021 4:28 PM*****

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:
 Remote Meeting Information
 Join Zoom Meeting: <https://us02web.zoom.us/j/82309626765?pwd=MzVTWHprTWm3a0MzMysvY1U2V1VwZz09>
 Meeting ID: 823 0962 6765 Passcode: 697428
 Dial-in By Phone +1 312 626 6799 US (Chicago)
 Meeting ID: 823 0962 6765 Passcode: 697428

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
2. MEETING MINUTES APPROVAL: June 3, 2021
3. CITIZEN INPUT / PUBLIC COMMENT
4. MEETING SUMMARIES (since last Council meeting)

a. 6/9 Cable TV Regulatory Board	c. 6/17 Finance, Insurance & Personnel Committee
b. 6/15 Community Development Authority	

5. CONSENT AGENDA ITEMS
 - a. May Reports Of City Officials And Contract Service Providers

i. Parks	iv. Public Works	vii. Water & Light Utility Commission
ii. Fire & EMS	v. Police	viii. Watertown Humane Society
iii. Building Inspections	vi. Library Board	

6. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS

- a. Finance, Insurance Public Safety & Health Committee
 - i. March 2021 Financial Statements ([Reports Available Online](#))
 1. General Disbursements, \$135,626.58 And Payroll, \$75,245.94
 2. Treasurer's Report & Budget Reports
 - ii. Resolution #2021-23 Authorizing The Issuance Of Debt To 2020 Fund Expenses
 - iii. **Purchase Of A New Scag Mower After 6/16 Equipment Fire Incident**
- b. Community Development Authority
 - i. **Authorizing The Distribution Of A Request For Proposal For Economic Development Services.**
 - ii. **Initiating The Statutory Process To Create A Tax Incremental District #5**

7. NEW BUSINESS

- i. Resolution #2021-24 Appointing Authorized Representative To File Applications For Financial Assistance From The State Of Wisconsin Environmental Improvement Fund
- ii. Resolution #2021-25 Declaration Of Official Intent To Reimburse Expenditures For Safe Drinking Water Loan Program (SDWLP) Project
- iii. Resolution #2021-26 Authorizing The Mayor To Sign A Contract With Town & Country Engineering For The Water Booster Facilities Design Service For The DeYoung Farms Subdivision As Specified In The May 12th Development Agreement With JGP Land Development, LLC

8. FUTURE AGENDA ITEMS, ANNUAL CALENDAR AND ANNOUNCEMENTS

9. ADJOURNMENT

Mo Hansen

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

CITY OF WATERLOO COMMON COUNCIL MEETING MINUTES: June 3, 2021

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. In the Mayor’s absence, Council President Thomas called the meeting to order at 7:00 p.m. Alderpersons present: Schoenwetter, Kuhl, Griffin, Thomas, Weihert and Petts. Absent Rhynes. Others attending remotely or in-person: John & Mary Schaefer; Maureen Giese; Don Nell; Mark Herbst; Amber Gerber with the Courier; Parks Coordinator Gabe Haberkorn; Public Works Director Chad Yerges; Police Chief Denis Sorenson; Utility Superintendent Barry Sorenson; Fire Chief Wes Benisch; WLOO videographers; and Clerk/Treasurer Hansen. The pledge of allegiance was recited.
2. MEETING MINUTES APPROVAL: May 20, 2021. MOTION: Moved by Kuhl, seconded by Griffin to approve the minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT / PUBLIC COMMENT. ## Mary Schaefer called for planting trees to replace the many trees taken down, saying it would signal Waterloo is a tree city. ## Maureen Giese noted no response for calls for changes to the Comprehensive Plan Update. She thanked Barry Sorenson for his Historical Society appreciation. ## Don Nell thanked the Mayor and staff for addressing McKay Way construction concerns.

4. MEETING SUMMARIES. Brief verbal summaries were provided.

a. 5/24 Fire / Emergency Medical Services	d. 6/3 Finance, Insurance & Personnel Committee
b. 5/26 Board Of Review	e. 6/3 Public Works & Property Committee
c. 6/1 Water & Light Commission	f. 6/3 Public Safety & Health Committee
d. 6/2 Parks Commission	

5. RECOMMENDATION OF BOARDS, COMMITTEES AND COMMISSIONS

- a. Public Works & Property Committee
 - i. Ordinance #2021-05 Amending Chapter 340 and 283-16 Of The Municipal Code Requiring Sanitary Sewer Backflow Preventers For New Residential Construction. DISCUSSION: Hansen read Public Works & Property Committee amendments from its 6 pm meeting. MOTION: Moved by Schoenwetter, seconded by Petts to approve the ordinance as amended by the Committee. VOICE VOTE: Motion carried.
- b. Water & Light Commission
 - i. Resolution #2021-22 Review Of The Annual Wastewater Treatment Plant Compliance Maintenance Report. DISCUSSION: Sorenson noted the loss of a large industry user which generated a net reporting benefit. MOTION: Moved by Kuhl, seconded by Griffin to approve the resolution as presented. VOICE VOTE: Motion carried.
- c. Public Safety & Health Committee
 - i. Request To Hire Vacant Full–Time Police Position. DISCUSSION: Griffin said the department was down on position. MOTION: Moved by Weihert, seconded by Griffin to approve the request to start the process of filling the vacancy. VOICE VOTE: Motion carried.

6. NEW BUSINESS

- a. Class A & B Beer, Liquor & Cider License Applications Along With A Class C Wine Application For The License Period 7/1/2021 – 6/30/2022. MOTION: Kuhl, seconded by Schoenwetter to approve the applications as presented. VOICE VOTE: Motion carried.
- b. Cigarette License Applications For the License Period 7/1/2021 – 6/30/2022 (5). MOTION: Moved by Weihert, seconded by Griffin to approve the cigarette licenses. VOICE VOTE: Motion carried.
- c. Annual Mobile Home Park Licenses For The License Period 7/1/2021 – 6/30/2022 (2). MOTION: Moved by Petts, seconded by Schoenwetter to approve the annual mobile home park licenses. VOICE VOTE: Motion carried.

7. FUTURE AGENDA ITEMS, ANNUAL CALENDAR AND ANNOUNCEMENTS. ## Griffin said the Legion was selling burgers Friday.

8. ADJOURNMENT. MOTION: By consensus, the body adjourned. VOICE VOTE: Motion carried. Approximate time: 7:29 p.m.

Mo Hansen

Attest:
Mo Hansen, Clerk/Treasurer



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PARKS COORDINATOR REPORT

December 2020 – April 2021

EVENTS AND HIGHLIGHTS

- SPRING CLEAN
 - 8 Individuals – Lower numbers from past years
- SUMMER CONCERT SERIES
 - Great Night and Turnout

ONGOING PROJECTS

- Lower Pavilion Work
 - Work completed to fill cracks
 - Still small leakage
- Fence Project
 - Bids Received
 - TBD – Possible start date of mid-July
- 203 East Madison – Riverside Park
 - TBD – Start of project after Adams Street complete
- Volleyball Court
 - Raising/Fill of south east corner
 - TBD – Start of project in the next couple of weeks

FINISHED PROJECTS

- ROUNDHOUSE CONCRETE

CAROUSEL

- Will be Opened for 2021 with CDC Guidelines for Amusement Rides
 - Memorial Day weekend – Official opening
 - Already opened for 4 private events
- Door to be fixed
 - Front door has become split and needs replacing

PROJECTS FOR 2020

- LIFT STATION
 - Work to be completed by Waterloo Utilities
- DUG-OUT/PRESS BOX RENOVATIONS
 - Quote received – RFP to follow
- BATHROOM RENOVATION

- Quote received for outside work and doors – Waiting on quotes for indoor areas to include stalls, toilet wares and new sink areas
- PARK FENCE RENOVATION
 - New fencing arrived – Work to be completed Spring 2021
- 203 E. MADISON STREET
 - Lot Acquisition complete – Work to be started in 2021 with other projects

DONATION CAMPAIGNS

- 50/50 RAFFLE – Friends of Firemen’s Park
 - Raffle tickets will be sold for a portion of the year – Drawing W&K Day 2021

GRANT OPPORTUNITIES

- 203 EAST MADISON STREET PROJECT
 - DNR Grants
 - River conditions and land acquisition for 203 East Madison Street
 - Land Acquisition winner
 - 2021 RTP Grant entered – Answer in August/September
 - GWHF
 - Grant received for Maunasha River Trail
 - \$100,000 – Matching Grant



WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



Monday May 3rd, 2021

On Monday May 3rd, 2021 we had our monthly Operators training. Training was relay pumping. The operator has to pump the engine to supply another engine or ladder. This is done both rural and city. They have to be able to figure out the best way to supply the hose and make sure that the water source will be efficient.

On Monday May 10th, 2021 we had our monthly EMS training. Training was diabetic and covid updates. With the new technology that is out their insulin pumps and diabetic equipment have evolved. Members have to have the knowledge to know if something is malfunctioning and how to manage the equipment. With the covid updates we advised what is new with the rona vaccine and precautions that were still needed.

On Monday May 17th, 2021 we had our quarterly combination training due to Monday May 31st being Memorial Day. Both fire and EMS members were at this training. Training was on natural disaster. We would like to thank the Waterloo Utilities for getting electrical poles and WE Energies for bringing out a gas meter prop. There were two scenarios, first scenario was gas leaks and we to know and how to evacuate the proper area. The second scenario was mass casualty vehicle crash. The one vehicle had 4 patients with an electrical pole on in the vehicle with wires lying on it. The second vehicle had 4 patients with an electrical pole through it. The members had to identify the hazards and then come up with a plan and see it through.

This month we have two of our members complete and pass EMT course.

Sincerely,

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



WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



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

EMS Calls:

City of Waterloo	22
Township of Waterloo	2
Township of Portland	4
2 nd Unit City of Waterloo	1
Total EMS	29

EMS & Fire Motor Vehicle Crash Calls:

City of Waterloo	2
Total MVC	2

Alarms:

City of Waterloo	1
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Fire Calls:

Township of Portland	1
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Hazardous Condition:

City of Waterloo	1
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Weather Related Call:

Waterloo Fire District	0
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Service Calls:

City of Waterloo	3
Township of Waterloo	1

Rescue Calls:

Township of Waterloo	0
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Total Fire 7

May Total 38

Up to Date Call Totals

Fire (Structure, Wild land, Motor Vehicle)	16
Rescue/EMS: BLS 29 ALS 20	127
Hazardous Conditions (No Fire)	4
False Alarm or Call	9
Motor Vehicle Crash	6
Service Calls	16
Rescue Calls	0
Weather Related Calls	0
Up to Date Total	178

Fire Mutual Aid Given 12 Fire Mutual Aid Received 3

2nd Out Unit 5 EMS Mutual Aid Given 2 EMS Mutual Aid Received 3 Paramedic Intercept 3

Total Personnel Response: 756 (for the month): 150

Monthly Response Time (EMS Incidents) **178** (From 1st page to enroute times) average **5.7** min (for the month)

Minutes Spent Responding **94** (Enroute time to on scene time) average **3.0** min (for the month)

Monthly Response Time (FIRE Incidents) **49** (From 1st page to enroute times) average **5.4** min (for the month)

Minutes Spent Responding **17** (Enroute time to on scene time) average **1.8** min (for the month)

Machinery and Equipment Maintenance

MAY

2021

		Mileage / Hours			TTI Fuel	GPH
		Start	End	Total		
DPW Equipment						
End loader	544	3943	3950	7	48.981	0.14
John Deere Tractor	2555	4732	4749	17	39.646	0.43
Wood Chipper	200XP	2805	2842	37	76.825	0.48
John Deere Lawn Tractor	1025R	152	152	0	99.718	0.72
John Deere	X750	1569	1605	36	99.718	0.72
John Deere	X750-1	1337	1373	36	99.718	0.72
Wacker Roller				0	0	#DIV/0!
2010 International Truck	#1	23211	23342	131	21.955	5.97
2020 International Truck	#2	4294	4298	4	62.53	0.06
	#3			0	0	#DIV/0!
2017 Chevrolet Truck	#4	41888	43093	1205	109.183	11.04
2018 Frieghtliner Truck	#5	10014	10174	160	34.694	4.61
2006 Elgin Pelican Street Sweeper				0	9.557	0.00
2011 Ford F-550 Truck	#6	38503	39064	561	95.912	5.85
2015 Frieghtliner Truck	#7	12447	12766	319	60.963	5.23
Bobcat	595	602	623	21	0	#DIV/0!

MONTHLY TIME REPORT

2021

MAY

JOB	DPW		Chad	Ryan	Chris	Travis
Police Adm			0	0	0	0
Fire Dept			0	1.5	0	1
Mach/Equip			7	30	10	12
Garage/Shed			16	9	13	30
Meeting/Seminars			6	0	0	0
Street Repair/Maintenance			10	25	12	0
Street Cleaning			0	0	0	0
Snow & Ice		Reg Hrs	0	0	0	0
		OT Hrs	0	0	0	0
Storm Sewer			5	2	3	0
Traffic Control			0	0	9	0
Bridges/Culvers			0	0	0	0
Tree/Brush			4	32.5	2	33
Refuse Collection			19	0.5	9	0.5
Sanitary Sewer			0	0	0	0
Insect Control			0	0	0	0
Animal Control			0	0	0	0
Cemetary			0	13.5	0	16.5
Library			1	3	1	3
Firemans Park			36	0	32	11
Other Parks			28	23.5	23	18.5
Trail Head			10	13.5	8	5
Celeb/Enter			6	0	0	0
Weed Control			0	0	6	20
Vac/Holiday/SL			22	14	38	18

WATERLOO POLICE DEPARTMENT

Report For Month Of May

COMPLAINTS

Family:	3
Off Road Vehicles:	7
Vandalism:	0
Minor Theft - Less Than \$500:	11
Major Theft - More Than \$500:	2
Burglary:	1
Doors Found Open:	6
Animal Case:	6
Late Bar Closing:	0
Alarms:	1
Lous Music/Parties:	11
Tavern Complaints:	0
Prowler Complaints:	5
Battery To Person:	2
Domestic Abuse:	1
Sexual Assault:	0
Runaways:	0
Worthless Checks:	0
All Other Complaints:	75
TOTAL COMPLAINTS	131

INQUIRIES/CHECKS

Registration Checks:	764
Drivers License Checks:	373
NCIC/CIB/VIN Checks:	2
Check Welfare:	5
TOTAL INQUIRIES/CHECKS	1144

ACCIDENTS

More Than \$1,000:	3
Less Than \$1,000:	2
Pedestrian Accidents:	0
Bicycle Accidents:	0
Victims Injured:	4
Victims Killed:	0
TOTAL ACCIDENTS	5

ASSISTS

Assist Jefferson County:	5
Assist Dodge County:	4
Assist Dane County:	2
Assist Marshall Police:	0
Assist Fire/Rescue:	26
Assist Other Agencies:	8
Assist Public:	94
Assist With Escort:	0
Assist All Other:	5
TOTAL ASSISTS	144

MISCELLANEOUS

Investigations/Followups:	150
Traffic Control:	0
Radar Operations:	165
Special Assignment:	2
Speech/Presentations:	0
Serve Papers:	0
Other Miscellaneous:	3
TOTAL MISCELLANEOUS	320

WATERLOO POLICE DEPARTMENT

Report For Month Of May

TRAFFIC VIOLATIONS

MISDEMEANOR/CRIMINAL

WARNINGS

ARRESTS

WARNINGS

ARRESTS

Speeding:	30	18
Too Fast For Conditions:	0	0
Innattentive Driving:	0	0
Failure To Yield:	1	0
Stop Sign Violation:	5	8
Illegal Passing:	3	8
No Drivers License:	3	4
Illegal Parking:	2	6
Left Of Highway:	1	0
Operate While Intoxicated:	0	6
Unregistered Vehicle:	5	7
Driving Suspended/Revoked:	1	7
Hit And Run:	0	0
Illegal U-Turn:	2	0
Following Too Close:	0	0
Seatbelt Violation:	2	0
Off Road Vehicles:	0	0
Power Display:	0	0
Equipment Violations:	38	4
All Other Traffic:	44	7

Disorderly Conduct:	0	4
Underage Alcohol:	0	11
Warrants:	0	0
Theft:	0	1
Trespassing:	0	0
Breaking & Entering:	0	0
Vandalism:	0	0
All Other Misd/Criminal:	5	4

WARNINGS

ARRESTS

TOTALS

142

95

Hourly Breakdown

Patrol:	611.30
Investigations:	170.70
Radar:	114.00
Court Appearances:	1.00
Office:	284.80
Special Duties:	13.00
Schools/Training:	28.30
On Call:	0.00

TOTAL:

1223.10

Monthly Incident Comparison Report

Report Criteria:

Current Month: 5/2021

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
No Category						
	Blank Description	0	0	1	0	2
	Total for No Category:	0	0	1	0	2
ASSIST						
	Assist Business	0	0	0	0	1
	Assist Citizen	2	2	8	1	21
	Assist Dane County Sheriff	1	0	2	0	4
	Assist Dodge County Sheriff	1	1	7	1	12
	Assist Jefferson County Sheriff	0	1	3	0	1
	Assist Marshall PD	0	1	7	2	18
	Assist Probation/Parole	0	0	0	0	6
	Assist Social Services	0	0	2	2	12
	Assist Watertown PD	0	0	1	0	1
	Civil Dispute	0	0	1	0	0
	Custody for Other Department	0	2	4	0	2
	EMS Calls	0	0	0	1	3
	Neighbor Problems	0	1	1	0	1
	Other Mutual Aid Assists	0	0	2	1	2
	Probation/Parole Check Ins	0	0	0	0	3
	Total for ASSIST:	4	8	38	8	87
CRIMINAL						
	Bail Jumping/Escapes	0	0	0	0	1
	Burglary - Attempted Residential	0	0	1	0	1
	Burglary - Residential/Forced	1	0	1	0	0
	Burglary - Residential/No Force	0	0	0	0	3

Monthly Incident Comparison Report

Report Criteria:

Current Month: 5/2021

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
CRIMINAL						
	Computer Crimes	0	0	1	0	1
	Criminal Damage To Property/vandalism	0	0	3	2	12
	Disorderly Conduct - All Other	1	0	3	1	16
	Disorderly Conduct - Fight, Disturbance	1	0	1	0	5
	Domestic Disturbance	1	0	5	1	18
	Domestic Offense - Spousal Abuse/Fights	0	0	1	0	5
	Drug Investigations	0	0	0	1	8
	Drug Possession	1	0	2	0	4
	Endanger Safety/Reckless Behavior	0	0	0	1	1
	Fraud	1	0	2	3	15
	Harass/Intimidate Victim or Witness	0	0	0	0	2
	Harassment - Harassing Telephone Calls	1	0	1	0	4
	Harassment - Threats	0	2	2	0	5
	Indecent Language/Conduct	1	0	1	0	0
	Interfere with Child Custody	0	0	0	0	1
	Operate Vehicle Without Owner's Consent	0	0	0	0	5
	Other Sex Offenses	1	0	2	1	5
	Probation/Parole Violation	0	0	1	0	1
	Robbery - Armed	0	0	1	0	0
	Simple Battery	0	1	2	0	0

Monthly Incident Comparison Report

Report Criteria:

Current Month: 5/2021

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
CRIMINAL						
	Theft - All Other	2	1	7	0	13
	Theft - From Building	0	0	0	0	4
	Theft - From a Motor Vehicle	1	0	1	0	7
	Theft - Motor Vehicle Parts/Accessories	2	0	4	0	2
	Theft - Retail/Shoplifting	1	0	3	0	8
	Trespassing	0	0	0	0	1
	Violation of Court/Restraining Order	0	0	0	0	1
	Worthless Checks - Less Than \$1000	0	0	0	0	1
	Total for CRIMINAL:	15	4	45	10	150
ORDINANCE						
	Abandoned Property/Vehicle Violation	0	0	0	0	2
	All-Terrain Vehicle Violation	1	1	2	0	2
	Animal Bite	0	0	7	0	6
	Animal Licensing/Shots/Etc.	0	0	0	0	1
	Animal Running at Large	0	0	1	0	1
	Curfew	0	0	0	0	2
	Disturbance	2	0	4	0	2
	Illegal Dumping	0	0	0	0	1
	Loitering	0	0	0	0	1
	Municipal Code Violation	0	0	1	0	0
	Possession of Tobacco by Minor	1	0	4	0	0
	Public Nuisance Violations	0	0	0	1	1
	Truancy	0	0	0	0	2

Monthly Incident Comparison Report

Report Criteria:

Current Month: 5/2021

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
ORDINANCE						
	Under Age Drinking - Adult (18-21)	2	0	2	0	0
	Under Age Drinking - Minor (Under 18)	0	0	0	0	1
	Total for ORDINANCE:	6	1	21	1	22
Other						
	Investigation/Take Report	1	0	2	0	1
	Other Animal Calls - Dead, Etc.	1	1	4	0	4
	Receive Information	1	2	4	1	11
	Total for Other:	3	3	10	1	16
SERVICE						
	911 Disconnect (Hang-Up)	0	0	0	0	1
	Death Investigation	1	0	1	0	4
	Emergency Detention/Detoxification	0	0	0	2	4
	Found Items/Property	0	0	0	0	4
	Missing Juvenile	0	0	1	0	1

Monthly Incident Comparison Report

Report Criteria:

Current Month: 5/2021

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
SERVICE						
	Other Service	0	0	1	0	1
	Runaway Juvenile	0	0	0	0	2
	Suspicious Person/Activity, Prowler	0	1	3	0	7
	Uncontrollable Juvenile	1	0	1	0	6
	Warrant Pickup - Other Agency	0	1	1	0	2
	Warrant Pickup - Waterloo	0	0	0	0	2
	Welfare Check	3	1	8	1	14
	Total for SERVICE:	5	3	16	3	48
TRAFFIC						
	Disobey Sign/Marker	0	1	1	0	1
	Driver's License Violations (Ex OAS/OAR)	1	1	2	1	17
	Driving Complaint	0	0	0	0	1
	Eluding Police Officer	0	0	1	0	1
	Illegal Turns	0	0	0	0	2
	License/Permit Violation	0	0	1	0	1
	Motor Vehicle Insurance Violation	1	3	9	1	15
	OAS/OAR/Other License Violations	11	7	24	1	20
	Open Intoxicants - Driver	0	0	0	0	1
	Operate Motor Vehicle While Intoxicated	3	0	6	0	12
	Other Traffic Violations	0	1	9	0	2
	Parking Violation	0	0	0	2	18
	Registration/Title Violation	1	3	5	0	6
	Required Stop Violation - RR, Etc.	0	1	1	0	0
	Seatbelt Violation	0	2	2	0	0
	Speeding - School Zone	0	0	0	0	1
	Speeding Violation	10	6	26	1	36
	Stop Sign/Signal Violation	4	1	5	0	6
	Tow Vehicle	0	0	0	0	1
	Traffic Accident - Hit and Run (Damage)	1	1	2	1	6
	Traffic Accident - Hit and Run (Injury)	0	1	1	0	0
	Traffic Accident - Non-Reportable	0	0	1	0	8
	Traffic Accident - Personal Injury	2	0	2	0	1
	Traffic Accident - Property Damage	1	0	7	3	20
	Traffic Obstruction/Debris on Highway	0	0	0	0	1
	Vehicle Equipment Violation - Lights	0	0	3	0	2
	Vehicle Equipment Violation - Other	0	0	0	1	3
	Warning - 5 Day Equipment Violation	0	2	2	0	0
	Total for TRAFFIC:	35	30	110	11	182
Grand Totals:		68	49	241	34	507

Activity Log List

Report Criteria:

Start Date	End Date	Title	Officer
05/01/2021	05/31/2021		ALL

Title	Notes	Date	Time	Officer
Assist Citizen	Officer assisted with complainant who had concerns staying with significant other, voucher was issued.	05/04/2021	07:37:00	
Traffic accident	Officer assisted with roll over accident.	05/04/2021	09:03:00	
Traffic stop	Officer performed traffic stop, citation issued.	05/04/2021	11:22:00	
Traffic stop	Officer performed traffic stop, citations issued.	05/05/2021	08:22:00	
Traffic stop	Warning issued during traffic stop was not cleared, citation has now been issued.	05/05/2021	09:31:00	
Traffic stop	Prior warning from traffic stop was not cleared, citation issued.	05/05/2021	09:43:00	
Traffic citation	Prior warning that was issued was not cleared, citation issued.	05/05/2021	10:16:00	
Traffic citation	Warnings issued was not cleared, citation issued.	05/05/2021	10:24:00	
Underage party	Officer's responded to an underage party, citations issued	05/06/2021	08:24:00	
Traffic stop	Officer performed traffic stop, citations issued.	05/06/2021	11:21:00	
Fraud	Report of a debit card being used for unauthorized purchases.	05/06/2021	13:35:00	
Theft	Officer was advised of theft of cash out of a till from a local gas station.	05/06/2021	14:22:00	
Receive information	Officer has received information and assisted with filing a report.	05/07/2021	08:30:00	
Animal call	Officer advised of sick raccoon, animal was dispatched.	05/07/2021	11:05:00	
check welfare	Officer responded to report a male under the influence making threats to himself.	05/07/2021	13:52:00	
Traffic stop	Officer performed traffic stop, citations issued.	05/07/2021	14:13:00	
Harassment	Officer assisted with a report of harassment with juveniles.	05/10/2021	10:51:00	
Traffic stop	Officer performed traffic stop, citations issued.	05/10/2021	13:59:00	
Traffic stop	Officer performed traffic stop, citation issued.	05/11/2021	08:35:00	
possession	Officer wrote a report for a minor in possession of a vape pen	05/11/2021	12:05:00	
Traffic stop	Officer performed traffic stop, citation issued.	05/12/2021	13:47:00	
reckless driving	Report of property damage due to reckless driving.	05/13/2021	09:41:00	
disorderly conduct	Officer responded to report of juvenile disturbance, citation issued	05/15/2021	16:09:00	
Retail theft	Officer handled a theft report, citation issued.	05/15/2021	20:06:00	
Disturbance	Officer responded to a disturbance, officer was able to de-escalate and not charges/ citations were issued.	05/16/2021	11:38:00	
Traffic stop	Officer performed traffic stop, citations issued.	05/16/2021	13:05:00	
Traffic stop	Officer performed traffic stop, citations issued.	05/16/2021	13:32:00	
Traffic stop	Officer performed traffic stop, several citations were issued.	05/17/2021	15:04:00	
		05/17/2021	15:04:00	
Accident	Officer assisted with provide an accident report for a 2 car accident in park.	05/18/2021	09:36:00	
Traffic stop	Officer performed traffic stop, citations issued.	05/19/2021	07:57:00	
Assist	Officers responded to an altercation, situation was handled and report was filed.	05/19/2021	11:10:00	
THEFT	Officer responded and took a report for theft from vehicle.	05/19/2021	13:03:00	
Theft	Officer assisted with a report for theft of license plate.	05/19/2021	14:39:00	
Well check	Officer received info of a possible suicidal threat situation. Report was made.	05/20/2021	10:04:00	
Uncontrollable juvenile	Officers responded to an issued with an uncontrollable juvenile who caused damage to property. Report was taken and services were provided.	05/20/2021	11:06:00	
Lost property	Officer filed a report for a missing cashier's check.	05/20/2021	11:28:00	
Traffic stop	Officer performed traffic stop, citations issued.	05/20/2021	13:13:00	COFFREN, JARED
Traffic stop	Officer performed a traffic stop, citation issued.	05/20/2021	15:28:00	
Traffic stop	Officer performed traffic stop, citation issued.	05/21/2021	09:03:00	

Activity Log List

Report Criteria:

Start Date	End Date	Title	Officer
05/01/2021	05/31/2021		ALL

Title	Notes	Date	Time	Officer
THEFT OF PART FROM VEH	Officer handed report of a theft of parts from a motor vehicle.	05/24/2021	10:44:00	
Traffic stop	Officer performed traffic stop, citation issued.	05/25/2021	10:07:00	
Traffic stop	Officer performed a traffic stop, citations issued.	05/25/2021	11:37:00	
Assist	Officers requested to assist Dodge County.	05/25/2021	14:16:00	
Traffic stop	Officer performed traffic stop, citation and warning issued.	05/26/2021	08:29:00	
Assist citizen	Officer responded to assist citizen with a tree cutting issue.	05/26/2021	09:26:00	
Harassment	Officer handled a harassment situation and report was filed	05/27/2021	08:10:00	
Traffic citation	Citation written as warning was not signed off on.	05/27/2021	09:54:00	
Traffic stop	Officer issued citation for speeding	05/27/2021	10:50:00	
Traffic citation	Officer issued traffic citations off of warnings that were not signed off on.	05/27/2021	11:15:00	
Disturbance	Officer responded to an incident at a local business, citations issued.	05/28/2021	14:21:00	
Traffic stop	Officer performed traffic stop, citation issued.	05/28/2021	14:57:00	

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
05/01/2021	05/31/2021	ALL	ALL

Court Date	Name	Ticket	Officer/Court Type
05/18/21 11:00 AM	CALLIES,JAMES,R 915 S MAIN ST APT 221 FORT ATKINSON WI, 53538	DOB: 03/22/70 No: T-BF358795-3 Age: 51 Issued: 04/11/21	WARNER,DAVID,N
Comments: OFFICER: BADGE #: 11, NAME: DAVID N WARNER			

Charge	Description	Fine	Collected
347.48(2M)(B)	VEHICLE OPERATOR FAIL/WEAR SEAT BELT	\$10.00	\$0.00

05/18/21 11:00 AM	JIMENEZ CALDERA,ALEJANDRO 211 BISHOP CIR WATERLOO WI, 53594	DOB: 11/18/82 No: T-BF359009-0 Age: 38 Issued: 04/17/21	
Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN			

Charge	Description	Fine	Collected
346.57(5)	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	\$175.30	\$0.00

05/18/21 11:00 AM	MARTINEZ FACUNDO,DIEGO,A 218 FRANCES LN WATERLOO WI, 53594	DOB: 11/23/94 No: T-BF359017-1 Age: 26 Issued: 04/23/21	
Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN			

Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

05/18/21 11:00 AM	MINNAMEIER,HEATHER,A N1612 COUNTY ROAD BB REESEVILLE WI, 53579	DOB: 07/21/72 No: T-BF359005-3 Age: 48 Issued: 04/16/21	
Comments: OFFICER: BADGE #: 15, NAME: JARED R COFFREN			

Charge	Description	Fine	Collected
341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30	\$0.00

05/18/21 11:00 AM	SMOTHERS,TALIKA,M 5253 NORTH 61 STREET MILWAUKEE WI, 53218	DOB: 09/30/80 No: T-BF358797-5 Age: 40 Issued: 04/14/21	WARNER,DAVID,N
Comments: OFFICER: BADGE #: 11, NAME: DAVID N WARNER			

Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

05/18/21 11:00 AM	SMOTHERS,TALIKA,M 5253 NORTH 61 STREET MILWAUKEE WI, 53218	DOB: 09/30/80 No: T-BF358798-6 Age: 40 Issued: 04/14/21	WARNER,DAVID,N
Comments: OFFICER: BADGE #: 11, NAME: DAVID N WARNER			

Charge	Description	Fine	Collected
344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
05/01/2021	05/31/2021	ALL	ALL

Court Date	Name	DOB	Ticket No	Officer/Court Type
05/18/21	AMARO MARTINEZ,GUSTAVO	06/06/89	T-BF359011-2	COFFREN,JARED
11:00 AM	2201 CYPRUS WAY APT 7 MADISON WI, 53713	Age: 31	Issued: 04/18/21 Inc #: 21-000152	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
346.57(5)	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	\$200.50	\$0.00	
05/18/21	AMARO MARTINEZ,GUSTAVO	06/06/89	T-BF359012-3	COFFREN,JARED
11:00 AM	2201 CYPRUS WAY APT 7 MADISON WI, 53713	Age: 31	Issued: 04/18/21 Inc #: 21-000152	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*344.62(1)	Operate Motor Vehicle W/O Insurance	\$200.50	\$0.00	
05/18/21	AMARO MARTINEZ,GUSTAVO	06/06/89	T-BF359014-5	COFFREN,JARED
11:00 AM	2201 CYPRUS WAY APT 7 MADISON WI, 53713	Age: 31	Issued: 04/18/21 Inc #: 21-000152	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*343.05(3)(A)	OPER W/O VALID DL	\$200.50	\$0.00	
05/18/21	AYALA OLGUIN,LESLIE	11/17/99	T-BF358790-5	BRICKEY,BENJAMIN,I
11:00 AM	519 N MONROE ST WATERLOO WI, 53594	Age: 21	Issued: 03/31/21 Inc #: 21-000118	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
343.07(1G)(A)1	OPERATE MOTOR VEHICLE BY PERMITTEE W/O INSTRUCTOR	\$200.50	\$200.20	
05/18/21	BAKER,CHAD,D	09/16/71	T-BF359010-1	COFFREN,JARED
11:00 AM	125 RUSTIC DR MADISON WI, 53718	Age: 49	Issued: 04/18/21 Inc #: 21-000151	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
344.62(2)		\$10.00	\$10.00	
05/18/21	BIRD,KATIE,A	10/05/86	C-1F817FFPDN	COFFREN,JARED
11:00 AM	410 S WASHINGTON ST WATERLOO WI, 535941447	Age: 34	Issued: 03/29/21 Inc #: 21-000113	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
126-4G(3)	DOG RUNNING AT LARGE	\$175.30	\$0.00	
05/18/21	CRAWFORD,JEFFREY,DAVID	05/23/57	T-BF359019-3	COFFREN,JARED
11:00 AM	1922 E WASHINGTON AVE MADISON WI, 53704	Age: 63	Issued: 04/25/21 Inc #: 21-000157	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
347.48(2M)(B)	Vehicle Operator Fail/Wear Seat Belt	\$10.00	\$0.00	

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
05/01/2021	05/31/2021	ALL	ALL

Court Date	Name	DOB	Ticket No:	Officer/Court Type
05/18/21	DILORENZO,ELIZABETH,ANN	04/21/97	T-BF358800-1	COFFREN,JARED
11:00 AM	701 S 6TH STREET UNIT B WATERTOWN WI, 53094	Age: 23	Issued: 04/14/21 Inc #: 21-000136	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50	\$0.00	
05/18/21	DUNNEISEN,DOUGLAS,DAVID	05/07/58	C-1F817FFPDS	COFFREN,JARED
11:00 AM	W12086 CLARKSON RD WATERLOO WI, 53594	Age: 62	Issued: 04/06/21 Inc #: 21-000125	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
350-13(1)(D)(G)13		\$175.30	\$170.30	
05/18/21	GONZALEZ,HECTOR,RAUL	03/19/96	T-BF359015-6	COFFREN,JARED
11:00 AM	424 FARMHAM ST APT 7 MARSHALL WI, 53559	Age: 25	Issued: 04/21/21 Inc #: 21-000153	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
343.44(1)(B)	OPERATING WHILE REVOKED (FORFEITURE)	\$200.50	\$0.00	
05/18/21	GONZALEZ,HECTOR,RAUL	03/19/96	T-BF359016-0	COFFREN,JARED
11:00 AM	424 FARMHAM ST APT 7 MARSHALL WI, 53559	Age: 25	Issued: 04/21/21 Inc #: 21-000153	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
347.48(4)(AM)	VIOL OF CHILD SAFETY RESTRAINT - CHILD 4 YRS BUT < 8 YRS	\$150.10	\$0.00	
05/18/21	GRICE,JILLEEN,A	03/12/73	T-BF359020-4	COFFREN,JARED
11:00 AM	202 W MAIN ST MARSHALL WI, 53559	Age: 48	Issued: 04/26/21 Inc #: 21-000158	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*346.46	FTS AT STOP SIGN	\$175.30	\$170.30	
05/18/21	KURTZ,NICOLE,T	03/12/96	T-BF358796-4	COFFREN,JARED
11:00 AM	302 PARKWAY DR 3 MARSHALL WI, 53559	Age: 25	Issued: 04/13/21 Inc #: 21-000132	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
346.57(5)	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	\$175.30	\$0.00	
05/18/21	KUZDAS,LUCAS,D	02/02/87	T-BF358793-1	COFFREN,JARED
11:00 AM	656 N MONROE ST WATERLOO WI, 53594	Age: 34	Issued: 04/07/21 Inc #: 21-000127	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30	\$0.00	

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
05/01/2021	05/31/2021	ALL	ALL

Court Date	Name	DOB:	Ticket No:	Officer/Court Type
05/18/21	OHLIN,COLIN,JACOB	02/21/00	T-BF358786-1	COFFREN,JARED
11:00 AM	418 EMERALD ST WATERTOWN WI, 53098	Age: 21	Issued: 03/29/21 Inc #: 21-000114	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50	\$0.00	
05/18/21	PARKS,THOMAS,KENNETH	DOB: 11/24/99	No: T-BF358537-4	WARNER,DAVID,N
11:00 AM	310 CRESTVIEW DR WATERLOO WI, 53594	Age: 21	Issued: 02/12/21 Inc #: 21-000129	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*344.62(1)	Operate Motor Vehicle W/O Insurance	\$200.50	\$0.00	
05/18/21	PERALTA ADAME,CESAR	DOB: 04/28/74	No: T-BF359004-2	COFFREN,JARED
11:00 AM	515 MILWAUKEE AVE WATERLOO WI, 53594	Age: 46	Issued: 04/16/21 Inc #: 21-000142	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50	\$0.00	
05/18/21	PHILLIPS,JANICE,L	DOB: 09/19/61	No: T-BF358792-0	COFFREN,JARED
11:00 AM	356 MILWAUKEE AVE WATERLOO WI, 53594	Age: 59	Issued: 04/06/21 Inc #: 21-000124	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30	\$0.00	
05/18/21	POLANSKY,KRISTA,KAY	DOB: 10/24/66	No: T-BF359018-2	COFFREN,JARED
11:00 AM	1922 E WASHINGTON AVE MADISON WI, 53704	Age: 54	Issued: 04/25/21 Inc #: 21-000156	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30	\$0.00	
05/18/21	RATZEL,DESIREE,ELIZABETH	DOB: 11/24/87	No: T-BF358784-6	COFFREN,JARED
11:00 AM	383 SUNNYVIEW LN MARSHALL WI, 53559	Age: 33	Issued: 03/27/21 Inc #: 21-000110	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
346.57(5)	Exceeding Speed Zones/Posted Limits	\$175.30	\$170.30	
05/18/21	REIERSON,KELLAN,JOHN	DOB: 09/10/92	No: T-BF359008-6	COFFREN,JARED
11:00 AM	881 JERICO LN SUN PRAIRIE WI, 53590	Age: 28	Issued: 04/17/21 Inc #: 21-000145	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*346.57(5)	SPEED IN EXCESS OF POSTED	\$175.30	\$175.30	

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
05/01/2021	05/31/2021	ALL	ALL

Court Date	Name	DOB	Ticket No	Officer/Court Type
05/18/21 11:00 AM	SCHUCHART,CORY,MINETT 401 OVERLOOK TERRACE MARSHALL WI, 53559	05/07/73 Age: 47	T-BF358794-2 Issued: 04/10/21 Inc #: 21-000128	BRICKEY,BENJAMIN,I JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		*344.62(1)	Operate Motor Vehicle W/O Insurance	\$200.50 \$195.50
05/18/21 11:00 AM	SKALITZKY,KRISTY,LEE W8491 BLUE JOINT RD WATERLOO WI, 53594	03/21/93 Age: 28	T-BF358788-3 Issued: 03/31/21 Inc #: 21-000117	BRICKEY,BENJAMIN,I JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		*347.41	VIOL SPEEDOMETER REQUIRE	\$175.30 \$0.00
05/18/21 11:00 AM	SKALITZKY,KRISTY,LEE W8491 BLUE JOINT RD WATERLOO WI, 53594	03/21/93 Age: 28	T-BF358789-4 Issued: 03/31/21 Inc #: 21-000117	BRICKEY,BENJAMIN,I JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		*346.57(5)	SPEED IN EXCESS OF POSTED	\$200.50 \$0.00
05/18/21 11:00 AM	SOLIS LUNA,AARON 750 BLUEGRASS TRL WATERLOO WI, 53594	06/13/02 Age: 18	T-BF359001-6 Issued: 04/14/21 Inc #: 21-000137	COFFREN,JARED JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30 \$0.00
05/18/21 11:00 AM	STEINER,MITCHEL,STEVEN 339 TAYLOR ST WATERLOO WI, 53594	01/15/00 Age: 21	T-BF358787-2 Issued: 03/30/21 Inc #: 21-000116	COFFREN,JARED JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		346.57(5)	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	\$175.30 \$0.00
05/18/21 11:00 AM	USCANJA ROSALES,LEONARDO 431 FARNHAM STREET #5 MARSHALL WI, 53559	09/24/86 Age: 34	T-BF358785-0 Issued: 03/28/21 Inc #: 21-000111	COFFREN,JARED JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50 \$0.00
05/18/21 11:00 AM	VALLE,MARICELA 823 LUM AVE # 6 WATERLOO WI, 53594	12/11/88 Age: 32	T-BF359002-0 Issued: 04/16/21 Inc #: 21-000140	BRICKEY,BENJAMIN,I JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		*343.05(3)(A)	OPER W/O VALID DL	\$200.50 \$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
05/01/2021	05/31/2021	ALL	ALL

Court Date	Name	DOB	Ticket No	Officer/Court Type
05/18/21 11:00 AM	VALLE,MARICELA 823 LUM AVE # 6 WATERLOO WI, 53594	12/11/88 Age: 32	T-BF359003-1 Issued: 04/16/21 Inc #: 21-000140	BRICKEY,BENJAMIN,I JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		*346.46	FTS AT STOP SIGN	\$175.30 \$0.00
05/18/21 11:00 AM	WOMACK,QUINTEN,PHILIP 230 PORTLAND ROAD WATERLOO WI, 53594	09/28/96 Age: 24	T-BF359006-4 Issued: 04/17/21 Inc #: 21-000144	COFFREN,JARED JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		346.57(5)	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	\$200.50 \$0.00
05/18/21 11:00 AM	WOMACK,QUINTEN,PHILIP 230 PORTLAND ROAD WATERLOO WI, 53594	09/28/96 Age: 24	T-BF359007-5 Issued: 04/17/21 Inc #: 21-000144	COFFREN,JARED JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		*344.62(1)	Operate Motor Vehicle W/O Insurance	\$200.50 \$0.00

Ticket Count: 37

Total Fines: \$6418.60
Total Payments: \$1091.90
Total Due: \$5326.70

Waterloo Police Department Fleet Maintenance Report

VIN	1FM5K8AR4FGC0773	For Period	5/1/-5/31
Year	2015	Fuel Cost	\$140.54
Vehicle Description	Ford Edge Utility	Miles per gallon	10.77

Date	Fuel	Fuel Cost	Mileage	Maintenance Items	Main. Cost	Officer
5/1/2021	7.718	\$21.60	91090			6
5/1/2021	8.49	\$23.76	90981			10
5/2/2021	4.971	\$13.91	91017			6
5/3/2021	6.293	\$16.98	91156			14
5/4/2021	5.716	\$16.00	91214			10
5/7/2021	8.448	\$23.65	91410			8
5/8/2021	6.437	\$18.02	91551			15
5/8/2021	7.253	\$20.30	91487			8
5/9/2021	4.094	\$11.46	91587			6
5/10/2021	8.426	\$23.58	91684			6
5/11/2021	6.924	\$19.38	91758			6
5/12/2021	2.899	\$24.42	91854			12
5/13/2021	4.663	\$13.52	91909			6
5/13/2021	4.65	\$13.48	91962			15
5/14/2021	7.366	\$21.35	92038			8
5/15/2021	7.819	\$22.67	92100			12
5/16/2021	8.242	\$23.89	92178			12
5/17/2021	8.989	\$25.16	92262			12
5/18/2021	8.845	\$24.76	92342			\$12.00
5/19/2021	5.966	\$16.70	92417			\$15.00
5/21/2021				OIL CHANGE/SERVIE	\$305.63	
5/30/2021	6.337	\$17.74	92605			15
	140.546					

Karl Junginger Memorial Library
 Mayor/Council/Board Report
 MAY 2021

MAY MONTHLY STATISTICS		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Library Card Holders	2020	2349	2360	2375	2377	2378	2386	2401	2414	2426	2440	2452	0
	2021	2468	2477	2496	2499	2482							
	% of Change	5.07%	4.96%	5.09%	5.13%	4.37%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Checkouts (Circulation)	2020	4118	3528	2468	380	1133	3365	3749	3883	3647	3702	3227	0
	2021	3263	3312	3601	3425	3352							
	% of Change	-20.76%	-6.12%	45.91%	801.32%	195.85%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
eBook/Audio Checkouts (Circulation)	2020	540	459	451	533	541	578	674	609	522	493	524	0
	2021	593	607	585	536	562							
	% of Change	9.81%	32.24%	29.71%	0.56%	3.88%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Library Visits	2020	2683	2877	1577	0	0	1269	1434	938	796	1394	1234	0
	2021	1396	1259	1539	1125	747							0
	% of Change	-47.97%	-56.24%	-2.41%	100.00%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Meeting Room Use	2020	45	39	23	0	0	0	0	0	3	4	0	0
	2021	1	0	6	5	8							
	% of Change	-97.78%	-100.00%	-73.91%	100.00%	100.00%	#DIV/0!	#DIV/0!	#DIV/0!	-100.00%	-100.00%	-100.00%	#DIV/0!
Public Computer Use	2020	326	272	152	0	0	63	83	73	86	93	70	0
	2021	74	92	117	86	87							
	% of Change	-77.30%	-66.18%	-23.03%	100.00%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
WiFi Use	2020	324	318	301	109	115	134	136	135	155	153	139	0
	2021	139	166	147	161	154							
	% of Change	-57.10%	-47.80%	-51.16%	47.71%	33.91%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Outreach to local residents -Checkouts NEW WAY 2019	2020	179	95	83	6	0	56	119	55	84	88	95	0
	2021	122	88	96	91	111							
	% of Change	-31.84%	-7.37%	15.66%	1416.67%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Programs													
Adult Number of Programs	2020	16	11	6	2	2	1	0	1	3	2	1	0
	2021	4	6	4	4	3							
	% of Change	-75.00%	-45.45%	-33.33%	100.00%	50.00%	-100.00%	#DIV/0!	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Adult Attendance	2020	147	64	37	18	36	6	0	5	13	5	5	0
	2021	46	44	34	25	28							
	% of Change	-68.71%	-31.25%	-8.11%	38.89%	-22.22%	-100.00%	#DIV/0!	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Teen (12-18) Number of programs	2020	2	2	0	0	0	3	6	3	1	1	1	0
	2021	1	1	1	1	1							
	% of Change	-50.00%	-50.00%	100.00%	100.00%	100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Attendance (Adult + Teen)	2020	10	15	0	0	0	2	1	0	10	7	10	0
	2021	20	25	22	22	20							
	% of Change	100.00%	66.67%	-100.00%	100.00%	100.00%	-100.00%	-100.00%	#DIV/0!	-100.00%	-100.00%	-100.00%	#DIV/0!
Children's Number of programs	2020	6	17	5	9	8	15	30	16	5	11	6	0
	2021	6	7	9	6	2							
	% of Change	0.00%	-58.82%	80.00%	-33.33%	-75.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!
Attendance (Adult + Child)	2020	99	229	82	125	157	321	405	241	42	208	51	0
	2021	95	184	257	182	84							
	% of Change	-4.04%	-19.65%	213.41%	45.60%	-46.50%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	#DIV/0!

** COVID-19 Began in March 2020 we closed library doors on March 16th Opened doors on June 1st to the public.

Regular meeting of the Waterloo Water & Light Commission held June 1, 2021

The meeting was called to order by President Tom Bergan at 7:00pm at the Waterloo Utilities office. Present were Commissioners Devin Schumann, Tim Thomas, Chuck Wallace, Superintendent Barry Sorenson, and Ben Heidemann from Town and Country Engineering. Absent Commissioner Vern Butzine.

Minutes

It was moved by Schumann, seconded by Thomas, to approve the minutes of the May 4, 2021 meeting. Motion carried.

Expenditures

It was moved by Schumann, seconded by Wallace, to approve the payment of the May bills as presented. Motion carried.

Citizen Input

None.

Town & Country Contracts

It was moved by Schumann, seconded by Thomas, to approve Town and Country's contract for Industrial Sewer Contract Negotiations on an hourly basis. Motion carried.

It was moved by Thomas, seconded by Schumann, to approve Town and Country's contract for a water model and water system master plan, not to exceed \$34,000. Motion carried.

It was moved by Schumann, seconded by Thomas, to approve Town and Country's contract for WWTP preliminary design, not to exceed \$95,000. Motion carried.

It was moved by Schumann, seconded by Thomas, to approve Tertiary Phosphorus Filtration Pilot Studies based on proposals. Motion carried.

It was moved by Schumann, seconded by Wallace, to approve Town and Country's contract for a sewer rate case study, not to exceed \$12,500. Motion carried.

It was moved by Schumann, seconded by Wallace, to approve Town and Country's contract for GIS mapping, not to exceed \$7,000. Motion carried.

CMAR

It was moved by Wallace, seconded by Thomas, to approve the 2020 CMAR report. Motion carried.

It was moved by Thomas, seconded by Schumann, to adjourn. Motion carried.

Respectfully submitted,
Tim Thomas
Secretary

List of Bills

APG of Southern Wisconsin	86.13	Neitzel Auto & Hardware	719.05
Axley Brynelson LLP	30.00	Payment Service Network	33.95
Baker Tilly	232.50	Petty Cash	23.60
Border States	824.89	Piggly Wiggly	18.39
BP Credit Card Center	1,324.28	PSC	82.73
C&M Hydraulic Tool Supply	8,406.55	PSD	8,346.10
Crescent Electric Supply	614.40	Payroll	52,231.00
City of Waterloo Treasurer	41,727.44	Resco	2,159.95
Charter Communications	99.99	SEERA	1,274.49
Crane Engineering Sales Inc	1,128.33	S&S Plumbing	15,300.00
Core & Main	4,715.00	Tatman Associates	6,402.05
DOA	3,826.38	Town & Country	27,065.95
Dunneisen Excavating	29,829.07	Utility Sales and Service Inc	298.58
Elster Solutions	24,000.00	United Liquid Waste Recycling	1,562.50
Enviromental Express	1,312.46	URT	476.36
F&M Bank	186.08	USA Blue Book	285.53
Frontier	398.69	US Cellular	227.16
Forster Electrical Engineering	10,440.40	Unifirst Corp	516.35
GFC Leasing	85.00	Visa	1,768.67
Hawkins	3,797.70	UPS	22.54
Infosend	858.64	Waterloo Utilities	11,604.93
Inkworks Inc	430.00	Waterloo Blooms	48.37
Irby	7,166.00	Waterloo Building Center	44.00
JO Coating Inspections	3,800.00	WE Energies	1,926.31
K Press & Trends LLC	340.00	Wisconsin DNR	3,070.36
Kunkel Engineering	2,883.75	Wisconsin Dept. of Revenue	11,451.61
K&B Auto Service	410.00	Wisconsin State Lab	26.00
Monroe Street Pizza	200.00	WPPI Energy	182,820.43
MZ Construction	134,900.00		

Total Disbursements \$613,860.64

Checking Account #102-613:

Balance 4/30/21	\$24,075.89
Transfer	587,299.00
Disbursements	(430,820.18)
Interest	(22.65)
Service Charge	7.97
Balance 5/31/21	<u>\$180,540.03</u>

WWTP Account #374-547 (DNR Replacement Fund)

Balance 4/30/21	\$345,992.75
Deposit	1,000.00
Transfer for Expenses	
Interest	79.84
Balance 5/31/21	<u>\$347,072.59</u>

Debt Service Account #3015323:

Balance 4/30/21	\$249,881.18
Deposit	59,370.00
Bond Payment	
Interest	93.59
Balance 5/31/21	<u>\$309,344.77</u>

Money Market Account #110-832:

Balance 4/30/21	878,094.36
Deposits	505,425.75
Transfer	(590,370.00)
Disbursements	(182,820.43)
Interest	858.06
Service Charge	(197.38)
Balance 5/31/21	<u>\$610,990.36</u>

Transportation Fund

Balance 4/30/21	\$40,952.49
Transfer	45,000.00
Balance 5/31/21	<u>\$85,952.49</u>

Construction Account:

Balance 4/30/21	3,066,371.98
Transferred in	
Construction Payment	(102,299.00)
Balance 5/31/21	<u>\$2,964,072.98</u>

CD #7723 (Bond Reserve):

Balance 4/30/21	308,751.96
Interest	
Transferred in	
Balance 5/31/21	<u>\$308,751.96</u>

CD #613386 (Bond Reserve):

Balance 4/30/21	214,116.82
Interest	
Balance 5/31/21	<u>\$214,116.82</u>

WWTP CD #2875 (DNR Replacement Fund):

Checking Account #102-613:	\$463,404.91
Interest	
Transfer	
Balance 5/31/21	<u>\$463,404.91</u>

Mo Hansen

From: info@whsadopt.org
Sent: Tuesday, June 01, 2021 8:51 AM
To: Mo Hansen
Subject: May 2021 Humane Society Numbers

Here are the intake numbers for May 2021
-Amy Litscher

Feline Stray – 0
Feline Surrendered – 0

Canine Stray – 0
Canine Surrendered – 1
Canine Police Seizure – 2



Virus-free. www.avg.com



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

RESOLUTION #2021-23
Authorizing The Issuance of Debt To Fund 2021 Fund Expenses

Whereas, the 2021 approved budget calls for the issuance of debt to fund:

- the 2021 Adams Street road and utilities reconstruction project, and
- the purchase of Fire Department And Police Department radios

Whereas, the Clerk/Treasurer's office at the direction of the Finance, Insurance & Personnel Committee, after consulting with Ehler's & Associates, conducted a limited competitive bidding process reaching out to over fifty financial institution representatives in southern Wisconsin seeking \$760,000 in debt proceeds as stated in the attached; and,

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

Whereas, the City of Waterloo is currently considering reducing this debt load by allocating federal ARPA to qualifying expenses and therefore this authorization is written understanding that the total debt proceeds may be less than \$760,000.

Now, Therefore, Be It Resolved, that the City of Waterloo, authorizes the Mayor and Clerk/Treasurer execute a loan agreement with Capitol Bank further authorizing the Mayor and Clerk/Treasurer to sign all necessary documents for the issuance of 2021 debt as outlined in the attached with debt proceeds not to exceed \$760,000.

PASSED AND ADOPTED this _____, 2021.

City of Waterloo

Signed:

Mayor Jenifer Quimby

Attest:

Mo Hansen, Clerk/Treasurer



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

**REQUEST FOR GENERAL OBLIGATION PROMISSORY NOTE
LOAN RATE SHEET & PRELIMINARY DEBT SERVICE REPAYMENT SCHEDULE
FOR 2021 ROAD IMPROVEMENTS**

- Borrower: City of Waterloo
- Amount: \$760,000
- Debt Proceeds Closing Date: August 1, 2021
- Term: 10 years
- Repayment: The note to be set up with two level payments each year, March 1 and June 1, beginning in 2022.
- Uses of funds: The funds will be used for the reconstruction of Adams Street in Waterloo.
- No prepayment penalty.
- Important Additional: Lender agrees to waive default provisions generally described as (c), (d) and (f) as commonly shown in promissory note documents provided by the Wisconsin Banking Association (FIPCO) forms for General Obligation Promissory Notes (see below).

Section 8. Default. Upon the occurrence of any one or more of the following events of default, then the unpaid balance shall, at the option of Lender, without notice, mature and become immediately payable: (a) Issuer fails to pay any amount when due under this Note or under any other instrument evidencing any indebtedness of Issuer to Lender; (b) any representation or warranty made under this Note or information provided by Issuer to Lender in connection with this Note is or was false or fraudulent in any material respect; (c) a material adverse change occurs in Issuer's financial condition; (d) Issuer fails to timely observe or perform any of the covenants or duties in this Note; (e) an event of default occurs under any agreement securing this Note; or (f) Lender deems itself insecure. The unpaid balance shall automatically mature and become immediately payable in the event Issuer becomes the subject of bankruptcy or other insolvency proceedings. Lender's receipt of any payment on this Note after the occurrence of an event of default shall not constitute a waiver of the Lender's rights and remedies upon such default.

Reply To:
Mo Hansen
Clerk/Treasurer
City of Waterloo
cityhall@waterloowi.us
920-478-3025

Capitol Bank is pleased to have the opportunity to provide financing options for the Adams Street reconstruction project. Our proposed terms as of May 20, 2021 are:

Adams Street Reconstruction Project

Loan Amount: \$760,000

Term: 10 years

Interest Rate: 1.99% fixed for 10 years

Default provision: Modifications as requested in the RFP dated 5/15

Payments: Fully amortizing level payments, twice a year-
March 1 and June 1

Loan Fee: \$2,500

Prepayment Penalty: None

Anticipated Closing Date: August 1, 2021

Subject To: Receipt of necessary information and underwriting

City of Waterloo Loan Proposal



- Capitol Bank has a special rate and fee structure for municipalities
 - Offer 5 basis points above the LGIP rate for Wisconsin (Local Government Investment Pool)
 - Minimal fees on accounts
- Extensive expertise in municipal depository accounts and have more than a half dozen existing municipal relationships
- We offer an ICS (Insured Cash Sweep)/CDARS (Certificate of Deposit Account Registry Service) program whereby full FDIC coverage can be obtained for our customers
- Capitol Bank offers competitive CD (certificate of deposit) rates
- Long tenured professional staff
- Online Banking – customizable and intuitive

In addition, Capitol Bank would like the opportunity to discuss the City's banking relationship when our new East Side branch opens. This is a request and not a condition of the proposal. As an introduction to the idea, please consider:

Thank you again for the opportunity to earn your business.

Please don't hesitate to reach out with any questions.

Matt J. Roegner

SVP Commercial Lending

Mo Hansen

From: Matt Roegner <Matt.Roegner@CapitolBank.com>
Sent: Friday, May 21, 2021 11:49 AM
To: Mo Hansen
Subject: Waterloo loan request

Mo
Per our conversation...Capitol Bank will remove the loan fee that was originally included in the proposal.
Thanks for the call.
Matt

Matt Roegner
SVP / Commercial Lending



710 N. High Point Rd.
Madison WI 53717
Office: 608.836.4333
Cell: 608.289.7147

www.capitolbank.com

[Click here to securely upload documents](#)

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**PROPOSAL FOR
CITY OF WATERLOO**

**FROM
MONONA BANK
May 18, 2021**

Monona Bank (“MB”) is pleased to provide the following financing proposal for your consideration. This is not a commitment to lend; a commitment may be provided once the approval process is complete. If Monona Bank were selected as your financing partner for this project, we would seek formal committee approval (although the terms have already been reviewed by some of our Executive team). We would be able to meet your closing date of August 1, 2021.

Borrower:	City of Waterloo
Purpose:	Fund 2021 road improvements to Adams Street, Waterloo, WI.
Term:	August 1, 2021 through June 1, 2031
Interest Rate:	2.01% fixed after tax yield, assuming the loan qualifies
Principal Amount:	\$760,000.00
Repayment:	Principal and interest payments, based upon a ten-year amortization, will be due semi-annually beginning on March 1, 2022 followed by a payment on June 1, 2022 and semi-annually thereafter.
Collateral:	Unsecured. Reliance is placed upon the full faith and credit of the City of Waterloo.
Fees:	Waived
Prepayment:	Waived

Default Provision: Monona Bank agrees to waive only default provisions (c), (d) and (f) in Section 8, "Default" of the General Obligation Promissory Note.

Thank you for the opportunity to provide this financing proposal. As a relationship Bank we welcome the opportunity to provide you with a proposal for your depository relationship as well. We have the pleasure of partnering with several municipalities and I'm certain they would attest that we provide not only outstanding service, but our Treasury Management products and team depth of knowledge are among the best in the industry. Our Treasury products include ACH collection and payment, bill payment, fraud prevention – check positive pay and ACH positive pay, remote deposit, a robust online banking platform, ICS, corporate credit cards and online card management, wire transfers and more.

Monona Bank has the products in place to address a few of the items noted in your recent audit. We acknowledge the increased risk of sending wires and recognize having the service available is a necessary part of business. We have implemented dual control for wire transfers going outside of the bank. While using our online banking platform, a second person can easily approve the wire. While sending wires via the traditional method, our wire team would contact a second authorized wire approver via the phone to obtain the necessary code to release the wire. These procedures are efficient and provide a greater level of protection for our clients.

With respect to insuring your deposits, Monona Bank utilizes the Insured Cash Sweep (ICS) which is fully automated and is based upon a limit you establish. The funds that are swept are FDIC insured which can pose less risk than securities or collateral that can fluctuate in value.

Please let me know if you have any questions regarding either our financing proposal or our Treasury Management services. I look forward to hearing from you following your City Council meeting.

Sincerely,

Laura Peterson
Sr. Vice President - Business Banking
608-443-1980
lpeterson@mononabank.com

6/15 Equipment Fire Incident





www.midstateequipment.com

3660 Scenic Dr. Jackson, WI 53037 262-677-8400

WATERLOO N8690 Highland Rd. Watertown, WI 53094 920-261-8118

8841 Antioch Rd PO Box 10 Salem, WI 53168 262-843-2326

W1115 Bristol Rd. Columbus, WI 53925 920-623-4020

4323 E US Hwy 14 Janesville, WI 53546 608-754-8450

S9711 Hwy 12 Prairie Du Sac, WI 53578 608-643-3307

355 Transit Dr. RENTALS Columbus, WI 53925 920-623-4300

CUSTOMER INVOICE

Customer Name CITY OF WATERLOO
Address
City WATERLOO
State WI Zip 53594
County
Customer PO#

Ship To Address
Zip

Date 16JUNE21
Customer Acct#
Phone# 920 478 9597
Cell#
Fax#

Email

PAYMENT TYPE

- Cash Internal charge JD note Mastercard Customer Clearing
Farm Plan Check# JDCRP Visa Other

EQUIPMENT INFORMATION

Table with columns: New, Used, Make, Model, Description, Hrs, Tag#, Serial#, Amount, GVW (lbs.)

Summary table with columns: Equipment Description / Notes, Amount, Freight and Delivery, Subtotal, Less Trade, Convenience Fee, Subtotal, Sales Tax, Payoff Amount, <Down Payment>, Total Cash price

Table with columns: Year, Mke, Model, Description, Hrs, Tag#, Serial#, Trade Value, Warranty Information (New, Extended, Manufacture, Used, No Warranty, Other/See below)

All known defects of trades have been disclosed to Mid-State Representative prior to agreement. (Customer Initials)
I CERTIFY THAT THE PROPERTY ABOVE IS [] IS NOT [] EXEMPT FROM WISCONSIN SALES TAX BECAUSE IT WILL BE USED OR LEASED IN PRODUCTION OF AGRICULTURE.

ALL INVOICES DUE UPON RECEIPT. A FINANCE CHARGE computed by the periodic rate of 1.5% per month which is an ANNUAL RATE of 18% will be applied to the adjusted balance that has become more than 30 days past due as of the billing date shown on the statement.

CUSTOMER SIGNATURE GEORGE PEEPER MID-STATE SALES REPRESENTATIVE DATE Auth. Dealer Signature

Thank you for your business! Rev. 10/17/2018

ALL WARRANTIES, IF ANY, MADE WITH RESPECT TO THIS EQUIPMENT ARE THOSE WARRANTIES MADE BY THE MANUFACTURE. DEALER MAKES NO WARRANTIES EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

CITY OF WATERLOO Request For Proposal

Economic Development Services Focusing On Tax Incremental Finance Project Plan Implementation And Comprehensive Plan Implementation

Saturday, June 12, 2021

Prepared by:
Mo Hansen
Clerk/Treasurer
City of Waterloo
136 North Monroe Street
Waterloo, WI 53594

v- 920-478-3025
f- 920-478-2021
email – mhansen@waterloowi.us
web – www.waterloowi.us

PURPOSE

The City of Waterloo is seeking bids from qualified companies or individuals to provide economic development services for a minimum one-year period. The selected consultant will work closely with the Clerk/Treasurer with a focus on implementing the City's Tax Incremental Finance Project Plans and relating Comprehensive Plan items.

BACKGROUND

The City of Waterloo intends to become a *Green and Healthy* Community. Being a *Green and Healthy* community means taking a system-wide perspective for resolving community issues and promoting community growth and health.

Waterloo is located in the northwest corner of Jefferson County. It encompasses four square miles and has nearly 3,400 residents. The City is the home of numerous established businesses including one of Jefferson County's largest employers, Trek Bicycle. It has a mix of businesses with a focus on manufacturing. It has a small commercial business sector.

Waterloo's adopted Comprehensive Plan has recently been updated with a focus on implementation. A successful approach to achieving economic health depends upon building the economy around local and regional assets, strengths and partnerships. The Comprehensive Plan and the recent Update can be viewed at <https://www.waterloowi.us/plan-commission>

SCOPE OF WORK

The following scope is broken into four focus areas intended to coordinate economic development services for the Client for a one-year period. Activities will also include solicitation of grants and other funding sources which are identified as candidates to fund program elements.

A. Business Retention & Expansion

Activities associated with business retention and expansion including visits and communication with key community business stake-holders.

B. Business Recruitment & Entrepreneurship

Activities associated with recruitment and formation, consisting of marketing of available properties, planning new developments or redevelopment and continuation of existing programs. Activities include following up on all development leads shepherding projects from concept to implementation.

C. Marketing & Outreach

Activities intended to increase local and regional knowledge of Waterloo, its amenities and local businesses with a purpose of growing private investment in the community.

D. Office Hours & Meetings

Consultant will conduct office hours in Waterloo. Consultant will provide up to 12 hours per week in Waterloo, primarily communicating with property owners, business stake-holders and potential project partners. Consultant will attend up to two public municipal meetings a month.

Client Responsibilities

- Provision of office and meeting space for Consultant office hours and public meetings.
- Timely review and feedback.
- Timely provision of existing and previous studies or community information.

SELECTION CRITERIA

The evaluation and selection process will consist of a review of Request For Proposal submittal by staff and the Community Development Authority. A recommendation to the City Council will be made based on the following criteria:

- Experience in working with communities on similar projects and qualifications
- Demonstrated ability to meet project schedules and budgets

The successful firm or individual will submit a response to this RFP detailing the following information:

- Demonstrated consulting experience in Tax Incremental Finance over the last five or more years.
- Example(s) of ability to leverage a community's or entity's digital economic development assets for the long-term economic benefit of said community or entity.
- Examples of past project successes.
- An outline for how the bidder plans to succeed in Waterloo.
- Project cost.

TENTATIVE SCHEDULE

MM DD, 2021	RFP Submittal Deadline
Week of MM DD, 2021	Consultant Interviews
MM DD, 2021	Contract approval/Project Start

SEALED SUBMISSION REQUIREMENTS

Due Date: No later than MM DD, 2021 at 4:00 p.m.

Bid Document: A PDF or printed material are to be submitted using information below with subject heading: "ED Services Submittal"

E-mail or Deliver To: Waterloo City Hall
Attn: Mo Hansen, Clerk/Treasurer
136 North Monroe Street
Waterloo, WI 53594
Email: mhansen@@waterloowi.us

Contact Person: Mo Hansen, Clerk/Treasurer
Telephone: 920/478-3025
Email: mhansen@@waterloowi.us

The City retains the right to reject any or all of the submissions as it deems in its best interest. Waterloo reserves the right to waive any irregularities or technicalities when it deems the public interest will be served thereby. The successful firm/individual must enter into a contract with the City, which specifies requirements for indemnification, insurance and other applicable policies.



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

TO: COMMUNITY DEVELOPMENT AUTHORITY
FROM: CLERK/TREASURER
SUBJECT: RECOMMENDING THE CREATION OF TAX INCREMENTAL DISTRICT #5
DATE: JUNE 11, 2021

Recommending The Creation Of Tax Incremental District #5

I am asking the Community Development Authority to recommend to the City Council, the creation of Tax Incremental District #5 to facilitate industrial development in a 50+ acres of buildable area south of the Oak Hill Cemetery. This action will have the following benefits:

- Demonstrates to all private parties, the City's tangible intent to advance development.
- Creates a mechanism for revenues and expenses to be accounted for, for preliminary engineering considerations which are a municipal obligation.
- Aid in expediting considerations by multiple private parties currently looking at the site for development.

Recommendation components:

1. Engaging Ehler's & Associate for services in establishing a new district
2. Defining the district map
3. Defining a district project plan, goals and objectives.

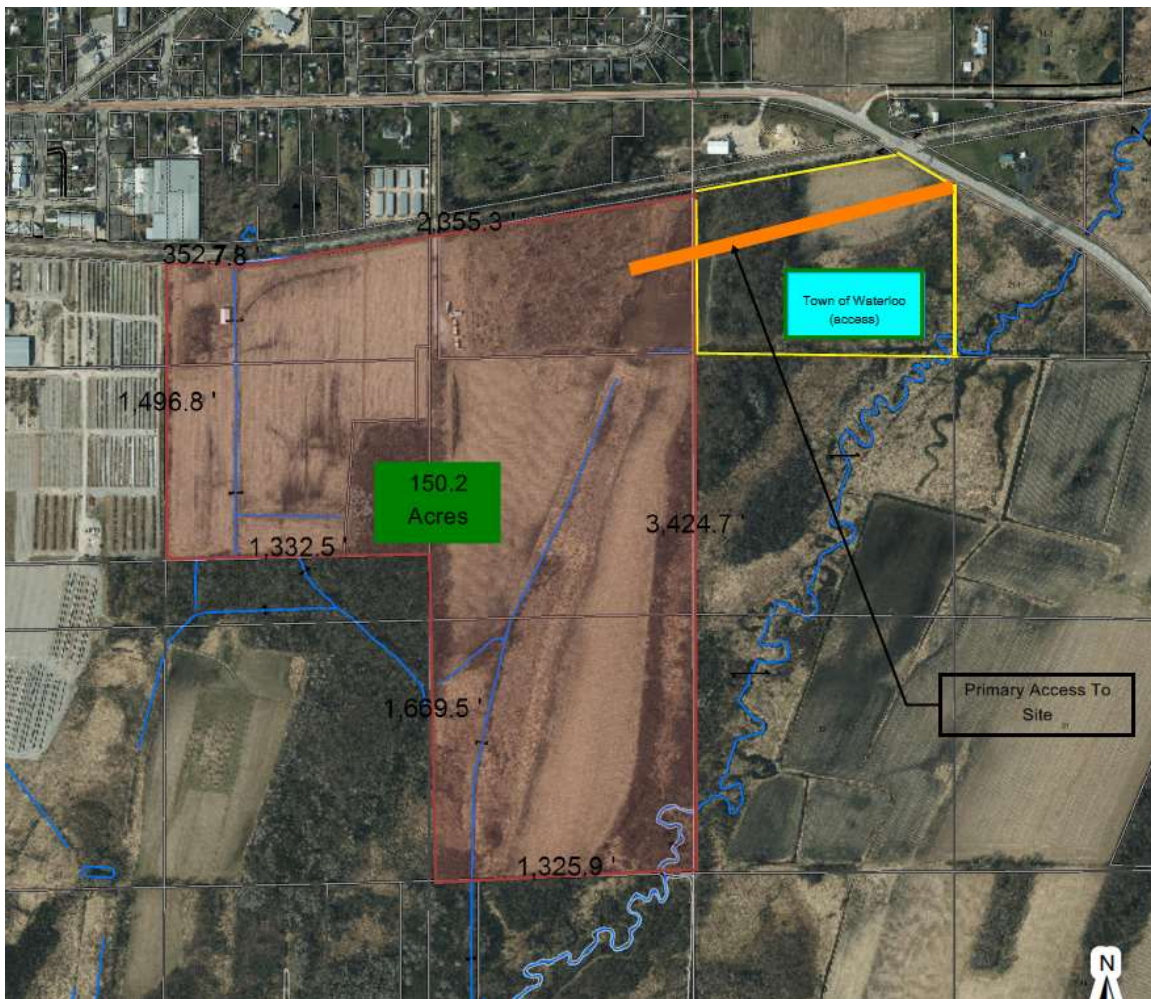
1. [Ehler's & Associates](#).

Waterloo has a strong working relationship with Dawn R. Gunderson Schiel, a Senior Municipal Advisor with this firm, which has assisted in prior district creations. Ehler's has knowledge about the state statutory process to be followed, and first-hand Waterloo experience.

2. **A Proposed District Map.**

I am recommending defining the district as shown below (150.2 acres). The type of district would be Industrial. The buildable area is estimated at 65 acres. This quantity of bare ground acres, adjacent to a rail corridor, within a city providing suitable municipal water pressure and sanitary sewer service -- is relatively rare in southern Wisconsin. It includes land currently owned by John Sheehy and the Schoeffel Family. The district (shown in **red below**) is south of the rail corridor in the City's southeast quadrant. It is unimproved and currently zoned Agricultural. It would be served by a new access route connecting the district directly to State Highway 89. Water, sewer and electric service would need to be extended south from the intersection of Fischer Road and State Highway 89 to the district.

As part of the creation process the zoning would be change to Industrial. As a result of the district's creation, I estimate, based on current prior site interest, the potential exists to increase Waterloo's tax base by \$10 million or 4.5%. The potential also exists to create family-supporting employment. All prospective projects for the site would be vetted by the Community Development Authority and require other municipal approvals.



A note on the district in relation to the Town of Waterloo. There is land in the Town of Waterloo, owned by John Sheehy, which is being considered for a primary roadway access point to serve the proposed district. This land in the town may serve as an access point, but would not be physically in the proposed municipal district.

3. Defining a district project plan, goals and objectives.

The specific district project plan would be drafted by Ehler’s staff in a generic fashion to enable the maximum flexibility for municipal decision-makers in determining which type of industrial projects are best suited for the district. An industrial district has a 20 year life-span and can be amended up to four times over the course of its life-span. The Wisconsin [Department of Revenue TIF Manual](#) is the go-to source for background on district creation requirements and other tax incremental financing questions.

Proposed Plan, Goals And Objectives

Plan. Facilitate the district’s industrial development, providing family-supporting jobs and tax base growth promoting Waterloo’s general welfare.

Generic Goals/Objectives.

- The recruitment of industrial end-users at an overall cost to the district well less than the up-front municipal investment to attract the end-users.
- A maximum ten-year payback to cover all district up-front municipal investments.
- Establish long-term improved vehicle access to district to enhance truck access for new and existing businesses.

CITY OF WATERLOO RESOLUTION NO.#2021-24

RESOLUTION APPOINTING AUTHORIZED REPRESENTATIVE TO FILE APPLICATIONS FOR FINANCIAL ASSISTANCE FROM THE STATE OF WISCONSIN ENVIRONMENTAL IMPROVEMENT FUND

WHEREAS, it is the desire of the City of Waterloo, Wisconsin, a municipal corporation, to file several applications for state financial assistance for replacement of water mains and construction of improvements to existing water supply facilities under the Wisconsin Environmental Improvement Fund (ss. 281.58, 281.59, 281.60, and 281.61, Wis. Stats.);

WHEREAS, it is necessary to designate a representative for filing said applications;

BE IT THEREFORE RESOLVED by the City Council of the City of Waterloo that the Mayor is hereby appointed as the authorized representative for the City of Waterloo for the purpose of filing these applications, and that the representative is further authorized and empowered to do all things necessary in connection with said applications.

Adopted this ___th day of June, 2021.

City of Waterloo
Jefferson County, Wisconsin

Jenifer Quimby, Mayor

ATTEST:

I hereby certify that the foregoing is a true and correct copy of the resolution introduced and adopted by the City Council of the City of Waterloo, Wisconsin on June ____, 2021.

Mo Hansen, City Clerk/Treasurer

Dated: _____

CITY OF WATERLOO RESOLUTION NO. #2021-25
DECLARATION OF OFFICIAL INTENT TO REIMBURSE EXPENDITURES
FOR SAFE DRINKING WATER LOAN PROGRAM (SDWLP) PROJECT

WHEREAS, the City of Waterloo, Jefferson County, Wisconsin (the "Municipality") owns and operates a water supply and distribution system (the "System") as a public utility; and

WHEREAS, the Municipality plans to replace water mains and construct improvements to existing water supply facilities (the "Project"); and

WHEREAS, the Municipality expects to receive a loan (the "Loan") from the Safe Drinking Water Loan Program (the "Program") to finance the Project and expects to issue tax-exempt bonds (the "Bonds") to the Program in evidence of the Loan; and

WHEREAS, because the Loan will not become available prior to Spring of 2022, the Municipality must provide interim financing to cover costs of the Project incurred prior to receipt of the Loan; and

WHEREAS, it is necessary, desirable, and in the best interests of the Municipality to advance moneys from its funds on hand on an interim basis until the Loan becomes available and the Bonds can be issued.

NOW, THEREFORE, BE IT RESOLVED by the City of Waterloo, Jefferson County, Wisconsin that:

Section 1. Expenditure of Funds. The Municipality shall make expenditures as needed from existing municipal accounts that contain ordinary municipal revenue to pay the costs of the Project until Bond proceeds become available.

Section 2. Declaration of Official Intent. The Municipality hereby officially declares its intent under 26 CFR Section 1.150-2 to reimburse said expenditures with proceeds of the Bonds, the principal amount of which is not expected to exceed \$1,200,000.

Section 3. Unavailability of Long-Term Funds. No funds for payment of the Project from sources other than the Bonds are or are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside by the Municipality pursuant to its budget or financial policies.

Section 4. Public Availability of Official Intent Resolution. This Resolution shall be made available for public inspection at the Municipal Administrator's office within 30 days after its approval in compliance with applicable State laws governing the availability of records of official acts and shall remain available for public inspection until the Bonds are issued.

Section 5. Effective Date. This resolution shall be effective upon its adoption and approval.

Adopted this ____th day of June, 2021.

City of Waterloo
Jefferson County, Wisconsin

Jenifer Quimby, Mayor

ATTEST:

I hereby certify that the foregoing is a true and correct copy of the resolution introduced and adopted by the City Council of the City of Waterloo, Wisconsin on June ____, 2021.

Mo Hansen, City Clerk/Treasurer

Dated: _____

RESOLUTION 2021-26
WATER BOOSTER DESIGN SERVICES CONTRACT

Contract being drafted, not available at time of meeting material distribution.

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