



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

**PUBLIC NOTICE OF A COMMITTEE MEETING OF THE  
 CITY OF WATERLOO COMMON COUNCIL**

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:

COMMITTEE: FINANCE, INSURANCE & PERSONNEL COMMITTEE  
 DATE: December 16, 2021  
 TIME: **5:30 p.m.**  
 LOCATION: Municipal Building Council Chamber, 136 N. Monroe Street  
 via remote conference or in-person for participants and public

Join Zoom Meeting: <https://us02web.zoom.us/j/81044278422?pwd=OWsrdE9Zc0Z3K2JLaZkSTVQTMU0QT09>  
 Dial-in By Phone: +1 312 626 6799 US  
 Meeting ID: 810 4427 8422 Passcode: 824844

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES: November 18, 2021
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
  - a. Plumbing Issues in Firemen's Park Lower Pavilion, Additional Estimates Requested
  - b. Review And Council Recommendation 2022 Insurance Renewal League Of Municipalities Mutual Insurance Company, Invited Paul Lessila With R & R Insurance
5. NEW BUSINESS
  - a. Authorizing An Expenditure Not To Exceed \$108,000 In Waterloo Area Community Foundation Funding And Park Board Trustees Funding For Playground Equipment At Multiple Park Locations \*\*\*
  - b. COVID And Municipal Policy
  - c. Resolution #2021-49 Amending The 2021 Budget – Amendment #2 (handout at time of meeting) \*\*\*
  - d. November 2021 Financial Statements: General Disbursements \$109,811.49; Payroll \$70,238.76 & Clerk/Treasurer's Reports [ [available on municipal website](#) ]
6. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Committee Calendar (for reference)
  - b. January 2022 Department Head Reviews
7. ADJOURNMENT

Mo Hansen  
 Clerk/Treasurer

\*\*\*See Council Packet  
 Committee Members: Thomas, Rhynes and Kuhl

Posted, Emailed & Distributed: 12/10/2021

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 FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES**  
**November 18, 2021**

1. CALL TO ORDER AND ROLL CALL. Thomas called the meeting to order at 6:00 p.m. Members present: Thomas, Rhynes & Kuhl. Absent: none. Other attending: Deputy Clerk/Treasurer Tschanz; Library Director Mountford; Public Works Director Yerges and Clerk/Treasurer Hansen.
2. APPROVAL OF MEETING MINUTES: September 16, 2021, And Finance Committee Activities List Covering Unapproved Budget Meetings Held On: October 4<sup>th</sup> & October 19<sup>th</sup> Along With October 21<sup>st</sup> Meeting. MOTION: [Kuhl/Rhynes] to approve all meeting minutes as listed. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. NEW BUSINESS
  - a. October 2021 Financial Statements: General Disbursements \$340,443.32; Payroll \$ 69,358.89 & Clerk/Treasurer's Reports. MOTION: [Kuhl/Rhynes] to approve the statements as presented. VOICE VOTE: Motion carried.
  - b. Review Of Calendar Year Liability Insurance Loss-Runs And Renewals. Note: The committee reviewed the reports acknowledging that renewal information was not yet available. No action taken.
  - c. Plumbing Issues in Firemen's Park Lower Pavilion. MOTION: [Kuhl/Rhynes] to table until December requesting the Parks Director to generate additional quotes. VOICE VOTE: Motion carried.
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Committee Calendar.
    - i. Alder Thomas called for Department Head interviews in January. A process consensus was 20 minutes each on the regular meeting night, alphabetically to include: Police Chief, Public Works Director, Fire Chief, Clerk/Treasurer and Parks Director.
6. ADJOURNMENT. MOTION: [Kuhl/Thomas] To adjourn. VOICE VOTE: Motion carried. Approximate time 6:12 pm



Mo Hansen  
Clerk/Treasurer



• New Construction • Service • Remodeling •

# Estimate

Ed Spieglehoff, Owner  
 539 E. Tyranena Park Road  
 Lake Mills, WI 53551  
 920.648.8026

Name / Address			
Waterloo Parks and Recreation Gabe Haberkorn 136 N. Monroe Street Waterloo, WI 53594		Date	Estimate #
		11/24/2021	3039
Description		Total	
We propose to furnish & install the following: Fireman's Park  Replace (4) toilets with Gerber ADA Avalanche tank-type toilets, with open-front seats - Run new water lines for tank-type toilets \$ 2250.00  Replace (3) Urinal Flush Valves -(3) Sloan 186-1 Royal 1.0 GPF flush valves w/spuds \$ 1050.00  Replace Cast Iron Piping - Replace all exposed and accessible cast iron drain lines from first floor bath to cleanout \$ 3975.00  Venting Work for Floor Drains & Lower Pavilion Bar Area - Install air admittance valves under lower bar area - Clean up leaking drain lines - Rod existing 3" cast iron drain line \$ 565.00 Estimate good for 30 days Payment Terms: 50% down, final payment due in full upon completion of work. PAYMENT TO BE DETERMINED AS LISTED ABOVE, INTEREST CHARGED AT A RATE OF 1.0% PER MONTH ON ANY OUTSTANDING BALANCES. ANY LEGAL EXPENSES INCURRED FOR COLLECTION WILL BE AT THE OWNER'S EXPENSE.		7,840.00	
		<b>Total</b>	
		Signature	



• New Construction • Service • Remodeling •

# Estimate

Ed Spieglehoff, Owner  
 539 E. Tyrannena Park Road  
 Lake Mills, WI 53551  
 920.648.8026

Name / Address			
Waterloo Parks and Recreation Gabe Haberkorn 136 N. Monroe Street Waterloo, WI 53594		Date	Estimate #
		11/24/2021	3039
Description		Total	
<p>Exclusions:</p> <p>HVAC, electrical, gas piping, carpentry, drywall, tile, tile safing, insulation, patching or painting, wall or floor repair, roof flashing, cutting or drilling counter tops, location or repairs to private underground conduits or utilities, floor scanning or x-ray, concrete cutting or coring, removal or disposal of hazardous or unusable materials, trenching, excavation, select fill, tidewater, frost/rock excavation, temporary water, temporary heat, temporary electric, fire stop or fire protection, high hazard back flow protection, dumpster fees, E&amp;O Insurance, plumbing permits</p> <p>Notes:</p> <ul style="list-style-type: none"> <li>- A 30% restocking charge is applied to all canceled or returned orders</li> <li>- S&amp;S Plumbing cannot warranty materials provided by others</li> <li>- Work to be done during normal working hours</li> <li>- Plumbing permit fees are based on cost per fixture; Permits that are based on total square foot or total job cost are not included</li> <li>- Concrete more than 4" thick, or concrete with wire mesh/rebar, will be removed on a Time &amp; Materials basis</li> <li>- Any alterations or deviations from the above specifications involve extra costs executed over and above the original proposal</li> <li>- All work and materials will conform to the State of Wisconsin Plumbing Codes</li> <li>- All materials guaranteed to be as specified</li> <li>- All work completed in a worker-like manner, according to standard practices</li> <li>- All agreements are contingent upon strikes, accidents, or delays beyond our control</li> <li>- Owner is to carry fire, flood, and other necessary insurance</li> <li>- Our workers are fully covered by Worker's Compensation insurance</li> </ul>			
		<b>Total</b>	
		Signature	



• New Construction • Service • Remodeling •

# Estimate

Ed Spieglehoff, Owner  
 539 E. Tyranena Park Road  
 Lake Mills, WI 53551  
 920.648.8026

Name / Address			
Waterloo Parks and Recreation Gabe Haberkorn 136 N. Monroe Street Waterloo, WI 53594		Date	Estimate #
		11/24/2021	3039
Description		Total	
<p>Notice of Lien Rights</p> <p>As required by the Wisconsin Construction Lien Law, builders hereby notify the owner that persons or companies furnishing labor or materials for the construction on owners' land may have lien rights on owners' land and buildings, if not paid. Those entitled to lien rights, in addition to the undersigned builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, the owner probably will receive notices from those who furnish labor or materials for the construction, and should give a copy of each notice received to his lender, if any. Builder agrees to cooperate with the owner and the lender, if any, to see that all potential lien claimants are duly paid.</p> <p>Rick Wellner Project Manager</p> <p>Authorized Signature</p> <p>Date</p> <p>Acceptance of Proposal</p> <p>The above prices, specifications &amp; conditions are satisfactory and are hereby accepted. S&amp;S Plumbing is authorized to do the work as specified.</p> <p>Signature</p> <p>Date</p> <p>Sales Tax</p>		0.00	
		<b>Total</b>	\$7,840.00
		Signature	_____



Action Plumbing, Heating, Air Conditioning & Electric, Inc.  
 899 S. Bird Street, Sun Prairie, Wisconsin 53590  
 (608) 837-3638

**BILL TO**

Waterloo Firemen's Park  
 500 Park Avenue  
 Waterloo, WI 53594 USA

<b>ESTIMATE</b> 79456625	<b>ESTIMATE DATE</b> Nov 29, 2021
-----------------------------	--------------------------------------

**JOB ADDRESS**

Waterloo Firemen's Park  
 500 Park Avenue  
 Waterloo, WI 53594 USA

Job: 79283947

**ESTIMATE DETAILS**

Plumbing Estimate: Material and labor to replace (3) vacuum breakers in urinals and rebuild basement right toilet in men's basement restroom. Replace 4" cast iron stack with pvc, new drops with closet collars and reset (5) toilets in women's main floor. Open wall in women's bathroom to tie onto 4" cast vent. Pull (4) toilets and replace with new toilets, repipe water lines from commercial to residential toilets in women's basement bathroom. Drill thru block wall for water lines, old lines removed by others. Auger sewer line from basement bar. Wall and ceiling repair by others

TASK	DESCRIPTION	QTY	PRICE	TOTAL
1	Proposal: Proposal Pricing	1.00	\$7,680.00	\$7,680.00

<b>POTENTIAL SAVINGS</b>	\$0.00
<b>SUB-TOTAL</b>	\$7,680.00
<b>STATE TAX 5%</b>	\$0.00
<b>JEFFERSON COUNTY TAX 0.5%</b>	\$0.00
<b>TOTAL</b>	\$7,680.00

Thank you for choosing Action Plumbing, Heating, Air Conditioning & Electric, Inc.

**CUSTOMER AUTHORIZATION**

THIS IS AN ESTIMATE, NOT A CONTRACT FOR SERVICES. The summary above is furnished by Action Plumbing, Heating, Air Conditioning & Electric, Inc. as a good faith estimate of work to be performed at the location described above and is based on our evaluation and does not include material price increases or additional labor and materials which may be required should unforeseen problems arise after the work has started. I understand that the final cost of the work may differ from the estimate, perhaps materially. THIS IS NOT A GUARANTEE OF THE FINAL PRICE OF WORK TO BE PERFORMED. I agree and authorize the work as summarized on these estimated terms, and I agree to pay the full amount for all work performed.



# PROPOSAL

## Jensen Plumbing, Heating & Air INC

Quality Service Reliability

204 W Lake St  
Lake Mills, WI 53551  
Ph 920-648-8373  
Fax 920-648-3077

JOB#121-475  
JOB NAME: WATERLOO FIREMANS PARK PAVILION  
DATE: 11/12/2021

EXPIRATION DATE IF NOT ACCEPTED  
12/12/2021

**JOB LOCATION**  
Gabe Haberkorn  
Waterloo Firemans Park  
500 Park Ave  
Waterloo WI 53594  
920-988-6297  
parks@waterloowi.us

**BILLING**  
Gabe Haberkorn  
City of Waterloo Parks Department  
136 N. Monroe Street  
Waterloo WI 53594  
920-478-3025  
parks@waterloowi.us

SALESPERSON	PAYMENT TERMS
Doug Hoar	50% down, final payment due in full upon completion of work

QTY	DESCRIPTION
4	Sloan 152-1.6 12-3/4" Rear concealed toilet flush valve replacement (5-6+ week lead time)
3	Chicago 733-OHVBCP Manual urinal flush valve replacement (5-6+ week lead time)
	Re-work bar sink drains and install proper venting
	Replace leaking sanitary cast Iron drain for 1 <sup>st</sup> floor toilets (5 total) and install new wax rings if necessary
	Estimate on amount of time is 2-3 days worth of work there
	<u>Job Total is for DOWNPAYMENT ONLY. total job will be figured on a time and material rate as described below</u>
	Any work beyond what described above is time and material at: \$108 per hour, per plumber, plus materials
	JOB TOTAL
	\$15000.00

Proposal Prepared By Doug Hoar - Plumbing Project Manager Date: 11/12/2021

### Acceptance of Proposal

The above prices, specifications & conditions are satisfactory and are hereby accepted. Jensen Plumbing, Heating & Air Inc. is authorized to do the work as specified.

**\*\*All material pricing is subject to change based on Market Value if job is not scheduled within 45 days of acceptance of proposal with down payment.\*\***

To accept this proposal, sign here and return: [Signature] - Waterloo Parks Coordinator Date 11/12/2021

THANK YOU FOR YOUR BUSINESS!

**Lien Rights.** As required by the Wisconsin Construction Lien Law, builder hereby notifies owner that persons or companies furnishing labor or

materials for the construction on owners' land may have lien rights on owners' land and buildings if not paid.

Those entitled to lien rights, in addition to the undersigned builder, are those who contract directly with the owner or those who give the owner notice within 60 days after they first furnish labor or materials for the construction. Accordingly, owner probably will receive notices from those who furnish labor or materials for the construction and should give a copy of each notice received to his lender, if any. Builder agrees to cooperate with the owner and the lender, if any, to see that all potential lien claimants are duly paid.

\*A 30% re-stocking fee is applied to all cancelled or returned orders. Jensen Plumbing, Heating and Air INC cannot warranty material provided by others. All proposed work will be completed during normal business hours. Plumbing and HVAC permit fees are based on cost per fixture; permits that are based on a total square foot or total job cost are **not** included. Concrete more than 4" thick or concrete with wire mesh/re-bar will be removed on a time & material basis. All work & material will conform to the **State of Wisconsin Codes**. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

CUSTOMER INTIAL\_\_\_\_GH\_\_\_\_\_



---

# LEAGUE OF WISCONSIN MUNICIPALITIES MUTUAL INSURANCE COMPANY

## INSURANCE PROPOSAL FOR

## WATERLOO, CITY OF

1/1/2022 - 1/1/2023  
*Proposal Number 10342*



League Insurance  
131 W. Wilson Street, Suite 502  
Madison, WI 53703  
(608) 833-9595

Matt Becker, CEO  
[matt@lwwmi.org](mailto:matt@lwwmi.org)

R&R Insurance  
N14 W23900 Stone Ridge Drive  
Waukesha, WI 53188  
(800) 566-7007

Paul Lessila  
[paul.lessila@rrins.com](mailto:paul.lessila@rrins.com)

**Protection for League Members and the communities they call home.  
That is our business and we do it well.**

Created in 1984 and governed by a board of your peers, League Insurance insures more than 465 cities, villages, and special districts. We are 100% member owned and our financial security, broad coverages, and customized services are specifically designed to serve Wisconsin municipalities.

# City of Waterloo

**1/1/2022 to 1/1/2023**

## Proposal

- Premium Comparison
- Proposal
- Statement of Values
- Cyber Liability
- Premier Services

Insured Name: City of Waterloo		<h2>Premium Comparison</h2>		
Paul Lessila / Karlie Davis				
Effective: 1/1/2022-1/1/2023				
Company	Prior Year <u>LWMMI</u>	Current Year - By Companies Quoting <u>LWMMI</u>		
Year	2021	2022	Difference	
Coverages				
General Liability	\$14,862.00	\$9,951.00	-\$4,911.00	-33.0%
Police Prof Liability	\$5,807.00	\$5,364.00	-\$443.00	-7.6%
Public Officials Liability	\$7,306.00	\$12,317.00	\$5,011.00	68.6%
Auto Liability	\$8,025.00	\$7,213.00	-\$812.00	-10.1%
Auto Physical Damage	\$21,633.00	\$21,997.00	\$364.00	1.7%
<b>Package Total</b>	<b>\$57,633.00</b>	<b>\$56,842.00</b>	<b>-\$791.00</b>	<b>-1.4%</b>
Property	\$24,102.00 <i>MPIC</i>	\$26,845.00 <i>MPIC</i>	\$2,743.00	11.4%
Equipment Breakdown	\$3,934.00 <i>MPIC</i>	\$4,615.00 <i>MPIC</i>	\$681.00	17.3%
Cyber	\$4,617.00 <i>Chubb</i>	\$5,635.00 <i>Chubb</i>	\$1,018.00	22.0%
Crime	\$535.00 <i>Hanover</i>	\$535.00 <i>Hanover</i>	\$0.00	0.0%
<b>Other Coverages Subtotal</b>	<b>\$33,188.00</b>	<b>\$37,630.00</b>	<b>\$4,442.00</b>	<b>13.4%</b>
Workers Compensation	\$34,226.00	\$35,867.00	\$1,641.00	4.8%
<b>Estimated Premium</b>	<b>\$125,047.00</b>	<b>\$130,339.00</b>	<b>\$5,292.00</b>	<b>4.2%</b>
	<b>Exposure changes</b>			
	<u>2021</u>	<u>2022</u>	<u>Difference</u>	
<b>Package Changes</b>				
Number of Vehicle	30	31	1	3.3%
Total Vehicle Values	\$4,078,887	\$4,129,988	51,101	1.3%
# of Full Time Police Officers	8.25	7.5	(1)	-9.1%
<b>Property (See Additional Page)</b>				
<b>Work Comp (See additional page)</b>				

Insured Name: City of Waterloo Effective: 1/1/2022-1/1/2023	<h2 style="margin: 0;">Workers' Compensation Comparison</h2>
--	--

		2021 Payroll Exposure	2021 Rate	2021 Premium	2022 Payroll Exposure	2022 Rate	2022 Premium	Exposure Difference	Rate Difference	% Rate Difference	Premium Difference
Code	Classification										
7520	Waterworks Operation	120,000	3.74	4,488	95,000	3.45	3,278	(25,000)	-0.29	-7.8%	(1,210)
7539	Electric Power Company	268,000	1.59	4,261	370,000	1.52	5,624	102,000	-0.07	-4.4%	1,363
7704	Fire Dept Non-Volunteer	107,000	3.70	3,959	113,000	3.50	3,955	6,000	-0.20	-5.4%	(4)
7709	Fire Department - Volunteer <i>Flat Charge based on Population</i>	4,500		2,802	4,810		2,990				188
7710	Civil Defense Workers	20,537	4.02	826	16,000	3.72	595	(4,537)	-0.30	-7.5%	(231)
7720	Police Officers	503,000	3.17	15,945	494,000	2.89	14,277	(9,000)	-0.28	-8.8%	(1,668)
8810	Clerical Office	512,000	0.19	973	415,000	0.19	789	(97,000)	0.00	0.0%	(184)
9412	Municipal Operations-Cty/Town	423,582	3.61	15,291	449,000	3.49	15,670	25,418	-0.12	-3.3%	379
<b>Totals</b>		<b>1,958,619</b>		<b>48,545</b>	<b>1,956,810</b>		<b>47,178</b>	<b>(2,119)</b>			<b>(1,367)</b>
Experience Mod			0.75	(12,136)		0.81	(8,964)		0.06		3,172
Premium Discount			6.60%	(2,403)		6.70%	(2,567)		0.10%		(164)
Expense Constant				220			220				0
Terrorism Coverage			0.00	0		0.00	0				0
<b>Total Premium</b>				<b>\$34,226</b>			<b>\$35,867</b>				<b>\$1,641</b>

Insured Name: City of Waterloo	<b>Property Comparison</b>		
Effective: 1/1/2022-1/1/2023			

	Prior Year <b>MPIC</b> 2021	Current Year <b>MPIC</b> 2022	Difference	
--	-----------------------------------	-------------------------------------	------------	--

<b>Building, BPP, PITO</b>				
Premium	<u>\$22,258.00</u>	<u>\$25,327.00</u>	<u>\$3,069.00</u>	<u>14%</u>
Coverage Limit	<u>49,666,383</u>	<u>53,712,633</u>	<u>\$4,046,250.00</u>	<u>8%</u>
Rate	<u>\$0.0448</u>	<u>\$0.0472</u>	<u>\$0.00</u>	<u>5%</u>
Deductible	<u>\$10,000.00</u>	<u>\$10,000.00</u>	<u>\$0.00</u>	<u>0%</u>

<b>Contractor's Equipment</b>				
Premium	<u>\$1,599.00</u>	<u>\$1,273.00</u>	<u>-\$326.00</u>	<u>-20%</u>
Coverage Limit	<u>761,214</u>	<u>606,099</u>	<u>-\$155,115.00</u>	<u>-20%</u>
Rate	<u>\$0.21</u>	<u>\$0.210</u>	<u>\$0.00</u>	<u>0%</u>
Deductible	<u>\$1,000.00</u>	<u>\$1,000.00</u>	<u>\$0.00</u>	<u>0%</u>

<b>Bridges</b>				
Premium	<u>\$245.00</u>	<u>\$245.00</u>	<u>\$0.00</u>	<u>0%</u>
Coverage Limit	<u>426,807</u>	<u>426,807</u>	<u>\$0.00</u>	<u>0%</u>
Rate	<u>\$0.0574</u>	<u>\$0.0574</u>	<u>\$0.00</u>	<u>0%</u>
Deductible	<u>\$10,000.00</u>	<u>\$10,000.00</u>	<u>\$0.00</u>	<u>0%</u>

<b>Equipment Breakdown</b>				
Premium	<u>\$3,934.00</u>	<u>\$4,615.00</u>	<u>\$681.00</u>	<u>17%</u>
Coverage Limit	<u>49,666,383</u>	<u>53,712,633</u>	<u>\$4,046,250.00</u>	<u>8%</u>
Rate	<u>\$0.0079</u>	<u>\$0.0086</u>	<u>\$0.00</u>	<u>9%</u>
Deductible	<u>\$1,000.00</u>	<u>\$1,000.00</u>	<u>\$0.00</u>	<u>0%</u>

<b>Property Total</b>	<b>\$28,036.00</b>	<b>\$31,460.00</b>	<b>\$3,424.00</b>	<b>12%</b>
-----------------------	--------------------	--------------------	-------------------	------------

**NOTES:**  
 \$1,000 Deductible for all buildings, Contents, & PITO (\$3,870,171 TIV) located at 900 Industrial Lane Fire Station  
 Credit applied for total exclusion of concrete TIV at \$7,691,989 at building rate of \$.0536

# Proposal

# LEAGUE INSURANCE – COVERAGE HIGHLIGHTS

## COVERAGE PROVIDED FOR:

- Elected/Appointed Officials
- Commissions
- Departments
- Employees
- Mutual Aid Assistance
- Volunteers

## COMPREHENSIVE COVERAGE INCLUDES:

- Auto Liability
- Auto Physical Damage
- Cyber Liability
- Employee Benefits Liability
- Employment Practices Liability
- General Liability
- Law Enforcement
- Public Officials
- Self-Insured Retention Workers' Compensation
- Workers' Compensation

## ADDITIONAL COVERAGE ENHANCEMENTS

### *Liability:*

- Airports
- Back Wages in Employment Claims
- Breach of Contract
- Care, Custody, & Control
- Communicable Disease
- Contractual Liability
- Cyber
- Damages to Rented Premises
- Dams
- Defense Costs in Addition to Limit
- Discrimination
- Drones
- EEOC actions
- Failure to Supply
- Land Use, Permits, & Zoning Claims
- Medical Payments
- No Fault Sewer Backup Optional Coverage
- Non-monetary Claims
- Occurrence Based
- Pollution
- Sexual Harassment/Abuse Coverage
- Special Events Included
- Tax Assessment Claims
- Volunteers
- Watercraft
- Wrongful Termination

### *Auto:*

- Automatic New Auto Coverage
- Autos of Others in Your Care, Custody, or Control
- Commandeered Autos
- Hired Auto Physical Damage
- Hired/Non-owned
- Lease Gap
- Personal Auto Physical Damage Deductible Reimbursement
- Temporary Transportation Expense
- Towing Expense
- Uninsured/Underinsured

## PREMIER SERVICES – CUSTOMIZED FOR YOU

### HUMAN RESOURCES ASSISTANCE

League Insurance has partnered with *Stafford Rosenbaum LLP* to provide the following human resources services:

- HR Hotline – phone assistance with HR-related issues.
- Talent Management – support with recruitment, hiring, background screening, onboarding, performance management, coaching, feedback, disciplinary counseling, termination management, and organizational and staff development.
- Employment Law Compliance – WI and Federal Fair Employment, wage & hour, safety, FMLA, I-9 Employment Verification, and more.
- Documents – development/review of job descriptions, **handbooks, policies, procedures**, and forms customized for the municipality.
- Compliance and HR practices assessments and development of remedial plans.
- Workplace Training – related to compliance and HR-related topics for supervisors and/or employees.
- Workplace investigations.
- Sample handbooks, toolkits addressing various HR subjects and best practices, and online harassment and discrimination training webinars.

### EMPLOYEE SAFETY & RISK MANAGEMENT

With loss control resources provided by United Heartland, we can analyze loss trends and municipal operations to **customize a safety program for your community**. Included are comprehensive safety manuals, job site analysis, newsletters, webinars, and information on many topics including:

- Confined Space
- Excavating/Trenching
- Hearing Conservation
- Ladder Safety/Fall Protection
- Lawn Care/Mowers/Trimming/Landscaping
- Lockout Tagout/Electrical Arc Flash
- Motor Vehicle & Construction Equipment Safety
- Outside Contractor Qualification
- Power Platforms/Aerial Lifts
- Respiratory Protection
- Rigging/Slings/Hoists
- Tools – Hand Tools/Power Tools
- Tree Trimming/Chainsaw & Chipper Safety
- Water Hazards – Pools, Ponds, Lakes
- Welding, Cutting, or Brazing
- Work Zone Safety/Traffic Control

### LEAGUE INSURANCE UNIVERSITY

League Insurance has partnered with *Lexipol* to provide self-paced online courses *written specifically* for local government and public safety professionals. Courses are available on demand from any computer or mobile device with internet access, 24/7.

- League Insurance University offers all employees access to over **200 online training topics** including HR & Management, Safety, Public Works, Law Enforcement, and much more.
- For Water and Wastewater, League Insurance University courses can be used to fulfill annual training hours requirements. Wastewater professionals will simply need to submit their certificate of course completion directly to the DNR for training approval.
- For law enforcement, League Insurance Police University can be used to fulfill 8 of the 24 hours of annual training requirements with Department level approval.



---

## CYBER UNIVERSITY

League Insurance is partnered with leading cyber insurance provider, *Tokio Marine HCC*. With cyber liability coverage from League Insurance, you have **access to state-of-the-art cyber coverage and resources** including:

- Training courses on many topics including ransomware, phishing emails, network security, and more.
- Sample policies and procedures for best practices and breach response plans.
- Cyber security advisors for technical information and scenario planning.

---

## LAW ENFORCEMENT POLICIES/PROCEDURES ASSISTANCE

League Insurance members are **eligible to receive reimbursement** for updating law enforcement and fire department manuals through an accredited policy manual service provider, as well as reimbursement for law enforcement accreditation.

---

## REBOUND RETURN TO WORK PROGRAM

League Insurance has contracted with *Rebound*, a company which specializes in rehabilitation of injured municipal employees. The program gets your employees seen by top specialists quickly, and with better outcomes. This helps employees recover and saves departments money. Under the *Rebound* program, members are **100% reimbursed** by League Insurance for Rebound expenses incurred.

---

## NURSE TRIAGE & TELEHEALTH

League Insurance is partnered with *CorVel* to provide nurse triage and telehealth services. CorVel's proactive healthcare solution offers injured workers the following medical services:

- Nurse Triage – **24-7 access to registered nurse hotline** to evaluate injuries to determine immediate medical needs.
  - Telehealth – Provides immediate referral to medical physicians when needed via computer, tablet, or phone.
-

# YOUR LEAGUE INSURANCE TEAM

---

## LEAGUE INSURANCE

131 W. Wilson Street  
Suite 502  
Madison, WI 53703  
(608) 833-9595

Matt Becker, CPCU  
CEO  
[matt@lwmmi.org](mailto:matt@lwmmi.org)

---

## R & R INSURANCE SERVICES

N14 W23900 Stone Ridge Drive  
Waukesha, WI 53188

Paul Lessila  
[paul.lessila@rrins.com](mailto:paul.lessila@rrins.com)

---

## WORKERS COMPENSATION CLAIMS ADMINISTRATOR

United Heartland  
PO Box 3026  
Milwaukee, WI 53201-3026  
(800) 258-2667

Denise Kawczynski, Senior Claims Representative  
[denise.kawczynski@unitedheartland.com](mailto:denise.kawczynski@unitedheartland.com)  
(262) 787-7646

---

## LIABILITY CLAIMS ADMINISTRATOR

Statewide Services, Inc.  
PO Box 5555  
Madison, WI 53705  
(800) 858-1536

Anthony Conlin, Attorney at Law  
[aconlin@statewidesvcs.com](mailto:aconlin@statewidesvcs.com)  
(608) 828-5461

---

## FINANCIAL ADMINISTRATOR

Strohm Ballweg, LLP  
9701 Brader Way  
Suite 301  
Middleton, WI 53562  
(608) 821-0600

Tom Dawson, CPA  
Partner  
[tdawson@strohmballweg.com](mailto:tdawson@strohmballweg.com)

---



# League Insurance Quote Summary

Policy Effective Date: 1/1/2022

Proposal Number: 10342

Insured Name: Waterloo, City of  
 Contact Name: \_\_\_\_\_  
 Contact Phone: \_\_\_\_\_  
 Contact Email: \_\_\_\_\_

Agency: R & R Insurance Services  
 Agent Name: Lessila, Paul  
 Agent Email: paul.lessila@rrins.com

## PREMIUM:

	Expiring Policy			Renewal		
	Deductible	Limit	Premium	Deductible	Limit	Premium
General Liability	0	5,000,000	14,862	0	5,000,000	9,951
Police Professional Liability	2,500	5,000,000	5,807	2,500	5,000,000	5,364
Public Official Liability	2,500	5,000,000	7,306	2,500	5,000,000	12,317
Auto Liability	0	5,000,000	8,025	0	5,000,000	7,213
Auto Physical Damage			21,633			21,997
Airport	N/A	N/A	0	N/A	N/A	0
Dam	N/A	N/A	0	N/A	N/A	0
No Fault Sewer						
Railroad	N/A	N/A	0	N/A	N/A	0
UM & UIM Higher Limit	N/A	N/A	0	N/A	N/A	0
Cyber	2,500	25,000	0	2,500	25,000	0
<b>Total Premium</b>			<b>57,633.00</b>			<b>56,842.00</b>

## EXPOSURES AND LIMITS:

	Expiring	Renewal
<b>Base Exposures:</b>		
Total Payroll	1,881,460	1,954,990
Number for FTE Police	8.25	7.50
Number of Vehicles (Auto Liability)	29	31
Population	3,341	3,366
APD – Total Original Cost	4,078,887	4,129,988
APD – Total Number of Vehicles	30	31
<b>Supplemental Exposures:</b>		
UM & UIM limit	\$25K Per Person / \$50k Occurrence	\$25K Per Person / \$50k Occurrence
Cyber Limit	25,000	25,000
Operating Expenditures (Cyber)	N/A	N/A
Number of Dams		
Number of Railroads	N/A	N/A
Airport Coverage	N/A	N/A
Airport Refueling	N/A	N/A
Population Base for No Fault Sewer Coverage	3,341	3,366

## ADDITIONAL INSURED:

Name	Reason
Dairyland Leasing, LLC	Designated Leased Items: Bobcat S595 Skid-Steer Loader, SN: B3NL13327 \$34,100 Bobcat 68" Ange Broom, SN: 231327588 \$3,600 Bobcat 74" Bucket, SN: N/A \$780 Bobcat 48" Pallet Forks, SN: N/A \$520

*Proposed coverages, no coverage has been bound.*

## League Insurance – Auto Physical Damage Schedule

Municipality: Waterloo, City of

Effective Date: 1/1/2022

Expiration Date: 1/1/2023

Year	Make	Model	Vehicle Type	VIN #	Dept. (optional)	Zip Code (Garaged at Night)	Parked Inside (i) or Outside (o)	Is Garage Location in a Flood Zone?	Deductible	Original Cost New	Coverage Type (Replacement Cost or Actual Cash Value)
1931	Seagrave	Fire Truck	Antique	1234	Fire	53594	Inside	No	\$500	\$10,000	Stated Value - Antique
1985	Seagrave	Fire Truck	Fire Other	1F9E128H0FCST2133	Fire	53594	Inside	No	\$500	\$144,000	Actual Cash Value
1987	Peterbilt	Fire Truck	Fire Other	1XPALAOX9HN213461	Fire	53594	Inside	No	\$500	\$137,000	Actual Cash Value
1990	Ford	LS8000	Fire Other	1FDXS82APLVA38293	Fire	53594	Inside	No	\$500	\$135,000	Actual Cash Value
1998	International	Bucket Truck	Dump Truck	1HTSCAAN3WH552072	Utilities	53594	Inside	No	\$500	\$90,000	Actual Cash Value
2001	Ford	F450	Fire Other	1FDXW47F11EB70429	Fire	53594	Inside	No	\$500	\$73,300	Actual Cash Value
2001	Emergency	One Fire	Fire Other	4EN3AAA8611004215	Fire	53594	Inside	No	\$500	\$410,000	Actual Cash Value
2004	International	7400	Dump Truck	1HTWDADR34J089126	Utility	53594	Inside	No	\$500	\$187,150	Actual Cash Value
2004	Chevrolet	Silverado	Pickup	1GCHK24414E147670	Utilities	53594	Inside	No	\$500	\$26,278	Actual Cash Value
2005	Seagrave	Fire Truck	Fire Other	1F9E628T65CST2030	Fire	53594	Inside	No	\$500	\$415,000	Actual Cash Value
2005	Freightliner	AD170	Rescue	1FVACVCS25HU8213	Fire	53594	Inside	No	\$500	\$153,478	Actual Cash Value
2008	Chevrolet	Pickup	Fire Other	2GCEDK19J781142265	Fire	53594	Inside	No	\$500	\$10,500	Actual Cash Value
2010	International	Dump Truck	Dump Truck	1HTWDAAR1AJ190097	City	53594	Inside	No	\$500	\$64,327	Actual Cash Value
2010	Kenworth	T800 Tanker Fire Truck	Fire Other	1NKDL00X3AJ271876	Fire	53594	Inside	No	\$500	\$227,400	Actual Cash Value
2011	Ford	Truck	Pickup	1FDUF5GY6BEC17465	City	53594	Inside	No	\$500	\$39,595	Actual Cash Value
2011	Freightliner	Truck	Dump Truck	1FVACXDT1BDBB0949	Utilities	53594	Inside	No	\$500	\$155,387	Actual Cash Value
2013	Chevrolet	Silverado	Pickup	1GB0KVCGXZ269922	Utilities	53594	Inside	No	\$500	\$35,716	Actual Cash Value
2015	Freightliner	Ambulance	Rescue	1FVACVCYOFHGF1331	Fire	53594	Inside	No	\$500	\$223,410	Replacement Cost
2015	Freightliner	108SD	Dump Truck	1FVAG5CY6FHGD1718	City	53594	Inside	No	\$500	\$105,000	Replacement Cost
2016	Ford	Explorer	Fire Other	1FM5K8AR1GGC36083	Fire	53594	Inside	No	\$500	\$27,250	Actual Cash Value
2016	International	4300 Aerial Bucket Truck	Dump Truck	1HTMMMMN3GH271927	Utilities	53594	Inside	No	\$500	\$158,774	Replacement Cost
2017	Chevrolet	Silverado	Pickup	1GCOKUEGXH7164483	DPW	53594	Inside	No	\$500	\$32,585	Replacement Cost
2017	Ford	Explorer	Police	1FM5K8AR8HGB65062	Police	53594	Inside	No	\$500	\$26,769	Replacement Cost
2017	Chevrolet	Silverado	Pickup	1GCOKUEGXHZ226660	Utilities	53594	Inside	No	\$500	\$27,938	Replacement Cost
2018	Freightliner	Truck	Dump Truck	1FVAG5FE0JHJRA4522	City	53594	Inside	No	\$500	\$125,000	Replacement Cost
2019	Ford	F350	Pickup	1FDRF3H66KEG35550	Utilities	53594	Inside	No	\$500	\$45,501	Replacement Cost
2020	Spartan	Gladiator	Fire Other	4S7AU2E98LC088423	Fire	53594	Outside	No	\$500	\$800,000	Replacement Cost
2020	International	HV570	Dump Truck	1HTEVTAR0LH865021	DPW	53594	Outside	No	\$500	\$135,000	Replacement Cost

*Proposed coverages, no coverage has been bound.*

2020	Ford	Explorer	Police	1FM5K8AB0LGB67318	Police	53594	Outside	No	\$500	\$34,005	Replacement Cost
2021	Ford	Explorer	Police	1FM5K8AB3MGB18308					\$500	\$40,120	Replacement Cost
2021	Chevrolet	Silverado	Pickup	1GC1YLE73MF265003					\$500	\$34,505	Replacement Cost

**Total Vehicle Count:** 31      **Policy Totals:** \$ 4,129,988

(1) Original Cost New (OCN) is the retail cost the original purchaser paid for the vehicle. This includes the value before any credit for a trade-in.

(2) Coverage Type is determined by underwriting and is based on the vehicle age and value.



## Commercial Property

### Subjects of Insurance

Subjects of Insurance	Limit	Deductible
Blanket Building, Personal Property & Property in the open	\$53,712,633	\$10,000
Equipment Breakdown	\$53,712,633	\$1,000
Contractor's Equipment	\$606,099	\$1,000
Bridges	\$426,807	\$10,000

### Additional information

Subjects of Insurance
\$1,000 Deductible for all buildings, contents, and PITO (\$3,870,171 TIV) located at 900 Industrial Lane – Fire station



## Crime

### Subject of Insurance

Coverage	Limit	Deductible
Employee Dishonesty	\$100,000	\$500
Forgery or Alteration	\$50,000	\$500
Inside the Premises – Theft of Money & Securities	\$50,000	\$500
Inside the Premises – Robbery or Safe Burglary of other property	\$50,000	\$500
Outside the Premises	\$50,000	\$500
Computer Fraud	\$50,000	\$500
Funds Transfer Fraud	\$50,000	\$500



## Workers Compensation

### Employers Liability & Increased Limits

Coverage	Each Accident	Disease Policy	Disease Employee
WC & Employer's liability	\$100,000	\$500,000	\$100,000

### Worker's Comp Rating Basis

Class Code	Classification	Rate	Exposure
7520	Waterworks Operation	3.45	95,000
7539	Electric Power Co NOC	1.52	370,000
7704	Firefighters	3.50	113,000
7709	Fire Department – Volunteer		4,810
7710	Civil Defense Worker's	3.72	16,000
7720	Police Officers	2.89	494,000
8810	Clerical Office	0.19	415,000
9414	Municipal Operations	3.49	449,000

Experience Mod	Premium Discount
.81	6.7%

*The exposures shown above are subject to audit and may result in an additional or return premium depending on your actual exposures for the policy term. The audit could also result in additional classifications not shown in this proposal.*



# Statement of Values



**Municipal Property Insurance Company**  
9701 Brader Way, Suite 301  
Middleton, WI 53562  
Telephone:(608) 821-6303  
[www.mpicwi.com](http://www.mpicwi.com)

## **MPIC Coverage Highlights**

### **As of September 1, 2020 Policy Filing**

MPIC has included numerous coverages in our manuscript coverage form that are designed specifically help address coverage concerns that are unique to Wisconsin public entities.

- Blanket Plus coverage - Coverage up to **125%** of your Total Insured Value for any loss
- A single deductible applies to a covered loss that might impact more than one property type
- Contactor's Equipment coverage included for all items up to \$25,000 - Additional coverage in excess of \$25,000 is provided if scheduled and endorsed to the policy.
- Valuable Records coverage with full coverage limits, once deductible is met
- \$10,000,000 extra expense coverage; Additional coverage available
- \$5,000,000 for Asbestos Cleanup, Abatement and Removal from a covered loss
- \$5,000,000 Ordinance and Law Coverage
- \$1,000,000 Coverage for Unscheduled Buildings and Property in the Open
- Newly Acquired Property – Included at no charge during the current policy period. Property must be scheduled before the next renewal for continued coverage in future policy periods
- Coverage for Police Dogs and Horses up to \$25,000; a \$1,000 deductible applies to this coverage
- Automatic Builder's Risk coverage for projects up to \$2,500,000 in value
- \$2,000,000 coverage for Pollutants from a covered peril
- \$5,000,000 Flood Coverage of for property not located in an "A" zoned flood plain per policy period
- \$5,000,000 Earthquake Coverage per policy period
- \$50,000 coverage per Fine Art item or collection included. Additional coverage available
- \$2,500,000 in Builders Risk Coverage; Coverage up to \$30,000,000 available by endorsement
- \$50,000 coverage for Excavation, Grading and Filling
- \$100,000 coverage Building Foundations and Footings
- Coverage for Trees and Shrubs damaged by any covered peril within 100' of a building
- \$25,000 coverage for Fire Department Service Charges
- \$50,000 coverage for Documentation of Loss Coverage
- \$100,000 coverage for Architectural and Engineering Design
- Include \$25,000 coverage for Computer Service Interruption
- Direct Damage from Utilities is a covered peril for Buildings, Personal Property and PITO
- \$50,000 limited coverage for Fungus related to a covered peril, per policy period
- A single deductible applies to a covered loss that might impact more than one property type
- Emergency support equipment contained in/on emergency response vehicles subject to a \$1,000 deductible.
- Coverage available for scheduled Pedestrian Bridges and piers and wharfs
- Terrorism Coverage Included

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - 53,712,633

Site	Bldg	Description	Year Built	Floors	Square Footage	Building CRN	Content CRN
<b>1 DEPARTMENT OF PUBLIC WORKS</b>							
	1	DEPARTMENT OF PUBLIC WORKS 211 HENDRICKS STREET WATERLOO WI 53594	2008	1	9,790	\$1,056,991	\$89,022
	2	DPW 211 HENDRICKS STREET WATERLOO WI 53594	0	1	1,950	\$64,070	\$11,032
	3	DPW 211 HENDRICKS STREET WATERLOO WI 53594	0	1	2,400	\$78,889	\$11,032
		Property in the open					\$25,628
		<b>DEPARTMENT OF PUBLIC WORKS (1) Total</b>				<b>\$1,199,950</b>	<b>\$136,714</b>
<b>2 SALT SHED - DPW</b>							
	1	SALT SHED - DPW 211 HENDRICKS STREET WATERLOO WI 53594	0	1	1,408	\$61,618	\$15,000
		<b>SALT SHED - DPW (2) Total</b>				<b>\$61,618</b>	<b>\$15,000</b>
<b>3 VET'S PARK</b>							
	1	VET'S PARK 100 NORTH MONROE STREET WATERLOO WI 53594	0	1	850	\$56,827	\$0
		<b>VET'S PARK (3) Total</b>				<b>\$56,827</b>	<b>\$0</b>
<b>4 CITY BLDG - MBC</b>							
	1	CITY BLDG - MBC 117 EAST MADISON STREET WATERLOO WI 53594	0	1	2,000	\$249,706	\$11,032
		<b>CITY BLDG - MBC (4) Total</b>				<b>\$249,706</b>	<b>\$11,032</b>
<b>5 MUNICIPAL BUILDING</b>							
	1	MUNICIPAL BUILDING 136 NORTH MONROE STREET WATERLOO WI 53594	1978	1	16,982	\$5,021,766	\$736,297
		Property in the open					\$108,975
		<b>MUNICIPAL BUILDING (5) Total</b>				<b>\$5,021,766</b>	<b>\$845,272</b>
<b>6 PITO - Various</b>							
		Property in the open					\$44,571
		<b>PITO - Various (6) Total</b>				<b>\$0</b>	<b>\$44,571</b>
<b>7 CABLE OFFICE</b>							
	1	CABLE OFFICE 856 NORTH MONROE WATERLOO WI 53594	0	1	200	\$	\$17,651

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - 53,712,633

Site	Bldg	Description	Year Built	Floors	Square Footage	Building CRN	Content CRN
		<b>CABLE OFFICE (7) Total</b>				<b>\$0</b>	<b>\$17,651</b>
<b>8 KARL JUNGINGER MEMORIAL LIBRARY</b>							
	1	KARL JUNGINGER MEMORIAL LIBRARY 625 NORTH MONROE STREET WATERLOO WI 53594 Property in the open	2001	1	11,549	\$3,110,580	\$1,052,013
		<b>KARL JUNGINGER MEMORIAL LIBRARY (8) Total</b>				<b>\$3,110,580</b>	<b>\$1,120,652</b>
<b>9 FIRE STATION-HEADQUARTERS</b>							
	1	FIRE STATION 900 INDUSTRIAL LANE WATERLOO WI 53594	1998	1	15,210	\$2,984,668	\$634,468
	2	FIRE STATION-EQUIPMENT BLDG 900 INDUSTRIAL LANE WATERLOO WI 53594	0	1	3,000	\$97,943	\$5,516
	3	FIRE STATION-TRAINING TOWER 900 INDUSTRIAL LANE WATERLOO WI 53594 Property in the open	0	4	10,000	\$65,964	\$0
		<b>FIRE STATION-HEADQUARTERS (9) Total</b>				<b>\$3,148,575</b>	<b>\$715,197</b>
<b>10 FIREMAN'S PARK - P</b>							
	1	BAND STAND 500 NORTH PARK AVE WATERLOO WI 53594	0	1	1,000	\$80,672	\$0
	2	BANK BUILDING 500 NORTH PARK AVE WATERLOO WI 53594	0	1	625	\$29,305	\$0
	3	BINGO HALL 500 NORTH PARK AVE WATERLOO WI 53594	0	1	3,000	\$163,685	\$5,516
	4	Carousel 500 PARK AVENUE WATERLOO WI 53594	1927	1	2,208	\$319,570	\$959,811
	5	FIREMANS PARK- Reunion HALL 500 NORTH PARK STREET WATERLOO WI 53594	0	1	3,300	\$248,592	\$3,861
	6	FIREMANS PARK-BATHROOM 500 NORTH PARK STREET WATERLOO WI 53594	0	1	3,000	\$252,380	\$0
	7	FIREMANS PARK-STORAGE 500 NORTH PARK STREET	0	1	3,200	\$103,738	\$15,445

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - 53,712,633

Site	Bldg	Description	Year Built	Floors	Square Footage	Building CRN	Content CRN
		WATERLOO WI 53594					
	8	Gazebo 500 NORTH PARK AVE WATERLOO WI 53594	0	1	750	\$25,962	\$5,516
	9	Lower Shed 500 NORTH PARK AVE WATERLOO WI 53594	0	1	1,600	\$53,707	\$24,271
	10	PAVILION 500 PARK AVENUE WATERLOO WI 53594	1906	1	14,437	\$1,715,521	\$65,973
	11	Roundhouse 500 NORTH PARK AVE WATERLOO WI 53594	0	1	1,000	\$77,775	\$0
	12	Upper Shed 500 NORTH PARK AVE WATERLOO WI 53594	0	2	3,200	\$102,735	\$5,516
	13	Wyso Concessions 500 NORTH PARK AVE WATERLOO WI 53594	0	1	2,000	\$65,741	\$0
	14	Wyso Storage & Field Shed 500 NORTH PARK AVE WATERLOO WI 53594	0	1	900	\$59,947	\$11,032
		Property in the open					\$1,195,090
		<b>FIREMAN'S PARK - P (10) Total</b>				<b>\$3,299,330</b>	<b>\$2,292,031</b>
<b>11</b>		<b><i>SOUTH MONROE SUBSTATION - U</i></b>					
	1	SUBSTATION 206 SOUTH MONROE STREET WATERLOO WI 53594	1967	1	0	\$988,463	\$0
		Property in the open					\$8,134
		<b>SOUTH MONROE SUBSTATION - U (11) Total</b>				<b>\$988,463</b>	<b>\$8,134</b>
<b>12</b>		<b><i>WEST MADISON SUBSTATION - U</i></b>					
	1	SUBSTATION 677 WEST MADISON STREET WATERLOO WI 53594	1985	1	0	\$989,021	\$0
		Property in the open					\$8,023
		<b>WEST MADISON SUBSTATION - U (12) Total</b>				<b>\$989,021</b>	<b>\$8,023</b>
<b>13</b>		<b><i>WATER TOWER - U</i></b>					
	1	WATER TOWER 212 SQUIRE STREET WATERLOO WI 53594	1910	1	0	\$766,390	\$0
		<b>WATER TOWER - U (13) Total</b>				<b>\$766,390</b>	<b>\$0</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - 53,712,633

Site	Bldg	Description	Year Built	Floors	Square Footage	Building CRN	Content CRN
<b>14 WATER STORAGE TANK - U</b>							
	1	WATER STORAGE TANK 735 HERRON COURT WATERLOO WI 53594	1964	1	1,256	\$998,269	\$0
		Property in the open					\$2,674
		<b>WATER STORAGE TANK - U (14) Total</b>				<b>\$998,269</b>	<b>\$2,674</b>
<b>15 WELL HOUSE 4 - U</b>							
	1	WELL HOUSE 461 WEST PORTER STREET WATERLOO WI 53594	1975	1	755	\$449,048	\$0
		Property in the open					\$18,720
		<b>WELL HOUSE 4 - U (15) Total</b>				<b>\$449,048</b>	<b>\$18,720</b>
<b>16 WELL HOUSE 2 - U</b>							
	1	WELL HOUSE 661 LUM AVENUE WATERLOO WI 53594	1996	1	2,331	\$897,317	\$0
		Property in the open					\$18,720
		<b>WELL HOUSE 2 - U (16) Total</b>				<b>\$897,317</b>	<b>\$18,720</b>
<b>17 WELL HOUSE 1 - U</b>							
	1	WELL HOUSE 120 MEADE STREET WATERLOO WI 53594	1986	1	462	\$323,359	\$0
		<b>WELL HOUSE 1 - U (17) Total</b>				<b>\$323,359</b>	<b>\$0</b>
<b>18 WASTEWATER TREATMENT PLANT - U</b>							
	1	ADMINISTRATION BUILDING 401 HENDRICKS STREET WATERLOO WI 53594	1952	1	5,014	\$2,567,042	\$164,933
	2	AERATION BASIN [ADD01] 401 HENDRICKS STREET WATERLOO WI 53594	1986	1	15,227	\$4,316,548	\$0
	3	CHLORINE CONTACT/UV BASIN [ADD04] 401 HENDRICKS STREET WATERLOO WI 53594	1986	1	1,341	\$500,638	\$0
	4	FINAL CLARIFIER 1 401 HENDRICKS STREET WATERLOO WI 53594	1986	1	1,256	\$565,154	\$0
	5	FINAL CLARIFIER 2 401 HENDRICKS STREET WATERLOO WI 53594	1986	1	1,256	\$565,154	\$0

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - 53,712,633

Site	Bldg	Description	Year Built	Floors	Square Footage	Building CRN	Content CRN
	6	PHOSPHOROUS BUILDING 401 HENDRICKS STREET WATERLOO WI 53594	1998	1	1,416	\$442,362	\$40,267
	7	RAS/WAS PUMP STATION [ADD03] 401 HENDRICKS STREET WATERLOO WI 53594	1986	1	1,108	\$531,726	\$0
	8	SCREEN BUILDING 401 HENDRICKS STREET WATERLOO WI 53594	1986	1	1,458	\$767,505	\$0
	9	SECONDARY INFLUENT PUMP STATION [ADD02] 401 HENDRICKS STREET WATERLOO WI 53594	1986	1	511	\$453,394	\$0
	10	SERVICE BUILDING 401 HENDRICKS STREET WATERLOO WI 53594	1952	1	4,032	\$2,582,864	\$55,051
	11	SLUDGE STORAGE TANK 401 HENDRICKS STREET WATERLOO WI 53594	1952	1	5,675	\$2,023,838	\$0
		Property in the open					\$77,330
		<b>WASTEWATER TREATMENT PLANT - U (18) Total</b>				<b>\$15,316,225</b>	<b>\$337,581</b>
<b>19</b>		<b>WEST MADISON STREET LIFT STATION - U</b>					
	1	PITO - LIFT STATION WEST MADISON STREET WATERLOO WI 53594	0	1	300	\$188,422	\$0
		<b>WEST MADISON STREET LIFT STATION - U (19) Total</b>				<b>\$188,422</b>	<b>\$0</b>
<b>20</b>		<b>KRAUSE SUB PUMP STATION - U</b>					
	1	PITO - PUMP STATION LOT 1 - KRAUSE SUB HIAWATHA TL. WATERLOO WI 53594	0	1	300	\$99,392	\$0
		<b>KRAUSE SUB PUMP STATION - U (20) Total</b>				<b>\$99,392</b>	<b>\$0</b>
<b>21</b>		<b>INDUSTRIAL LANE SUBSTATION - U</b>					
	1	SUBSTATION 900 INDUSTRIAL LANE WATERLOO WI 53594	1997	1	0	\$788,899	\$0
		Property in the open					\$27,522
		<b>INDUSTRIAL LANE SUBSTATION - U (21) Total</b>				<b>\$788,899</b>	<b>\$27,522</b>



# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - 53,712,633

Site	Bldg	Description	Year Built	Floors	Square Footage	Building CRN	Content CRN
<b>22 UTILITIES ADMINISTRATION - U</b>							
	1	ADMINISTRATION/STORAGE BUILDING 575 COMMERCIAL AVENUE WATERLOO WI 53594	2003	1	31,059	\$4,864,209	\$475,051
		Property in the open					\$107,081
		<b>UTILITIES ADMINISTRATION - U (22) Total</b>				<b>\$4,864,209</b>	<b>\$582,132</b>
<b>23 STREETOR LANE LIFT STATION - U</b>							
	1	PITO - LIFT STATION STREETOR LANE WATERLOO WI 53594	0	1	300	\$192,433	\$0
		<b>STREETOR LANE LIFT STATION - U (23) Total</b>				<b>\$192,433</b>	<b>\$0</b>
<b>24 LEXINGTON WAY LIFT STATION - U</b>							
	1	PITO - LIFT STATION LEXINGTON WAY WATERLOO WI 53594	0	1	300	\$244,915	\$0
		<b>LEXINGTON WAY LIFT STATION - U (24) Total</b>				<b>\$244,915</b>	<b>\$0</b>
<b>25 FIREMAN'S PARK LIFT STATION - C</b>							
	1	SEWER LIFT STATION FIREMANS PARK WATERLOO WI 53594	0	1	225	\$142,625	\$0
		<b>FIREMAN'S PARK LIFT STATION - C (25) Total</b>				<b>\$142,625</b>	<b>\$0</b>
<b>26 Various</b>							
		Property in the open					\$194,996
		<b>Various (26) Total</b>				<b>\$0</b>	<b>\$194,996</b>
<b>27 REGIONAL TRAILHEAD - P</b>							
	1	TRAILHEAD 760 MCKAY WAY WATERLOO WI 53594	2013	1	1,950	\$666,998	\$25,925
		Property in the open					\$34,765
		<b>REGIONAL TRAILHEAD - P (27) Total</b>				<b>\$666,998</b>	<b>\$60,690</b>
<b>28 DEYOUNG LIFT STATION - U</b>							
	1	SEWER LIFT STATION [ADD01] WATERLOO WI 53594	0	1	300	\$190,984	\$0
		<b>DEYOUNG LIFT STATION - U (28) Total</b>				<b>\$190,984</b>	<b>\$0</b>

# STATEMENT OF VALUES

## MUNICIPAL PROPERTY INSURANCE COMPANY

Coverage Amount - 53,712,633

Site	Bldg	Description	Year Built	Floors	Square Footage	Building CRN	Content CRN
<b>29</b>		<b><i>Hwy O Substation - U</i></b>					
	1	Hwy O Substation - U N8896 Cty Highway O Waterloo WI 53594	0	0	0	\$1,660,000	\$1,340,000
		<b>Hwy O Substation - U (29) Total</b>				<b>\$1,660,000</b>	<b>\$1,340,000</b>
<b>Building Subtotal</b>							<b>\$45,915,321</b>
<b>Contents Subtotal</b>							<b>\$5,781,231</b>
<b>Property in the Open Subtotal</b>							<b>\$2,016,081</b>
<b>Building, Contents and PITO Total</b>							<b>\$53,712,633</b>

# PROPERTY IN THE OPEN

## MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	New Cost of Replacement
<b>1</b>	<b>DEPARTMENT OF PUBLIC WORKS</b>		
	FENCING, 6 FT CLF		\$14,597
	SAFETY BOLLARD		\$2,674
	SECURITY GATE		\$4,568
	SIGNAGE		\$3,788
	<b>DEPARTMENT OF PUBLIC WORKS (1) TOTAL</b>		<b>\$25,628</b>
<b>5</b>	<b>MUNICIPAL BUILDING</b>		
	BENCH		\$2,229
	COMMUNICATION TOWER		\$64,182
	FLAGPOLE		\$3,788
	MISCELLANEOUS		\$3,677
	OUTDOOR LIGHTING		\$4,680
	SECURITY GATE		\$1,226
	TRANSFORMER		\$25,071
	TRASH ENCLOSURE		\$4,123
	<b>MUNICIPAL BUILDING (5) TOTAL</b>		<b>\$108,975</b>
<b>6</b>	<b>PITO - Various</b>		
	Sirens		\$44,571
	<b>PITO - Various (6) TOTAL</b>		<b>\$44,571</b>
<b>8</b>	<b>KARL JUNGINGER MEMORIAL LIBRARY</b>		
	BENCH		\$2,229
	FLAGPOLE		\$2,563
	MISCELLANEOUS		\$2,674
	OUTDOOR LIGHTING		\$5,794
	OUTDOOR LIGHTING		\$33,094
	SIGNAGE, ELECTRIC		\$12,703
	SIGNAGE, STONE		\$9,583
	<b>KARL JUNGINGER MEMORIAL LIBRARY (8) TOTAL</b>		<b>\$68,639</b>
<b>9</b>	<b>FIRE STATION-HEADQUARTERS</b>		
	BOLLARDS		\$4,457
	TRANSFORMER		\$5,571
	COMMUNICATION TOWER		\$16,157
	FENCING, 6 FT CLF W/ PRIVACY		\$2,340
	FLAGPOLE		\$3,231
	MISCELLANEOUS		\$2,451
	OUTDOOR LIGHTING		\$26,074
	SATELLITE DISH		\$9,248
	SECURITY GATE		\$2,117
	SIGNAGE		\$3,566
	<b>FIRE STATION-HEADQUARTERS (9) TOTAL</b>		<b>\$75,213</b>
<b>10</b>	<b>FIREMAN'S PARK - P</b>		
	BACKSTOP		\$12,480

# PROPERTY IN THE OPEN

## MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	New Cost of Replacement
	GOAL, BASKETBALL		\$4,903
	GOAL, DISC GOLF		\$5,014
	MISCELLANEOUS		\$9,806
	OUTDOOR LIGHTING		\$42,899
	OUTDOOR LIGHTING		\$104,295
	OUTDOOR LIGHTING (ATHLETIC FIELD)		\$264,303
	PLAYGROUND EQUIPMENT		\$71,536
	SCOREBOARD - Baseball		\$25,000
	Scoreboard - Softball x2		\$25,000
	SIGNAGE		\$18,720
	Baseball Fencing 10 ft		\$45,000
	Volleyball Court		\$8,000
	BATTING CAGE		\$8,691
	BENCH		\$14,151
	BLEACHERS, ALUMINUM		\$15,823
	BLEACHERS, WOOD		\$1,894
	BRIDGE, PEDESTRIAN		\$435,343
	DECORATIVE ENTRANCE		\$75,770
	FENCING, SPLIT RAIL		\$6,463
	<b>FIREMAN'S PARK - P (10) TOTAL</b>		<b>\$1,195,090</b>
<b>11</b>	<b><i>SOUTH MONROE SUBSTATION - U</i></b>		
	FENCING, 6 FT CLF		\$4,568
	SECURITY GATE		\$3,566
	<b>SOUTH MONROE SUBSTATION - U (11) TOTAL</b>		<b>\$8,134</b>
<b>12</b>	<b><i>WEST MADISON SUBSTATION - U</i></b>		
	FENCING, 6 FT CLF		\$6,017
	SECURITY GATE		\$2,006
	<b>WEST MADISON SUBSTATION - U (12) TOTAL</b>		<b>\$8,023</b>
<b>14</b>	<b><i>WATER STORAGE TANK - U</i></b>		
	TELECOM SHED		\$2,674
	<b>WATER STORAGE TANK - U (14) TOTAL</b>		<b>\$2,674</b>
<b>15</b>	<b><i>WELL HOUSE 4 - U</i></b>		
	TRANSFORMER		\$18,720
	<b>WELL HOUSE 4 - U (15) TOTAL</b>		<b>\$18,720</b>
<b>16</b>	<b><i>WELL HOUSE 2 - U</i></b>		
	TRANSFORMER		\$18,720
	<b>WELL HOUSE 2 - U (16) TOTAL</b>		<b>\$18,720</b>
<b>18</b>	<b><i>WASTEWATER TREATMENT PLANT - U</i></b>		
	FENCING, 6 FT CLF W/ 3-BARB		\$16,045
	FENCING, 7 FT CLF		\$15,823
	OUTDOOR LIGHTING		\$7,466

# PROPERTY IN THE OPEN

## MUNICIPAL PROPERTY INSURANCE COMPANY

Site	Description	Quantity	New Cost of Replacement
	SAFETY BOLLARD		\$5,348
	SECURITY GATE		\$29,528
	SIGNAGE		\$3,120
	<b>WASTEWATER TREATMENT PLANT - U (18) TOTAL</b>		<b>\$77,330</b>
<b>21</b>	<b>INDUSTRIAL LANE SUBSTATION - U</b>		
	FENCING, 8 FT CLF W/ 3-BARB		\$8,134
	SECURITY GATE		\$2,006
	YARD STORAGE		\$17,383
	<b>INDUSTRIAL LANE SUBSTATION - U (21) TOTAL</b>		<b>\$27,522</b>
<b>22</b>	<b>UTILITIES ADMINISTRATION - U</b>		
	COMMUNICATION TOWER		\$16,157
	FLAGPOLE		\$3,788
	OUTDOOR LIGHTING		\$22,062
	SAFETY BOLLARD		\$669
	SIGNAGE		\$9,471
	SOLAR ARRAY		\$29,862
	TRANSFORMER		\$25,071
	<b>UTILITIES ADMINISTRATION - U (22) TOTAL</b>		<b>\$107,081</b>
<b>26</b>	<b>Various</b>		
	PITO - Utility Poles		\$194,996
	<b>Various (26) TOTAL</b>		<b>\$194,996</b>
<b>27</b>	<b>REGIONAL TRAILHEAD - P</b>		
	MONUMENT		\$13,371
	OUTDOOR LIGHTING		\$12,034
	PICNIC TABLE		\$2,229
	SIGNAGE		\$5,348
	TRASH RECEPTACLE		\$1,783
	<b>REGIONAL TRAILHEAD - P (27) TOTAL</b>		<b>\$34,765</b>
<b>PROPERTY IN THE OPEN TOTAL</b>			<b>\$2,016,081</b>

# CONTRACTOR'S EQUIPMENT

## MUNICIPAL PROPERTY INSURANCE COMPANY

Description	RCN Subject
1 BOBCAT 48" PALLET FORKS. SN:N/A - D	\$530
1 BOBCAT 5595 SKID-STEER LOADER, - D	\$43,440
1 BOBCAT 68" ANGE BROOM. - D	\$3,672
1 BOBCAT 74" BUCKET - D	\$796
1984 Toro SandPro & Accessories - P	\$3,000
1988 Miller Roghneck2E Portable Arc Welder & Generator - D	\$1,546
1993 Case Trencher - U	\$10,200
1994 John Deere 770286Wheel Tractor 2555 - D	\$36,410
1995 Pole Utility Trailer - D	\$1,658
2000 Bigo Car Hauler Trailer - D	\$4,080
2000 Wacker RD11A HydrostaticVibratory Roller - D	\$6,670
2001 John Deere 310SGWheel Loader Backhoe - D	\$122,296
2004 Karavan Utility Trailer - U	\$2,239
2005 Universal 12-43L12' Pusher Plow (Truck 5)	\$4,413
2006 ELGIN PELICAN STREET SWEEPER - D	\$173,499
2007 Graco 3900Line Lazwer - D	\$1,847
2008 Bandit 200C81Wood Chipper 200XP - D	\$42,678
2008 John Deere 4x2 TXGator - D	\$6,379
2008 Stihl TS400Cut Off Saw - D	\$918
2009 EJ Metals ATV Trailer - U	\$7,548
2009 Mac Lander Trailer	\$3,652
2009 Polaris Ranger 700 EFI4x4 - F	\$11,113
2009 Sweenson SAD-6ssBH1240Tailgate Sander (Truck 1) - D	\$8,971
2009 Universal BH124012' Plow (Truck 1) - U	\$4,521
2011 Boss Super Duty9' Snow Plow (Truck 6) - U	\$3,591
2011 John Deere 4x2 TXGator - D	\$7,183
2011 Land Pride 6293Flail Mower - D	\$3,850
2012 Deere Wheel Loader 544K - D	\$135,150
2013 Berti 101730Flail Mower - D	\$7,694
2013 John Deere X750Tractor 101713 & Hard Cab X700 #101711 & 60 HC Deck X700 #101714 - D	\$15,068
2013 John Deere X750Tractor 101722 & 60 HC Deck X700101723 - D	\$11,425
2013 Polaris Ranger 900 XP 4x4 - F	\$12,240
2015 John Deere X758Tractor with 60" Mower Deck - U	\$14,280
2015 Swenson Tailgate Spreader (TRK 5) - D	\$3,490
2015 Universal Plow (TRK 5) - D	\$4,551
2016 Tailgate Spreader TRK7 - D	\$3,060
2017 Hot Pressure Washer (Beaver) - D	\$7,140
2017 John Deere JDX48546" Snowthrower for X485 - D	\$2,077
2017 Kage Pusher Plow - D	\$6,120
2017 Miller Matic Mig Welder (250) - D	\$2,856
2017 Scag SCZ61VCheetah w/ROPS 61" Deck 34 HP Kohler Engine w Collection System - D	\$12,826
2017 Swenson UPMS-966-RFDDAUSSTRReverse Flight Under-Tailgate Spreader (Truck 5) - D	\$3,488
2017 Universal MP41-R12-CT-10GAFull Moldboard Trip Reversible Plow (Truck 5) - Plow	\$4,551
2017 Yale Shop Post Crane - D	\$3,060
2019 Bobcat Stumpgrinder - D	\$7,000
2019 JD 1025R Tractor w/ Cab, Front Hitch & Broom - D	\$21,481
2020 JOHN DEERE 35G COMPACT EXCAVATOR, - U	\$52,626
2020 Swenson Tailgate Spreader (Truck 2) - D	\$2,565
2020 Universal BH124012 Plow (Truck 2) - D	\$3,118
2021 Scag Mower SCZII61V38 - D	\$10,933
3 Point Sprayer - D	\$2,380

# CONTRACTOR'S EQUIPMENT MUNICIPAL PROPERTY INSURANCE COMPANY

Description	RCN Subject
Air Compressor Bld 1 Quincy 325 - D	\$2,958
Air Compressor Bld 3 Quincy 325 - D	\$2,958
Cement Mixer (Harbor Freight) - D	\$2,380
Leaf Collection System SCAG/JD/AG FAB - D	\$2,380
Stihl Chain Saw MS261 - D	\$255
Stihl Chain Saw MS461 - D	\$255
Stihl Power Pruner 133 - D	\$510
unk Allied 8700CHo Pac Compactor - U	\$5,406
unk Allied AS370Hydraulic Breaker (Hammer) - U	\$13,260
unk Atlas Copco XAS90-185CFMAir Compressor - U	\$18,870
unk Mueller 3W.2002.1Portable Pump - U	\$4,692
unk Onan unkPortable Generator Set - U	\$8,160
<b>CONTRACTOR'S EQUIPMENT TOTAL</b>	<b>\$606,099</b>

# Cyber Liability



# Cyber Chubb Notes

**Changes within quote other than premium and retention (all highlighted on quote):**

Waiting period for Business Interruption increased to 12hrs

Waiting period for Contingent Business Interruption increased to 12hrs

Addition of below exclusions:

**PF-48161 Specified Incident Exclusion – For Government Shutdown**

**FILL:** the application or enforcement of any law, rule, regulation, ordinance, code, governmental directive, standard, or legal or administrative restriction of any kind mandating the shutdown of: a. an Insured's Computer System; b. a Shared Computer System; c. any Internet infrastructure or telecommunications infrastructure, which is owned, operated, or controlled by a third party with whom an Insured does not have a direct written contract; or d. any Internet access or telecommunications service of any Domain Name System ("DNS") Top-Level Domain, DNS Root Zone, Tier 1 Internet Service Provider in the provider's capacity as such, or Tier 1 Telecommunications Provider in the provider's capacity as such. However, this exclusion shall not apply a Claim or Incident resulting from a Cyber Incident otherwise covered under this Policy.

**Removing:**

**PF-48153 Optional Extended Reporting Period Item 7 Amended Endorsement**

**Named insured: City of Waterloo**

## Chubb Cyber Enterprise Risk Management Policy

Option: 1

<b>Maximum Single Limit of Insurance</b>	<b>\$1,000,000</b>	<b>Premium</b>	<b>\$5,635</b>
<b>Maximum Policy Aggregate Limit of Insurance</b>	<b>\$1,000,000</b>	<b>Surcharges/Assessments/Taxes</b>	<b>\$0.00</b>

**Policy Period Premium** **\$5,635.00**

Optional Extended Reporting Period: 12 months for 100% of last annual premium

### First Party Insuring Agreements

Check if Included	Insuring Agreement	Limit of Insurance Each Incident/Aggregate	Retention/Waiting Period Each Incident	Cyber Incident Response Coach Retention
<input checked="" type="checkbox"/>	Cyber Incident Response Fund			
	Cyber Incident Response Team	\$1,000,000/\$1,000,000	\$3,500	\$0
	Non-Panel Response Provider	\$500,000/\$500,000	\$3,500	\$3,500
<input checked="" type="checkbox"/>	Business Interruption Loss and Extra Expense	\$1,000,000/\$1,000,000	\$3,500/12 Hours	<u>N/A</u>
<input checked="" type="checkbox"/>	Contingent Business Interruption Loss and Extra Expense			
	Unscheduled Providers	\$150,000/\$150,000	\$3,500/12 Hours	<u>N/A</u>
	Scheduled Providers	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
<input checked="" type="checkbox"/>	Digital Data Recovery	\$1,000,000/\$1,000,000	\$3,500	<u>N/A</u>
<input checked="" type="checkbox"/>	Network Extortion	\$1,000,000/\$1,000,000	\$3,500	<u>N/A</u>

### Third Party Liability Insuring Agreements

Check if Included	Insuring Agreement	Limit of Insurance Each Claim/Aggregate	Retention Each Claim	Retroactive Date	Pending or Prior Proceedings Date
<input checked="" type="checkbox"/>	Cyber Privacy, Network and Security Liability	\$1,000,000/\$1,000,000	\$3,500	01-01-1925	01-01-2021
	Payment Card Loss	\$1,000,000/\$1,000,000	\$3,500	01-01-1925	01-01-2021
	Regulatory Proceedings	\$1,000,000/\$1,000,000	\$3,500	01-01-1925	01-01-2021
<input checked="" type="checkbox"/>	Electronic, Social, and Printed Media Liability	\$1,000,000/\$1,000,000	\$3,500	01-01-1925	01-01-2021

### Other Notes about this option

### Subjectivities

Chubb hereby indicates the coverage described below. However, any obligations the Insurer may have under this indication are conditioned upon each of the following conditions having first been met.

Please Note the Following for the Terrorism Risk Insurance Act:

Coverage for acts of terrorism is included in your policy. The portion of your annual premium that is attributable to coverage for

acts of terrorism is \$0, and does not include any charges for the portion of losses covered by the United States government under the Act.

The Following Notices will be added to the basic contract(s)

Title	Form Number
Chubb Producer Compensation Practices & Policies	ALL-20887a (03/16)
Policyholder Notice Cyber Services for Loss Mitigation	PF-48260 (10/16)
Policyholder Notice Cyber Services for Incident Response	PF-48259 (02/19)
U.S. Treasury Department's Office of Foreign Assets Control ("OFAC") Advisory Notice to Policyholders	PF-17914a (04/16)
Trade or Economic Sanctions Endorsement	PF-46422 (07/15)
Policyholder Disclosure Notice Of Terrorism Insurance Coverage	TR-19606e (08/20)
Cap On Losses From Certified Acts Of Terrorism	PF-45354 (02/19)
Signatures	CC-1k11j (03/21)
Important Notice - Wisconsin	ALL-38969 (08/12)
Wisconsin Notice to Policyholders	ALL-5X51a (02/06)

The Following Endorsement(s) will added to the basic contract(s)

Title	Form Number
Additional Insured – Blanket Pursuant to a Contract – Cyber ERM	PF-48155 (02/19)
Duty To Defend A Regulatory Proceeding	PF-49445 (02/19)
Specified Incident Exclusion	PF-48161 (02/19)
Specified Incident: alleging, based upon, arising out of, or attributable to any government-mandated restriction of operations, closure, or shutdown, of (i) any entity or person operating a Computer System or (ii) any Computer System; provided, however, this exclusion shall not apply to a government-mandated restriction, closure, or shutdown of the Insured's Computer System, in response to an otherwise covered Malicious Computer Act solely against the Insured's Computer System.	
Amendatory Endorsement – Wisconsin	PF-48333(02/19)

## Conditions of this Indication

This indication will remain valid until 01-01-2022.

If between the date of this Indication and the Effective Date of the policy there is a significant adverse change in the condition of this Applicant, or an occurrence of an event, or other circumstances which could substantially change the underwriting evaluation of the Applicant, then, at the Insurer's option, this indication may be withdrawn by written notice thereof to Applicant. The Insurer also reserves the right to modify the final terms and conditions upon review of the completed application and any other information requested by the underwriter herein. If such material change in the risk is discovered after binding, the insurance coverage will be void ab initio ("from the beginning").

FOR POLICIES EFFECTIVE JULY 21, 2011 AND SUBSEQUENT, WE REQUIRE THE PRODUCER TO PROVIDE THE "HOME STATE" AS DEFINED IN THE NONADMITTED AND REINSURANCE REFORM ACT OF 2010 (NRRA) UPON THE BINDING OF THIS PLACEMENT. IF THE STATE SET FORTH IN THE ABOVE-REFERENCED INSURED ADDRESS IS THE HOME STATE OF THE INSURED, NO ACTION IS REQUIRED. HOWEVER, IF THE HOME STATE OF THE INSURED IS OTHER THAN THAT SET FORTH IN THE INSURED ADDRESS, YOU MUST NOTIFY US IN WRITING PRIOR TO THE BINDING OF THIS PLACEMENT.

Note: If the Insuring Company noted above is Chubb Custom Insurance Company, Westchester Surplus Lines Insurance Company or Illinois Union Insurance Company, then this insurance is issued pursuant to the state Surplus Lines laws that the insured is domiciled. Persons insured by Surplus Lines carriers do not have the protection of the above captioned state's Guaranty Act to the extent of any right of recovery for the obligation of an insolvent unlicensed insurer.

Any applicable taxes, surcharges or countersignature fees, etc., are in addition to the above indicated figures. Your office is responsible for making State Surplus Lines Filings and complying with all applicable laws.

Sincerely,

Jenny Garate

Chubb. Insured.<sup>SM</sup>



# Premier Services Customized For You



# REBOUND

We protect those who protect us

Every day, public safety workers get hurt on and off the job.





When that happens, Rebound is here to help.

We guide workers through a complex healthcare system to heal more quickly, which saves time and money for all stakeholders.



## Your employees get better. Faster.

### Benefits to you

-  We seamlessly integrate into your workers compensation process without adding work or eliminating jobs. It's truly a no-hassle process.
-  Rebound's medical providers understand the physical challenges of your workforce, and the vast majority are sports medicine trained.
-  Rebound's Orthopedic Patient Navigators help your injured employee select the best provider in our network based on location, history and needs.
-  Our advocates guide your employees through the entire process, from the moment we take their injury call until their ready-for-duty orders are signed.

*"Rebound has literally done everything they said they would do, as well as go above and beyond. Budgets are getting hit hard, and injuries are a big part of that. When you have Rebound in your corner, helping you get people back to the job faster, that is huge for us from a daily staffing perspective and a budgetary standpoint."*

**Battalion Chief  
Robbie Franks  
Memphis Fire Department**



### Contact us

[hello@justrebound.com](mailto:hello@justrebound.com)  
[justrebound.com](http://justrebound.com)



+



## **Nurse Triage & Telehealth**

---

League of Wisconsin Municipalities Mutual Insurance is proud to partner with CorVel as our nurse triage and telehealth partner. CorVel's proactive healthcare solution connects injured workers to medical services ensuring they feel cared for in the event of a workplace injury.

### **Nurse Triage**

At the time of a workplace injury, employees can call and speak with a registered nurse through CorVel's 24/7 nurse hotline who will evaluate the injury to determine immediate medical needs. By addressing the injury when it first occurs, CorVel can provide quick and timely care for your employees.

### **Telehealth**

CorVel's nurses are trained to provide an initial assessment and will provide immediate referral to medical care when needed. Nurses may also refer to telehealth as appropriate at the option of the employee. This feature connects the injured worker to a physician immediately via a computer, tablet, or phone. The CorVel nurse will email a link with instructions directly to the injured worker. The CorVel nurse will stay on the telephone with the injured worker until they are connected to the online visit.

### **Advantages of Telehealth**

For many workplace injuries, immediate treatment can be received through a virtual visit with a doctor eliminating the need for scheduling and attending an in-person appointment. No driving to a doctor's office, missed appointments, or delays in waiting rooms. With the advent of new technologies, many welcome the convenience of a virtual visit with a doctor and the added expediency of prescriptions and physical therapy scheduling. By connecting our employees with appropriate, quality care, it can help prevent a minor injury from becoming a complicated injury and focus on your employee's wellness.

### **About Telehealth Physicians**

CorVel has contracted with dedicated physicians who average 15 years in primary and urgent care experience, and are US Board Certified, licensed, and credentialed.

### **Rebound**

For our members that currently utilize our Rebound injury management program, you can continue to contact Rebound directly as you have been doing for any musculoskeletal injuries (knee, shoulder, back, hip, etc.). Also, the nurses at CorVel can provide a referral to Rebound for those injuries as appropriate. The services are designed to work together to achieve the best outcome.

### **Reporting a Claim**

For any work related injury that goes through the 24/7 nurse hotline, CorVel will automatically send the first notice of injury to United Heartland for claim handling. If you chose not to use CorVel, you will need to submit your claim to United Heartland as previously done.

***Better injury management helps your employees and your bottom line.***

# 24/7 Work Injury Nurse Line



Immediately following a workplace injury, call to speak with a registered nurse who will evaluate your incident and determine care. Our nurses specialize in occupational injuries and will connect you with the quality care you need.



**(855) 438-4577**

**Call 911 for Medical Emergencies**



# Human Resources & Pre-Loss Legal Services



## ***Human Resources Legal Services***

The League of Wisconsin Municipalities Mutual Insurance (LWMMI) has partnered with our colleagues at the Stafford Rosenbaum law firm to provide the following human resources legal services at no cost to insured members:

- *HR Hotline: Phone assistance with HR-related issues.*
- *Talent Management: Support with recruitment, hiring, background screening, onboarding, performance management, disciplinary counseling, and termination management.*
- *Employment Law Compliance: WI and Federal Fair Employment, Wage & Hour, Safety, FMLA, I9 and more.*
- *Documents: Development/review of job descriptions, handbooks, policies, procedures, and forms customized for the municipality.*
- *Workplace Training: Supervisors and/or employees related to compliance and HR-related topics.*
- *Workplace investigations.*

## ***Pre-loss Legal Services***

Has something happened in your community recently where you need legal advice? Stafford Rosenbaum offers insured members no cost pre-loss legal services:

- *Land use, zoning, permits*
  - *Conflicts of interest*
  - *Tax assessments*
  - *Open meetings and public records*
  - *Contractual issues*
- ...and many more.*

Contact:

Ted Waskowski—Partner

twaskowski@staffordlaw.com

(608) 256-2613

 **StaffordRosenbaum**LLP  
Attorneys



## PROTECT YOUR AGENCY, MINIMIZE YOUR RISK

Special Public Safety Savings Program for  
League of Wisconsin Municipalities Mutual  
Insurance (LWMMI) Members

**Lexipol**, the most trusted name in policy management and integrated policy training, is offering our LWMMI partners a special opportunity. For a limited time, LWMMI members are eligible to receive:

- 10% discount on current market rate subscription when agencies subscribe to either Lexipol's Wisconsin Law Enforcement or Fire policies and training
- Up to \$2,500 funding per municipality for the Lexipol policy solutions platform
- Customized implementation options to fit your agency to help you get your manual up-and-running faster (Please inquire to find out which implementation options are best for your agency.)

Protect your community with policies that are continuously updated as state and federal laws, and best practices change – and training to ensure your policies are known and understood.

For more information, to request sample policies, or to schedule a demo of the Lexipol Policy Solutions, please contact Brandi Galloway at 469-553-0639 or [bgalloway@lexipol.com](mailto:bgalloway@lexipol.com).



"In every tragedy there is always a proximate cause: the event that instantly preceded the tragedy. But if you go back in time and look for the root cause, all too often it comes down to a lack of good policy and a lack of good training."

**Gordon Graham**  
Co-founder, Lexipol

"The average agency takes 2 to 5 years to complete the accreditation process. We did it in about 18 months, and one of the big reasons was because we had many of the policies in place."

- Chief Tim Styka, Menasha Police Department

"There is no way we could have built what we have on our own, and there is no way we could have continued to maintain it."

- Chief Jon Cohn, Greenfield Fire



# LWMMI UNIVERSITY ADMINISTRATOR FEATURE OVERVIEW

## The Benefits of the LWMMI University

The League of Wisconsin Municipalities (LWMMI) has partnered with LocalGovU to deliver online training to our members at no cost. Online training improves the safety and effectiveness of your organization and personnel, while contributing to successful professional development.

Employees can conveniently access hundreds of e-learning courses 24/7, allowing them to balance their work schedules while completing practical and informative self-directed training at their own pace.

Members can choose to train by topic or can select more specific courses by profession.

## Fulfill Training Requirements

For law enforcement, the LWMMI Police University can fulfill 8 of the 24 hours of annual training requirements with department-level approval.

For Water and Wastewater, LWMMI University courses can be used to fulfill the required hours of annual training requirements. Wastewater professionals will need to submit their certificate of course completion directly to the Department of Natural Resources for training approval.

### COURSE LIBRARY

- Compliance (HR/Safety)
- EEOC and Employment Law
- Emergency Medical Services
- Equipment Safety
- Financial Management
- General Safety
- Health and Wellness
- HR Development
- Information Technology
- Law Enforcement
- Leadership Development
- Professional Development
- Risk Management
- Roadway and Highway
- Schools and Educational
- Transit and Fleet Operations
- Water and Wastewater

# Learning Management System Admin Features

## Assignments

Schedule online training to align with internal training calendars, control access to online courses and material and document offline training.

## Groups

Build and manage custom groups for personnel, dividing them by certification level, rank, shift or other tailored options.

## Notification Manager

Activate action-based, pre-scheduled, recurring and other notifications targeted to specific groups, organizations and job titles.

## Reports

Create recurring or on-demand reports for tracking compliance of personnel assignments and credentials. Pull reports for members, groups and courses, and export training records based on rank, division, shift, course or assignment.

## Individual User Access

Using the dashboard, members can easily see which courses they are assigned, and download certificates of completion.

## Custom Roles

Manage personnel access seamlessly with five user roles, letting members see and access only what they need.

## Custom Homepage

Customize your homepage with your logo, important information and featured courses.

## Training Calendar

Visually manage several features by date, including assignments, credentials, training events and more through a centralized training calendar with both member and administrator views.

# Admin Features and Users Personal Dashboard

## Admin Features

- Add members and organize into groups
- Assign group admins or user-specific roles
- Create quick assignments or bundle courses into learning plans
- Track training and compliance through ad hoc or recurring reports
- Manage and customize training and assignment notifications
- Assign and manage course credits from online and in person training
- Highlight featured courses or hide select courses from view

## Individual User Dashboard

- Track assignments and training activity
- Download certificates and personal training reports
- Access virtual training calendar
- Receive and manage personal notifications

## Dedicated Customer Support

Support from LocalGovU is available from Monday through Friday, 8:00 a.m. – 5:00 p.m. CST. If you have questions or need assistance, you can contact customer support directly at 866.845.8887 or [LLWMI@localgovu.com](mailto:LLWMI@localgovu.com).

## Mo Hansen

---

**From:** Gabe Haberkorn  
**Sent:** Monday, December 13, 2021 11:36 AM  
**To:** Mo Hansen  
**Subject:** Playground Equipment Quotes and Plans  
**Attachments:** WRT - 11-03-2021 PROPOSAL 142-146557-1.pdf; Lower FP - 11-03-2021 PROPOSAL 142-146564-1.pdf; Upper FP - 11-03-2021 PROPOSAL 142-146560-1.pdf

Mo,

Here is the documentation for the proposed Playground work. Total quote was for \$100,726.

WRT - \$24,595  
Lower Park – \$44,153  
Upper Park - \$31,978

**Gabe Haberkorn**  
**City of Waterloo – Parks Coordinator**  
**136 N. Monroe Street**  
**Waterloo, WI 53594**

**Office:** (920) 478-3025  
**E-Mail:** [parks@waterloowi.us](mailto:parks@waterloowi.us)  
**Website:** <http://www.waterloowi.us/>

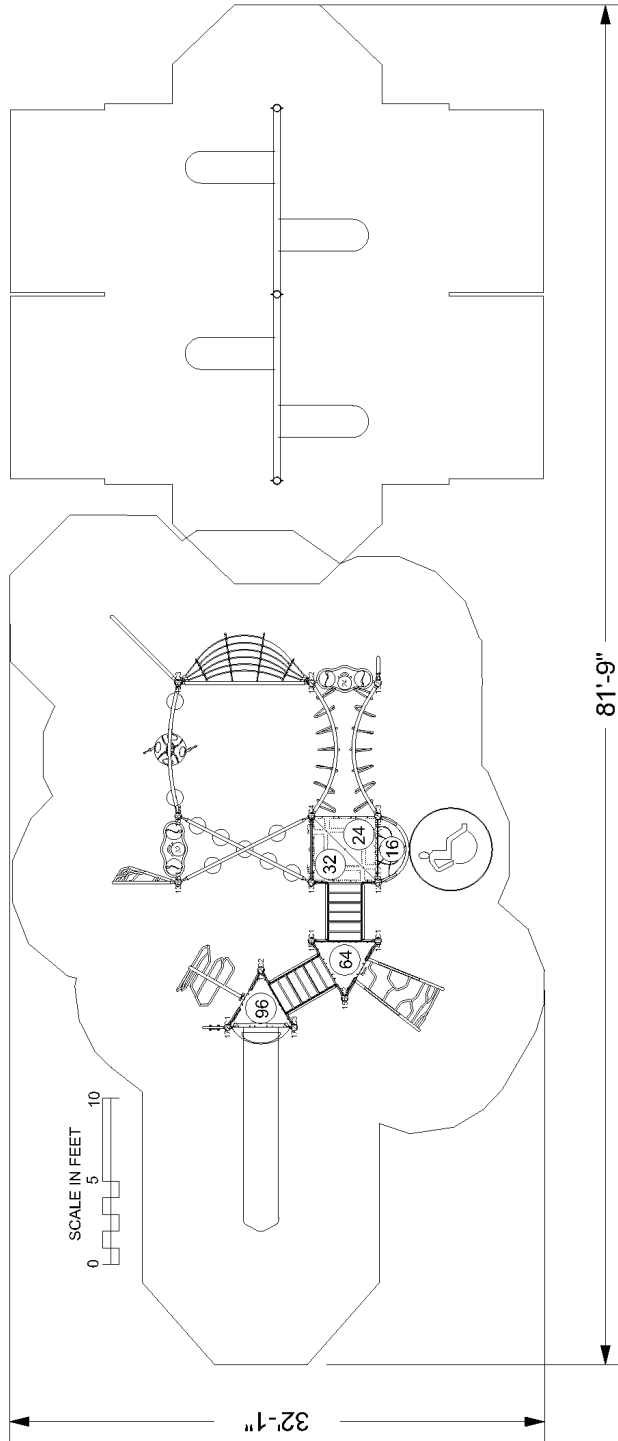


**COLOR KEY**

- BURGUNDY
- GOLD
- GRANITE
- GRAY
- YELLOW
- B GRAY/BLACK



October 29, 2021



**INFORMATION**  
 MINIMUM FALL ZONE SURFACED WITH RESILIENT MATERIAL AREA  
 1986 SQ.FT.  
PERIMETER  
 296 FT.  
STRUCTURE SIZE  
 32' 1" x 81' 9"

STRUCTURE IS DESIGNED FOR CHILDREN AGES:  
 6-23 MONTH OLDS  
 2-5 YEAR OLDS  
 5-12 YEAR OLDS  
 13 + YEAR OLDS



The play components identified in this plan are IPEMA certified. The use and layout of these components conform to the requirements of ASTM F 1487. To verify product certification, visit [www.ipema.org](http://www.ipema.org)

The space requirements shown here are to ASTM standards. Requirements for other standards may be different.

The use and layout of play components identified in this plan conform to the CPSC guidelines. U.S. CPSC recommends the separation of age groups in playground layouts.

**ADA ACCESSIBILITY GUIDELINE (ADAAG CONFORMANCE)**

NUMBER OF PLAY EVENTS:	16
NUMBER OF ELEVATED PLAY EVENTS:	7
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP:	PROVIDED 0
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY TRANSFER SYSTEM:	PROVIDED: 6
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP OR TRANSFER SYSTEM:	PROVIDED: 11
NUMBER OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 4
NUMBER OF TYPES OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 2
RECD: 0	RECD: 0
RECD: 6	RECD: 4
RECD: 11	RECD: 2
RECD: 4	RECD: 2

**WARNING!**

ACCESSIBLE SAFETY SURFACING MATERIAL IS REQUIRED BENEATH AND AROUND THIS EQUIPMENT.  
 FOR SLIDE FALL ZONE SURFACING AREA SEE CPSC's Handbook for Public Playground Safety.  
 PLATFORM HEIGHTS ARE IN INCHES ABOVE RESILIENT MATERIAL.



Office (800) 775-8937  
 Fax (608) 423-7655

260 W. Main Street  
 Cambridge, WI 53523

info@leerecreation.com  
 www.leerecreation.com

## Quotation

DATE: Nov. 3, 2021

TO: Gabe Haberkorn  
 Village of Waterloo  
 136 N. Monroe St.  
 Waterloo, WI 53594

FROM: Jeff Thompson

RE: Playground Proposal #142-146564-1  
**Waterloo Fireman's Park – Lower Playground**

### BURKE "Play That Moves You"

Proposal #142-146564-1

18 Play Events for an Estimated 78 users – ages 5-12 years

Minimum area needed: 36' x 84'

NUIN-2977	Modular Playstructure Includes:	\$41,335.00
	<i>All 4 Play Fall Savings</i>	<i>(\$14,054.00)</i>
<b>DECKS:</b>	2-Triangle, 1-Split Square, Crescent Platform	
<b>CLIMBERS:</b>	Verto Climber, Wild Web, Power Peak, Taktiks Bow Climber, Podstep Climber, Verve Climber, Beta Climber	
<b>SLIDES:</b>	Velo XL Straight Slide @ 96" Deck Ht.	
<b>UPPER BODY EVENTS:</b>	2-Straight Overhead	
<b>BALANCE:</b>	2- Dynamic Pads	
<b>PLAY ACTIVITY PANEL:</b>	Rain Crescent Panel	
1-#SWING	Single Post Swing Assembly	<u>\$ 2,772.00</u>
	Includes: 2 Swing Bays with 4 Belt Seats	
	Subtotal Equipment	\$30,053.00
	Assembly/Installation	\$11,000.00
	60 – 4' Border Timbers	\$ 2,400.00
	Freight	<u>\$ 700.00</u>
	<b>TOTAL</b>	<b>\$44,153.00</b>

Quote accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

- TERMS: Net 20
- Site Preparation, Surfacing & Placement of Surfacing & Site Restoration is the responsibility of the Customer
- Lead-Time: 8-10 weeks upon receipt of order
- Quote effective: **Good through 11-30-2021 (Sale ends 12-31-21)**





**COLOR KEY**

- BURGUNDY
- CHARCOAL
- YELLOW
- GRANITE
- BLACK
- BLACK/GRAY





SERIES: Basics, Synergy

SITE PLAN

DRAWN BY: Kari Champeau

Waterloo Firemen's Upper Park

500 Park Ave

Waterloo, WI 53594

Lee Recreation, LLC

142-146560-1

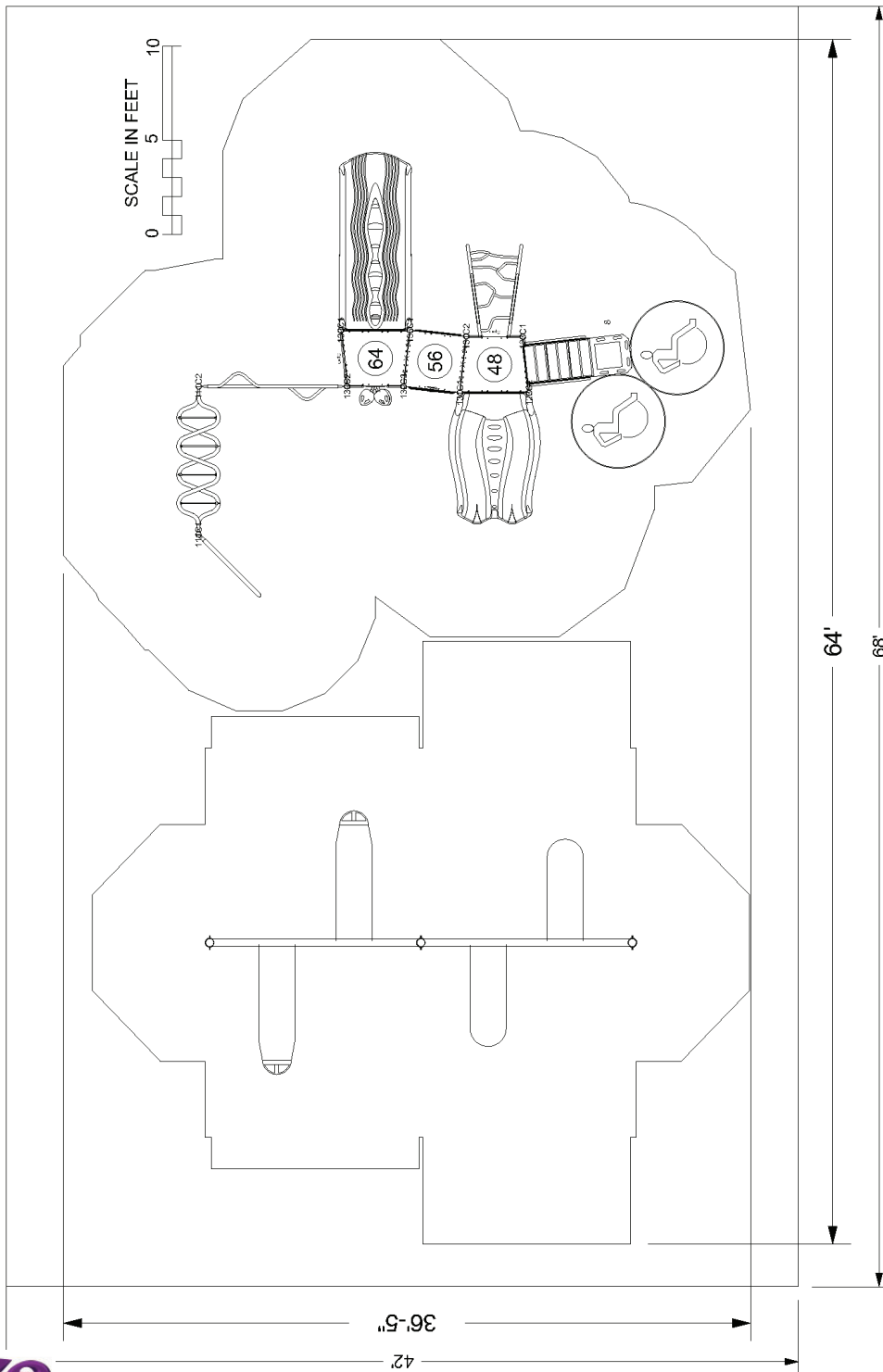
October 29, 2021

ADA ACCESSIBILITY GUIDELINE (ADAAG CONFORMANCE)

NUMBER OF PLAY EVENTS:	14
NUMBER OF ELEVATED PLAY EVENTS:	7
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP:	PROVIDED: 0
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY TRANSFER SYSTEM:	PROVIDED: 7
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP OR TRANSFER SYSTEM:	PROVIDED: 7
NUMBER OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 7
NUMBER OF TYPES OF GROUND LEVEL PLAY EVENTS:	PROVIDED: 2
RECD: 0	RECD: 0
RECD: 4	RECD: 4
RECD: 2	RECD: 2

WARNING!

ACCESSIBLE SAFETY SURFACING MATERIAL IS REQUIRED BENEATH AND AROUND THIS EQUIPMENT. FOR SLIDE FALL ZONE SURFACING AREA SEE CPSC's Handbook for Public Playground Safety. PLATFORM HEIGHTS ARE IN INCHES ABOVE RESILIENT MATERIAL.



INFORMATION  
MINIMUM FALL ZONE  
SURFACED WITH  
RESILIENT MATERIAL  
AREA

1642 SQ.FT.

PERIMETER

253 FT.

STRUCTURE SIZE

36' 5" x 64' 0"

STRUCTURE IS DESIGNED  
FOR CHILDREN AGES:

- 6-23 MONTH OLDS
- 2-5 YEAR OLDS
- 5-12 YEAR OLDS
- 13 + YEAR OLDS



Registered  
to ISO 9001

Registered  
to ISO 14001



To verify product certification,  
visit [www.ipema.org](http://www.ipema.org)

The play components identified  
in this plan are IPEMA  
certified. The use and layout of  
these components conform to the  
requirements of ASTM F1487.  
To verify product certification,  
visit [www.ipema.org](http://www.ipema.org)

The space requirements shown  
here are to ASTM standards.  
Requirements for other standards  
may be different.

The use and layout of play  
components identified in this plan  
conform to the CPSC guidelines.  
U.S. CPSC recommends the  
separation of age groups in  
playground layouts.



Office (800) 775-8937  
 Fax (608) 423-7655

260 W. Main Street  
 Cambridge, WI 53523

info@leerecreation.com  
 www.leerecreation.com

## Quotation

DATE: Nov. 3, 2021

TO: Gabe Haberkorn  
 Village of Waterloo  
 136 N. Monroe St.  
 Waterloo, WI 53594

FROM: Jeff Thompson

RE: Playground Proposal #142-146560-1  
**Waterloo Fireman's Park – Upper Playground**

### BURKE "Play That Moves You"

Proposal #142-146560-1

14 Play Events for an Estimated 56 users – ages 2-12 years

Minimum area needed: 40' x 64'

1-Synergy Modular Playstructure Includes: \$22,961.00

**DECKS:** 1-Square, 2-Trapezoid

**CLIMBERS:** Transfer Station with Lil Novo Bean Step, Tree Branch Climber,  
 Leaf Climber, Apex Hole Climber, Power Pipes Climber, Beta  
 Climber

**SLIDES:** Luge Double Slide @ 48" Deck Ht., Contour Double Slide @ 64" Deck Ht.

**BALANCE:** Twisting Traverse

**PLAY ACTIVITY PANEL:** Collision Panel, Maze Panel

1-#SWING Single Post Swing Assembly \$ 2,937.00

Includes: 2 Swing Bays with 2 Belt Seats & 2 Infant/Tot Seats

Subtotal Equipment	\$25,898.00
Project Discount	(\$3,000.00)
Assembly/Installation	\$ 6,500.00
52 – 4' Border Timbers	\$ 2,080.00
Freight	<u>\$ 500.00</u>
<b>TOTAL</b>	<b>\$31,978.00</b>

Quote accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

- TERMS: Net 20
- Site Preparation, Surfacing & Placement of Surfacing & Site Restoration is the responsibility of the Customer
- Lead-Time: 8-10 weeks upon receipt of order
- Quote effective: **Good through 11-30-2021**



COLOR KEY	
○	SILVER
●	GOLD
■	GRANITE
■	BURGUNDY
■	GRAY
■	GRAY/BLACK



INFORMATION  
 MINIMUM FALL ZONE  
 SURFACED WITH  
 RESILIENT MATERIAL  
 AREA  
 608 SQ.FT.  
 PERIMETER  
 98 FT.  
 STRUCTURE SIZE  
 32' 3" x 28' 2"

STRUCTURE IS DESIGNED  
 FOR CHILDREN AGES:

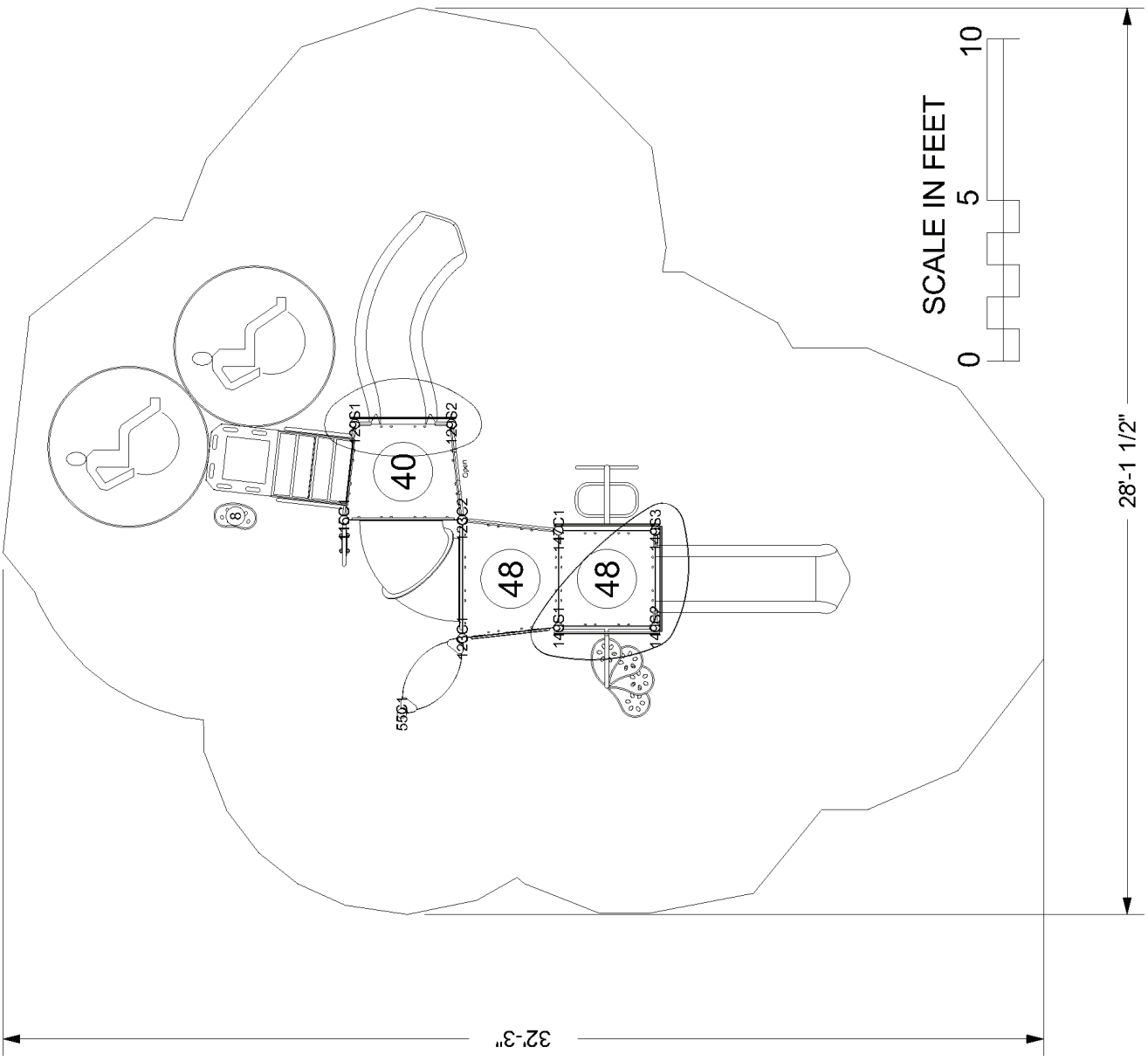
6-23 MONTH OLDS  
 2-5 YEAR OLDS  
 5-12 YEAR OLDS  
 13 + YEAR OLDS



The play components identified in this plan are IPEMA certified. The use and layout of these components conform to the requirements of ASTM F1487. To verify product certification, visit [www.ipema.org](http://www.ipema.org)

The space requirements shown here are to ASTM standards. Requirements for other standards may be different.

The use and layout of play components identified in this plan conform to the CPSC guidelines. U.S. CPSC recommends the separation of age groups in playground layouts.



**WARNING!**  
 ACCESSIBLE SAFETY SURFACING MATERIAL IS REQUIRED BENEATH AND AROUND THIS EQUIPMENT.  
 FOR SLIDE FALL ZONE SURFACING AREA SEE CPSC's Handbook for Public Playground Safety.  
 PLATFORM HEIGHTS ARE IN INCHES ABOVE RESILIENT MATERIAL.

**ADA ACCESSIBILITY GUIDELINE (ADAAG CONFORMANCE)**

NUMBER OF PLAY EVENTS:	9
NUMBER OF ELEVATED PLAY EVENTS:	7
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP:	PROVIDED: 0
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY TRANSFER SYSTEM:	PROVIDED: 7
NUMBER OF ELEVATED PLAY EVENTS ACCESSIBLE BY RAMP OR TRANSFER SYSTEM:	PROVIDED: 4
NUMBER OF GROUND LEVEL PLAY EVENTS:	RECD: 2
NUMBER OF TYPES OF GROUND LEVEL PLAY EVENTS:	RECD: 2



October 29, 2021

SERIES: Synergy  
 SITE PLAN  
 DRAWN BY: Kari Champeau

Waterloo Regional Trailhead  
 760 McKay Way  
 Waterloo, WI 53594

Lee Recreation, LLC  
 142-146557-1



Office (800) 775-8937  
Fax (608) 423-7655

260 W. Main Street  
Cambridge, WI 53523

info@leerecreation.com  
www.leerecreation.com

PROVIDING FUN ACROSS WISCONSIN SINCE 1995

## Quotation

DATE: Nov. 3, 2021

TO: Gabe Haberkorn  
Village of Waterloo  
136 N. Monroe St.  
Waterloo, WI 53594

FROM: Jeff Thompson

RE: Playground Proposal #142-146557-1  
**Waterloo Regional Trailhead**

---

### BURKE "Play That Moves You"

Proposal #142-146557-1

9 Play Events for an Estimated 34 users – ages 2-5 years  
Minimum area needed: 36' x 32'

1-Synergy Modular Playstructure Includes: \$20,145.00

**DECKS:** 1-Square, 2-Trapezoid

**CLIMBERS:** Transfer Station with Lil Novo Bean Step, Tree Branch Climber,  
Centipede Climber, Petal Step Climber

**SLIDES:** Rock 'n Roll Slide @ 48" Deck Ht., Monaco Curved Slide @ 40" Deck Ht.

**TUNNEL:** 90-Degree Tunnel between 2 decks

**PLAY ACTIVITY PANEL:** Hammock Seat, Acorn Panel, Rain Crescent Panel

**ROOFS:** 2-Elation Roofs

Subtotal Equipment	\$20,145.00
Project Discount	(\$2,500.00)
Assembly/Installation	\$ 5,000.00
34 – 4' Border Timbers	\$ 1,360.00
Freight	\$ 500.00
<b>TOTAL</b>	<b>\$24,505.00</b>

Quote accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

- 
- TERMS: Net 20
  - Site Preparation, Surfacing & Placement of Surfacing & Site Restoration is the responsibility of the Customer
  - Lead-Time: 8-10 weeks upon receipt of order
  - Quote effective: **Good through 11-30-2021**









Finance, Insurance & Personnel Committee Agenda Topic COVID

12/16/2021

select pages from Employee Handbook

# CITY OF WATERLOO

## EMPLOYEE

## HANDBOOK



<b>ARTICLE I - INTRODUCTION</b>	<b>1</b>
<b>ARTICLE II - EMPLOYMENT</b>	<b>2</b>
<b>ARTICLE III - DEPARTMENT ORGANIZATION UNITS</b>	<b>3</b>
3.1 Chain of Command	3
<b>ARTICLE IV – RECRUITMENT SELECTION PLACEMENT</b>	<b>4</b>
4.1 Residency	4
4.2 Licenses and Certifications	4
4.3 Applications	4
4.4 Classification of Employment	5
4.5 Probationary Period	5
4.6 Employee Performance Evaluation	5
4.7 Lay-offs	5
<b>ARTICLE V - HOURS OF WORK</b>	<b>5</b>
5.1 The Workweek	5
5.2 The Workday	5
5.3 Rest Periods	6
5.4 Meal Periods	6
5.5 Record-Keeping of Hours	6
<b>ARTICLE VI - WAGE AND SALARY ADMINISTRATION</b>	<b>6</b>
6.1 Employee Compensation	6
6.2 Overtime Compensation	6
6.3 Payroll Periods	6
6.4 Payroll Deductions	7
6.5 Stand-By/Emergency Status (on call/pager)	7
<b>ARTICLE VII – EMPLOYEE BENEFITS</b>	<b>7</b>
7.1 Holidays, Holiday Pay & Personal Time Off	7
7.2 Vacation Policy	8
7.3 Health Insurance - Revision effective 04/01/2021	8
7.4 Income Continuation	9
7.5 Life Insurance	9
7.6 Flexible Spending Account (FSA)	10
7.7 Retirement and Pension	10
7.8 Deferred Compensation Plans	10
7.9 Sick Leave – Revision effective 04/01/2021	11
7.10 Personal Leave of Absence	11
7.11 Military Leave of Absence	12
7.12 Family Leave/Medical Leave	12
7.13 Jury or Witness Duty Leave	16
7.14 Bereavement Leave	16
7.15 Firefighter Leave	16
7.16 Uniforms	16
7.17 Mileage Reimbursement	16
7.18 Education & Travel Reimbursement	17
7.19 Employee Injuries and Medical Illnesses	17
<b>ARTICLE VIII - DISCIPLINE, RULES, CODE OF ETHICS AND EMPLOYEE COMMUNICATION PROCEDURES</b>	<b>17</b>
8.1 Political Activity	17
8.2 Outside Employment	18
8.3 Accepting Gifts or Gratuities	18
8.4 Use of City Telephones	18
8.5 Use of City Equipment and Supplies	19
8.6 Punctuality	19

8.7 Personal Mail	19
8.8 Absenteeism and Tardiness	19
8.9 Housekeeping, Dress and Cleanliness	19
8.10 Name and Address Changes	19
8.11 On the Job Safety	19
8.12 Performance and Expectations	19
8.13 Employee Grievance Policy and Procedure	21
<b>ARTICLE IX - MISCELLANEOUS</b>	<b>24</b>
9.1 Drug and Alcohol Abuse Policy	24
9.2 Commercial Driving License Policy	29
9.3 Computer Use Policy	30
9.4 Use of Communication Technologies & Devices	33
<b>ARTICLE X – SEPARATION OF EMPLOYMENT</b>	<b>38</b>
10.1 Resignation	38
10.2 Disposition of the Final Paycheck	38
<b>Appendix A – Residency</b>	<b>39</b>
<b>Appendix B – Employee Compensation – Longevity Pay</b>	<b>40</b>
<b>Appendix C – Overtime Compensation</b>	<b>41</b>
<b>Appendix D – Holidays, Holiday Pay &amp; Personal Time Off</b>	<b>42</b>
<b>Appendix E – Uniforms</b>	<b>43</b>
<b>Appendix F – Vacation Policy</b>	<b>44</b>
<b>Appendix G – Driver Background Check</b>	<b>45</b>
<b>Appendix H – Formal Employee Grievance Form</b>	<b>46</b>
<b>Appendix I – Sexual/Harassment Form</b>	<b>48</b>
<b>Appendix J – Request for Leave of Absence Form</b>	<b>50</b>
<b>Appendix K – Acknowledgement of Receipt of Handbook and Statement of Employee Understanding</b>	<b>51</b>

## 7.9 Sick Leave

Regular full-time employees may be entitled to eight (8) hours of sick leave with pay for each month or major fraction thereof of actual service up to an accumulated total of one hundred thirty-five (135) work days or 1,080 hours. Waterloo Water & Light Utility employees can accumulate up to one hundred (100) work days or 800 hours. The sick leave time earned during the first ~~six (6)~~ three (3) calendar months of employment shall ~~not~~ be available to an employee ~~until the end of the six (6) month period~~ after ninety (90) days of employment. Such sick leave with pay shall be granted in case of bona fide illness of the employee or the employee's immediate family (as defined in the Wisconsin Family and Medical Leave Act), as well as diagnostic treatment, dental procedures and optician's services when performed by a duly authorized and licensed practitioner, and the necessary time to travel to and from the place of treatment. A maximum of eighty (80) hours per calendar year of paid sick leave may be taken for the employee's immediate family. **(Common Council Approval Resolution #2021-07 – April 1, 2021)**

In the case of illness extending beyond (2) day's duration, the employee shall furnish a certificate issued by a licensed practitioner upon the request of the department head concerned.

Any employee that falsely reports to his/her department head that he/she is ill for the purpose of using sick leave as an additional paid vacation, shall be subject to disciplinary action and shall forfeit five (5) days of accumulated sick leave for each day or fraction thereof falsely reported.

To the extent permitted by law, no employee shall be entitled to sick leave while absent from duty for any of the following reasons or causes:

- A. Any sickness or injury purposely self-imposed or inflicted or caused by any of his/her willful misconduct.
- B. Sickness or injury sustained while on leave of absence without pay.

Employees shall be required to give prompt notification of the absence from work to their supervisor or department head. If the supervisor or department head cannot be reached, the City Clerk shall be notified before 9:00 a.m. on the first day of absence as is reasonably possible. Employees shall make reasonable efforts to keep the employer informed as to the duration of the absence so that the employer can plan the schedule accordingly. Failure to comply with this provision for reasonable and prompt notification shall result in forfeiture of sick leave benefits for the hours or days involved, and the employee may be subject to disciplinary action, including termination.

Sick leave may be used to acquire paid health insurance for employees who qualify for retirement under the guidelines of the Wisconsin Retirement System, if employed by the City fifteen (15) years or longer, or other exceptions as granted by the Council. In the event of the employee's death after such retirement, accumulated sick leave shall be used to continue spouse/dependent health insurance.

## 7.10 Personal Leave of Absence

A Leave of Absence is any period in which an employee is not working for or receiving earnings from an employer, and has not terminated the employer-employee relationship.

The department head, at his/her sole discretion, may grant up to five (5) days leave of absence without pay in any calendar year. Any leaves other than the 5 days previously mentioned or outside of Family Medical Leave, shall be approved by the Finance, Insurance and Personnel Committee. For leaves of absence in connection with family medical leave, the provisions of Wisconsin State Statutes and Federal law shall apply.

If an employee takes another job, (except military service), the leave will be immediately canceled and the employee subject to termination.

If an employee does not report for work at the end of a leave, they will be considered to have voluntarily terminated their employment.

### **7.11 Military Leave of Absence**

Employees who have served at least (3) months of their probationary period, who are duly enrolled members of the reserve components of the armed forces for the United States will be entitled to leave of absence as follows:

#### **A. Active Military Service**

Any employee, other than temporary and seasonal employees, who leave active employment for the purpose of being inducted, entering, determining physical fitness to enter, or performing training duty in the armed forces or Coast Guard either by enlistment, draft or recall, will be granted a Military Leave of Absence.

Upon the expiration of such Leave of Absence, each employee will be restored to his/her former job classification or to a position of like seniority, status and pay, unless circumstances of the City have so changed as to make it impossible or unreasonable to do so.

#### **B. Military Training (Reserve/National Guard)**

Any full-time employee whom is a member of a military unit of the United States, or State of Wisconsin, attends special training assignments, shall be given leave – not to exceed fifteen (15) calendar days a year. This special leave shall in no way affect Vacation, Sick Leave or other Emergency Leave benefits of the employee's job status.

### **7.12 Family Leave/Medical Leave**

It is the policy of the City of Waterloo to comply with the requirements of both the Wisconsin and Federal Family and Medical Leave Act (FMLA) laws. This policy explains the rights, responsibilities and procedures which employees must follow in requesting and using FMLA leave. Recognizing that on occasion an employee may request a leave of absence, the City of Waterloo has established these guidelines in assessing these requests in order to provide consistent management of leave of absence procedures. It is the policy of the City to consider, based on individual need, the conditions under which various leaves of absence may be granted to employees. The City reserves the right to approve or deny any leave request and to place restrictions on the length of the leave being requested.

#### **General Guidelines**

1. No leaves of absence will be granted to any employee to seek or have outside employment.
2. All leaves must be requested in writing and documentation as to the necessity of the leave may be required. Forms may be obtained from your department head or the City Clerk/Treasurer's office.
3. Leaves of absence, if possible, must be approved in advance by the appropriate supervisory authority.
4. The length of the leave granted will be contingent upon the reason for the leave and the department operations.
5. As benefits may be affected by a leave of absence, employees are encouraged to contact their Department Head and the Office of the City Clerk/Treasurer prior to the leave taking affect. Benefits impact will be explained at that time. Failure to make these contacts prior to going on leave may result in the loss of benefits for part or the duration of the leave.
6. Failure of an employee to return to work on the return to work date will be considered as a voluntary termination of employment (quit).

#### **FAMILY AND MEDICAL LEAVE**

**(Family and Medical Leave Act = FMLA)**

**(Wisconsin Family and Medical Leave Act = WFMLA)**

### **Eligibility and Coverage**

If an employee has worked for the City of Waterloo for a minimum of 12 months, and 1,250\* hours worked in the past 12 months, the employee is eligible for family and medical leave. All of an employee's time away from work, paid or unpaid, that meets the criteria for FMLA or WFMLA will be charged to the benefits available under those Acts, including but not limited to Worker's Compensation or sick leave. (\*WFMLA - 1,000 paid hours) The City will grant family and medical leaves of absence to eligible employees for the following reasons:

- the birth of the employee's child,
- the placement of a child with the employee for adoption or foster care,
- the serious health condition of an employee's family member
- the employee's own serious health condition,
- a qualifying emergency for a family member called to active duty, and
- the serious illness or injury of a family member which is incurred while the family member is on active military duty.

### **Computation of Available Leave**

FMLA grants eligible employees up to a maximum of 12 weeks leave in a 12 month period. The city has established that leave under FMLA will be computed on a calendar year basis for leave taken under the Wisconsin FMLA and for leave taken under the Federal FMLA.

If the employee's request for leave meets the requirements for family and medical leave, as outlined in this policy, and the employee has not used up the number of weeks of leave to which the employee is entitled, the employee's request for leave will be approved.

Where the employee and the employee's spouse are employed by the City, they are entitled to total combined leave of up to 12 weeks for the birth, adoption or placement of a child for foster care or to care for a sick parent.

### **Intermittent and Reduced Schedule Leave**

Leave for serious health conditions may be taken intermittently or on a reduced leave schedule when that type of scheduling is medically necessary. If the employee requests intermittent leave or leave on a reduced schedule, the City may require that the employee transfer to a temporary alternative position for which the employee is qualified and that better accommodates the intermittent or reduced hour leave than the employee's regular job assignment. The temporary position will have pay and benefits equivalent to the employee's regular work assignment. The City will decide, on a case by case basis, whether or not intermittent or reduced scheduled leave will hinder or be a help to the schedule of the requesting employee's department.

### **Status While on Leave**

Family and medical leave is unpaid leave.

### **Substitution**

Under FMLA\* eligible employees may choose to substitute accrued paid leave – vacation, or compensatory time for statutory family leave. Even if the employee does not elect to substitute paid accrued leave during family leave, the City may require its use. (\*WFMLA – additionally allows use of accrued sick leave in substitution.)

In the case of a serious health condition of the employee, the same rule applies; however, the available accrued leave includes paid vacation, compensatory time, or sick leave.

Substitution of paid accrued leave during the family and medical leave does not extend the length of the leave allowance. Rather it takes the place of unpaid leave. For example, if the City provides an employee four (4) weeks of paid vacation in substitution of unpaid family leave, and the federal or state law provides 12 weeks total, the employee would have a maximum allowance of 12 weeks of leave – 4 paid and 8 unpaid – not 16 weeks of leave. The fact that the employee may choose to substitute paid accrued leave or that the City may require the employee to use paid accrued leave does not mean that the City is required to provide paid leave that it otherwise would not have provided.

### **Advance Notification**

In order for the City to prepare for an employee's absence during a leave for the birth or adoption of a child, the City requires the employee give advance notice, in a reasonable and practicable manner, of the expected birth or adoption. Generally, this means an employee must give at least 30 days' notice of the need for FMLA leave due to birth or adoption.

For medical leave due to planned medical treatment or supervision of a child, spouse, or parent, or the employee, the employee shall make a reasonable effort to schedule the medical treatment or supervision so as not to unduly disrupt the affected department's operations.

Employees will submit requests for WFMLA or FMLA on the authorized City form "Requests for Family or Medical Leave" (copy attached) in accordance with the time guidelines of the acts. The form will be hand delivered by the employee to the Department Head or designated representative. The form will be dated when received by the Department Head and expeditiously forwarded with a recommendation to the Office of City Clerk/Treasurer for final disposition.

If, due to an emergency or unforeseen circumstances, the employee is unable to provide notice in accordance with the guidelines of the acts before taking leave, notice as soon as possible and practical is acceptable. The City reserves the right to inquire as to the reason why advance notice of the leave could not be given.

### **Medical Certification**

When requesting leave for the serious health condition of a family member or for the employee's own serious health condition, the City requires the employee provide advance written certification issued by the attending health care provider of the need for leave, except in a medical emergency situation. Certification will be presented to the Department Head along with the required Family Medical Leave Request form. Both forms will be immediately forwarded to the Office of the City Clerk.

Medical certification forms will be completed (legibly) by the health care provider and include the date the serious health condition commenced, it's probable duration and all appropriate medical facts. When leave is requested to care for a family member, the certification will also state that the employee is needed to care for the ill family member and an estimate of the time necessary to do so.

When intermittent or reduced schedule leave is requested for planned medical treatment, the City will require the certification to include the dates and duration of the treatment. As well as a statement the intermittent or reduced leave schedule is medically necessary for the employee or to the care of the family member.

If the City finds that a medical certification form is incomplete or insufficient, it will contact the employee and allow the employee an additional 7 calendar days to correct any deficiencies in the medical certification form submitted. If the employee fails to correct the deficiency, the City does reserve the right to contact the employee's medical provider and seek clarification as the medical information provided.

If the City finds reasons to doubt the validity of the certification, it may require, at its expense, a second medical opinion from a health care provider designated or approved by the City. Should the second opinion differ from



the original certification provided by the employee, the City, again at its expense, may require the employee obtain a third opinion. The opinion of the third health care provider, designated and approved by both parties, is final and binding.

The City requires re-certification of the continued need for leave every 30 days while the employee is still taking such leave or if the circumstances related to the leave have changed.

### **Reinstatement**

While on family and medical leave, the employee's benefits, including health care coverage, will be continued as if the employee were not on leave.

Contributions ordinarily made by the employee must be continued during the period of leave. The employee's total contribution amount due for that period must be paid by mail or in person on or before each regularly scheduled payday. Should payment cease, such benefits will be suspended until payment is resumed or the employee returns to work.

At the end of family and medical leave, the employee will be returned to the position the employee held when leave began or will be given an equivalent position with like employment benefits, pay and other terms and conditions of employment. No benefits that accrued prior to taking leave will be lost, however, the employee will not be entitled to accrue further seniority or employment benefits while on leave. In addition, the employee is not entitled to any right, benefit, or position of employment other than a right, benefit or position of employment that the employee would have been entitled to if the employee were not on leave.

### **Return to Work**

If an employee does not return from leave because of the continuance, reoccurrence, or onset of a serious illness, employees must report their status and should report their intention to return to work at least two (2) weeks prior to the date they intend to return to work. In addition, re-certification of the medical need for leave may be required.

Should an employee be ready to return to work from family and medical leave before the scheduled return to work date, the employee is to notify the City as soon as possible to request reinstatement. The City will attempt to accommodate all requests for early reinstatement.

If family and medical leave is taken because of the employee's own serious health condition, the employee is required to provide certification prior to returning from leave that they are able to resume work. The City will require a fitness-for-duty certification prior to the employee's return to work. The fitness-for-duty certification will confirm that the employee is able to resume his/her work duties, after the medical provider reviews the specific job duties performed by the employee.

Should an employee fail to return to work at the expiration of family and medical leave without requesting an extension of their leave or making other arrangements, the City will assume that the employee has voluntarily resigned their position and will require the repayment of group benefit insurance premiums paid by the City on the employee's behalf during the leave period. Reimbursement will not be required if the health condition that prevents their performing their job or because of other documented circumstances that are beyond their control.

The City requires written medical certification that the employee cannot return to work because of the employee's own illness or the illness of a family member that the employee is needed to care for.

### **Complaint Procedure**

An employee may file complaint with the U.S. Department of Labor or file a private lawsuit if they believe they have been denied rights under the Federal FMLA or may file a complaint with the State of Wisconsin if they believe they have been denied rights under the Wisconsin FMLA.

# City of Waterloo Finance, Insurance & Personnel Committee -- Annual Calendar

revised: 3/27/2021 -- by Committee Chair

- Meeting night: 3<sup>rd</sup> Thursday of month at 6:00 pm
- Monthly recurring: review of disbursements, payroll and treasurer's reports

JANUARY <input type="checkbox"/> Review of Department Heads as needed
FEBRUARY <input type="checkbox"/> Review of potential closure of Tax Incremental District No. 4
MARCH
APRIL <input type="checkbox"/> § 53-12 Review of debt schedules & debt refunding opportunities.
MAY <input type="checkbox"/> Addressing items raised in financial audit.
JUNE <input type="checkbox"/> Mayor's Budget start date; build Council consensus for budget policy objectives; practice two-year budgeting. <input type="checkbox"/> Tax Incremental Finance Districts, review. <input type="checkbox"/> Impact Fees, review.
JULY <input type="checkbox"/> Addressing items raised in worker compensation audit. <input type="checkbox"/> Review and recommend Current Year Budget Amendment #1 (Jan. – June)
AUGUST <input type="checkbox"/> Budget deliberation.
SEPTEMBER <input type="checkbox"/> § 53-14 Updating capital improvement plan. <input type="checkbox"/> Budget deliberation.
OCTOBER <input type="checkbox"/> Initial review of calendar year insurance renewal policies. <input type="checkbox"/> Final Committee budget recommendation to full City Council. <input type="checkbox"/> 2020 Clerk/Treasurer Evaluation, review.
NOVEMBER <input type="checkbox"/> Final review of calendar year insurance renewal policies.
DECEMBER <input type="checkbox"/> WPPA Contract multi-year contract, renewal (when applicable) <input type="checkbox"/> Review and recommend Current Budget Amendment #2 (July – Dec.)