



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

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, March 16, 2023 – 7:00 p.m.
Participate Remotely Or In-Person

Join Zoom Meeting <https://us02web.zoom.us/j/81256012661?pwd=TWMwTWZkS1VNcVhVUkxieGZ4NXAwdz09>
Meeting ID: 812 5601 2661 Passcode: 177591
Dial by phone 1 312 626 6799 US (Chicago)

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and news media, that a public meeting will be held to consider the following:

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL
- 2) MEETING MINUTES APPROVAL: March 2, 2023
- 3) CITIZEN INPUT / PUBLIC COMMENT
- 4) OLD BUSINESS
- 5) MEETING SUMMARIES (since last Council meeting)
 - a) 03/07/2023 Waterloo Water & Light
 - b) 03/09/2023 Special Finance, Insurance & Personnel Committee
 - c) 03/16/2023 Finance, Insurance & Personnel Committee
- 6) CONSENT AGENDA ITEMS
 - a) February Reports Of City Officials & Contract Service Providers
 - i) Parks
 - ii) Fire & Emergency Medical Services
 - iii) Building Inspections
 - iv) Public Works
 - v) Police
 - vi) Library Board
 - vii) Water & Light Utility Commission
 - viii) Watertown Humane Society
 - ix) Cable
- 7) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a) Waterloo Water & Light
 - i) Scope of Services for Wastewater Treatment facility and the Lum Ave Booster Station.
 - b) Finance, Insurance & Personnel
 - i) January 2023 Financial Statements: Clerk/Treasurer's Reports [[see on municipal website](#)]
 - ii) February 2023 Financial Statements: General Disbursements \$1,649,556.16; Payroll \$75,525.44 & Clerk/Treasurer's Reports [[see on municipal website](#)]
 - iii) Library Parking Lot Bid
 - iv) Fire Dept Air Compressor
 - v) Fire Dept Quote for Tender 95
 - vi) Credit/Debit Card processing for City Hall and Police Station
 - vii) City Hall and Police Station Duct Cleaning Quotes
 - viii) Façade Grant approval procedures
 - ix) Luminous Rose Façade Grant Application
 - x) Garbage Rate Increase Discussion. Updated information regarding W&L billing increase.
 - c) Waterloo Parks Commission
 - i) Resolution 2023-11 Park Commission Accepting Grant from the Greater Watertown Community Health Foundation for TRP Play Structure
- 8) NEW BUSINESS
 - a) Resolution 2023-12 Approving the Concept of the Downtown Master Plan
 - b) Alcohol Beverage & Tobacco License I-Mart (changing Corp. ownership)
 - c) Appointing Kelsey Hudson to the CDA to fill unexpired term of Woods until 4/2024

9) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS -

10) ADJOURNMENT

Jeanne Ritter Clerk/Deputy Treasurer

Posted & Emailed: 03/13/2023.

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

CITY OF WATERLOO COMMON COUNCIL - MEETING MINUTES: March 2, 2023

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

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the meeting to order at 7:00 p.m. Alderpersons present: A. Kuhl, C. Kuhl, Griffin, Thomas and Weihert. Attending Remotely: none Absent: Cummings and Petts. Others attending remotely or in-person: Utility Superintendent B. Sorenson; Police Chief D. Sorenson; DPW Director Yerges; Clerk Jeanne Ritter, M. Giese, J.Kes, C. Hauptli, D. Nell, D. Stoegbauer and WLOO Cable. The pledge of allegiance was recited.
- 2) MEETING MINUTES APPROVAL: February 16, 2023 [A. Kuhl/Griffin] VOICE VOTE: Motion Carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT – none
- 4) OLD BUSINESS – none
- 5) MEETING SUMMARIES (since last Council meeting)
 - a) 02/20/2023 Special Finance -CANCELLED
 - b) 02/21/2023 CDA – CANCELLED
 - c) 02/23/2023 Special Library Board Meeting
 - d) 02/27/2023 Fire/EMS Meeting
 - e) 02/28/2023 Joint Review Board
 - f) 02/28/2023 Plan Commission - CANCELLED
 - g) 02/28/2023 Library Board
 - h) 03/02/2023 Public Safety & Health Committee
 - i) 03/02/2023 Public Works & Property Committee
- 6) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a) Public Safety & Health Committee
 - i) Event - Trek/MACC Fund Event – June 10, 2023. Motion [Weihert/Thomas] VOICE VOTE: Motion carried.
 - ii) Request to Hire a Part-time officer. Motion to hire C. Regenauer effective immediately [Thomas/C.Kuhl] VOICE VOTE: Motion carried
 - iii) Event – Wine and Beer Walk May 20,2023 Motion to approve with No beer tent.[Thomas/Griffin] VOICE VOTE: Motion carried.
 - iv) Event – Farmers Market starting June 6, 2023-September 26, 2023. Motion[Thomas/A.Kuhl] VOICE VOTE: Motion carried.
 - b) Public Works & Property Committee
 - i) 2023-03 Ordinance §350-6 Vehicles and Traffic – A. Including McKay was as a designated route. B. including contracted Garbage Trucks and Municipal Trucks. Semi operation/parking on side streets. Table until back from attorney.
 - ii) 2023-04 Parking on Non-Paved areas §350-7 – wording to contain No parking vehicles, semis, trailers, motor home except on a hard surface. Parking is allowed in the side and rear yards on a hard surface with a minimum setback of 2 ½ feet from the side and rear lot lines. Per DPW recommendation. Send back to Public Works to clear up. Motion [Weihert/C. Kuhl]
- 7) NEW BUSINESS - none
- 8) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS – Barbara Dittrich will be in Waterloo at the Council Chambers March 29, 2023 at 6pm.
- 9) ADJOURNMENT [C. Kuhl/A. Kuhl] VOICE VOTE: Motion carried. 7:40 pm

Attest:
Jeanne Ritter Clerk/Deputy Treasurer



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PARKS COORDINATOR REPORT

December 2022 – January 2023

EVENTS AND HIGHLIGHTS

- WINTERFEST
 - Great Turnout for all events and wonderful feedback.

ONGOING PROJECTS

- BATHROOM RENOVATION
 - New Painting in Lower Bathrooms/Upper Mens Winter 2023
 - New Stalls in Lower Bathrooms Winter 2023
- AC/HEAT UPDATES
 - Pavilion Heat is updated
 - AC will be done in Spring for both Pavilion and WRT

FINISHED PROJECTS

CAROUSEL

- CAROUSEL WORKS (OHIO)
 - Change of date and coming in Spring 2023

PROJECTS FOR 2023

- GATOR PURCHASE
 - Purchased from Midstate and will arrive early Spring 2023
- CHAIR/TABLE PURCHASE
 - Purchased from Kessenich's and will arrive early Spring 2023
- SCOREBOARD UPGRADES
 - Order and will be put in early Spring 2023 (before Spring thaw)
- LOWER PAVILION RENOVATION

DONATION CAMPAIGNS

- DOG PARK RENOVATION/RE-LOCATION
- TRP PLAYSPACE – GWCHF (Full Grant \$75,000)

GRANT OPPORTUNITIES



WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



Monday March 6th, 2023

On Monday February 6th, 2023, we had our monthly Operators training. Training was rural operations. Pumping out of a portable tank. The operators must pump from tank, then switch to portable and then switch back without losing pressure to the hose lines and still maintaining suction from the portable tank.

On Monday February 13th, 2023, we had our monthly EMS training. Training was respiratory problems. We had multiple scenarios from illness, trauma, chemical and chronic respiratory problems. The members have to know how to maintain the patients airway.

On Monday February 20th, 2023, we had our monthly Fire training. Training was on bloodborne pathogens and firefighter and victim removal. Every year we must train on bloodborne pathogens and what our policy is. Removal training was with the fast board and how to place a person on it, how to move them on stairways or with multiple rescuers.

On Monday February 28th, 2023, we had our monthly Officers and Department meetings.

Sincerely,

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



WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



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

EMS Calls:

City of Waterloo	20
Township of Portland	3
2 nd out EMS Unit City of Waterloo	1
Total EMS	24

EMS & Fire Motor Vehicle Crash Calls:

Township of Milford	0
Total MVC	0

Alarms:

City of Waterloo	1
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Fire Calls:

City of Waterloo	1
Mutual Aid for Fall River	1

Hazardous Condition:

City of Waterloo	1
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Weather Related Call:

Waterloo Fire District	0
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Service Calls:

City of Waterloo	3
3 rd out EMS call, Engine response Mutual Aid ambulance	1

Rescue Calls:

Township of Shields	0
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Total Fire 8

February Total 32

Up to Date Call Totals

Fire (Structure, Wild land, Motor Vehicle)	4
Rescue/EMS: BLS - 36 ALS - 19	55
Hazardous Conditions (No Fire)	2
False Alarm or Call	2
Motor Vehicle Crash	1
Service Calls	7
Rescue Calls	0
Weather Related Calls	0

Up to Date Total 71

Fire Mutual Aid Given 2 Fire Mutual Aid Received 0

2nd Out Unit 1 EMS Mutual Aid Given 1 EMS Mutual Aid Received 2 Paramedic Intercept 0

Total Personnel Response: 241 (for the month): 116

Monthly Response Time (EMS Incidents) **99** (From 1st page to enroute times) average **4.1** min (for the month)

Minutes Spent Responding **77** (Enroute time to on scene time) average **3.2** min (for the month)

Monthly Response Time (FIRE Incidents) **35** (From 1st page to enroute times) average **4.3** min (for the month)

Minutes Spent Responding **23** (Enroute time to on scene time) average **2.8** min (for the month)

EMS Mutual Aid Average Enroute **0** Scene **0** FIRE Mutual Aid Average Enroute **7** Scene **35**

Waterloo Fire Rescue Calls per area 2023

City of Waterloo

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fire	1	1										
EMS	26	21										
Hazards	1	1										
Alarm	1	1										
Crash	0	0										
Service	3	4										
Rescue	0	0										
											Total	60

Township of Waterloo

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fire	0	0										
EMS	2	0										
Hazards	0	0										
Alarm	0	0										
Crash	0	0										
Service	0	0										
Rescue	0	0										
											Total	2

Township of Portland

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fire	0	0										
EMS	2	3										
Hazards	0	0										
Alarm	0	0										
Crash	0	0										
Service	0	0										
Rescue	0	0										
											Total	5

Waterloo Fire Rescue Calls per area 2022

Township of Shields

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fire	0	0										
EMS	0	0										
Hazards	0	0										
Alarm	0	0										
Crash	0	0										
Service	0	0										
Rescue	0	0										
	Total											0

Township of Milford

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Fire	0	0										
EMS	0	0										
Hazards	0	0										
Alarm	0	0										
Crash	1	0										
Service	0	0										
Rescue	0	0										
	Total											1



Invoice

Invoice Number: 0096629-IN

Invoice Date: 02/28/23

Terms: Net 30 Days

Due Date: 03/30/23

Salesperson: 0000

Customer Number: 11-WATERL2

Customer P.O.:

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

SB_61638

Fee Type	Amount Paid	Paid Date	% Due to 3rd Party	Amount Due to 3rd Party
Permit # 22WTRC-0146-22-12B	254 Jefferson Street, Waterloo, WI 53594			Demolition
Razing Fee- Commercial	(493.00)	02/13/23	60.00	(295.80)
22WTRC-0146-22-12B Subtotal				(295.80)
Permit # 23WTRC-0011-23-02B	129 North Monroe Street, Waterloo, WI 53594			Commercial Alteration
Occupancy Permit- Commercial	70.00	02/10/23	60.00	42.00
Remodel- Commercial	300.00	02/10/23	60.00	180.00
23WTRC-0011-23-02B Subtotal				222.00
Permit # 23WTRC-0012-23-02H	278 Goehl Road, Waterloo, WI 53594			HVAC Permit
HVAC- Replacement & Misc. Items-	50.00	02/13/23	60.00	30.00
23WTRC-0012-23-02H Subtotal				30.00
Permit # 23WTRC-0013-23-02H	335 Harrison Street, Waterloo, WI 53594			HVAC Permit
HVAC- Replacement & Misc. Items-	50.00	02/13/23	60.00	30.00
23WTRC-0013-23-02H Subtotal				30.00
Permit # 23WTRC-0014-23-02B	407 South Jackson Street, Waterloo, WI 53594			Accessory Structure (Residenti
Accessory Structure- Residential	60.00	02/20/23	60.00	36.00
23WTRC-0014-23-02B Subtotal				36.00
Permit # 23WTRC-0015-23-02B	230 Beech Road, Waterloo, WI 53594			Residential Alteration
Other Fee- Residential	50.00	02/24/23	60.00	30.00
23WTRC-0015-23-02B Subtotal				30.00
Permit # 23WTRC-0016-23-02H	690 Bluegrass Trail, Waterloo, WI 53594			HVAC Permit
HVAC- Replacement & Misc. Items-	60.00	02/28/23	60.00	36.00
23WTRC-0016-23-02H Subtotal				36.00

SB_61638

Summary Fee Type		
ItemCode	Description	Amount
/PERMITS	Building Permits	88.20
Total		88.20

Please remit to: SAFEbuilt LLC Lockbox #88135
PO Box 88135, Chicago, IL 60680-1135

Net Invoice:	88.20
Freight:	0.00
Sales Tax:	0.00
Invoice Total:	88.20

MONTHLY TIME REPORT

2023

FEBRUARY

JOB	DPW	Chad	Ryan	Chris	Travis
Police Adm		0	0	0	0
Fire Dept		0	0	0	0
Mach/Equip		22	51.5	43	16
Garage/Shed		33	11	22.5	58
Meeting/Seminars		19	3	0	3
Street Repair/Maintenance		0	4	0	0
Street Cleaning		0	0	0	0
Snow & Ice	Reg Hrs	77.5	91	97	78.5
	OT Hrs	17	18	18	18
Storm Sewer		0	3	0	0
Traffic Control		2	5	0	0
Bridges/Culvers		0	0	0	0
Tree/Brush		11	2	2	10
Refuse Collection		0	9	1	9
Sanitary Sewer		0	0	0	0
Insect Control		0	0	0	0
Animal Control		0	0	0	0
Cemetary		0	0	0	0
Library		0	1	1	0
Firemans Park		0	1	0	0
Other Parks		0	0	0	0
Trail Head		0	0	0	0
Celeb/Enter		0	0	0	0
Weed Control		0	0	0	0
Vac/Holiday/SL		22.5	2.5	17.5	10

Machinery and Equipment Maintenance
2023 DPW Equipment

FEBRUARY

Equipment	Mileage / Hours			TTI Fuel	GPH
			Total		
End loader	4284	4308	24	48.978	0.49
John Deere Tractor	4898	4898	0	0	#DIV/0!
Wood Chipper	3175	3177	2		#DIV/0!
John Deere Lawn Tractor	294	324	30	115.211	0.26
John Deere	115	115	0	115.211	0.26
John Deere	135	135	0	115.211	0.26
Wacker Roller	430	430	0	0	#DIV/0!
2023 Frieghtliner	529	898	369	104.654	3.53
2020 International Truck	6687	7055	368	111.159	3.31
		0	0	0	#DIV/0!
2017 Chevrolet Truck	56753	57285	532	67.557	7.87
2018 Freightliner Truck	13177	13368	191	28.91	6.61
2006 Elgin Pelican Street Sweeper	43775	43775	0	0	#DIV/0!
2011 Ford F-550 Truck	44175	44406	231	34.752	6.65
2015 Freightliner Truck	15956	16233	277	56.415	4.91
2018 Bobcat	942	972	30	0	#DIV/0!

WATERLOO POLICE DEPARTMENT OFFICER'S DAILY -MARCH

Patrol:	377.95	Office:	22.50
Investigative:	62.50	Special:	
Radar:	62.00	School/Training:	12.00
Court:		On Call:	

Total Hours Worked: 739.95

COMPLAINTS	
Family:	1
Off Road Vehicles:	0
Vandalism:	0
Minor Theft - \$500:	3
Major Theft + \$500:	0
Burglary:	0
Doors Found Open:	1
Animal Case:	2
Late Bar Closings:	0
Alarms:	0
Loud Music/Parties:	2
Tavern Complaints:	0
Prowler Complaints:	0
Battery to Person:	0
Domestic Abuse:	3
Sexual Assault:	1
Runaways:	0
Worthless Checks:	0
All Other Complaints:	28
TOTAL COMPLAINTS:	41

ACCIDENTS	
More than \$1,000:	0
Less than \$1,000:	3
Pedestrian Accidents:	0
Bicycle Accidents:	0
Number Injured:	0
Number Killed:	0
TOTAL ACCIDENTS:	3

ASSISTS	
Assist Jefferson County:	2
Assist Dodge County:	1
Assist Dane County:	0
Assist Marshall PD:	0
Assist Fire/Rescue:	16
Assist Other Agencies:	6
Assist Public:	45
Assist With Escort:	0
Assist All Others:	13
TOTAL ASSISTS:	83

	Warnings	Arrests
Speeding:	2	4
Too Fast For Conditions:	0	0
Inattentive Driving:	0	0
Failure to Yield:	0	0
Stop Sign Violation:	2	3
Illegal Passing:	0	0
No Driver's License:	0	4
Illegal Parking:	1	51
Left of Highway:	0	0
Drunk Driving:	0	2
Unregistered Vehicle:	0	2
Driving While Sus/Rev:	0	1
Hit And Run:	0	1
Off Road Vehicle:	0	0
Power Display:	0	0
Equipment:	7	0
Illegal "U" Turn:	0	0
Following Too Close:	0	0
Seatbelt Violation:	0	0
ALL OTHER TRAFFIC:	2	4
TOTAL	23	76

INQUIRIES/CHECKS	
Registration Checks:	251
D.L. Checks:	206
NCIC/CIB/VIN Checks:	9
Check Welfare:	7
TOTAL INQUIRIES:	473

MISCELLANEOUS	
Personal Contacts:	64
Investigations/Follow-up:	0
Traffic Control:	83
Radar Operations:	2
Special Assignment:	0
Speech/Presentation:	0
Serve Papers:	0
Other Miscellaneous:	5
TOTAL:	154

Disorderly Conduct:	0	0
Underage Alcohol:	0	0
Warrants:	0	0
Theft:	0	0
Trespassing:	0	1
Burglary/Break & Enter:	0	0
Vandalism:	0	0
ALL OTHER MIS/CRIM:	8	4
TOTALS:	8	5

Waterloo Police Department Fleet Maintenance Report

VIN	1FM5K8ABOLGB67	For Period	2/1-2/28
Year	2017	Fuel Cost	\$591.48
Vehicle Description		Miles per gallon	9.50

Date	Fuel	Fuel Cost	Mileage	Maintenance Items	Main. Cost	Officer
2/1/2023	10.628	\$34.00	81347			12
2/2/2023	6.282	\$20.10	81407			7
2/3/2023	6.783	\$21.70	81451			10
2/4/2023	7.939	\$25.00	81542			10
2/5/2023	6.906	\$21.75	81607			10
2/6/2023	6.669	\$21.00	81655			11
2/8/2023	8.486	\$26.72	81752			7
2/9/2023	7.537	\$22.98	81831			8
2/10/2023	6.522	\$19.89	81898			12
2/10/2023	5.205	\$16.39	81959			7
2/11/2023	8.256	\$26.00	82045			11
2/12/2023	6.033	\$19.00	82110			11
2/13/2023	6.668	\$21.00	82175			11
2/15/2023	7.81	\$24.59	82261			7
2/15/2023	8.159	\$25.69	82339			7
2/17/2023	7.472	\$22.78	82406			8
2/18/2023	4.12	\$12.97	82549			7
2/18/2023	10.649	\$32.47	82516			8
2/19/2023	6.499	\$20.47	82625			7
2/20/2023	8.732	\$27.50	82706			11
2/21/2023	6.669	\$21.00	82774			11
2/22/2023	5.719	\$18.01	82844			11
2/24/2023	7.498	\$23.61	82911			7
2/25/2023	6.489	\$19.46	82988			8
2/27/2023	6.26	\$19.40	83061			7
2/28/2023	8.753	\$28.00	83140			11
	188.743	\$591.48				

Monthly Incident Comparison Report

Report Criteria:

Current Month: 2/2023

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
No Category						
	Assist Watertown Police Department	0	0	0	0	1
	Assist citizen	0	0	0	0	1
	assist human services	0	0	0	0	1
	Total for No Category:	0	0	0	0	3
ASSIST						
	Assist Business	0	0	0	0	2
	Assist Citizen	1	1	2	0	21
	Assist Dane County Sheriff	0	0	0	0	2
	Assist Dodge County Sheriff	0	1	1	2	12
	Assist Jefferson County Sheriff	0	1	1	1	11
	Assist Marshall PD	0	1	1	1	20
	Assist Motorist	0	0	0	1	1
	Assist Social Services	3	0	3	1	19
	Assist/School District	0	0	0	0	1
	Custody for Other Department	0	1	1	0	0
	EMS Calls	0	0	0	0	4
	Fire Calls	0	0	0	1	3
	Neighbor Problems	0	0	0	0	1
	Other Mutual Aid Assists	0	1	1	1	1
	Total for ASSIST:	4	6	10	8	98
CRIMINAL						
	Abuse of Elderly/Vulnerable	0	0	0	1	1
	Aggravated/Substantial Battery	0	0	0	0	1
	Bail Jumping/Escapes	0	0	0	1	4
	Battery to Police Officer/Fireman	0	0	0	1	1
	Burglary - Non-Residential/Forced	0	0	0	0	1
	Burglary - Residential/No Force	0	1	1	0	0
	Child Enticement	0	0	0	0	1
	Computer Crimes	0	0	0	0	2
	Criminal Damage To Property/vandalism	1	0	1	0	13
	Disorderly Conduct - All Other	0	0	0	1	6
	Disorderly Conduct - Fight, Disturbance	0	0	0	0	2
	Domestic Disturbance	2	2	4	1	7
	Domestic Offense - Child Abuse/Neglect	0	1	1	0	2
	Drug Investigations	0	0	0	2	3
	Drug Possession	0	1	1	1	4
	Fraud	3	1	4	1	6
	Harassment - Harassing Telephone Calls	0	0	0	0	1
	Harassment - Threats	0	0	0	0	7
	Interfere with Child Custody	0	0	0	0	2

Monthly Incident Comparison Report

Report Criteria:

Current Month: 2/2023

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
CRIMINAL						
	Obstruct/Resist Police Officer	0	0	0	0	2
	Operate Vehicle Without Owner's Consent	0	0	0	0	1
	Other Sex Offenses	0	0	0	1	6
	Other Weapon Violations	1	0	1	0	1
	Probation/Parole Violation	0	0	0	1	1
	Simple Battery	0	0	0	0	1
	Suicide - Attempts/Threats	0	0	0	0	2
	Theft - All Other	0	0	0	1	15
	Theft - Bicycles	0	0	0	0	3
	Theft - From Building	0	0	0	0	3
	Theft - Motor Vehicle Parts/Accessories	0	0	0	1	2
	Theft - Retail/Shoplifting	0	0	0	0	4
	Trespassing	1	0	1	0	3
	Total for CRIMINAL:	8	6	14	13	108
ORDINANCE						
	Animal Bite	0	1	1	1	6
	Animal Running at Large	0	0	0	0	4
	Burning Violation	0	0	0	0	1
	Disturbance	0	0	0	0	3
	Harassment	0	0	0	0	1
	Loitering	0	0	0	0	1
	Municipal Code Violation	0	0	0	0	2
	Possession of Tobacco by Minor	1	1	2	0	1
	Truancy	1	0	1	2	13
	Under Age Drinking - Adult (18-21)	0	0	0	0	3
	Under Age Drinking - Minor (Under 18)	0	0	0	0	1
	Total for ORDINANCE:	2	2	4	3	36
Other						
	Investigation/Take Report	0	0	0	0	0
	Other Animal Calls - Dead, Etc.	0	1	1	0	4
	Receive Information	1	4	5	2	31
	Total for Other:	1	5	6	2	35
SERVICE						
	Death Investigation	0	0	0	0	8
	Emergency Detention/Detoxification	0	0	0	0	2
	Found Items/Property	0	0	0	0	6
	Missing Adult	0	0	0	0	2
	Missing Juvenile	0	0	0	0	1
	Runaway Juvenile	0	0	0	0	1
	Suspicious Person/Activity, Prowler	0	0	0	0	2

Monthly Incident Comparison Report

Report Criteria:

Current Month: 2/2023

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
SERVICE						
	Suspicious Vehicle	0	0	0	0	2
	Uncontrollable Adult	0	0	0	0	1
	Uncontrollable Juvenile	0	0	0	0	2
	Warrant Pickup - Other Agency	0	2	2	0	8
	Welfare Check	0	1	1	1	10
	Total for SERVICE:	0	3	3	1	45
TRAFFIC						
	Driver's License Violations (Ex OAS/OAR)	2	2	4	3	29
	Eluding Police Officer	0	0	0	0	1
	Illegal Turns	0	1	1	1	3
	Lane Violations - Left of Center, Etc.	0	0	0	1	3
	License/Permit Violation	0	0	0	0	4
	Motor Vehicle Insurance Violation	0	0	0	0	4
	OAS/OAR/Other License Violations	2	3	5	4	35
	Open Intoxicants - Driver	0	0	0	2	2
	Operate Motor Vehicle While Intoxicated	2	0	2	0	18
	Other Traffic Violations	0	0	0	0	1

Monthly Incident Comparison Report

Report Criteria:

Current Month: 2/2023

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
TRAFFIC						
	Power Display/Squeal Tires	0	0	0	0	1
	Registration/Title Violation	2	2	4	0	1
	Seatbelt Violation	0	0	0	0	2
	Speeding Violation	2	1	3	2	20
	Stop Sign/Signal Violation	5	2	7	5	26
	Tow Vehicle	0	0	0	0	4
	Traffic Accident - Hit and Run (Damage)	2	1	3	0	10
	Traffic Accident - Non-Reportable	0	0	0	2	5
	Traffic Accident - Personal Injury	0	0	0	0	4
	Traffic Accident - Property Damage	0	3	3	2	24
	Vehicle Equipment Violation - Lights	0	0	0	0	1
	Vehicle in Ditch/Off Road	0	0	0	0	1
	Total for TRAFFIC:	17	15	32	22	199
	Grand Totals:	32	37	69	49	524

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
02/01/2023	02/28/2023	ALL	ALL

Court Date	Name	Ticket	Officer/Court Type
02/21/23 10:45 AM	[REDACTED]	[REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
165-2B(3)	UNDERAGE POSSESSION OF TOBACCO PRODUCTS	\$45.00	\$0.00

02/21/23 11:00 AM	ADAMS,SILAS,R 1411 DAKOTA ST WATERTOWN WI, 53094	DOB: 07/08/80 Age: 42	No: T-BH527306-3 Issued: 01/14/23 Inc #: 23-000017	BURNS,RANDY JEFFERSON CO CIRCUIT CT
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Charge	Description	Fine	Collected
346.57(5)	EXCEEDING SPEED ZONES, ETC. (11-15 MPH)	\$175.30	\$0.00

02/21/23 11:00 AM	DECKER,JANELL,LOUISE 245 W DICKENSON ST WATERLOO WI, 53594	DOB: 01/30/49 Age: 73	No: T-BH527303-0 Issued: 12/31/22 Inc #: 22-000525	WARNER,DAVID,N JEFFERSON CO CIRCUIT CT
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Charge	Description	Fine	Collected
346.33(1)(B)	UNLAWFUL U/Y TURN-MIDBLOCK	\$175.30	\$0.00

02/21/23 11:00 AM	FALCONGONZALEZ,MARCO,G 422 W POLK ST WATERLOO WI, 53594	DOB: 03/08/95 Age: 27	No: T-BH526687-0 Issued: 01/19/23 Inc #: 23-000022	GIROUX,KEVIN JEFFERSON CO CIRCUIT CT
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Charge	Description	Fine	Collected
346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30	\$0.00

02/21/23 11:00 AM	GARCIA GOMEZ,ALEJANDRO 855 E LAKE ST #19 LAKE MILLS WI, 53551	DOB: 08/02/88 Age: 34	No: T-BH527307-4 Issued: 01/15/23 Inc #: 23-000018	BURNS,RANDY JEFFERSON CO CIRCUIT CT
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Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

02/21/23 11:00 AM	GONZALEZ,KEVIN,JESUS 961 SUNRISE CT WATERLOO WI, 53594	DOB: 10/22/01 Age: 21	No: T-BH527305-2 Issued: 01/09/23 Inc #: 23-000013	GIROUX,KEVIN JEFFERSON CO CIRCUIT CT
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Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
02/01/2023	02/28/2023	ALL	ALL

Court Date	Name	DOB	Ticket No	Officer/Court Type
02/21/23 11:00 AM	LOPEZ JIRON,VICTOR,M 725 BRANDIERD MADISON WI, 53714	04/09/01 21	T-BH526807-1 Issued: 01/27/23 Inc #: 23-000032	BURNS,RANDY JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50 \$0.00
02/21/23 11:00 AM	MEJIA FAJARDO,CRISTHIAN,ALEXA 210 E MILWAUKEE ST WATERTOWN WI, 53094	03/16/02 20	T-BH527312-2 Issued: 01/27/23 Inc #: 23-000030	WARNER,DAVID,N JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50 \$0.00
02/21/23 11:00 AM	SALGADO CASTELLANO,JORLENI,C 460 W PORTER ST #1 WATERLOO WI, 53594	05/07/87 35	T-BH526805-6 Issued: 01/27/23 Inc #: 23-000031	BURNS,RANDY JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		343.05(3)(A)	OPERATE W/O VALID LICENSE (1ST VIOLATION)	\$200.50 \$0.00
02/21/23 11:00 AM	SALGADO CASTELLANO,JORLENI,C 460 W PORTER ST #1 WATERLOO WI, 53594	05/07/87 35	T-BH526806-0 Issued: 01/27/23 Inc #: 23-000031	BURNS,RANDY JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50 \$0.00
02/21/23 11:00 AM	SEEFELD,TRISTEN,COLE 4809 LIEN RD # 306 MADISON WI, 53704	01/24/96 26	T-BH527309-6 Issued: 01/20/23 Inc #: 23-000023	BURNS,RANDY JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		346.33(1)(B)	UNLAWFUL U/Y TURN-MIDBLOCK	\$175.30 \$0.00
02/21/23 11:00 AM	UTTECH,SUZAN,R 362 E MADISON ST WATERLOO WI, 53594	12/23/80 42	T-BH526686-6 Issued: 01/02/23 Inc #: 23-000003	GIROUX,KEVIN JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30 \$0.00
02/21/23 11:00 AM	WALKER,ANTHONY,STEPHEN 1725 W TIMBER RIDGE LN APT 630 OAK CREEK WI, 53154	12/25/88 34	T-BH527304-1 Issued: 01/02/23 Inc #: 23-000002	WARNER,DAVID,N JEFFERSON CO CIRCUIT CT
		Charge	Description	Fine Collected
		346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30 \$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
02/01/2023	02/28/2023	ALL	ALL

Court Date	Name		Ticket	Officer/Court Type
02/21/23	WOMACK,TANNER,LEE	DOB: 05/09/01	No: T-BH527313-3	WARNER,DAVID,N
11:00 AM	230 PORTLAND ROAD	Age: 21	Issued: 01/29/23	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 23-000035	

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

02/27/23	SEEFELD,TRISTEN,COLE	DOB: 01/24/96	No: T-BF358593-4	BURNS,RANDY
9:30 AM	4809 LIEN RD # 306	Age: 26	Issued: 01/20/23	JEFFERSON CO CIRCUIT CT
	MADISON WI, 53704		Inc #: 23-000023	

Charge	Description	Fine	Collected
346.04(3)	VEH. OPERATOR FLEE/ELUDE OFFICER	\$0.00	\$0.00

02/27/23	SEEFELD,TRISTEN,COLE	DOB: 01/24/96	No: T-BH527310-0	BURNS,RANDY
9:30 AM	4809 LIEN RD # 306	Age: 26	Issued: 01/20/23	JEFFERSON CO CIRCUIT CT
	MADISON WI, 53704		Inc #: 23-000023	

Charge	Description	Fine	Collected
343.44(1)(B)	OPERATING WHILE REVOKED (REV DUE TO ALC/CONT SUBST/REFUSAL)	\$250.00	\$0.00

Ticket Count: 16

Total Fines: \$2725.10
Total Payments: \$0.00
Total Due: \$2725.10

MONTHLY ACTIVITY LOG

February 2023

DATE	TITLE	NOTES
2-1-2023	Traffic Stop	Officer issued citation for passing in a no passing zone.
2-2-2023	Weapon violation	Citation for weapon discharged in city limits
2-3-2023	Domestic	Officer made an arrested for disorderly/domestic.
2-4-2023	Traffic Stop	Officer issued citation for failure to stop at a stop sign.
2-5-2023	Traffic Stop	Officer conducted traffic stop.
2-6-2023	Fraud	Officer handled complain of fraud/wire transfer.
2-6-2023	Traffic Accident	Officer responded to a hit and run accident -citations issued.
2-7-2023	Traffic Stop	Citation issued for failure to stop at stop sign.
2-7-2023	Truancy	Officer issued citation for contributing to truancy.
2-8-2023	Traffic Stop	Citation issued for failure to stop at stop sign.
2-8-2023	Assist County	Officer assisted with a deer hit accident.
2-10-2023	Fraud/swindle	Officer handled case of swindle of money.
2-10-2023	Assist	Officer assisted social services with out-of-control adult.
2-10-2023	Traffic Stop	Citation issued for speeding
2-11-2023	Assist	Officer assisted Social Services with adult who was willing to voluntarily admit.
2-11-2023	Trespassing	Officer handled trespassing complaint-several citations issued.
2-12-2023	Traffic Stop	Officer issued citation for speeding.
2-12-2023	Traffic accident	Officer handled traffic accident
2-14-2023	Assist	Officer assisted Social Services with a juvenile.
2-16-2023	Traffic Stop	Officer issued citation for failure to stop at stop sign.
2-17-2023	Traffic Stop	Citation issued for operate without valid license.
2-17-2023	Drug possession	Several citations issued to juvenile for tobacco and drug possession.
2-18-2023	Domestic	Officer made an arrest due to a domestic.
2-18-2023	Traffic Stop	Citation issued for no insurance/no license
2-18-2023	Receive information	Officer request to check well-being of a child.
2-19-2023	Traffic Stop	Citation issued for failure to stop.
2-20-2023	Fraud	Officer investigated fraudulent checks
2-22-2023	Traffic Stop	Citation issued for non-registration of vehicle.
2-25-2023	Traffic Stop	Citation issued for no license, no insurance.
2-25-2023	Vandalism	Officer handled report of damage to property.
2-26-2023	Traffic Stop	Officer conducted a traffic stop—several citations issued. OWI related.
2-27-2023	Traffic Stop	Officer issued several citations.
2-28-2023	Assist	Officer assisted citizen with a report.

List of Bills

APG of Southern Wisconsin	599.70	MEUW	5,500.00
Border States	832.67	Mid-State Equipment	470.80
Baker Tilly	16,515.00	Midwest Meter Inc	3,906.33
BP Credit Card Center	857.57	North Central Lab	800.99
City of Waterloo Treasurer	30,878.54	Payment Service Network	12.95
Charter Communications	144.97	Pig	40.20
Crane Engineering	4,827.50	Payroll	58,260.31
DNR	95.00	PSC	2,063.93
DOA	4,081.52	Resco	1,972.91
Dunneisen Excavating LLC	162.00	SEERA	1,307.46
Electric Testing Lab	1,019.65	United Liquid Waste Recycling	2,421.40
Ehler's Pershing	108.62	US Cellular	249.50
Elster Solutions	59,760.00	Unifirst Corp	217.27
F&M Bank	178.33	UPS	62.97
Frontier	417.59	Visa	3,585.21
GFC Leasing	104.00	Waterloo Building Center	70.14
Hawkins Inc	9,594.84	Waterloo Utilities	16,889.67
Howie's Hardware	691.51	WE Energies	2,146.83
Infosend	945.16	Wisconsin Dept. of Revenue	4,745.79
Inkworks	212.76	Wisconsin State Lab of Hygiene	35.00
Irby	48,900.36	WPPI Energy	272,064.39
Karl Junginger Library	1,000.00		
Lakes Gas Co	43.26		

Total Disbursements \$558,794.60

Checking Account #102-613:

Balance 1/31/23	\$3,521.93
Transfer	300,000.00
Disbursements	(286,430.31)
Interest	5.94
Service Charge	(22.66)
Balance 2/28/23	<u>\$17,074.90</u>

WWTP Account #374-547 (DNR Replacement Fund)

Balance 1/31/23	\$552,439.06
Deposit/ (Withdrawal)	
Interest	127.14
Balance 2/28/23	<u>\$552,566.20</u>

Debt Service Account #3015323:

Balance 1/31/23	\$177,334.14
Deposit	49,210.00
Bond Payment	
Interest	659.93
Balance 2/28/23	<u>\$227,204.07</u>

Money Market Account #110-832:

Balance 1/31/23	910,119.74
Deposits	628,730.64
Transfer	(300,000.00)
Disbursements	(321,274.39)
Interest	201.29
Service Charge	(168.62)
Balance 2/28/23	<u>\$917,608.66</u>

Transportation Fund

Balance 1/31/23	\$95,052.99
Transfer	
Balance 2/28/23	<u>\$95,052.99</u>

WWTP Interim Financing:

Balance 1/31/23	\$915,072.40
Transferred in	
Transferred out	
Interest	2,892.40
Service Charge	(108.62)
Balance 2/28/23	<u>\$917,856.18</u>

Avestar CD #3596 (Bond Reserve):

Balance 1/31/23	311,885.60
Interest	157.22
Balance 2/28/23	<u>\$312,042.82</u>

CD #613386 (Bond Reserve):

Balance 1/31/23	217,863.86
Interest	3,812.62
Balance 2/28/23	<u>\$221,676.48</u>

Regular meeting of the Waterloo Water & Light Commission held March 7, 2023

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

Minutes

It was moved by Thomas, seconded by Butzine, to approve the minutes of the February 7, 2023 meeting. Motion carried.

Expenditures

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

Citizen Input

None.

WWTP Town & Country Contracts

It was moved by Butzine, seconded by Wallace, to recommend to City Council Town and Country Engineering contracts for Construction Administrative Service in the amount of \$857,000 and Resident Project Representative in the amount of \$649,500. Motion carried.

AbE Manufacturing

The commission was advised the of agreement with AbE as they make upgrades to their facility.

Billing Services Rate Study

The commission would like to revisit these charges every three years. It was moved by Butzine, seconded by Wallace, to approve increasing the billing service charges to PSD and the City per Baker Tilly's rate study effective 7/1/2023. Motion carried.

Final 2022 results

It was moved by Thomas, seconded by Wallace, to approve the 2022 financial results. Motion carried.

Water Simplified Rate Case (SRC)

After discussion, it was moved by Bergan, seconded by Buzine, to file an SRC with the PSC with an effective date no later than October 1, 2023. Motion carried.

Electric Projects

The commission discussed providing 24.9 service to the north side of town. It was moved by Bergan, seconded by Wallace, to file for Certificate of Authority with the PSC for WO 137 providing 24.9 to the northside of town. Motion carried.

Employee Issues

It was moved by Butzine, seconded by Bergan to move to closed session. Motion carried.
It was moved by Bergan, seconded by Butzine to move to open session. Motion carried.

It was moved by Butzine, seconded by Wallace, to adjourn. Motion carried.

Respectfully submitted,
Tim Thomas
Secretary

WLOO CATV report

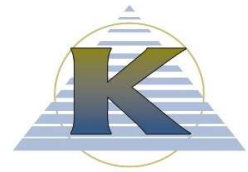
During the month of February, we wrapped up our live streaming and recording for High School basketball with an average of 572 streams per game. We had one student employee recently return to the station and hired another student employee. The crew and I successful recorded and are editing our first episode of Waterloo Gardens along with our second episode of The Waterloo Artist Series. With the approval of our new office space at the Solarium we are excited and look forward to what it offers! Station activities are operating at a satisfactory level.

City of Waterloo, Wisconsin

Cost Evaluation

Karl Junginger Memorial Library Parking Lot Improvements

March 10, 2023



2023 Modified: Remove and replace storm sewer system under entrance. Remove existing parking lot pavement and base. Replace concrete swale in parking lot, restore remainder of lot with hot mix asphalt pavement. Replace pavement markings. Extend curb and sidewalk along south edge of entrance.

Elimination of the removal of asphalt path and replacement with sidewalk results in reduced 4-inch concrete and topsoil, seed and mulch quantities. Leaving the existing sidewalk in place and not extending the parking lot results in reduced base course, asphalt and topsoil, seed and mulch quantities. Quantities for geotextile fabric and paint light poles have been eliminated.

Quantities for concrete wheel stops have been reduced.

Quantities indicated are reduced as much as possible.

2023 Bid Tabulation Modified					
Bid Item	Base Bid A - Parking Lot Reconstruction	Quantity	Unit	Unit Price	Total
1	Storm Sewer Main, 12-Inch RCP	40	LF	\$ 92.00	\$ 3,680.00
2	Storm Sewer Main, 12-Inch PVC	125	LF	\$ 71.50	\$ 8,937.50
3	Storm Sewer End Wall, 12-Inch	1	EA	\$ 2,000.00	\$ 2,000.00
4	Storm Sewer Catch Basin	1	EA	\$ 3,150.00	\$ 3,150.00
5	Granular Backfill, Storm Sewer	40	LF	\$ 7.50	\$ 300.00
6	Unclassified Excavation	1	LS	\$ 20,300.00	\$ 20,300.00
7	Base Aggregate Dense, 1-1/4-Inch	1,200	TN	\$ 17.25	\$ 20,700.00
8	Undercutting and Base Course	100	CY	\$ 35.50	\$ 3,550.00
9	Geotextile Fabric	-	SY	\$ 3.50	\$ -
10	Concrete Curb and Gutter, 24-Inch	90	LF	\$ 34.00	\$ 3,060.00
11	Concrete Swale, 6-Inch Depth	2,300	SF	\$ 8.40	\$ 19,320.00
12	Concrete Sidewalk, 4-Inch Depth	2,200	SF	\$ 5.25	\$ 11,550.00
13	Hot Mix Asphalt Pavement, 4-Inch	450	TN	\$ 100.00	\$ 45,000.00
14	Epoxy Pavement Markings, 4-Inch	750	LF	\$ 6.05	\$ 4,537.50
15	Epoxy Pavement Markings, Handicap Symbol	4	EA	\$ 192.50	\$ 770.00
16	Concrete Wheel Stop	4	EA	\$ 120.00	\$ 480.00
17	Paint Light Pole	-	EA	\$ 750.00	\$ -
18	Remove Bollard	6	EA	\$ 100.00	\$ 600.00
19	Topsoil, Seed, and Mulch	1,500	SY	\$ 4.50	\$ 6,750.00
20	Erosion Control	1	LS	\$ 2,900.00	\$ 2,900.00
21	Traffic Control and Access	1	LS	\$ 2,000.00	\$ 2,000.00
22	Contract Allowance for Materials and Compaction Testing	1	LS	\$ 500.00	\$ 500.00
	Total Base Bid:				\$ 160,085.00

City of Waterloo, Wisconsin

Cost Comparison: 2018 vs. 2023

Karl Junginger Memorial Library Parking Lot Improvements

February 14, 2023



As bid in 2018: Remove and replace storm sewer system under entrance. Remove existing sidewalk along northeastern edge of property, restore with grass. Remove existing parking lot pavement. Extend parking lot to the north and square off through existing sidewalk location by installing new base and pavement. Install concrete swale in parking lot, restore remainder of lot with hot mix asphalt pavement. Replace pavement markings. Reconfigure sidewalk adjacent to handicap parking stalls. Extend curb and sidewalk along south edge of entrance.

2018 Bid Tabulation					
Bid Item	Base Bid A - Parking Lot Reconstruction	Quantity	Unit	Unit Price	Total
1	Storm Sewer Catch Basin	1	EA	\$ 2,243.00	\$ 2,243.00
2	Storm Sewer Main, 12-Inch	150	LF	\$ 50.00	\$ 7,500.00
3	Storm Sewer End Wall, 12-Inch	1	EA	\$ 700.00	\$ 700.00
4	Unclassified Excavation	1	LS	\$ 17,500.00	\$ 17,500.00
5	Dense Graded BaseDepth	400	TN	\$ 14.00	\$ 5,600.00
6	Undercutting and Base Course Material	150	CY	\$ 40.00	\$ 6,000.00
7	Geotextile Fabric	400	SY	\$ 3.00	\$ 1,200.00
8	Concrete Curb and Gutter, 30-Inch	90	LF	\$ 34.05	\$ 3,064.50
9	Concrete Sidewalk, 4-Inch Depth	750	SF	\$ 5.25	\$ 3,937.50
10	Concrete Swale, 6-Inch Depth	2,300	SF	\$ 7.15	\$ 16,445.00
11	Hot Mix Asphalt Pavement, 4-Inch Depth	500	TN	\$ 79.00	\$ 39,500.00
12	Epoxy Pavement Markings, 4-Inch White	1,000	LF	\$ 4.19	\$ 4,190.00
13	Epoxy Pavement Markings, Handicap Symbol	4	EA	\$ 200.00	\$ 800.00
14	Topsoil, Seed, and Mulch	1,000	SY	\$ 9.00	\$ 9,000.00
15	Erosion Control	1	LS	\$ 800.00	\$ 800.00
16	Traffic Control and Access	1	LS	\$ 500.00	\$ 500.00
17	Contract Allowance for Materials and Compaction Testing	1	LS	\$ 1,000.00	\$ 1,000.00
Total Base Bid:					\$ 119,980.00

City of Waterloo, Wisconsin

Cost Comparison: 2018 vs. 2023

Karl Junginger Memorial Library Parking Lot Improvements

February 14, 2023



As bid in 2023: Remove and replace storm sewer system under entrance. Remove existing asphalt path along west side of property, replace with concrete walk. Remove bollards and repaint light poles. Remove existing parking lot pavement and base. Install concrete swale in parking lot, restore remainder of lot with hot mix asphalt pavement. Replace pavement markings. Extend curb and sidewalk along south edge of entrance.

Red: Higher Quantity

Blue: Lower Quantity

Bold: Higher Unit Price

2023 Bid Tabulation					
Bid Item	Base Bid A - Parking Lot Reconstruction	Quantity	Unit	Unit Price	Total
1	Storm Sewer Main, 12-Inch RCP	40	LF	\$ 92.00	\$ 3,680.00
2	Storm Sewer Main, 12-Inch PVC	130	LF	\$ 71.50	\$ 9,295.00
3	Storm Sewer End Wall, 12-Inch	1	EA	\$ 2,000.00	\$ 2,000.00
4	Storm Sewer Catch Basin	1	EA	\$ 3,150.00	\$ 3,150.00
5	Granular Backfill, Storm Sewer	170	LF	\$ 7.50	\$ 1,275.00
6	Unclassified Excavation	1	LS	\$ 20,300.00	\$ 20,300.00
7	Base Aggregate Dense, 1-1/4-Inch	1,400	TN	\$ 17.25	\$ 24,150.00
8	Undercutting and Base Course	200	CY	\$ 35.50	\$ 7,100.00
9	Geotextile Fabric	550	SY	\$ 3.50	\$ 1,925.00
10	Concrete Curb and Gutter, 24-Inch	90	LF	\$ 34.00	\$ 3,060.00
11	Concrete Swale, 6-Inch Depth	2,300	SF	\$ 8.40	\$ 19,320.00
12	Concrete Sidewalk, 4-Inch Depth	2,200	SF	\$ 5.25	\$ 11,550.00
13	Hot Mix Asphalt Pavement, 4-Inch	450	TN	\$ 100.00	\$ 45,000.00
14	Epoxy Pavement Markings, 4-Inch	750	LF	\$ 6.05	\$ 4,537.50
15	Epoxy Pavement Markings, Handicap Symbol	5	EA	\$ 192.50	\$ 962.50
16	Concrete Wheel Stop	29	EA	\$ 120.00	\$ 3,480.00
17	Paint Light Pole	8	EA	\$ 750.00	\$ 6,000.00
18	Remove Bollard	6	EA	\$ 100.00	\$ 600.00
19	Topsoil, Seed, and Mulch	1,500	SY	\$ 4.50	\$ 6,750.00
20	Erosion Control	1	LS	\$ 2,900.00	\$ 2,900.00
21	Traffic Control and Access	1	LS	\$ 2,000.00	\$ 2,000.00
22	Contract Allowance for Materials and Compaction Testing	1	LS	\$ 500.00	\$ 500.00
	Total Base Bid:				\$ 179,535.00

City of Waterloo, Wisconsin

Cost Comparison: 2018 vs. 2023

Karl Junginger Memorial Library Parking Lot Improvements

February 14, 2023



2023 Modified: Remove and replace storm sewer system under entrance. Remove existing parking lot pavement and base. Install concrete swale in parking lot, restore remainder of lot with hot mix asphalt pavement. Replace pavement markings. Extend curb and sidewalk along south edge of entrance.

Elimination of removal of asphalt path and installation of sidewalk would reduce the silt fence requirement, reducing the unit price for Erosion Control. It should also reduce the Unclassified Excavation unit price.

Quantities indicated are reduced as much as possible.

Blue: Lower Quantity

Green: Potentially Lower Unit Price

2023 Bid Tabulation Modified

Bid Item	Base Bid A - Parking Lot Reconstruction	Quantity	Unit	Unit Price	Total
1	Storm Sewer Main, 12-Inch RCP	40	LF	\$ 92.00	\$ 3,680.00
2	Storm Sewer Main, 12-Inch PVC	125	LF	\$ 71.50	\$ 8,937.50
3	Storm Sewer End Wall, 12-Inch	1	EA	\$ 2,000.00	\$ 2,000.00
4	Storm Sewer Catch Basin	1	EA	\$ 3,150.00	\$ 3,150.00
5	Granular Backfill, Storm Sewer	40	LF	\$ 7.50	\$ 300.00
6	Unclassified Excavation	1	LS	\$ 20,300.00	\$ 20,300.00
7	Base Aggregate Dense, 1-1/4-Inch	1,200	TN	\$ 17.25	\$ 20,700.00
8	Undercutting and Base Course	100	CY	\$ 35.50	\$ 3,550.00
9	Geotextile Fabric	-	SY	\$ 3.50	\$ -
10	Concrete Curb and Gutter, 24-Inch	90	LF	\$ 34.00	\$ 3,060.00
11	Concrete Swale, 6-Inch Depth	2,300	SF	\$ 8.40	\$ 19,320.00
12	Concrete Sidewalk, 4-Inch Depth	750	SF	\$ 5.25	\$ 3,937.50
13	Hot Mix Asphalt Pavement, 4-Inch	450	TN	\$ 100.00	\$ 45,000.00
14	Epoxy Pavement Markings, 4-Inch	750	LF	\$ 6.05	\$ 4,537.50
15	Epoxy Pavement Markings, Handicap Symbol	5	EA	\$ 192.50	\$ 962.50
19	Topsoil, Seed, and Mulch	1,000	SY	\$ 4.50	\$ 4,500.00
20	Erosion Control	1	LS	\$ 2,900.00	\$ 2,900.00
21	Traffic Control and Access	1	LS	\$ 2,000.00	\$ 2,000.00
22	Contract Allowance for Materials and Compaction Testing	1	LS	\$ 500.00	\$ 500.00
	Total Base Bid:				\$ 149,335.00

Waterloo FD Compressor Repair

The first email I have about this is from 1/3/23 and it is from Tim saying that Bob is going to look at the compressor in Waterloo about a seized piston. When Bob got there he took a look at it and called Ian for a second opinion. They discovered that the 4th stage piston had broken and needed to be replaced. With these findings, we sent a quote (quote #23264) for a new 4th stage piston and liner, rebuild the valves on all stages, replace the oil and oil filter.

On 1/6/23 we received word that Waterloo wanted to go ahead with the repair and I got the plunger/liner on order that day.

1/23/23 Bob and Ian went up to Waterloo to complete the repair. They repaired all of the valves, replaced the oil and oil filter and the piston and sleeve on the compressor and it ran for about 15 seconds and then stopped. When Ian pulled the old oil out of the compressor he noticed that it was a very heavy weight oil and not the Mako blue synthetic oil. Once all of the old oil was pulled, we flushed the compressor with new oil and started blowing out all of the oil lines before starting up the compressor. Once they started the compressor and it only ran for 15 seconds and shut down. They took a look and realized the replacement piston had broken and were not getting any oil pressure to build. They took apart the machine again and put another piston/sleeve in. Ran again for about 15-20 seconds and the oil pressure wouldn't build. At that point they started to check all of the oil lines again. While clearing the lines again, they put a new oil pressure gauge on to take a bad gauge out of the equation as well. Mako was on the phone with the techs and had them do the same checks. That is where we left the machine for the day.

1/25/23 Bob and Ian went back to Waterloo with a new oil pump, and oil filter assembly and tried the parts on the compressor individually first and together with no luck getting the oil pressure back up and would still not run. Called Mako again and had them check all the lines again. Mako at that point sent an email to the manufacturing side for any suggestions and were told that they would get back to us for the next step to take.

2/7/23 Bob went to Waterloo to grab the piston and sleeves to bring to Air One in South Elgin.

2/8/23 Here in the office, Bob, Ian and I were on the phone with Mako and using a micrometer to measure the sleeve to see if there was any difference. We didn't find anything that would dictate that there was a difference. Mako said that they were still waiting for an answer as well from the manufacturing side.

2/17/23 I was on the phone with Mako and going our next step and they told us to "burp the machine" which is starting and stopping it really quick to try and build the pressure. Also to check all of the piston rings on the 4th stage. They also said to try the sleeve from the original piston and sleeve that was in Waterloo's compressor with the new piston.

2/20/23 Bob and Ian went back up to Waterloo to try those suggestions from Mako. When they used the original sleeve and the new piston, that was what got the compressor running. They let it run for a while to make sure everything was good. The Chief came out and saw that it was running as well.

2/23/23 Mako called me and said that they have an issue with the sleeves right now. The oil vent holes in the sleeves are not big enough for the oil to pass through and that is why the old sleeve worked.



360 Production Drive
 South Elgin, IL 60177
 Phone: 847-289-9000
 Fax: 847-289-9001
 Email: airone@aoc.net

Invoice

Date	Invoice #
3/9/2023	191153

Bill To
Waterloo Fire & Rescue 900 Industrial Drive Waterloo, WI 53594

Ship To
Waterloo Fire & Rescue 900 Industrial Drive Waterloo, WI 53594

Customer P.O. No.	S.O. No.	Terms	Due Date	Ship Date	Ship Via	Rep
	119246	Net 30	4/8/2023	2/20/2023	BEST WAY	AA

Item	Description	Qty	B/O	Price	Amount
98650.1760	1ST STG VALVE SERVICE KIT	1	0	330.91	330.91
98650.1751	2ND STG VALVE SERVICE KIT	1	0	136.78	136.78
98650.1215	3RD STG VALVE KIT	1	0	176.52	176.52
98650.1199	4TH STG VALVE KIT	1	0	105.60	105.60
C201356	PLUNGER/LINER ASSY	1	0	1,789.11	1,789.11
95602.90	O'RING,VITO'RING,VITON,0995-30	1	0	6.93	6.93
98262.1148	OIL FILTER ASSEMBLY	1	0	78.00	78.00
003MBG-S	OIL-MAKO BLUE (S) GALLON	1	0	99.00	99.00
LABOR CHARGE	LABOR CHARGE PER HOUR	4		105.00	420.00
ZONE-WI	PICKUP / DELIVERY / TRAVEL CHARGE	2		30.00	60.00
COMPLETED ON: 2/20/23					

A 3% processing fee will be added to credit card charges over \$500.00.

Effective Jan 1,2021, all returns after 30 days of delivery will incur a 20% restocking fee. Items ordered in connection with natural disasters, pandemic or like situations cannot be returned and orders for such items cannot be cancelled after 10 days of Seller's receipt.

Total	\$3,202.85
Payments/Credits	\$0.00
Balance Due	\$3,202.85



2022

350 Austin Circle
Delafield, WI 53018
(262) 646-5911
Fax: (262) 646-5912

PLEASE REMIT TO:
5 Alarm Fire & Safety
1125 7th Street E
St Paul, MN 55106
651-645-5726 • 800-832-6417

Ship To: SAME AS BELOW

Invoice To: WATERLOO FIRE DEPARTMENT
900 INDUSTRIAL LANE
WATERLOO WI 53594

Attention: CHAD BUTZINE

Branch		
DELAFIELD, WI		*REPRINT* CNNYYY
Date	Time	Page
01/25/22	16:58:50 (O)	01
Account No	Phone No	Inv No
WATER034	9204782535	P01786
Ship Via	Purchase Order	
JAN 24	HURST & MAKO PM	
Tax ID No		
		Salesperson
		318 / 327

INVOICE

ORDER#: 001824

Part#	Description	Bin	ORD	ISS	SHP	B/O	UTTTT	Price	Amount
HURST SERVICE	ANNUAL PM		1	1	1			650.00	650.00
HURST SERVICE-2ND			1	1	1			450.00	450.00
	SET ANNUAL PM								
SHOP SUPPLIES	SHOP SUPPLIES		1	1	1			40.00	40.00
TRAVEL TIME	TRAVEL/SET-UP		1	1	1			65.00	65.00
P/U SERVICE	POWER UNIT PM		3	3	3			75.00	225.00
COMPRESSOR ANNUAL SERVICE			1	1	1			500.00	500.00
	ANNUAL PM								
X65247	NORTH SHORE AIR H2		1	1	1			90.52	90.52
	FILTER CARTRIDGE								
O-S501025	NORTH SHORE COM H3		2	2	2			40.00	80.00
	NORTH SHORE COMPRESSOR OIL (QT								
	SYNTHETIC QUARTS								
O-OF2	NORTH SHORE OIL H3		1	1	1			32.00	32.00
	FILTER W/ O-RING REPLACES 98262.1148								

5ALARM SERVICE BILLING FOR ANNUAL HURST JAWS OF LIFE SERVICE AND ANNUAL MAKO COMPRESSOR SERVICE, THANK YOU FOR CHOOSING 5ALARM.

IN HOUSE CHARGE 2132.52

Delafield Approval: WB Date: 1-31-22
 Delafield Approval: _____
 Vendor Number: _____
 Amt Due: 5226.354 2132.52
 Amt Due: _____
 Amt Due: _____

X
 Received By _____ Date _____

Fire Service, Inc. - Lake Mills
 105 S Industrial Dr
 Lake Mills, WI 53551
 gwellach@fireserviceinc.com
 920-945-0166



Estimate **WI-4053**
 Date: **3/1/2023**

Bill To
 Waterloo Fire Department (WI)
 900 Industrial Ln.
 Waterloo, WI 53594
 P: 920-478-2535

Remit Payment To
 Fire Service Inc.
 9545 North Industrial Drive
 Saint John, IN 46373

Service Order	Purchase Order	Authorizer		
WI-4053				
Item	Description	Quantity	Rate	Amount
Labor	/ Frame rail rust mitigation.			\$5,700.00
Parts	Fluid film, rust prevention coating, application supplies. Extra shop supplies for job			\$850.00
			Subtotal	\$6,550.00

Shop Supplies \$285.00

Unit: Tender 95 VIN: 1XPALA0X9NN213461 Peterbilt357	Labor	\$5,700.00
Chassis: 113,507 Miles	Parts	\$850.00
Engine: 645 Hours	Subtotal	\$6,835.00
	Exempt (0.0000% of \$0.00)	\$0.00
	Total	\$6,835.00

*: Core charges not included in total. You will be charged for any core that is not in returnable condition. This charge may be applied on a separate invoice.

The details and the estimate for the repairs provided above are based on our first inspection and do not constitute a guarantee that no further work or parts will be required. The estimate is not a guarantee of the final price of the repairs. The total bill of work and final price will be as per the details available on completion of the repairs. Other terms and conditions as applicable. If you authorize us to perform the above repairs, either verbally or in writing, you agree to pay in full for the work performed and parts required.

Customer Signature: _____

Printed Name: _____ Date: _____

A 3% fee will be assessed for credit card payments. For questions regarding your account, email fsi.ar@fireserviceinc.com or call 219-365-7157

City of Waterloo

Attn: Lana
Ph#: 920-478-3025 Ext 102
Inelson@waterloo.us

3-2-23

Description

Investment

Standalone Credit Card Terminal(s)

- Edge One will provide 3 terminals at no cost to the City of Waterloo
 - terminals to be placed in the police department, municipal dept and remote park location
- Standard credit card fees range from 2.5% to 2.7%
- No contract is required. No termination Fee.
- The City of Waterloo has the option to choose the Cash Discount Program. With this program the customer absorbs the fee versus the merchant. (This fee amounts to 3.5%). This covers 95% of your credit card fees.
- Additional Fees for providing Credit Card Processing:
 - \$8.95 Security and Statement Fee
 - \$39.95 annual processing fee
 - \$24.95 monthly PCI fee (only charged if quarterly PCI form is not filled out). Edge One will assist you with the first one.

*These charges are charged per merchant portfolio, NOT per terminal

Note: Credit Card Fee can be split between merchant and customer (the Empower Lite Program) however, we do not recommend this as it cannot be applied to every card. (Excludes debit cards). Statements can be difficult to decipher.

Flat fees are not recommended as you would have to chose one fee and apply it to every purchase/payment.

- Site will provide power/communications (i.e. internet connection or cellular) for Credit Card Terminals
- In most cases, Edge One can integrate with the city's ecommerce website, however, Edge One will need to evaluate the software chosen as some versions are proprietary (i.e., Swipe, Square, Paypal). If the software is proprietary, we will be unable to integrate.



CASH DISCOUNT PROGRAM OVERVIEW



Retail Cash Discount Details:

- ✓ No cost for equipment as long as you are processing with Edge One.
- ✓ Less than \$50 a month in fees (average is \$12.95)
- ✓ All other credit card fees are passed to the customer at a minimum 3.50%.
- ✓ The money deposited is your net sales. Example: If you did \$100 in credit card sales, the gross would be \$103.50 (including the 3.50% fee). The \$3.50 goes to the processor and \$100 goes into your account.
- ✓ Required signage is supplied by Edge One.
- ✓ 95% customer approval rating.

*There is NO CONTRACT.
No annual or batching fees.*

Restaurant Cash Discount Details:

- ✓ No cost for equipment while processing with Edge One.
- ✓ Less than \$50 a month in fees (average is \$12.95)
- ✓ Tips cannot be included in cash discount, therefore the merchant is responsible for the interchange. Example: If the bill was \$100 and they left a \$10 tip, the merchant only pays the interchange on the tip (\$0.40 or 0.5% average effective rate per month).
- ✓ Server tips HAVE NOT been affected when this fee is in place, according to current restaurants on this program.
- ✓ The money deposited is your net sales. Example: If you did \$100 in credit card sales, the gross would be \$103.50 (including the 3.50% fee). The \$3.50 goes to the processor and \$100 goes into your account.
- ✓ Required signage is supplied by Edge One.
- ✓ 95% customer approval rating.



EDGE ONE

Simplifying Business.
Integrating Technology.

Call 800-423-3343 • www.edgeone.com

161 Business Park Circle, Stoughton, WI 53589

CREDIT CARD PROCESSING PROPOSAL

YEARLY COST TO CITY

\$107.40 (\$8.95 x 12) – Security and Statement Fee

\$ 39.95 - Annual Processing Fee

\$147.35 per year*

The \$24.95 monthly fee listed on fee schedule is waived if quarterly PCI (payment card Industry) form is filled out.

*This is based on the credit card processing fees being passed on to the customer and not absorbed by the City (2.5 – 2.7% range) and the completion of the PCI quarterly report.

HEARTLAND PAYMENT SYSTEMS QUOTE

*Visa/MC: **1% and \$0.10/transaction**

*AMEX: **1% and \$0.10/transaction**

*Discover: **1% and \$0.10/transaction**

*PIN Debit: **\$0.10/transaction**

*OTHER FEES: **\$33.50** Monthly Service Fee and **\$20** Monthly Surcharge Fee

Our Surcharge Program is a **3.5%** charge on all credit card transactions. All Debit cards will not be charged the Surcharge. That is because we abide by the Durban Agreement. The Surcharge Program will be enough to cover the cost of all your fees.

*The City will not be paying any money out of pocket for fees.

EQUIPMENT COST

Ingenico Desk-3500 is the standalone terminal that will best fit your needs.

Price of 1 - **\$262.70** one time purchase

I have the ability to cover the cost of one of the terminals. So if you decide to go with 2 the city would pay **\$262.70** and with 3 it would be **\$525.39**. These prices are tax included.

Any other relevant information

- PCI Compliance Fee if you do not complete the yearly 5 minute survey is a fee of **\$125** per month. I will make sure you stay PCI Compliant so you do not get punished by this fee.
- You will receive **4** free chargebacks lost per year. Every successful chargeback after **4** is a **\$25** fee per.
- There are no batch settlement fees included. No yearly fees.

CITY EXPENSES:

UPFRONT FEES: \$262.70 for 2 terminals or \$525.39 for 3 terminals

MONTHLY FEES: \$0 (Built into the 3.5% processing fee passed on to the consumer) – The PCI Fee is waived if form is completed or it's \$125 per month.



Dirty Ducts Cleaning & Environmental Inc.



"Clean and Healthy Air, Breath after Breath"

Duct Cleaning/Dryer Vent Cleaning • Specialized/Industrial Cleaning • Asbestos/Lead/Mold Abatement • Interior Select Demo

February 8, 2023

Re: Duct Cleaning @ Waterloo City Hall
Location: 136 N. Monroe St. Waterloo, WI 53594

To: Chad Yerges, Public Works Director (2 proposal pages)
Phone: 920-988-9686
Email: dpw@waterloowi.us

Thank you for allowing Dirty Ducts Cleaning and Environmental, Inc. the opportunity to provide a proposal for the above referenced project. Work is as seen during our walkthrough on 02/07/2023:

Our proposal includes cleaning of internal surfaces of ductwork as further detailed below:

1. We will clean internal surfaces of supply, return, and exhaust air ductwork associated with furnaces units and bathroom exhausts serving the village hall and police department as seen on the provided plan pages.
 - a. Assumes a lift is NOT required to access ductwork. If one is required please let us know prior to being onsite. We will charge daily rates beyond proposal pricing below if necessary.
2. Turning vanes, inlet screens and grilles located on system listed to be cleaned will also be HEPA Vacuumed.
3. For vac hose connection: Cam-lock access panels will be used in all areas of lined ductwork. If ductwork is not lined, we will use flat stock access panels for vac hose connection. Panels will be completely sealed at completion. Where pneumatic line entry is, we will use preformed, airtight plastic plugs.
4. All disposals are included.
5. Visit our website for NADCA Certification (www.dirtyductscleaning.com) or see attached.
6. Work will meet or exceed NADCA (National Air Duct Cleaners Association) Standards.
7. See attached for Mechanical Cleaning Methodology for procedures/methods/details/etc that apply.
8. Before and after pictures ARE included in pricing.
9. Work will be done in a single phase start to finish M-F.
 - a. NOTE: Work in the Police Department will take place 1st shift.
 - b. NOTE: Work in the village hall office area will take place 2nd shift.

Proposal Price: Eight Thousand Nine Hundred Thirty Dollars (\$8,930.00)

Dirty Ducts Cleaning and Environmental, Inc looks forward to impressing you. We have completed over 10,500 projects to date on time and budget between all of our divisions listed (see top of this letterhead). For insurance, we carry \$5,000,000 umbrella/excess liability, \$1,000,000 of general liability per project with a \$2,000,000 aggregate, \$1,000,000 of automobile coverage and \$1,000,000 of workers' compensation insurance. If balancing, testing, bonding, vendor qualification/fees, vendor orientation and/or safety training/fees, employee checks/fees, additional insured, waiver of subrogation or other additional/special insurance coverage is required, the quoted price will need to be adjusted accordingly. Please contact our office for further pricing or questions. Please see attached terms that apply to this proposal. Pricing is good for 60 days.

Sincerely,

Ryan Schroeder www.dirtyductscleaning.com

Please Print Authorized Signee Name Here: _____

P.O.# _____

x _____
Authorized Acceptance of Proposal/Date



Dirty Ducts Cleaning & Environmental Inc.



"Clean and Healthy Air, Breath after Breath"

Duct Cleaning/Dryer Vent Cleaning • Specialized/Industrial Cleaning • Asbestos/Lead/Mold Abatement • Interior Select Demo

TERMS

1. Additional Work: All additional work will be discussed and approved by the customer prior to Dirty Ducts performing it. In the event Dirty Ducts provides any additional work, materials or services that are the responsibility of the customer, Dirty Ducts shall be entitled to reimbursement of the additional cost, together with overhead and profit.

2. Property Insurance: Customer is responsible to carry property insurance upon the entire work at the site, to the full insurable value thereof including all risks such as fire and extended coverage, theft, vandalism and malicious mischief. Customer waives all rights or claims against Dirty Ducts for losses or damages to be covered by such insurance. (Customer's property insurance is separate from the insurance carried by Dirty Ducts.)

3. Notice of Lien Rights: For work in WI, as required by WI construction lien law, DDC hereby notifies owner that persons or companies furnishing labor or materials for construction on owner's land may have lien rights on owner's land and buildings if not paid. Those entitled to lien rights, in addition to DDC 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 or improvement. Accordingly, owner probably will receive notices from those who furnish labor or material for construction or improvement, and should give a copy of each notice received to owner's mortgage lender, if any. DDC agrees to cooperate with the owner and owner's lender, if any, to see that all potential lien claimants are dully paid.

4. Payment Terms.
 - Residential Services: Any contracts over \$2,000.00 a deposit down of 50% will be required prior to the start of work.
 - Residential Services: Final Payment is due 30 days from invoice date. You will receive the invoice 5-10 days after work is performed.
 - Commercial Services: \$20,000 and less contract amounts payment is due 30 days from invoice date. Over \$20,000 contract amounts payment is due 60 days from invoicing. 90 day terms are negotiable on certain commercial contracts with prior approval prior to contract signing.
 - In the event Dirty Ducts must take any action to defend or enforce this contract, or perfect or foreclose any lien arising out of this contract, Dirty Ducts shall be entitled to recover its costs and expenses incurred, including reasonable attorney's fees, with respect to such action. Payment Types Accepted: Check, Cash, and Cashier's Checks all accepted. In the event you wish to charge a VISA and/or MASTERCARD you will be assessed a 4% fee for payment amounts above and beyond \$1,000 on a single contract (i.e. if you have a \$1,100 contract and you charge it to your credit card you will be assessed a 4% charge on \$100). This is to account for credit card processing fees.

5. Late Payment Charge: Dirty Ducts shall be entitled to add a service charge to all payments not paid when due in the amount of 1.5% of the delinquent amount per month. This is an annual rate of 18%.

Initials: x

3025 Perry Street, Madison, WI 53713 • P: (608) 204-3828 • F: (608) 204-3826 • DirtyDuctsCleaning.com • info@ddclean.com



This document certifies that
Dirty Ducts Cleaning, Environmental & Insulation, Inc.
Madison, WI USA



Is a Regular Member in good standing for the year

07/01/2021 – 06/30/2022

Member Since – 9/1/2004

And has agreed to conduct its air duct cleaning business in accordance with the following mandatory Code of Ethics:

1. We will serve our customers with integrity and competence.
2. We will perform our work using source removal methods, in accordance with ACR, the NADCA Standard (current version).
3. We will be honest and forthright in our advertising and marketing.
4. We will provide our clients with accurate inspections and evaluations of the cleanliness and physical condition of their HVAC systems, using this information to determine the type of cleaning and maintenance services required, if any.
5. We will provide only necessary and desired services to our clients, and will not use furnace/air duct cleaning as a means of selling unnecessary or unwanted products or services.
6. We will provide services only after completing the necessary bonding and licensing procedures.
7. We will stay abreast of new developments in technology, tools of the trade, building codes, the Uniform Mechanical Code, and any other codes or information that directly affect our work.
8. We will require that all employees of our firm practice furnace/air duct cleaning in accordance with NADCA guidelines and the NADCA Code of Ethics.
9. We will perform our services in accordance with the current published standards of the association.

The NADCA Ethics Committee shall hear and investigate charges of unethical or illegal conduct between concerned parties, and will make recommendations to the Board of Directors concerning the resolution of those charges.

NADCA President

NADCA Chief Staff Executive

NADCA

1120 Route 73 • Suite 200 • Mt. Laurel, NJ 08054



The HVAC Inspection, Cleaning and Restoration Association

October 7, 2022

T3 P1 455 *****AUTO**MIXED AADC 170
MR. JUSTIN VONDRA
3025 PERRY ST
MADISON, WI 53713-4602



Dear Justin:

Congratulations! You have demonstrated your commitment to continual professional development by participating in NADCA's certification programs and maintaining your certification within the guidelines of the policies of the association. As a result, please accept the attached NADCA Identification Card.

The ASCS and CVI designations are collectively held by almost 2,000 industry professionals who have demonstrated the knowledge required to clean HVAC systems in accordance with NADCA's ACR Standard. Your status as a NADCA certified professional instantly secures your place among the top professionals in the industry.

This identification card shows your customers and peers that you are committed to professional development and high quality performance. Thank you for your continued support of NADCA's certification programs and again, congratulations on a job well done. I applaud your dedication to excellence and continued education.

Sincerely,

Mark Zarzeczny
President
NADCA

NADCA Certified



Name: Justin Vondra
Company: Dirty Ducts Cleaning, Environmental & Insulation,
3025 Perry St
Madison, WI 53713-4602

ASCS: Expiration 6/30/2023
Certification #7110301

This certified individual also qualifies as a Ventilation System Mold Remediator.



The HVAC Inspection, Cleaning and Restoration Association





The HVAC Inspection, Cleaning and Restoration Association

October 7, 2022

T3 P1 456 *****AUTO**MIXED AADC 170
MR. MIKE HANZEL
3025 PERRY ST
MADISON, WI 53713-4602



Dear Mike:

Congratulations! You have demonstrated your commitment to continual professional development by participating in NADCA's certification programs and maintaining your certification within the guidelines of the policies of the association. As a result, please accept the attached NADCA Identification Card.

The ASCS and CVI designations are collectively held by almost 2,000 industry professionals who have demonstrated the knowledge required to clean HVAC systems in accordance with NADCA's ACR Standard. Your status as a NADCA certified professional instantly secures your place among the top professionals in the industry.

This identification card shows your customers and peers that you are committed to professional development and high quality performance. Thank you for your continued support of NADCA's certification programs and again, congratulations on a job well done. I applaud your dedication to excellence and continued education.

Sincerely,

Mark Zarzeczny
President
NADCA

NADCA Certified



Name: Mike Hanzel
Company: Dirty Ducts Cleaning, Environmental & Insulation,
3025 Perry St
Madison, WI 53713-4602

ASCS: Expiration 6/30/2023
Certification #033930

This certified individual also qualifies as a Ventilation System Mold Remediator.



The HVAC Inspection, Cleaning and Restoration Association





Building the connections that build the world

September 13, 2016

**Dirty Ducts Cleaning, Environmental & Insulation, I
Became a Member of the Avetta Consortium on:
8/30/16**

This document certifies that the company above is a Member of the Avetta Consortium. This company will be an authorized user of the Avetta database, as long as a full Avetta membership is maintained.

John C. Herr

John Herr, CEO



Kevin Berens

Kevin Berens, CPO



Certificate of Membership

This document is to certify that

Dirty Ducts Cleaning & Environmental Inc.

Membership ID #: 56130415

is a member in good standing and entitled to all rights & privileges of association membership.

Expires April 2, 2023

Jay M. Stake
President
Indoor Air Quality Association, Inc.

Michele Buggy
Executive Director
Indoor Air Quality Association, Inc.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/8/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Robertson Ryan - Milwaukee 330 East Kilbourn Avenue, Suite 850 Milwaukee, WI 53202	CONTACT NAME: PHONE (A/C, No, Ext): (414) 271-3575 FAX (A/C, No): (877) 700-0139 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE NAIC #
INSURED Dirty Ducts Cleaning & Environmental Inc PO Box 46068 Madison, WI 53744-8068	INSURER A : Starr Surplus Lines Insurance Company INSURER B : STARR INDEMNITY & LIABILITY COMPANY INSURER C : EMC INSURANCE COMPANIES INSURER D : INSURER E : INSURER F :

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:			1000066657221	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			1000199050221	7/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			1000337129221	7/1/2022	7/1/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ Aggregate \$ 5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	6H2110221	7/1/2022	7/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Pollution/Environmen			1000066657221	7/1/2022	7/1/2023	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

Dirty Ducts Cleaning & Environmental Inc POBOX 46068 Madison, WI 53744	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---



Dirty Ducts Cleaning & Environmental Inc.



"Clean and Healthy Air, Breath after Breath"

Duct Cleaning/Dryer Vent Cleaning • Specialized/Industrial Cleaning • Asbestos/Lead/Mold Abatement • Interior Select Demo

Mechanical Cleaning Methodology Basic Overview ("How does it work?")

Basic Overview To Help Create A Visual Of The Process {also see photos of our vac trucks below}: Whenever possible cleaning will be performed using vac truck(s). A vac truck is capable of creating 10-15,000 CFM of negative pressure. Vac trucks also house Quincy 340-370 compressors which will be used to run our pneumatic equipment (brushes, whips, etc.). When vac trucks are not applicable, systems are cleaned using negative air machines with HEPA filtration. In these cases, the words "negative air machines" would be used in lieu of "vac truck" in the following process descriptions:

The vac truck will be hooked up the specific unit being cleaned (one unit at a time per truck to maximize negative pressure). Register grills will be covered with 6 mil plastic and/or register tape leaving only a few open at the farthest point from the truck to allow 'makeup air' to flush through the system during cleaning. The negative pressure inside the duct will be sufficient at all times to eliminate risks of dust/debris from surfaces being cleaned to make its way into the buildings air. The vac truck systems essentially create a 'tornado' that sucks everything up instantly as it is dislodged from surfaces being cleaned. Vac trucks are stationed on the exterior of the building. An 8" or greater hose runs from the vac truck to the initial 'hook up' point. If this means running the hose through and exterior door or window, that door or window will be blanked off with polystyrene board to limit winter weather from coming in (as applicable).

The techs begin their source removal cleaning (after the trucks are running and system is under negative pressure) at the ductwork end furthest from the truck. Access is made through the grills, access panels, or preformed plastic plugs (all of which are included in your proposal contract price). Equipment is inserted into the duct that allows the duct surfaces to be cleaned. Examples would be brushes, pneumatic whips, air wash balls, robots, etc. We work our way toward the truck. As needed, we move our equipment downstream through a new insertion point (once again via grill, access door, or plug we install). Grills, access doors and plugs used for previous insertion are closed first before the new access point is used (to keep negative pressure sufficient). This process is continued until we get back to the unit. Grill covers are cleaned using HEPA filtered vacuum equipment (these are often cleaned prior to covering the grills up if necessary, to get the covers to 'stick'). Grill covers are monitored frequently during cleaning to ensure they stay in place (the negative pressure from the truck will hold these in place as well via vacuum pressure but above and beyond that the grill covers are affixed using tape products).

To show you the dramatic effectiveness of our cleaning, before and after pictures are taken (if you allow depending on your camera policies). We can also 'surrender' the camera card at the close of the day for you to keep if that is a better means to meet camera policies. If we are allowed to bring camera cards back to our office, you will receive a 'photo album' showing before and after pictures at invoicing along with daily logs (most preferred method to allow us to provide you an organized post cleaning report). In addition to standards used above, we will also cover the work area (desks, equipment, etc.) below with 6 mil thick poly as applicable. This is done as a preventative step to collect misc. debris that would fall while a ceiling tile is moved (as an example) to allow access to the ductwork above.

In conclusion, we realize that keeping your business in production is what keeps you profitable. Having ductwork cleaned professionally is a preventative maintenance (extending the life of your units) and building health procedure

3025 Perry Street, Madison, WI 53713 • P: (608) 204-3828 • F: (608) 204-3826 • DirtyDuctsCleaning.com • info@ddclean.com





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(keeping your employees and OSHA happy) that will also keep you profitable. Dirty Ducts Cleaning has the equipment and staff to have both operations runs simultaneously allowing you to maximize profits. After hours work (if noise, etc. from cleaning is a concern) can be arranged often at no additional charge. We have crews that are staggered to work around the clock including weekends.

The below is our basic 'Mechanical Cleaning Methodology' that is followed on every jobsite from your house to a hospital ER room to local schools to an industrial/factory setting. These conditions apply to your bid unless specifically noted otherwise:

Source Removal Cleaning Methods: the HV/AC system shall be cleaned of non-adhered dust and debris using Source Removal mechanical methods designed to extract contaminants from within the HVAC system and safely remove contaminants from the facility. It is Dirty Ducts Cleaning, Environmental & Insulation, Inc's responsibility to select Source Removal methods that will render HVAC system visibly clean and capable of passing cleaning verification methods (See applicable NADCA Standards@ www.nadca.com) and other specified test in accordance with all general requirements. No cleaning method, or combination of methods, should be used which could potentially damage components of the HVAC system or negatively alter the integrity of the system.

1. All methods used shall incorporate the use of vacuum collection devices that are operated continuously during cleaning. A vacuum device shall be connected to the downstream end of the section being cleaned through a predetermined opening. The vacuum collection device must be sufficient power to render all areas being cleaned under negative pressure, such that containment of debris and the protection of the indoor environment are assured.
2. All vacuum devices exhausting air inside the building shall be equipped with HEPA filters, including handheld vacuums.
3. All vacuum devices exhausting air outside the building shall exhaust in a manner that will not allow contaminants to re-enter the facility. Release of debris outdoors must not violate any outdoor environmental standards, codes or regulations.
4. All methods require mechanical agitation devices to dislodge debris adhered to interior HVAC system surfaces, such that debris may be safely conveyed to vacuum collection devices. Acceptable methods will include those which will not potentially damage the integrity of the duct work, nor damage porous surface materials such as liners inside the ductwork or system components.
5. The bid does not include repair of damaged acoustical insulation. If acoustical insulation is damaged, the foreman will inform appropriate personal. A meeting will be held at this time to discuss options for repair or replacement of acoustical insulation.
6. The bid does not include remediation or removal of mold contaminated or asbestos contaminated surfaces. If these conditions are found, the foreman will inform appropriate personal. A meeting will be held at this to discuss options for repair or replacement of affected surfaces.

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7. The bid does not include removal of adhered substances (i.e. paint, debris encapsulated by paint, etc). This bid does not include removal of liquids, wet debris, grease, etc. If these conditions are found and you wish you to have them removed please contact us for re-pricing.
8. The bid does not include removal or encapsulation of hazardous items (asbestos/lead/gas/explosive dust). This bid does not include working around these items. If these items exist, please contact us immediately for re-pricing and formatting a plan from your safety personnel.
9. Units to be shut down/ including smoke detectors by others and re-started by others.

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CALL US FOR ALL INDUSTRIAL, COMMERCIAL AND RESIDENTIAL NEEDS:

Mold Asbestos
Duct Cleaning, Dryer Vent Cleaning, Demolition (of boilers, ducts, etc.) Lead
Industrial Cleaning

Justin Vondra, President
(608) 204-3828
justin@ddclean.com
www.dirtyductscleaning.com

3025 Perry Street, Madison, WI 53713 • P: (608) 204-3828 • F: (608) 204-3826 • DirtyDuctsCleaning.com • info@ddclean.com



Dirty Ducts Cleaning & Environmental Inc. Reference List

Please note that specific clients, types of work, etc can be detailed upon request. We pride ourselves in all of our customer contacts in our 10,500 plus projects to date all of which are done on schedule. Our projects range from \$150 to \$2,000,000.

Customer Name and Address	Customer Name and Address	Customer Name and Address	Customer Name and Address
Various Buildings Throughout	Fox Valley Technical College	UW Children's Hospital	Baldwin-Woodville Area SD
UW Madison Campus	1825 N Bluemound Dr	1675 Highland Ave	550 Highway 12
Madison, WI 53706	Appleton, WI 54912	Madison, WI 53792	Baldwin, WI 54002
Various Buildings Throughout	Milwaukee School of Engineering	St. Mary's Hospital	Wisconsin Heights SD
UW Platteville Campus	1025 N Broadway	700 S Park St	10173 US-14
Platteville WI 53818	Milwaukee, WI 53202	Madison, WI 53715	Mazomanie, WI 53560
Various Buildings Throughout	Waukesha County Technical College	Rock County Jail	West Bend SD
UW Eau Claire Campus	800 Main St	200 US-14	735 S Main St
Eau Claire, WI 54701	Pewaukee, WI 53072	Janesville, WI 53545	West Bend, WI 53095
Various Buildings Throughout	Tomah VA Hospital - Buildings Throughout	Department of Natural Resources	Whitnall SD
UW Green Bay Campus	500 E Veterans Street	3911 Fish Hatchery Rd	5000 S 116th St
Green Bay, WI 54311	Tomah, WI 54660	Fitchburg, WI 53711	Milwaukee, WI 53228
Various Buildings Throughout	Milwaukee VA Hospital - Buildings Throughout	Forest Products Laboratory	Sturgeon Bay SD
UW La Crosse Campus	5000 W National Avenue	1 Gifford Pinchot Dr	1230 Michigan St
La Crosse, WI 54601	Milwaukee WI 53295	Madison, WI 53726	Sturgeon Bay, WI 54235
Various Buildings Throughout	Madison VA Hospital - Buildings Throughout	US Federal Courthouse	Darlington Community SD
UW Milwaukee Campus	2500 Overlook Terrace	120 N Henry St, Suite 320	11630 Center Hill Rd
Milwaukee, WI 53211	Madison WI 53706	Madison, WI 53703	Darlington, WI 53530
Various Buildings Throughout	UW Hospital - Buildings Throughout	Milwaukee Federal Buildings & US Courthouse	Plymouth Joint SD
UW Oshkosh Campus	600 Highland Avenue	517 E Wisconsin Ave	125 S Highland Ave
Oshkosh, WI 54901	Madison WI 53792	Milwaukee, WI 53202	Plymouth, WI 53073
Various Buildings Throughout	Meriter Hospital	Mequon-Thiensville SD	Viroqua Area SD
UW Parkside Campus	202 S Park St	5000 W. Mequon Road	115 N. Education Ave.
Kenosha, WI 53144	Madison, WI 53715	Mequon, WI 53092	Viroqua, WI 54665
Various Buildings Throughout	SSM Dean Clinic	Whitefish Bay SD	Oconto Falls Public SD
UW Riverfall Campus	1313 Fish Hatchery Rd	1200 E Fairmount Ave	200 N Farm Rd
River Falls, WI 54022	Madison, WI 53715	Whitefish Bay, WI 53217	Oconto Falls, WI 54154
Various Buildings Throughout	Aurora Sinai Medical Center	Cedarburg SD	Pulaski Community SD
UW Stevens Point Campus	945 N 12th St	W68 Evergreen Blvd	200 N Farm Rd
Stevens Point, WI 54481	Milwaukee, WI 53233	Cedarburg, WI 53012	Oconto Falls, WI 54154
Various Buildings Throughout	St. Nicholas Hospital	Elmbrook SD	Wilmot Union High School SD
UW Stout Campus	3100 Superior Ave	13780 Hope Street	11112 308th Ave
Menomonie, WI 54751	Sheboygan, WI 53081	Brookfield, WI 53005	Wilmot, WI 53192
Various Buildings Throughout	Stoughton Hospital	Wauunakee Community SD	Beaver Dam Unified SD
UW Superior Campus	900 Ridge St	905 Bethel Cir	705 McKinley St
Superior, WI 54880	Stoughton, WI 53589	Wauunakee, WI 53597	Beaver Dam, WI 53916
Various Buildings Throughout	Sauk Prairie Healthcare	Wrightstown Community SD	D C Everest Area SD
UW Whitewater Campus	260 26th St	351 High Street	6300 Alderson St
Whitewater, WI 53190	Prairie Du Sac, WI 53578	Wrightstown, WI 54180	Schofield, WI 54476
Edgewood College	SSM Health St. Clare Hospital	Grafton SD	Oregon SD
1000 Edgewood College Dr,	707 14th St	1900 Washington St	123 E Grove St
Madison, WI 53711	Baraboo, WI 53913	Grafton, WI 53024	Oregon, WI 53575
Madison Area Technical Collage	Central Wisconsin Center	Franklin Public SD	Cochrane-Fountain City SD
Several Locations	317 Knutson Dr	8255 W Forest Hill Ave	S2770 WI-35
Madison, Milwaukee, Etc.	Madison, WI 53704	Franklin, WI 53132	Fountain City, WI 54629
St Norbert College	Medota Mental Health	Barneveld SD	Edgerton SD
100 Grant St	301 Troy Dr	304 S Jones St	200 Elm High Dr
De Pere, WI 54115	Madison, WI 53704	Barneveld, WI 53507	Edgerton, WI 53534

Customer Name and Address	Customer Name and Address	Customer Name and Address	Customer Name and Address
Beloit College	State of Wisconsin Owned Buildings	West Salem SD	Lodi SD
700 College St	Throughout the State of WI	405 E Hamlin St	115 School St
Beloit, WI 53511	12 years to Present	West Salem, WI 54669	Lodi, WI 53555
Blackhawk Technical College	Division of State Facilities	Woodruff J1 SD	New London SD
6004 S County Rd G	101 E Wilson Street	11065 Old 51 N	901 W Washington St
Janesville, WI 53546	Madison, WI 53703	Woodruff, WI 54568	New London, WI 54961
Pewaukee SD	Waupun Correctional Boiler	Slinger SD	Port Washington-Saukville SD
404 Lake Street	200 S Madison Street	207 Polk Street	100 Campus Drive
Pewaukee, WI 53072	Waupun, WI 53963	Slinger, WI 53086	Port Washington, NY 11050
Kimberly Area SD	WisDOT	Platteville SD	Middleton-Cross Plains SD
425 S. Washington St	Multiple Projects/Structures	780 North 2nd Street	7106 South Ave
Combined Locks, WI 54113	Throughout the State of WI	Platteville, WI 53818	Middleton, WI 53562
Mineral Point Unified SD	UW Facilities and Management	Waterford Union HS SD	Greendale SD
705 Ross St.	30 N Mills St	819 W. Main Street	6815 Southway
Mineral Point, WI 53565	Madison, WI 53715	Waterford, WI 53185	Greendale, WI 53129
Kettle Moraine SD	Former Badger Ammunition Plant	Belleville SD	Germantown SD
563 A.J. Allen Circle	S8822 Sunset Drive	625 W. Church St	N104 W13840 Donges Bay Road
Wales, WI 53183	Prairie Du Sac, WI 53578	Belleville, WI 53508	Germantown, WI 53022
Union Grove J1 SD	Dane County Public Works - Multiple Projects	New Glarus SD	Trevor-Wilmot Consolidated SD
1745 Milldrum St	1919 Alliant Energy Way	1701 2nd Street	26325 Wilmot Rd
Union Grove, WI 53182	Madison, WI 53713	New Glarus, WI 53574	Trevor, WI 53179
Ripon Area SD	United States Post Office	Wauwatosa SD	Waterford Graded J1 SD
1120 Metomen Street	3902 Milwaukee St	12121 West North Avenue	819 W Main St
Ripon, WI 54971	Madison, WI 53714	Wauwatosa, WI 53226	Waterford, WI 53185
Poynette SC	USGS National Wildlife Center	Little Chute Area SD	Bangor SD
108 N Cleveland Stree	6006 Schroeder Road	1402 Freedom Rd.	700 10th Avenue South
Poynette, WI 53955	Madison WI 53711	Little Chute, WI 54140	Bangor, WI 54614
Hortonville Area SD	Mukwonago SD	Monona Grove SD	Denmark SD
246 North Olk Street	385 E. Veterans Way	5301 Monona Drive	450 N. Wall Street
Hortonville, WI 54944	Mukwonago, WI 53149	Monona, WI 53716	Denmark, WI 54208
Prairie du Chien Area SD	New Berlin SD	Oak Creek-Franklin Joint SD	Elkhorn Area SD
800 East Crawford Street	4333 S. Sunnyslope Road	7630 South 10th Street	3 North Jackson Street
Prairie du Chien, WI 53821	New Berlin, WI 53151	Oak Creek, WI 53154	Elkhorn, WI 53121
Cuba City SD	Mount Horeb Area SD	Burlington Area SD	DeForest Area SD
101 N. School Street	1304 East Lincoln Street	100 North Kane Street	520 East Holum Street
Cuba City, WI 53807	Mount Horeb, WI 53572	Burlington, WI 53105	DeForest, WI 53532
Lake Mills Area SD	Osceola SD	Wonewoc-Union Center SD	Campbellsport SD
120 E Lake Park Place	331 Middle School Drive	101 School Road	327 North Fond du Lac Ave
Lake Mills, WI 53551	Osceola, WI 54020	Wonewoc, WI 53968	Campbellsport, WI 53010
Dodgeville SD	Cambridge SD	Westby Area SD	Lake Geneva-Genoa City Union HS SD
916 W Chapel Street	403 Bluejay Way	206 West Avenue South	208 E South St
Dodgeville, WI 53533	Cambridge, WI 53523	Westby, WI 54667	Lake Geneva, WI 53147
Sun Prairie Area SD	Green Lake SD	Sauk Prairie SD	Fort Atkinson SD
501 South Bird Street	612 Mill Street	440 13th Street	201 Park Street
Sun Prairie, WI 53590	Green Lake, WI 54941	Prairie du Sac, WI 53578	Fort Atkinson, WI 53538
Chilton SD	Oconomowoc Area SD	Portage SD	Lodi SD
530 W Main St	915 E. Summit Avenue	305 E Slifer St	115 School Street
Chilton, WI 53014	Oconomowoc, WI 53066	Portage, WI 53901	Lodi, WI 53555
Stoughton Area SD	Deerfield Community SD	Jefferson SD	River Valley SD
320 North Street	300 Simonson Blvd.	206 South Taft Ave	660 W. Daley Street
Stoughton, WI 53589	Deerfield, WI 53531	Jefferson, WI 53549	Spring Green, WI 5358

Customer Name and Address	Customer Name and Address	Customer Name and Address	Customer Name and Address
Baraboo SC 423 Linn Street Baraboo, WI 53913	Pardeeville Area SD 120 Oak Street Pardeeville, WI 53954	Monticello SD 334 South Main Street Monticello, WI 53570	Oconto Unified SD 400 Michigan Ave, Oconto, WI 54153
Phelps SC 4451 Old School Road Phelps, WI 54554	Lomira SD 1030 4th St Lomira, WI 53048	Parkview SD 106 W. Church Street Orfordville, WI 53576	Wisconsin Dells SD 811 County Rd. H Wisconsin Dells, WI 53965
Salem SD 8828 Antioch Road Salem, WI 53168	Verona Area SD 700 North Main Street Verona, WI 53593	Albany SD 400 5th Street Albany WI, 53502	Columbus SD 200 West School Street Columbus, WI 53925
McFarland SD 5101 Farwell St. McFarland, WI 53558	Monroe SD 925 16th Avenue Monroe, WI 53566	Evansville Community SD 340 Fair Street Evansville, WI 53536	Hilbert SD 1139 W. Milwaukee St. Hilbert, WI 54129
Waukesha SD 222 Maple Avenue Waukesha, WI 53186	Spring Valley SD S1450 CTH CC Spring Valley, WI 54767	Elewa-Strum SD W23597 US Highway 10 Strum, WI 54770	Phillips SD 365 Highway 100 Phillips, WI 54555
Wausau SD 415 Seymour Street Wausau WI 54402-0359	Horicon SD 611 Mill Street Horicon, WI 53032	Riverdale SD 747 N 6th Street Muscodas, WI 53573	Janesville SD 527 S. Franklin St Janesville, WI 53548
Galesville-Ettrick-Trempealeau SD 17511 N Main St Galesville, WI 54630	Mayville SD N8210 Hwy 28 Mayville, WI 53050	Osseo-Fairchild SD 50851 East Street Osseo, WI 54758	Watertown Unified SD 111 Dodge St Watertown, WI 53094
Union Grove Union HS SD 3433 S. Colony Ave Union Grove, WI 53182	Hartford Union HS SD 805 Cedar Street Hartford, WI 53027	Rio Community SD 411 Church Street Rio, WI 53960	Kenosha SD 3600 52nd St Kenosha, WI 53144
Spooner Area SD 801 Cty Hwy A Spooner, WI 54801	Glendale-River Hills SD 2600 West Mill Road Glendale, WI 53209	Palmyra-Eagle Area SD 123 Burr Oak St. Palmyra, WI 53156	Bloomer SD 1310 17th Avenue Bloomer, WI 54724
Madison Metropolitan SD 545 W Dayton St. Madison WI 53703	Whitewater Unified SD 419 South Elizabeth St. Whitewater, WI 53190	Seymour Community SD 10 Circle Drive Seymour, WI 54165	Argyle SD 14665 Hwy 78 Argyle, WI 53504
West Allis-West Milwaukee SD 1205 South 70th Street West Allis, WI 53214	East Troy Community SD 2040 Beulah Avenue East Troy, WI 53120	Walworth J1 SD 121 Beloit St Walworth, WI 53184	Cudahy SD 2915 E Ramsey Ave. Cudahy, WI 53110
Greenfield SD 4850 South 60th Street Greenfield, WI 53220	LaCrosse SD 807 East Avenue South La Crosse, Wisconsin 54601	Two Rivers Public SD 4521 Lincoln Ave Two Rivers, WI 54241	Ashland SD 2000 Beaser Avenue Ashland, WI 54806
Thorp SD 605 South Clark Street Thorp, WI 54771	Algoma SD 1715 Division Street Algoma, WI 54201	Webster SD PO Box 9 Webster, WI 54893	Green Bay Area Public SD 200 South Broadway Green Bay, Wisconsin 54303
Mauston SD 510 Grayside Ave. Mauston, WI 53948	Kickapoo Area SD S6520 State Highway 131 Viola, WI 54664	Waterloo SD 813 N. Monroe Street Waterloo, WI 53594	Brown Deer SD 8200 N. 60th Street Brown Deer, WI 53223
Luck SD 810 7th Street South Luck, WI 54853	Westfield SD N7046 Cty Rd M Westfield, WI 53964	Tomah Area SD 129 West Clifton Street Tomah, WI 54660	Wautoma Area SD 556 Cambridge St. Wautoma, WI 54982
Clintonville SD 45 West Green Tree Road Clintonville, WI 54929	Fond du Lac SD 72 W 9th St Fond du Lac, WI 54935	Racine Unified SD 3109 Mt. Pleasant St. Racine, WI 53404	Montello SD 222 Forest Lane Montello, WI 53949
Menomonie Area SD 215 Pine Avenue NE Menomonie, WI 54751	Sparta Area SD 201 E. Franklin St Sparta, WI 54656	Hillsboro SD 777 School Ave, PO Box 526 Hillsboro, WI 54634	Merrill Area SD 1111 N Sales St. Merrill, WI 54452
De Pere SD 1700 Chicago St De Pere, WI 54115	Brodhead SD 2501 5th Ave W Brodhead, WI 53520	Boscobel Area SD 1110 Park Street Boscobel, WI 53805	Iowa-Grant SD 498 County Road IG Livingston, WI 53554

ESTIMATE



Service Address

136 N Monroe St
Waterloo, WI

Prepared For

Chad Yerges
211 Hendricks St
Waterloo, WI 53594-1198
(920) 478-3025
(920) 478-9797

Ducts On Call

817 S Main St
Poynette, WI 53955
Phone: (608) 906-1008
Email: Nick@ductsoncall.com
Web: www.ductsoncall.com

Estimate # 1723
Date 02/13/2023

Description

Total

Commercial Air Duct Cleaning	\$12,460.00
Mechanically Clean Duct System. Scrub and Agitate the Particulates while under Negative Air flow at 5000 CFM's using HEPA Filtration (.3 microns @99.97%). (Bring four negative air HEPA systems 5000 cfm)	
Clean Blower Motor, Squirrel Cage, and secondary Heat Exchanger	\$700.00
Coil Cleaning	\$400.00

Subtotal	\$13,560.00
Total	\$13,560.00
Deposit Due	\$6,780.00

APPLICATION

Downtown Facade & Commercial Interior Build-Out Grant Programs

Prior to submitting this application, please review the complete program guidelines regarding eligible projects and grant amounts. Contact the City of Waterloo at 920-478-3025 with questions or for additional clarification prior to submitting a project application. Incomplete applications will not be considered for funding. Completed applications should be submitted to City of Waterloo, 136 N Monroe St, Waterloo, WI 53595

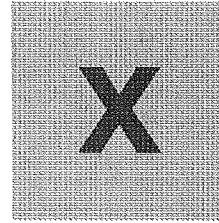
Date:	<u>2-28-23</u>
Applicant Name:	<u>Kevin Henry</u>
Applicant is: (circle one):	<u>Property Owner</u> Business Tenant
Applicant mailing address:	<u>103 N. Monroe St</u>
Daytime Phone:	<u>608-225-3910</u>
Email Address:	<u>KHenry76@gmail.com</u>
Address of property for proposed improvement:	<u>103 N. Monroe St.</u>
Property owner (if different than applicant):	_____
Anticipated total project cost:	<u>411,120</u>
Grant request amount:	<u>5,000</u>
Describe project: (attach an additional sheet if necessary)	<u>Grind off existing flooring to expose Terrazzo Floor from 1940's - 1950's</u>
Start date:	_____

Thank you for submitting your project for consideration. Don't forget to attach the following to this application before submitting:

- Photos of existing building/space to be improved. _____
- Project renderings, including materials and colors to be used _____
- Project estimates provided by qualified, licensed contractor _____
- Lease document (for tenant improvement projects)
- Project approval from landlord (if applicant is a business)

Xpert Concrete and Restoration, Ltd.

1412 Parkside Dr Ste 1202
Madison, WI 53704 US
(608) 216-1665
sandbagger63@yahoo.com



INVOICE

BILL TO
Kevin Henry
Luminous Rose LLC
103 N Monroe St
Waterloo, WI 53594

INVOICE 1039
DATE 02/01/2023
TERMS Due on receipt
DUE DATE 02/01/2023

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Services	Work Performed: Grind & Polish Terrazzo	2,780	4.00	11,120.00

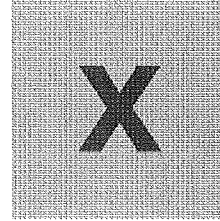
Contact Xpert Concrete and Restoration, Ltd. for payment options.

BALANCE DUE

\$11,120.00

Xpert Concrete and Restoration, Ltd.

1412 Parkside Dr Ste 1202
Madison, WI 53704 US
(608) 216-1665
sandbagger63@yahoo.com



Receipt

BILL TO
Kevin Henry
Luminous Rose LLC
103 N Monroe St
Waterloo, WI 53594

Date: 03/01/2023
Due Date

PAYMENT METHOD
Check

	Invoice Date	Payment
1	02/01/2023	11120.00

Memor: BALANCE DUE **\$0.00**

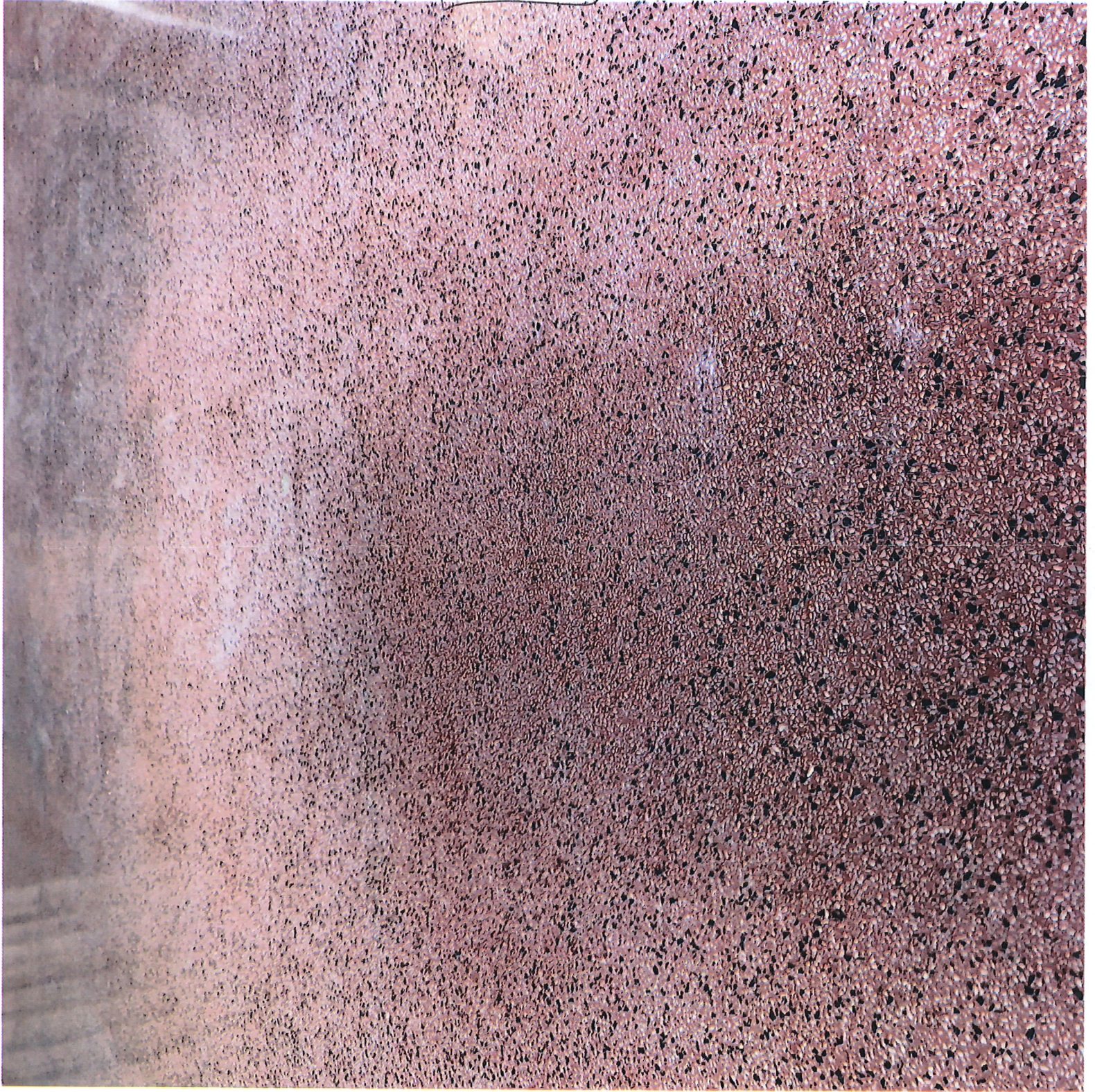
Before



After



After



ATTACHMENT A MEMORANDUM

Date: March 7, 2023

To: Barry Sorenson, Waterloo Utilities Superintendent – City of Waterloo

From: Ben Heidemann, P.E., Vice President – Town and Country Engineering

Subject: Scope of Services – Construction Administration and Resident Project Representative

The City of Waterloo is upgrading the wastewater treatment facility (WWTF) and the Lum Avenue Booster Station. Work includes renovations to the entire treatment facility to include process and structure upgrades, equipment replacement, mechanical and site pipe work, and electrical replacements. This Contract is for construction engineering and resident engineering for this project.

The project was bid on February 7, 2023. The Utility Commission and City Council each approved award to Portzen Construction of Dubuque, Iowa for a total cost of \$22,221,337.75. The project schedule anticipates a Notice to Proceed in mid March. The project schedule requires work to be substantially complete within 800 days of notice to proceed and final completion to occur within 90 days of substantial completion.

The scope of services for construction administration and resident project representative (construction observation) are outlined below:

A. Scope of Services – Construction Administration Service

1. The Engineer will perform such tasks as contract award, construction staking, construction administration, review of construction time schedules, project management, construction coordination, change order requests, pay requests, periodic site visits as necessary and construction and project meetings and commission/board meetings.
2. Project work tasks also included are shop drawing review for all equipment and materials, review of equipment operation and maintenance manuals, plant start-up, SCADA system and data management system configuration, grant/loan services, loan and grant requests.
3. Includes civil construction engineering services, structural, architectural, heating/ventilating, plumbing, and electrical services for the wastewater treatment facility. Subconsultants utilized on the project are the same ones that are used in the design phase.
4. Preparation of O&M manual as required by the Wisconsin DNR and As-Built plans for the project improvements.
5. Utility Commission and City Council meetings will be attended upon request throughout the project.
6. Construction administration services for a lump sum cost of \$857,000.

TOWN & COUNTRY ENGINEERING, INC.

Madison ♦ Rhinelander ♦ Kenosha
6264 Nesbitt Road • Madison, WI 53719 • (608) 273-3350 • tce@tcengineers.net

B. Scope of Services –Resident Project Representative

1. Full-time resident inspection is proposed based on the aforementioned schedule with an average of 45 hours per week for the entire project. This assumes the onsite construction work will begin by approximately May 1, 2023 and continue for 2 years.
2. The final cost will greatly depend on the Contractor, his subcontractors, construction schedule, and difficulty of the work undertaken.
3. The resident engineering is estimated at \$649,500 based on hourly rate contract.

C. The following items, if required, would be performed on a per diem basis with prior approval by the commission:

1. Wetland permitting, archeological surveys, flood plain or environmental studies. None are anticipated at this time.
2. Independent soil testing is required for this project, but is not part of this scope.
3. Any special requirements for the Rural Development or Clean Water Fund not identified above.

We at Town & Country Engineering, Inc. wish to thank you for allowing us to serve the City of Waterloo on this project. If you have any questions regarding the above material, please feel free to call.



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

RESOLUTION #2023-11

**COUNCIL APPROVAL OF PARKS COMMISSION ACCEPTING GRANT FROM THE GREATER WATERTOWN
COMMUNITY HEALTH FOUNDATION FOR TRP PLAY STRUCTURE**

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

WHEREAS, the Parks Coordinator and Parks Commission are recommending that the City Council accept the grant from The Greater Watertown Community Health Foundation AND Gerber Leisure for Talk, Read, Play Structure. This grant would be for playground equipment on the Lower Fireman's Park.

WHEREAS, the City would be invoiced the cost of the project and GWCHF would reimburse the City, so in the end it would be no cost for equipment or installation.

WHEREAS, maintenance cost would be minimal. Play equipment would have a 10 year warranty. Mowing cost would remain the same and snow removal wouldn't be necessary.

THEREFORE, BE IT RESOLVED, that the Common Council of the City of Waterloo hereby a

PASSED AND ADOPTED this the 16th day of March 2023.

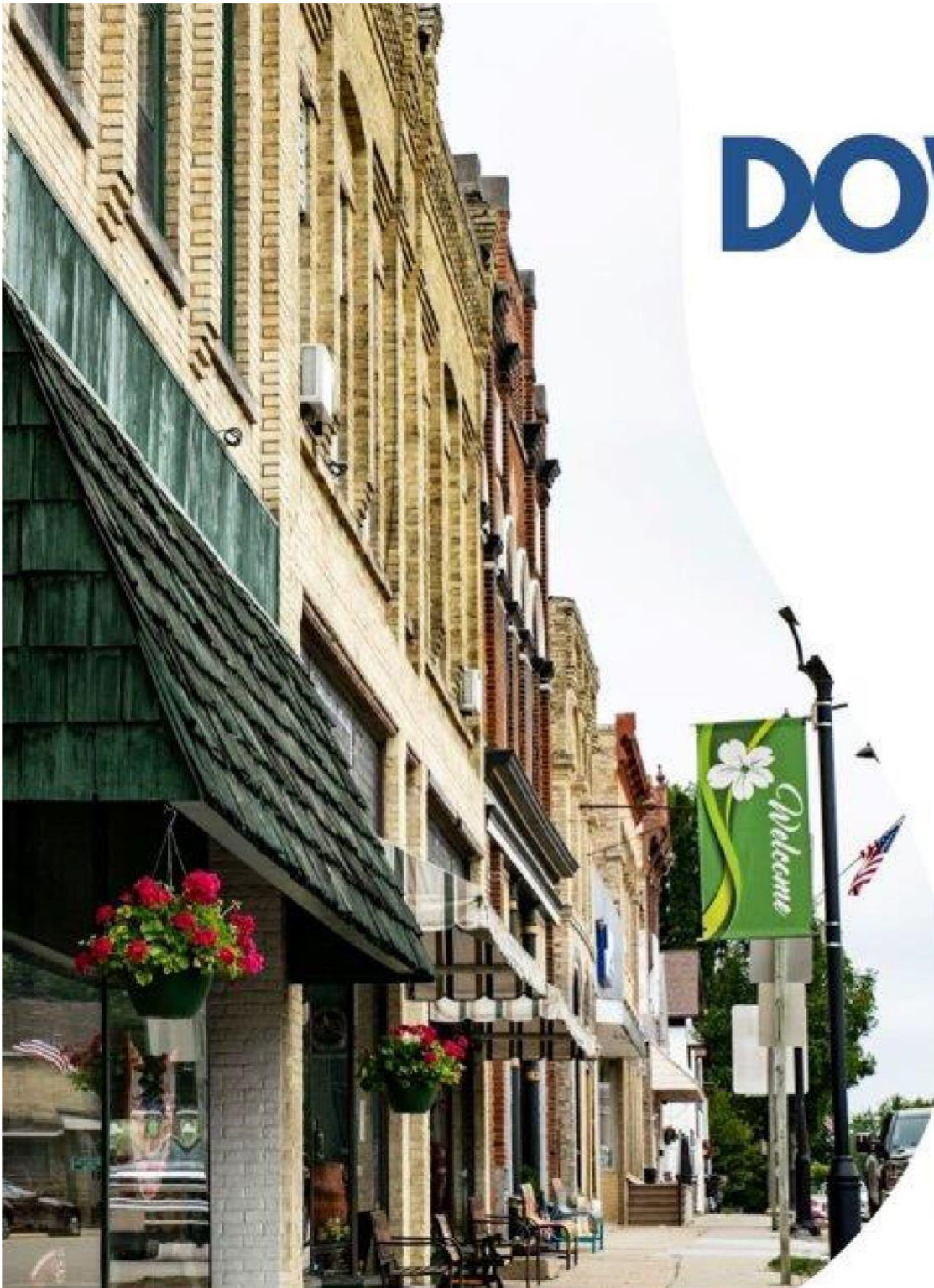
CITY OF WATERLOO

Signed: _____
Jenifer Quimby, Mayor

Attest:

Jeanne Ritter, Clerk/Deputy Treasurer

SPONSOR(S) – Parks Commission
FISCAL NOTE – Expenditures as approved by the annual budget process



DOWNTOWN MASTER PLAN

CITY OF WATERLOO

PREPARED BY:

Non-Metro Connections LLC &
Short Elliot Hendrickson, Inc.



INTRODUCTION



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ACKNOWLEDGMENTS

The City of Waterloo would like to thank all of the residents, property owners, and business owners who participated in the development of Waterloo Downtown Master Plan. The City would also like to acknowledge the Greater Watertown Community Health Foundation (GWCHF) and Avestar Credit Union for funding this project. Without the support from GWCHF and Avestar, the community, its residents, this Plan would not have become a reality.

A major driving factor for the development of the Downtown Master Plan was the public input provided by steering committee, community members and stakeholders. The goals and design concepts presented in this Plan were a result of examination and analysis of the Downtown District's needs identified through the public input process. Community members' participation throughout this process proves the community's vested interest in the creation of Waterloo's Downtown Master Plan.

CITY COUNCIL

Jennifer Quimby - Mayor
Tim Thomas - President
Ron Griffin
Charles Kuhl
Jeanette Petts
Rich Weihert
Sara Cummings
Austin Kuhl

CITY STAFF

Jeanne Ritter - Clerk/Deputy Treasurer
Lana Nelson - Treasurer/Deputy Clerk
Sarah Davison - Administrative Assistant

STEERING COMMITTEE

Deborah Reinbold – JCEDC / ThriveED
Austin Kuhl – City Council Member
Kelsey Hudson – Bank of Sun Prairie
Garry Whitebird – Trek
Richard Jones – Jefferson County Supervisor
Kay Radloff – Avestar Credit Union
Keri Sellnow – The Lang Group
Kelli Mountford – Karl Junginger Memorial Library
Samantha Hensler – Waterloo Business Association
Kyler Kabat – Farmers & Merchants State Bank Janae
O'Connell – CDA Chair



CONSULTANT TEAM



Enhancing your hometown for the next generation.

NMC is committed to making your community thrive. Keeping our processes efficient, having a clear defined path to success, working human to human, and driven to keep rural communities sustainable for generations through community and economic development services.

www.non-mc.com



SEH is an employee-owned engineering, architectural, environmental and planning company that helps government, industrial and commercial clients find answers to complex challenges.

www.sehinc.com

CONSULTANT TEAM



Everett Butzine
Owner
Non-Metro Connections



Brian Depies
Client Services Manager / Senior Planner
Short Elliott Hendrickson, Inc.

Brea Grace
Project Manager / Senior Planner
Short Elliott Hendrickson, Inc.



Caitlin Blue
Senior Landscape Architect
Short Elliott Hendrickson, Inc.



Bryce Hembrook
Planner
Short Elliott Hendrickson, Inc.





ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC. (ESRI)

ESRI reports data similar to the U.S. Census Bureau but also allows each community to enter additional information regarding commercial properties, including vacant lots and buildings. This helps each community and the State of Nebraska market and promote economic development opportunities. ESRI data is reported as estimates utilizing 2010 Census data and marketing forecasts for the associated year.



DECENNIAL CENSUS

Every ten years, since 1790, the US Census has counted each resident of the country and where they live on April 1st, during years ending in zero. This mandatory survey determines the number of seats each state has in the House of Representatives. The decennial census reports basic gender, age, and race data. There is not enough data collected to elaborate on a community's demographic and economic condition. In light of the COVID-19 pandemic, the U.S. Census Bureau adjusted 2020 Census operations and delayed follow-up with non-responding households. This, in turn, adjusted the release date of the 2020 Census data. Therefore, this plan uses 2010 data which was reported in 2011.



AMERICAN COMMUNITY SURVEY (ACS)

Conducted by the U.S. Census Bureau, the ACS supplements the decennial census. This ongoing survey supplies data about the nation and its people on a yearly basis. In contrast to the decennial census, the ACS is only sent to a sample of addresses, about 3.5 million, in the 50 states, District of Columbia, and Puerto Rico every year. The ACS asks about additional topics to those included in the decennial census. These topics include, but are not limited to, education, employment, internet access, and transportation. The survey compiles data and reports in 5-year estimates (2014-2018) with a margin of error. The estimates produced through this survey help determine the annual distribution of more than \$675 billion in federal and state funds.

RELATED EFFORTS

Community members recognize the importance of maintaining quality amenities in Waterloo. Many of these are located within, or connected to, the Downtown District. As host to many of the community's oldest buildings, Downtown Waterloo represents the roots of the community. Recent years have reinforced the importance of the Downtown District to Waterloo and its residents. The following examples demonstrate the community's continued efforts to maintain and improve the Downtown District.

COMPREHENSIVE PLAN 2008

In 2008, Vandewalle & Associates completed a Comprehensive Plan for the City of Waterloo. The Comprehensive Plan lists general Community Goals for Waterloo. These goals were formed through background research, planning meetings, and conversations with community leaders.

Community Goals for Waterloo:

1. Identify areas appropriate for development and preservation over the next 20 years;
2. Recommend appropriate types of land use for specific areas in the City;
3. Preserve natural and agricultural resources in and around the City;
4. Identify needed transportation and community facilities to serve future land uses;
5. Direct housing and economic investments in the City;
6. And Provide detailed strategies to implement plan recommendations.

While downtown revitalization and development could help achieve many of these goals, the main goals affected are numbers one, four, and five. The Comprehensive Plan also discusses the value of Historic Preservation in the community, which supports this improvement project.

WATERLOO BUSINESS ASSOCIATION

The Waterloo Business Association was formed in March of 2021, when the need was recognized to have a collaborative group of like-minded businesses that work in coordination with one another for our individual efforts to benefit the business community and livelihood of Waterloo. We share a mutual interest in the health, happiness and success of business in our community, and the strength of the community as a whole.

Vision

Enrich Waterloo positively through common business interest, create an atmosphere of pride through mutual support and outstanding business leadership.

Mission

Plan, partner, and participate in a variety of efforts to foster sound growth and development for the business community.

WATERLOO AREA HISTORICAL SOCIETY

The Waterloo Area Historical Society represents the greater Waterloo area by being the collaborating voice between local, state, federal and international historical organizations. Through research of building information, family records, and events the historical society preserves/archives much of Waterloo's past. With a large social media reach the historical society is able to educate the public on Waterloo's history.

MAUNESHA RIVER ALLIANCE

The Mauneshia River Alliance is a volunteer organization that is focused on beautifying the Mauneshia River. The main responsibilities of this organization include: water trail creation and maintenance, water guide, water quality testing, trash collection and human impact advocacy, community engagement.



PROJECT OVERVIEW

When beginning the planning process for revitalization efforts in any community, residents may question the importance of the planning process or the value of investing in the Downtown District in general. As the most historic and central neighborhood in the community, Waterloo's Downtown District serves as the heart of the community. A strong and vibrant Downtown District can bring life to the community as a whole. Public investment efforts, like this Downtown Revitalization plan, can spur additional private investment – leading to improved assets and increased revenues. This plan is designed to further enhance the heart of the community by highlighting unique qualities and features. It develops ideas and goals based on the needs of business owners, property owners, leaders, and consumers.

Development of the Downtown Master Plan was a collaborative effort between Non-Metro Connections Inc., Short Elliot Hendrickson Inc., and the Waterloo community. Non-Metro Connections Inc. guided the planning process and plan development. SEH facilitated gathering public feedback and project steering committee engagement, as well as the development of the conceptual plans. Downtown business and property owners, City leaders, stakeholders, community members, and residents were all engaged throughout the planning process. A 12 member steering committee was established for this project and provided valuable feedback and direction during the planning process.

Surveys, site reconnaissance, and data collection and analysis were completed. Several opportunities for public input including town hall meetings, interactive workshop, and individual conversations with stakeholders resulted in Waterloo's Downtown Master Plan. Key input gauging the public's opinion on goals and priorities was received during the public input sessions and surveys. The Downtown Master Plan is a culmination of all the information gathered and the concerns expressed during these public input sessions. The vested interest shown by the community through public input will encourage continued development in the Downtown District.



DOWNTOWN MASTER PLAN Quick Facts:

1

What is the Downtown Master Plan?

A guiding policy document that contains the vision for the future of your downtown.

2

Why is the city pursuing the plan?

Due to the increase in population & investor interest the city intends to support/guide redevelopment of properties within the downtown region with the support of the communities vision.

3

How is the plan being created?

Through community involvement the plan will establish the framework, strategies, and priorities for achieving the vision.

Next steps: A series of public meetings will be held in the coming months. To stay tuned, please follow up on social media, The Courier, or the city website for future meetings.

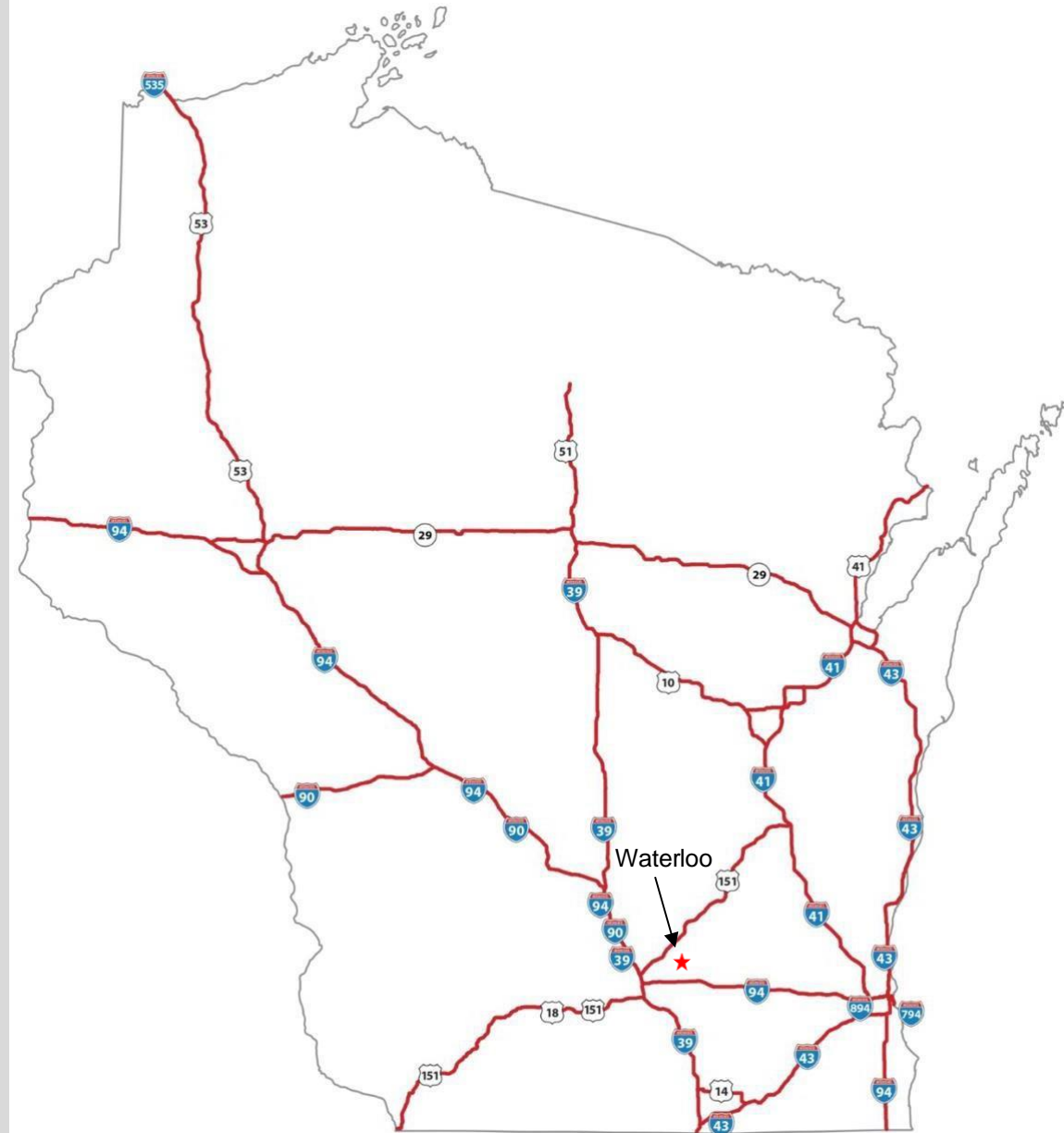
Email us at info@non-mc.com with further question.

COMMUNITY OVERVIEW



GEOGRAPHY

Waterloo is located in Southcentral Wisconsin near the convergence of Wisconsin Highways 19, 73, 89, 151 and Interstate 94. Located in the Northwest Jefferson County, Waterloo is approximately 20 miles east of Madison and 55 miles west of Milwaukee. The Maunasha River runs directly through the community from west to east while winding through the downtown region.

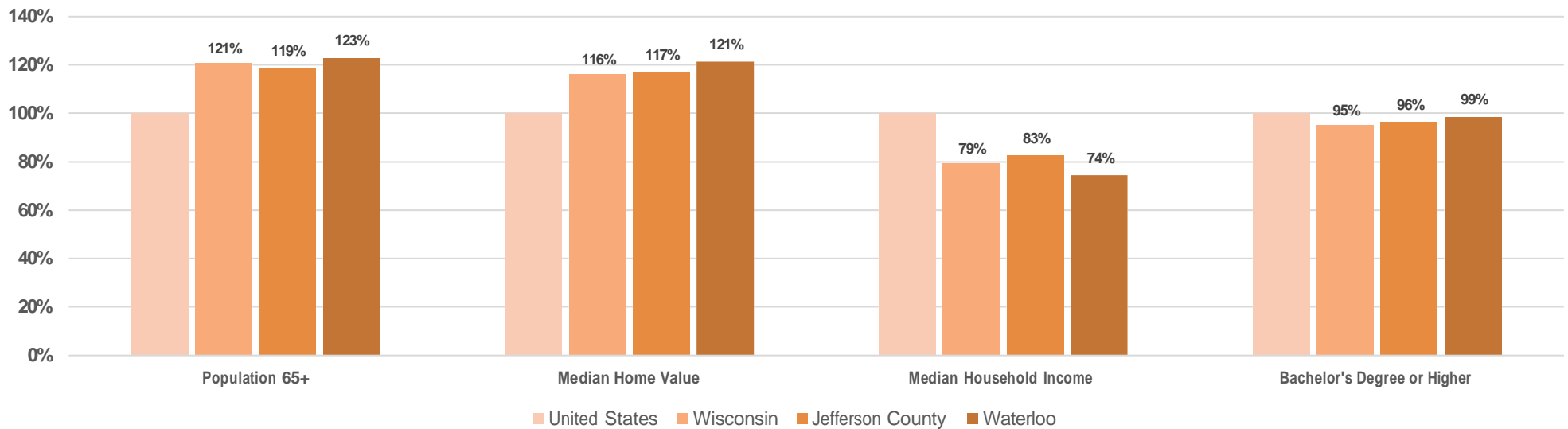




PROJECT LOCATION MAP
 WATERLOO, WISCONSIN

DEMOGRAPHICS

U.S. CENSUS DATA (2020 est.)



Population Characteristics

The current demographics profile of Waterloo is similar to that of the state, but not that of the nation. From topic ranging from aging populations to educational attainment, the community is facing unique and complicated challenges (see above chart). Importantly, these trends are projected to grow.

According to the U.S. Census Bureau, by 2040 eighteen counties throughout Wisconsin are projected to have at least 33% of their total population ages 65 and older, with three of these counties reaching upwards of 40% by that time.

Because of this, community health is a continuing concern. The community needs additional and better education on how to live an affordable, time-effective healthy lifestyle.

Downtown Master Plan Mitigation Efforts

The Downtown Master Plan will address many of these concerning demographic issues through increased and enhanced recreation opportunities, enhanced placemaking opportunities, beautification, attraction of new business and housing opportunities, and business retention.

The City of Waterloo is currently working on a senior housing study to help mitigate the lack of quality senior living facilities in the city. There are many locations throughout the downtown district to increase senior living capacity.

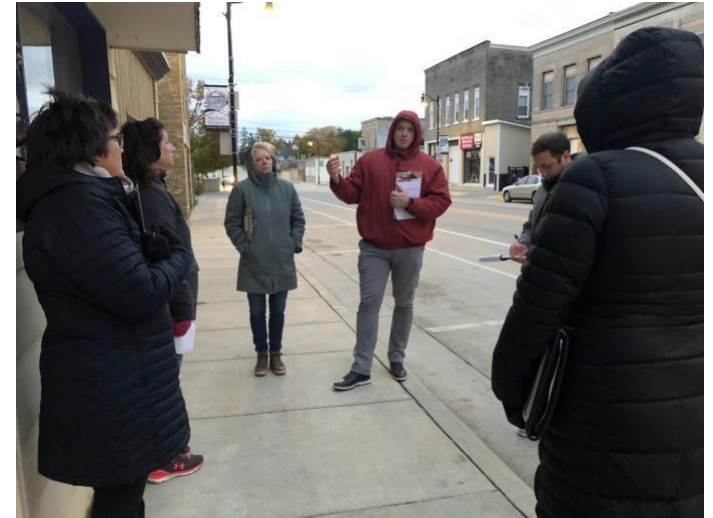
PUBLIC INPUT



Public Information Workshops & Steering Committee Meetings

Public Information Workshop #1

- Weiner & Kraut Day on 9/10/2022
 - o Interactive booth
 - o ~100 people in participation
- Strength, Weakness, Opportunities & Threats analysis
- Dot map exercise



Public Information Workshop #2

Steering Committee Meeting #1

- City hall on 10/17/2022
- Walking tour on Waterloo Downtown
 - o Site specific opportunities map
- Expand on original SWOT analysis

Public Information Workshop #3

Steering Committee Meeting #2

- Karl Junginger Memorial Library on 11/14/2022
- Downtown plan implementation priority exercise
- Visual Preference Survey

Public Information Workshop #4

Steering Committee Meeting #3

- Waterloo Regional Trailhead on 1/23/2023
- Concept plan discussions
 - o Trail connections
 - o Veteran's Memorial Park / Four Corners
 - o S. Monroe St. / Riverfront
 - o City hall parking lot



Public Information Workshop #5

- Waterloo City Hall on 2/28/2023
- Plan presentation and comment

Waterloo Downtown SWOT Analysis

Strengths

- Relaxed food truck rules
- Veterans Memorial Park
- Streetscapes
- River walks
- A lot to offer for a small community – salons, Inns, stores
- “Small town” feel
- Beautiful architecture
- River

Weaknesses

- Planet areas on sidewalk in the wrong place
- Vacant buildings
- Lack of parking
- No hotel
- Lack of housing
- Downtown – no curb appeal
- Benches - planters - lighting
- Parking
- High vacancy in the downtown
- Connection of neighboring communities
- Parking

Opportunities

- Hotel
- Current riverwalk by cul-de-sac needs repair
- Outdoor recreation opportunities – biking, kayaking, trails, etc.
- Day tourism
- Multi-cultural experiences
- Kids zone – teen options – safe spaces
- Waterloo Arts Alliance
- Bandstand – better utilization
- Marketing
- Large business collaboration – TREK, Van Holtens, Crave Cheese, etc.
- Outdoor seating hours
- Streetlighting
- Façade improvements

Threats

- People can be treated as “outsiders”
- Not much city-owned property
- Miscommunication
- Naysayers – “we tried that, didn’t work” – close minded approach to city progress



-Pictures are from the first & second public information workshop

City of Waterloo – Downtown Master Plan

Locate It

Place a numbered sticker on the map to identify areas you think the Downtown Master Plan should focus on.

Grab a sheet...

Write the sticker number in the box and your comment in the adjacent space.



Waterloo Downtown Walking Tour Map

October 17, 2022 Downtown Waterloo Walking Tour



Waterloo Downtown Site Specific Opportunity Map

Downtown Waterloo Opportunities Map



Waterloo Downtown Implementation Priority Results

Implementation Items	Priority Level			
	High	Medium	Low	Not a Priority
Facade / Store Front Improvements	●●●●●●●●			
Attract Hotels		●●●●	●	●
Riverwalk / Connect Trails	●●●●●●●●			
Tourism - Task Analysis, D.T.	●●●●●●●●	●		
Cell Service / Broadband		●	●	
Parking / Parking Lot Improvements / Access to Parking	●	●	●	●
Street Art / Alley Enhancement		●●●●		●●●●
Streetscape Amenities (Lighting, Street Trees, Landscaping, Benches, Cigarette Receptacles, Street Art, Murals, etc.)	●●●●●●●●			
Reusing Veterans Memorial		●●●●	●	●
River access - kayaking / canoeing	●●●●●●		●	●
Streambank Enhancements (City Parking lot)	●	●●	●	●
Attract Daytime restaurant	●●●●			●
Attract microbrewery / winery	●●●●	●		
Entrances to the Downtown / consistent signage Plan, Act, D.T.	●●●●●●●●			
Marketing of the Downtown Action, D.T.	●●●●●●●●			
Reusing old City Hall	●●●●		●	●
Enhance S. Monroe Street - Destination / Public Gathering Space	●●●●	●		

MOST VOTED FOR DESIGN OPTIONS

The items on this page were the most commonly selected examples from the visual preference survey exercise. Several aesthetic themes emerged when comparing these items. Traditional details, historic awnings, and hand painted signage appealed to the Waterloo residents. This fits well with the vision for a traditional and historic Downtown District.





LEAST VOTED FOR DESIGN OPTIONS

Participants were also asked to identify their least favorite design options during the visual preference survey. The images included on this page were the items with the most “dislike” votes. These items also share similar characteristics and do not align with the visioning theme for Waterloo’s Downtown. These design options were more modern or trendy and therefore, not a great fit for the Downtown District.



NEEDS & OPPORTUNITIES



DEVELOPMENT PRIORITIES

Development opportunities were developed through site reconnaissance, interviews with community stakeholders, and multiple public input sessions. The lists below outline the goal ideas, divided into three main categories. Three visual concept plans were developed as part of the Downtown Master Planning process, these include: Veteran’s Memorial Park, S. Monroe St./Riverfront, & city hall parking lot.

Implementation Items	Action
High Priority	
Façade / Store Front Improvements	Funding for
Streetscape Amenities (Lighting, Street Trees, Landscaping, Benches, Garbage Receptacles, Street Art, Murals, etc.)	Pursue grants/funding
Marketing of the Downtown	Branding

Medium Priority	
Riverwalk / Connect Trails	Aggressively pursue
Tourism - Trek	Partner with and promote
River access - kayaking / canoeing	Pursue grants/funding
Attract microbrewery / winery	Incentivize
Cell Service / Broadband	Pursue grants/funding
Gateway to the Downtown / consistent signage	Engage Landscape Architect / Architect
Enhance S Monroe Street - Destination / Public Gathering Space	Review previous plans / embrace carousel
Attract daytime restaurant	Incentivize

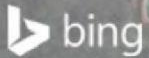
Low Priority	
Revamp old city hall	Pursue grants/funding
Activation of events	
Streambank enhancements / City Parking lot	Pursue grants/funding
Parking / Parking Lot Improvements / Access to Parking	Pursue grants to purchase building to open access to parking
Street Art / Alley enhancement	Pursue easements
Revamp Veterans Memorial	Engage Landscape Architect / Architect
Attract Hotel	Incentivize

The goal ideas outlined above include both physical and economic improvements for the Downtown District. Many of these goals will require public-private partnerships as well as planning and secured funding. The development opportunities were voted on and prioritized into short- and long-term goals which can be found in the following section of this Downtown Master Plan.

Waterloo Downtown Trail Connection Map



Path: X:\K\NONMNC\COMM\GIS\mxd\Downtown Master Plan\WATEL_Trail Map.mxd



SEH

501 MAPLE AVENUE
 DELAFIELD, WI 53018-9351
 PHONE: (262) 646-6855
 FAX: (651) 490-2150
 WATTS: 800-325-2055
 www.setinc.com

Project NONMC 169078
 Print Date: 2/9/2023

Map by: mifalk
 Projection: WISCRS Jefferson Co (ft)
 Source: Jefferson County

Trail Connectivity Map
 Downtown Master Plan
 Waterloo, WI

Main Street Sidewalk
 Existing Trail
 Trail Connections
 Needed

Figure 2

Microsoft Bing Maps. All rights reserved. This map uses data from Microsoft, Google, and other sources. SEH is not responsible for any errors or omissions. This map is for informational purposes only. No warranty is made by SEH for any use of this map. © 2023 SEH. All rights reserved.

BEAUTIFICATION

Beautification efforts range from larger-scale projects like façade updates to smaller-scale projects such as planters and hanging baskets. Comprehensively, these aesthetic improvements should be completed within Waterloo's Downtown brand. All of these aesthetic improvements are enhancements to the pedestrian zone.

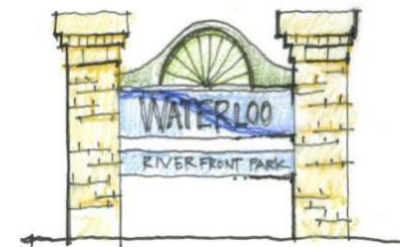
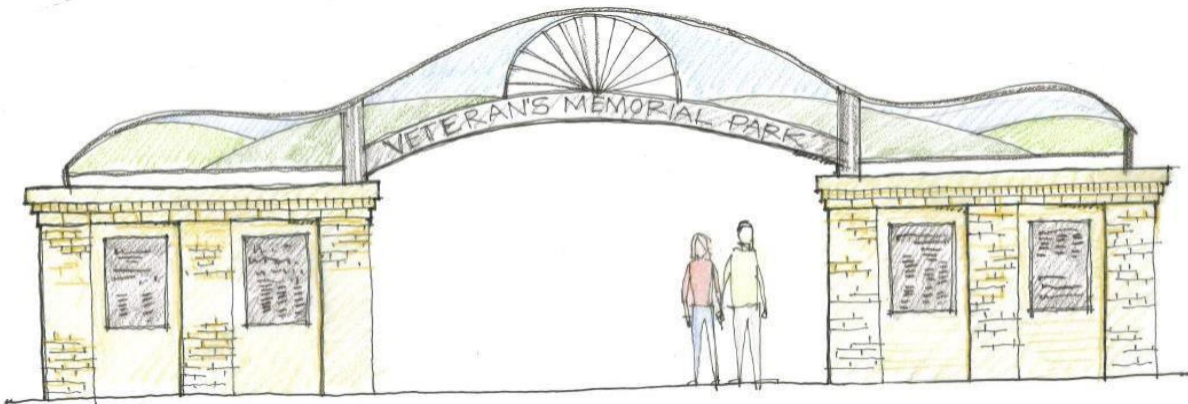
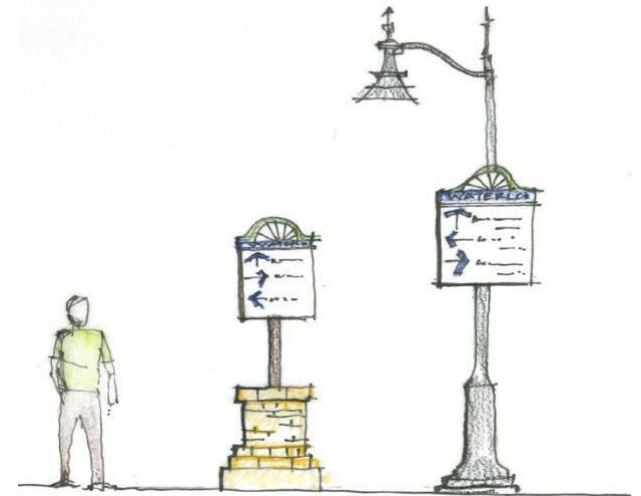
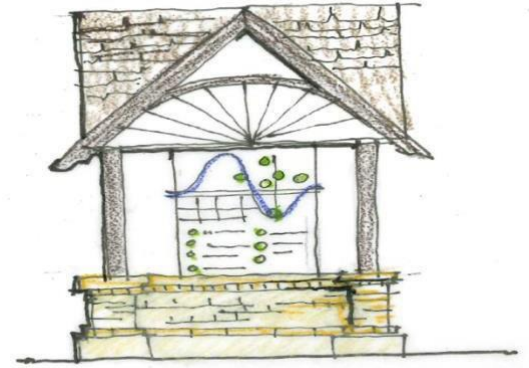
Cohesive Branding/Marketing

Developing more cohesive marketing between various community group was discussed during the public input process. Branding and marketing for communities is becoming a more prevalent topic. A brand needs to be instantly recognizable and represent the entire community. Developing a brand could include a logo, slogan, color scheme, and theme to represent the Downtown District.

Once a brand is developed, it should be used across various platforms online and in print. Thinking comprehensively to hit all targeted areas is important when creating marketing pieces. It is also important to continually update the marketing pieces to ensure current information and design.

The marketing campaign should promote the Downtown District to both existing residents and potential visitors. A "shop local" campaign could involve many different marketing strategies to reach various community members. It could consist of yard signs, placemat advertisements at restaurants, or participation in "Thankful Thursdays" when residents are encouraged to show their support and thanks to local businesses by shopping local. Word-of-mouth promotion through local businesses and services can help promote the community. Local businesses can inform visitors of other businesses and services available in Waterloo. The campaign could also use area amenities like hike and bike trails to attract visitors to the area, then further into Downtown Waterloo.

Social media and online marketing is one way to share information quickly with existing residents and visitors. Social media sources provide an affordable way to reach a larger market and share real-time information anywhere, anytime. In today's society, people want instant information. This can be provided through a strong web presence, promoting the Downtown District and all it has to offer.



Potential placemaking options developed during DMP planning process

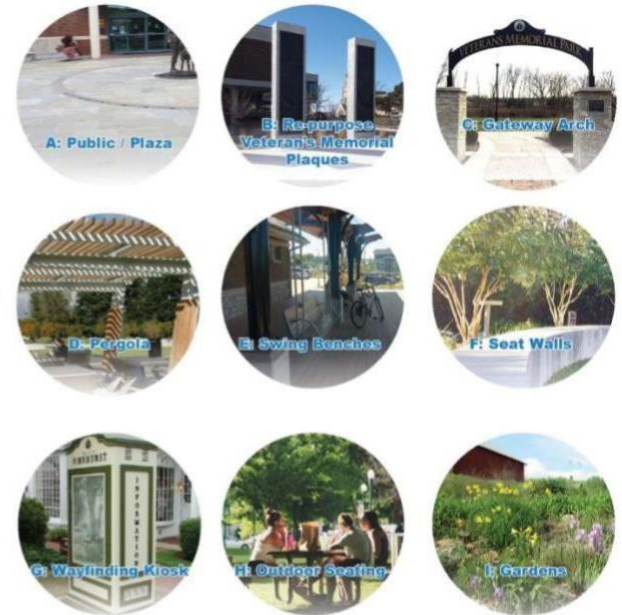
Veteran's Memorial Park Existing Conditions



Veteran's Memorial Park Concept



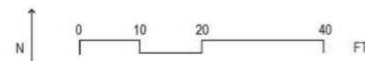
Photo Legend



Additional Notes

1. Consolidate existing two pathways into one
2. Terraced lawn provides additional seating opportunities
3. Public plaza with metal inlay honoring veterans
4. Swing benches may be removed for special events (Veteran's events, concerts, etc)
5. Gateway sign enhances Downtown Waterloo Brand

Legend



CONCEPT: WATERLOO VISION PLAN | Veteran's Memorial Park | Waterloo, WI
February 14, 2023

South Monroe Street and Riverfront Existing Conditions



South Monroe Street and Riverfront Concept

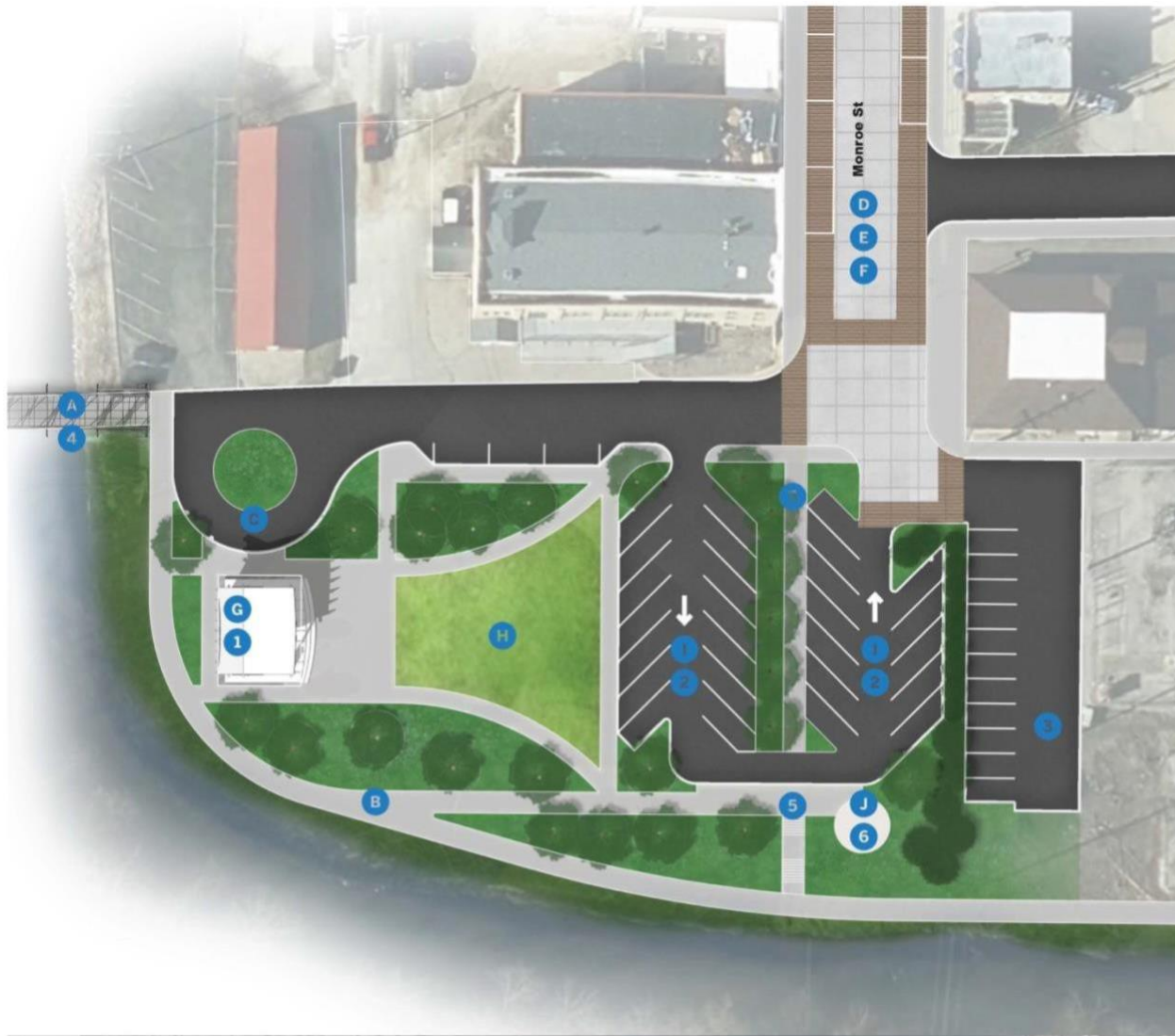
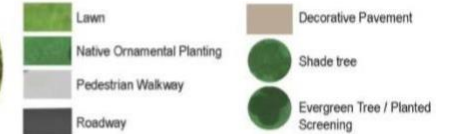


Photo Legend



Legend

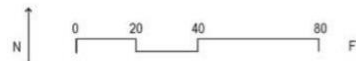


Additional Notes

1. Stage is positioned to capitalize on river backdrop and sunset views. Visible from eastbound Madison St
2. One-way parking with screening helps buffer event space from utilities
3. Expanded utility parking could be used for special events with permission
4. Pedestrian bridge provides access to additional parking opportunities
5. Sidewalk on west side of Monroe street extends all the way to the river
6. Final public art concept will vary. Should have a vertical element to serve as landmark along riverfront.



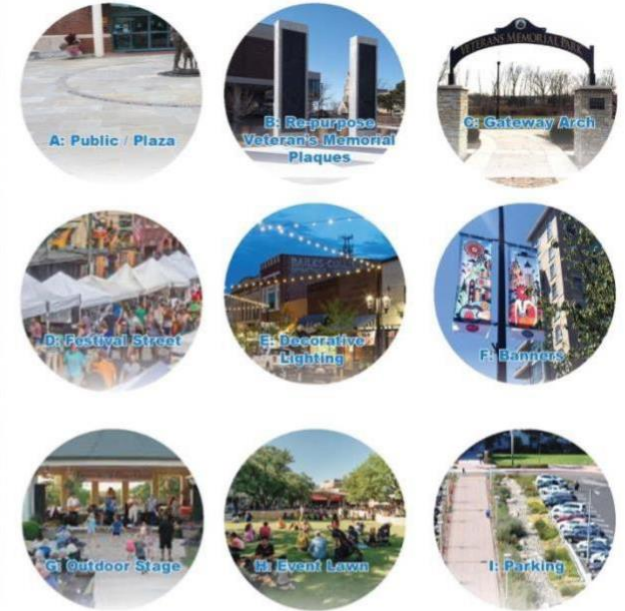
CONCEPT: WATERLOO VISION PLAN | Downtown Festival Street | Waterloo, WI
February 14, 2023



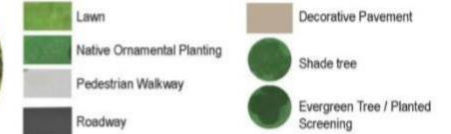
Downtown Overall Concept



Photo Legend

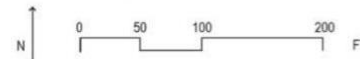


Legend



Additional Notes

1. Veteran's Memorial Park and Riverfront Park become destination anchors for downtown Waterloo
2. Festival street and parking lot provide parking and space for traffic daily, may be closed for special events to allow more space for programming
3. Pedestrian bridge provides convenient access to additional parking opportunities
4. Future trail with possible pedestrian bridge connects riverfront park and City Hall to Fireman's Park
5. Long-term opportunity for additional parking requires expansion of ROW and permissions from private landowners
6. Final public art concept will vary. Should have a vertical element to serve as landmark along riverfront.
7. Consolidate parking to create space for riverfront promenade behind City Hall



CONCEPT: WATERLOO VISION PLAN | Downtown Festival Street | Waterloo, WI
February 14, 2023

IMPLEMENTATION



ESTABLISH A DOWNTOWN COMMITTEE

This committee should have members with various relationships to Waterloo's Downtown. For example, some members may be business or property owners while others live or work in the Downtown District. Interested parties may be found through public input attendance sheets and other community organizations. The Downtown Committee should be action-oriented to ensure revitalization efforts are continued beyond the completion of projects outlined in this plan.

GARNER PUBLIC SUPPORT

A primary objective of the planning process is to gain buy-in from key stakeholders. This will be critical during implementation of the Downtown Master Plan. While efforts have already been made, the City should continue balancing public desires with municipal needs.

QUICK WINS

Including some easily achievable goals in the initial stages of implementation will also help gain public support for revitalization. These goals should require a relatively low amount of effort but be highly visible. For example, adding new banners to light posts is a relatively inexpensive project. It will help enhance the pedestrian zone of Downtown while also communicating a new brand for the area. The early success of this project type sends a clear message – the City is serious about accomplishing the goals outlined in the Downtown Master Plan.

PUBLIC-PRIVATE RELATIONSHIPS

Successful implementation of the Downtown Master Plan's goals will require efforts from both the public and private sector. Public investment helps stimulate private development. Public investment may not have direct gains, but these investment dollars help build the foundation for successful private investment. People are more willing to invest in a community if they feel supported in return. Public-private partnerships will help catalyze implementation by spreading the duties and responsibilities associated with each downtown revitalization effort.

YOUTH

High school art students could share their creative talents to help conceptualize and paint murals. Additionally, school groups could help maintain plantings or other beautification efforts in the Downtown District. This will give local youth a vested interest in Waterloo's Downtown and a voice in how the improvements are shaped.

BUSINESS/PROPERTY OWNERS

Façade improvements, infrastructure improvements, and increased programming will all directly impact business and property owners. These goals will require strong partnerships and support from key stakeholders. If a facade program is developed, all property owners will need to work with the City and other public entities to successfully utilize grant funds through the program.

ENTREPRENEURS

Many of the goals outlined in this Plan focus on the development of existing and new businesses. Communicating and incentivizing interested parties will help encourage new business growth. Assisting with business plans for new businesses may also help the City fill empty spaces and increase economic capacity.

PROFESSIONAL PARTNERSHIPS

The City will need to work with several different governmental and non-profit entities when pursuing downtown revitalization goals. Building solid professional relationships will help the City comply with various regulations and requirements. A few of these entities are outlined below:

[Waterloo Business Alliance](#)

The Business Alliance has been an active participant in community betterment. The organization has undertaken many communal efforts for Waterloo's Downtown and will be an invaluable resource moving forward. Developing marketing pieces, implementing branding ideas, hosting downtown events, and attracting businesses to the area will all benefit from the Waterloo Business Alliance's involvement.

[Wisconsin Economic Development Corporation \(WEDC\)](#)

With the completion of this Downtown Master Plan, the City of Waterloo can apply for many grant opportunities through WEDC's Main Street Program that support the plans vision.

[Wisconsin Department of Transportation \(WisDOT\)](#)

WisDOT offers grant opportunities to local governments for road projects that help attract employers to Wisconsin, or encourage business and industry to remain and expand in the state. Waterloo's downtown district has State Highway's 19 & 89 running through it which allows for a great partnership with WisDOT.

[Wisconsin Downtown Action Council \(WDAC\)](#)

Wisconsin Downtown Action Council is an organization focuses on advising communities on how to market manage and revitalize their downtowns.

Implementation of Conceptual Plans

Conceptual plans were developed for three areas based on the priority projects developed from the existing conditions analysis and public input process.

- 1) Veteran's Memorial Park
- 2) South Monroe Street and Riverfront
- 3) City Hall Parking Area

Opinions of probable cost were developed by the consultant team in January 2023 to help the city plan for future projects. As these costs were developed for very high-level conceptual plans, these estimates will vary as detailed design, material planning and site planning occurs.

Veteran's Memorial Park Concept

The Veteran's Memorial Park improvement project was split into two phases to allow fundraising and implementation to occur a more feasible, stepped process

Phase 1 includes improvements to the standard concrete walkway, the gateway arch, relocated memorial plaques on new walls, seating, retaining walls, landscaping trees and lawn. Opinion of probable cost for Phase I of the conceptual plan - \$250,000

Phase 2 includes decorative pavement in the center of the concrete walkway, a wayfinding kiosk, pergola, swing benches, picnic tables, j... ets, drinking fountain, bike racks, trash receptacles, and additional gardens. Opinion of probable cost for Phase II of the conceptual plan - \$800,000.

South Monroe Street and Riverfront Concept

A high-level cost estimate has not been prepared for the South Monroe Street and Riverfront Concept. Additional design work, planning and materials selection is needed especially for the stage building, the bridge and site layout. As these planning processes occur for these key components, probable costs may be developed with higher accuracy.

City Hall Parking Area

Improvements to the City Hall parking area are anticipated to include reconstruction of the parking lot, realignment of parking spaces, creation of a riverfront promenade, bridge and landscaping.



FUNDING RESOURCES

The following list of specialized funding sources can assist with revitalization of Waterloo's Downtown District. Many of these funding sources have requirements and guidelines for which projects are applicable. Not all funding sources will fit every project. Each project should be individually analyzed to determine the best funding scenario. In some cases, grant funds may not be available for a certain project. The City and its residents will need to develop an alternative plan for funding. The funding options and techniques found on the following pages could be used by the City and/or private property owners to improve the Downtown District.

LOCAL TOOLS AND TECHNIQUES

Building Façade Easements

The City could establish a building façade easement program for the Downtown District. With this program, façade easements could be dedicated to the City. This could help protect facades from undesirable modifications and provide a tax benefit to the donor. The public easement would also make various forms of public financing available for façade improvements. For example, if a building façade easement was dedicated to the City, the City could then make improvements using Tax Increment Financing (TIF). The easement would last 7 to 15 years, then return to the owner of the property.

Business Improvement District (BID)

The City could create a Business Improvement District (BID) following the process established by Wisconsin State Statutes §66.1109. A BID is a special assessment district which permits businesses to finance public capital improvement projects and district management, promotion, and maintenance. BIDs are petitioned and approved by property owners; and administered by a BID Board. While BIDs are a valuable tool, assessments must not be so large that they create a burden to the property owners.

Revenue Bonds

Revenue bonds are debt instruments which are repaid fully or in part from revenues generated by the project or by other associated revenue sources. Revenue bonds are not typically secured by community credit.

Revolving Loan Program

A downtown revolving loan program could provide low-interest loan funds, granted by the City, to cover any portion of costs for converting downtown buildings into more marketable assets. For-profit and/or not-for-profit organizations could be eligible for funding. Establishing starting capital can be the most challenging part of creating a revolving loan program for the Waterloo Downtown District.

Tax Increment Financing

The Downtown District of Waterloo is located within Tax Increment District (TID) #2. Many grant opportunities require local funding to achieve participation and there is potential that tax increment revenue could serve as a match for some, if not all, grant programs. Many times tax increment revenue per the project plan, can be used for district enhancements, such as streetscaping, stie development, trails, etc.

STATE GRANT, LOAN AND ECONOMIC DEVELOPMENT PROGRAMS

Transportation Economic Assistance (TEA) Grants

Grant opportunity through the Wisconsin Department of Transportation (WisDOT). This program provides grants to local governments for road, projects that help attract employers to Wisconsin, or encourage business and industry to remain and expand in the state. Businesses cannot be speculative and local communities must assure that the number of jobs anticipated from the proposed project will materialize within three years from the date of the project agreement and remain after another four years. Grants of up to \$1,000,000 are available for transportation improvements that are essential for an economic development project. A 50 percent local match is required. Applications are collected throughout the year.

Transportation Alternatives Program (TAP)

This program, through WisDOT provides grant funding for the construction, planning, and design of on-road and off-road trail facilities for pedestrians, bicyclists, and other non-motorized forms of transportation, as well as the construction of turnouts, overlooks, and viewing areas. Funding for the Safe Routes to School program also comes through this program. Applications are competitive and typically are due annually in March. All TAP projects require a 20% match from the local sponsor/grant applicant.

Community Development Investment (CDI) Grant Program

Grant opportunity through Wisconsin Economic Development Corporation (WEDC). The goal of the CDI program is to incentivize primarily downtown community development in the State of Wisconsin. The program will support community development efforts by providing financial incentives for shovel-ready projects with emphasis on, but not limited to, downtown community-driven efforts. Funded activities should lead to measurable benefits in job opportunities, property values and/or leveraged investment by local and private partners.

- Eligible activities include Building renovation; Historic preservation; Demolition; New construction; Infrastructure investment; Project or site development planning;
- Eligible projects are: Development of significant destination attractions; Rehabilitation and reuse of underutilized or landmark buildings; Infill development; Historic Preservation; Infrastructure efforts, including disaster prevention measures, providing substantial benefit to downtown residents/property owners; and Mixed-use development (not exclusively residential).

Grant recipients must provide a minimum 3:1 matching investment in the project costs, with a maximum grant amount of up to \$250,000.

FEDERAL GRANT, LOAN AND ECONOMIC DEVELOPMENT PROGRAMS

United States Department of Agriculture (USDA)

The USDA offers a variety of grant and loan programs to help communities increase residents' quality of life. Most importantly are the Community Facilities Program and the Housing Preservation Program. The Community Facilities Program offers direct loans, loan guarantees and grants to develop or improve essential public services and facilities in communities across rural America. These amenities help increase the competitiveness of rural communities in attracting and retaining businesses that provide employment and services for their residents. The Housing Preservation Program provides grants to sponsoring organizations for the repair or rehabilitation of housing owned or occupied by low- and very-low-income rural citizens.

Wisconsin Department of Natural Resources (WDNR)

The WDNR provides many loan and grant opportunities to local communities, but most important one to note for this plan development is the Recreational Trails Program (RTP). RTP is a federal program administered in most states. Municipal governments and incorporated organizations are eligible to receive reimbursement for the development, rehabilitation, and maintenance of recreational trails and trail-related facilities for both motorized and non-motorized recreational trail uses. Eligible sponsors may be reimbursed for up to 80% of eligible project costs. Funds from this program may be used in conjunction with funds from other state grant programs that also fund trail projects. The RTP legislation prohibits using RTP funds for condemnation of any kind of interest in property. An RTP project may be located on land condemned with funds from other sources. However, to be consistent with the RTP legislation, it is not permissible to use the value of condemned land toward the match requirement for an RTP project.



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

RESOLUTION #2023-12
Approving the Downtown Master Plan

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

Whereas, the City of Waterloo received a grant from The Greater Watertown Health Foundation to develop a plan to update Waterloo's Downtown.

Whereas, Non-Metro Connection and Short Elliot and Hendricks developed a Downtown Master Plan with the assistance of a steering committee and community involvement to revitalize Waterloo Businesses.

Therefore, Be It Resolved, that the Waterloo City Council, does here by adopt the concept of the Downtown Master Plan for future growth in the City of Waterloo.

PASSED AND ADOPTED this ____ day of _____ 2022.

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest:

Jeanne Ritter, Clerk/Deputy Treasurer

SPONSOR(S) –



Changing corporate entity on licenses

Sarah Davison <sdavison@waterloowi.us>
To: Heather Barclay <operations@imartllc.com>

Wed, Feb 22, 2023 at 4:07 PM

The licenses could go to the City Council for approval on March 16, 2023 if we get everything we need. We have to publish the changes in the paper, the cost is \$10.00 for publication, that will need to be paid before we send it in along with the costs of the licenses \$166.80 is for the Beer & Class A Liquor license and \$33.40 is for the Tobacco license.

[Quoted text hidden]

\$ 10.00
+ 166.80
\$ 33.40

\$ 210.20

Application for Cigarette and Tobacco Products Retail License

Submit to municipal clerk.

MUNICIPAL USE ONLY

License Number
Period Covered
Date of Issuance

Applicant's Wisconsin 15-digit Sales Tax Account Number 456-1031183444-04
--

← This must be issued in the same Legal Name of the licensee below.

Legal Name (corporation, limited liability company, partnership or sole proprietorship) AMEER INVESTMENT INC.		Federal Employer Identification No. (FEIN) 92-1275778
Trade or Business Name (if different than Legal Name) I MART WI0112		Telephone Number (708) 966-0514
Business Address (License Location) 300 W MADISON ST		Business Telephone (920) 478-2870
Business Located In <input checked="" type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town of: WATERLOO		County JEFFERSON
Municipality WATERLOO	State WI	Zip Code 53594
Mailing Address (if different than Business Address) 15416 S 70TH CT		Municipality ORLAND PARK
		State IL
		Zip Code 60462

Organization (check one)

Sole Proprietor Wisconsin Corporation – Enter date incorporated: 12/07/2022
 Partnership Out-of-State Corporation – Are you registered to do business in Wisconsin? Yes No
 Other (describe) _____

- Yes No 1. Does the applicant understand that they must purchase cigarettes and tobacco products only from distributors, jobbers, or subjobbers, who hold a permit with the Wisconsin Department of Revenue?
- Yes No 2. Does the applicant understand that they must obtain a Tobacco Products Distributor permit if purchasing untaxed tobacco products from an out-of-state company? (Tobacco Products Distributor permit is available from the Wisconsin Department of Revenue at 608-266-6701. See application form CTP-129, revenue.wi.gov/dor/forms/ctp-129.pdf.)
- Yes No 3. Does the applicant understand that they cannot purchase/exchange cigarettes or tobacco products from another retailer, including transferring existing stock to a new owner?
- Yes No 4. Does the applicant understand that they must provide employees with tobacco sales training approved by the Wisconsin Department of Health Services? (<https://witobaccocheck.org>)
- Yes No 5. Does the applicant understand that they may not sell, give or otherwise provide cigarettes/tobacco products and nicotine products to minors (including electronic cigarettes containing nicotine)?
- Yes No 6. Does the applicant understand that they may not sell single cigarettes?
- Yes No 7. Does the applicant understand that cigarette and tobacco products invoices must be kept on the licensed premises for two years from the date of the invoice and be available for inspection by the Wisconsin Department of Revenue/law enforcement and that failure to comply can result in criminal penalties, including loss of cigarettes/tobacco products?
- Yes No 8. Does the applicant understand that only cigarettes and roll-your-own (RYO) tobacco products listed on the Wisconsin Department of Justice's website labeled "Directory of Certified Tobacco Manufacturers and Brands" at www.doj.state.wi.us/dls/tobacco-directory may be sold in Wisconsin?

Cigarettes / Tobacco will be sold over counter through vending machine both

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the applicant. Applicant agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Officer of Corporation / Member / Manager of Limited Liability Company / Partner / Individual)

Applicable Laws and Rules

This document provides statements or interpretations of the following laws and regulations in effect as of September 19, 2019: Sections 134.65, 134.66, 139.321, 139.79, 139.76, 995.10, and 995.12, Wis. Stats.

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: _____ ending: 06/30/2023
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: Town of }
 Village of } WATERLOO
 City of }

County of JEFFERSON Aldermanic Dist. No. _____
 (if required by ordinance)

Check one: Individual Limited Liability Company
 Partnership Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number <u>456-1031183444-04</u>	
FEIN Number <u>92-1275778</u>	
TYPE OF LICENSE REQUESTED	FEE
<input checked="" type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input checked="" type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$
TOTAL FEE	\$

Name (Individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
AMEER INVESTMENT INC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name <u>RIZEK</u>	(First) <u>MUNADEL</u>	(Middle Name) <u>SUBHI</u>	Home Address (Street, City or Post Office, & Zip Code) <u>8950 W 103RD ST, PALOS HILLS IL 60465</u>
Vice President / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Secretary / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Treasurer / Member Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)
Agent Last Name <u>HOUGAN</u>	(First) <u>NATALYA</u>	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code) <u>2278 CENTER AVE, STOUGHTON WI 53589</u>
Directors / Managers Last Name	(First)	(Middle Name)	Home Address (Street, City or Post Office, & Zip Code)

1. Trade Name I MART WI0112 Business Phone Number 920-478-2870

2. Address of Premises 300 W MADISON ST Post Office & Zip Code WATERLOO WI 53594

3. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)

SINGLE STORE RETAIL CONVENIENCE STORE

4. Legal description (omit if street address is given above): _____

5. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No

(b) If yes, under what name was license issued? IYS VENTURES LLC

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** Yes No

7. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
If yes, explain.

8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** Yes No

9. (a) **Corporate/limited liability company applicants only:** Insert state WI and date 12-07-2022 of registration.

(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** Yes No

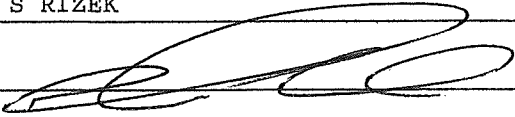
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
If yes, explain.
SEE ATTACHED LIST

10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] Yes No

11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No

12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) MUNADEL S RIZEK	Title/Member PRESIDENT	Date 02-14-2023
Signature 	Phone Number 716-804-4242	Email Address ameerinvestinc@gmail.com

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AMEER INVESTMENT INC - WISCONSIN LOCATIONS				
LIQUOR LICENSE APPLICATIONS IN PROGRESS				
STORE #	ADDRESS	CITY	WI	ZIP
Imart WI0003	237 Keller Ave S	Amery	WI	54001
Imart WI0005	1040 Bergslien St.	Baldwin	WI	54002
Imart WI0010	311 Belknap St	Superior	WI	54880
Imart WI0054	1 Hewett St	Neillsville	WI	54456
Imart WI0057	706 N 4th St	Tomahawk	WI	54487
Imart WI0063	406 Belknap st	Superior	WI	54880
Imart WI0075	314 E Badger St	Waupaca	WI	54981
Imart WI104	5551 Eastpark Blvd	Madison	WI	53718
Imart WI102	4701 Burma Rd.	McFarland	WI	53558
Imart WI100	4800 Larson Beach Rd.	McFarland	WI	53558
Imart WI106	109 N. Main St.	Deerfield	WI	53531
Imart WI116	206 W Madison St.	Lake Mills	WI	53551
Imart WI108	303 S. Main St.	Fort Atkinson	WI	53538
Imart WI114	819 N. Main St. (Tyranaena)	Lake Mills	WI	53551
Imart WI112	300 W. Madison St.	Waterloo	WI	53594
Imart WI110	880 Linmar Ln.	Johnson Creek	WI	53038

Auxiliary Questionnaire Alcohol Beverage License Application

Owner

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
RIZEK		MUNADEL		S	
Home Address (street/route)		Post Office		City	
8950 W 103RD ST				PALOS HILLS	
				State	
				IL	
				Zip Code	
				60465	
Home Phone Number		Age		Date of Birth	
716-804-4242		36		09/09/1986	
				Place of Birth	
				JERUSALEM	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- OFFICER** of **AMEER INVESTMENT INC**
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

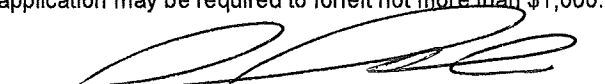
The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? DO NOT; HAVE NOT
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. SEE ATTACHED LIST
(Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify.
(Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
MARK'S SUPERMARKET	CRESSWELL, NC	7 yrs	(owner) present
Employer's Name	Employer's Address	Employed From	To
JENIN SUPPLY	BRIDGEVIEW, IL	3 yrs	present

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
HOUGAN		NATALYA			
Home Address (street/route)		Post Office		City	
2278 CENTER AVE				STOUGHTON	
Home Phone Number		Age		Date of Birth	
608-501-4727		36		06/24/1986	
				State	
				WI	
				Zip Code	
				53589	
				Place of Birth	
				Ukraine Ukraine	

The above named individual provides the following information as a person who is (check one):

- Applying for an alcohol beverage license as an **individual**.
- A member of a **partnership** which is making application for an alcohol beverage license.
- AGENT** of **AMEER INVESTMENT INC**
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

tannop/1

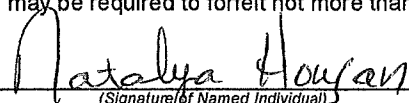
which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 31-32 years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
 If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
 If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
 If yes, identify. (Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
 If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)
6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
IYS VENTURES LLC	ORLAND PARK, IL	05-2022	present
Employer's Name	Employer's Address	Employed From	To
LOEDER OIL	LAKE MILLS, WI	2009?	05-2022

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town
 Village of WATERLOO County of JEFFERSON
 City

The undersigned duly authorized officer/member/manager of AMEER INVESTMENT INC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as
I MART WI0112
(Trade Name)

located at 300 W MADISON ST

appoints NATALYA HOUGAN
(Name of Appointed Agent)
2278 CENTER AVE, STOUGHTON WI 53589
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 31-32 years

Place of residence last year SAME AS ABOVE

For: AMEER INVESTMENT INC
(Name of Corporation / Organization / Limited Liability Company)

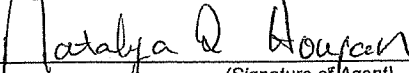
By: 
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, NATALYA HOUGAN, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

 2-24-2023 Agent's age 36
(Signature of Agent) (Date)
2278 CENTER AVE, STOUGHTON WI 53589 Date of birth 06/24/1986
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)



WISCONSIN DEPARTMENT OF REVENUE
 PO BOX 8902
 MADISON, WI 53708-8902

Contact Information:

2135 RIMROCK RD PO BOX 8902
 MADISON, WI 53708-8902
 ph: 608-266-2776 fax: 608-224-5761
 email: DORBusinessTax@wisconsin.gov
 website: revenue.wi.gov

Letter ID L0952925904

AMEER INVESTMENT INC
 15416 S 70TH CT
 ORLAND PARK IL 60462-5133

Wisconsin Department of Revenue Seller's Permit

Legal/real name: AMEER INVESTMENT INC
Business name: WI0112 WATERLOO
 300 W MADISON ST
 WATERLOO WI 53594-1323

- This certificate confirms you are registered with the Wisconsin Department of Revenue and authorized in the business of selling tangible personal property and taxable services.
- You may not transfer this permit.
- This permit must be displayed at the place of business and is not valid at any other location.
- If your business is not operated from a fixed location, you must carry or display this permit at all events.

Tax Type	Account Type	Account Number
Sales & Use Tax	Seller's Permit	456-1031183444-04