



136 North Monroe Street
Waterloo, WI 53594
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www.waterloowi.us

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, January 4, 2024 – 7:00 p.m.

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

- 1.) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
- 2.) MEETING MINUTES APPROVAL: December 21, 2023
- 3.) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4.) MEETING SUMMARIES (since last Council meeting)
 - a. 01-02-2024 Waterloo Water & Light
 - b. 01-04-2024 Public Safety & Health
- 5.) NEW BUSINESS
 - a. Resolution 2024-01 Appointment of Election Officials for 2024-2026 Election Cycle
- 6.) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Waterloo Water & Light
 - i. Contractor's Application for Payment-Waterloo Utilities
 - ii. City of Waterloo Project Tracking Budget and Funding Allocations for Wastewater Remodel
 - iii. Town & Country Monthly Report
- 7.) UNFINISHED BUSINESS
 - a. Discussion of Parks Radio for Vehicles
- 8.) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 9.) ADJOURNMENT

Jeanne Ritter
Clerk/Deputy Treasurer

Posted & Emailed: 12/29/2023.

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 noted. Also, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request such services please contact the clerk's office at the above location

CITY OF WATERLOO COMMON COUNCIL - MEETING MINUTES: December 21, 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 7:01 p.m. Alderpersons present: A. Kuhl, C. Kuhl, Weihert, Griffin, Haseleu, and Thomas. Attending Remotely: none Absent: Cummings. Others attending in-person: Police Chief Sorenson; Utilities Superintendent Sorenson; DPW Supervisor Yerges; Treasurer Nelson; Clerk Ritter; and WLOO Videographers. The pledge of allegiance was recited.
- 2) MEETING MINUTES APPROVAL: December 7, 2023 Motion [C. Kuhl/A.Kuhl] VOICE VOTE: Motion carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT none
- 4) REPORTS AND PRESENTATIONS
 - a) 2024 Insurance Renewals – League of Municipalities Mutual Insurance Company, Invited Paul Lessila with R & R Insurance
- 5) MEETING SUMMARIES (since last Council meeting)
- 6) CONSENT AGENDA ITEMS Motion [C.Kuhl/A. Kuhl] VOICE VOTE: Motion carried.
 - a) November 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) Safebuilt
 - viii) Water & Light Utility Commission
 - ix) Watertown Humane Society
 - x) Cable
- 7) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
- 8) Public Safety & Health
 - a) Ordinance 278-5 Loud and Unnecessary Noise Motion with changes [Thomas/Griffin] VOICE VOTE: Motion carried.
- 9) Parks
 - a) Purchase of Radio Equipment Tabled [Thomas/C.Kuhl] VOICE VOTE: Motion carried.
- 10) Finance
 - a) November 2023 Financial Statements: Payroll \$132,974.66 , General Disbursements \$104,781.60 and Clerk/Treasurer's Reports[[see on municipal website](#)] Motion [Thomas/A.Kuhl] ROLL CALL: Yes 6 No 0 Motion carried. Absent Cummings
 - b) DPW Furnace Motion to accept bid from Jensen \$5815 ROLL CALL: Yes 6 No 0 Motion carried. Absent Cummings
 - c) Associated Appraisal Consultants Contract Motion to approve from Contingency [Thomas/Griffin] ROLL CALL: Yes 6 No 0 Motion carried. Absent Cummings
 - d) Lateral Entry into Waterloo PD – Compensation discussion [NOTE: Council may meet in closed session per Wis. Stat. 19.85 (1)(c) “considering employment, promotion, compensation or performance evaluation data of a public employee over which the governmental body has jurisdiction or exercise responsibility. Upon concluding a closed session, the Council will reconvene in open session.] Motion \$2500 on first paycheck and \$2500 after successfully completing 1 year. [Thomas/C.Kuhl] ROLL CALL: Yes 6 No 0 Motion carried. Absent Cummings.
- 11) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a) Proclamation Recognizing Joel Zibell for 43 with the Karl Junginger Memorial Library
 - b) Proclamation Recognizing Nathaniel Cullen for 16 years with the Waterloo Police Department

12) ADJOURNMENT [C.Kuhl/Griffin] VOICE VOTE: Motion carried. 7:34 pm

Attest: Jeanne Ritter Clerk/Deputy Treasurer



136 North Monroe Street
Waterloo, WI 53594-1198
Phone: (920) 478-3025
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**RESOLUTION #2024-01
APPOINTMENT OF ELECTION OFFICIALS**

WHEREAS, Wisconsin State Statutes §7.30 provides for the appointment by the governing body of the necessary number of election officials for the City of Waterloo for a two-year period, and;

WHEREAS, the two dominant parties are each responsible for submitting a list of names as provided for in Wisconsin State Statutes §7.30(4)(b), and in this case neither party has submitted a list of names, and;

WHEREAS, the Clerk/Deputy Treasurer certifies that the listed nominees are qualified electors eligible for appointment, and;

WHEREAS, the Clerk/Deputy Treasurer has made training opportunities available to all current election officials and will make training opportunities available to all new appointees as required by State Statute.

BE IT RESOLVED, that the City Council appoints the following individuals to serve as City of Waterloo Election Officials for a term ending December 31, 2025 and directs the Clerk/Deputy Treasurer to appoint Chief Inspectors (**) as provided for in Wisconsin State Statutes §7.30(6)(b).

Donna Freund	Sandra Braden	Homer Braden	Christina Brey
Laurie Dehnert	Laura Ehmann	Jane Haldiman	Thomas Kick
Senri Ratliff	Cindy Krueger	Raynelle Butzine	Jeff Grojahn
Ugliesha Pirocanc	Jennifer Thorngate	Deanna Ehmann	
Mary Janzen **	David Vriezen **	Jake Woods **	

Date: _____

Vote: _____

City of Waterloo

Signed: _____

Jenifer Quimby
Mayor

Attest:

Jeanne Ritter
Clerk/Deputy Treasurer

Contractor's Application for Payment

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

Application No.: 8 **Application Date:** 12/29/2023
Application Period: From 12/1/2023 to 12/29/2023

1. Original Contract Price	\$ 22,221,337.75
2. Net change by Change Orders	\$ -
3. Current Contract Price (Line 1 + Line 2)	\$ 22,221,337.75
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 7,892,800.53
5. Retainage	
a. <u>5%</u> X \$ <u>6,138,552.03</u> Work Completed	\$ 306,927.60
b. <u>5%</u> X \$ <u>1,754,248.50</u> Stored Materials	\$ 87,712.43
c. Total Retainage (Line 5.a + Line 5.b)	\$ 394,640.03
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 7,498,160.50
7. Less previous payments (Line 6 from prior application)	\$ 6,324,699.68
8. Amount due this application	\$ 1,173,460.82
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 14,328,537.22

Contractor's Certification


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

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Portzen Construction Inc.

Signature:  **Date:** 12/28/2023

Recommended by Engineer

By: 
Title: VICE PRESIDENT
Date: 12/29/23

Approved by Owner

By: _____
Title: _____
Date: _____

Approved by Funding Agency

By: _____
Title: _____
Date: _____

By: _____
Title: _____
Date: _____

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner: Waterloo Utilities
 Engineer: Town & Country Engineering
 Contractor: Portzen
 Project: 2023 Water and Wastewater Improvements
 Contract: Wastewater Treatment Facility and Water Booster Station

Owner's Project No.: _____
 Engineer's Project No.: WW-62
 Contractor's Project No.: 23-04

Application No.:		Application Period:		From		to		Application Date:	
8				12/01/23		12/29/23		12/29/23	
A	B	C	D	E	F	G	H	I	
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)	
			(D + E) From Previous Application (\$)	This Period (\$)					
Original Contract									
1	GENERAL REQUIREMENTS								
2	Bonds	\$ 111,350.00	111,350.00			111,350.00	100%	-	
3	Mobilization	\$ 180,898.00	103,000.00	5,000.00		108,000.00	60%	72,698.00	
4	Project Management	\$ 466,830.00	197,100.00	45,000.00		242,100.00	52%	224,730.00	
5	Project Management Software	\$ 27,562.00	27,562.00			27,562.00	100%	-	
6	Temporary Construction Fence	\$ 20,000.00	20,000.00			20,000.00	100%	-	
7	Port-a-potty rental	\$ 12,812.00	4,100.00	500.00		4,600.00	36%	8,212.00	
8	Job trailer	\$ 17,325.00	4,200.00	800.00		5,000.00	29%	12,325.00	
9	Trash Disposal	\$ 31,500.00	6,400.00	2,500.00		8,900.00	28%	22,600.00	
10	Safety	\$ 15,750.00	6,100.00	2,500.00		8,600.00	55%	7,150.00	
11	Survey & Staking	\$ 10,500.00	6,500.00			6,500.00	62%	4,000.00	
12	Concrete Testing	\$ 26,250.00	18,100.00	5,500.00		23,600.00	90%	2,650.00	
13	Project Sign	\$ 1,575.00	1,575.00			1,575.00	100%	-	
14	Lodging	\$ 196,350.00	66,100.00	12,500.00		78,600.00	40%	117,750.00	
15	Temp. Utilities	\$ 105,000.00	12,500.00	10,000.00		22,500.00	21%	82,500.00	
16	Cleaning Site and Building	\$ 48,990.00	6,000.00	1,000.00		7,000.00	15%	38,990.00	
17	Equipment Rental	\$ 175,600.00	59,000.00	24,000.00		83,000.00	47%	92,600.00	
18	SITWORK								
19	Selective Demolition	\$ 241,105.00	29,180.00			29,180.00	12%	211,925.00	
20	Site Demo	\$ 114,251.00	26,366.00			26,366.00	23%	87,885.00	
21	Erosion Control	\$ 5,250.00	3,520.00			3,520.00	67%	1,730.00	
22	Rammed Aggregate Piers	\$ 109,605.00	109,605.00			109,605.00	100%	-	
23	Paving Prep	\$ 182,735.00					0%	182,735.00	
24	Aphalt Paving	\$ 171,308.00					0%	171,308.00	
25	Concrete Paving	\$ 155,770.00	3,800.00			3,800.00	2%	151,970.00	
26	Site Furnishings	\$ 3,150.00					0%	3,150.00	
27	Temp Roads	\$ 7,875.00	7,875.00			7,875.00	100%	-	
28	Rough Grading	\$ 159,886.00	34,400.00			34,400.00	22%	125,486.00	
29	Building Excavation and Backfill	\$ 190,756.00	140,708.00	10,000.00		150,708.00	79%	40,048.00	
30	Sanitary Systems	\$ 1,515,690.00	840,378.88	55,000.00	224,719.00	1,120,097.88	74%	395,592.12	
31	Storm Systems	\$ 121,166.00	44,415.00		6,728.00	51,138.00	42%	70,028.00	
32	Water Systems	\$ 214,044.00	22,550.00	15,445.00	15,782.50	53,777.50	25%	160,266.50	
33	Site Air Piping	\$ 245,980.00	30,102.00		30,595.27	60,697.27	25%	185,282.73	
34	Landscaping, WWTF	\$ 46,550.00					0%	46,550.00	
35	CONCRETE								
36	Concrete	\$ 938,579.00	791,153.00	43,000.00	18,600.00	792,753.00	84%	145,826.00	
37	Precast Concrete	\$ 41,583.00	20,791.50			20,791.50	50%	20,791.50	
38	MASONRY								
39	Masonry Materials ST 10	\$ 155,608.00	155,608.00			155,608.00	100%	-	
40	Masonry Labor ST10	\$ 301,146.00	275,175.00	15,500.00	1,512.00	292,187.00	97%	8,959.00	
41	Masonry Materials ST 25	\$ 93,952.00			41,080.00	41,080.00	44%	52,872.00	
42	Masonry Labor ST25	\$ 156,675.00					0%	156,675.00	
43	Masonry Materials ST 50	\$ 8,515.00					0%	8,515.00	
44	Masonry Labor ST50	\$ 19,753.00					0%	19,753.00	
45	Masonry Materials ST 55	\$ 44,533.00	33,674.00	10,859.00		44,533.00	100%	-	
46	Masonry Labor ST55	\$ 75,320.00	31,122.00	40,198.00		71,320.00	95%	4,000.00	
47	METALS								
48	Structural Steel Framing	\$ 24,267.00	20,135.82			20,135.82	83%	4,131.18	
49	Metal Fabrications	\$ 110,144.00	70,992.34	9,563.00		80,555.34	73%	29,588.66	

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

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

Application No.:		8		Application Period:		From	12/01/23	to	12/29/23	Application Date:		12/29/23
A	B	C	D	E	F	G	H	I				
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)				
			(D + E) From Previous Application (\$)	This Period (\$)								
50	Guard & Hand Rail	\$ 170,313.00	24,224.78			24,224.78	14%	146,088.22				
51	Bar Grating	\$ 384,672.00	33,600.00			33,600.00	9%	351,072.00				
52	Labor to install	\$ 229,145.00		29,145.00		29,145.00	13%	200,000.00				
53	Access Hatches	\$ 12,600.00				-	0%	12,600.00				
54	CARPENTRY											
55	Trusses	\$ 39,108.00	32,100.00			32,100.00	82%	7,008.00				
56	Truss Labor	\$ 22,460.00	18,480.00			18,480.00	82%	3,980.00				
57	Rough Carpentry	\$ 130,546.00	77,000.00	15,000.00		92,000.00	70%	38,546.00				
58	Finish Carentry	\$ 5,386.00				-	0%	5,386.00				
59	THERMAL & MOISTURE											
60	Dampproofing & Joint Sealants	\$ 78,250.00	46,367.00			46,367.00	59%	31,883.00				
61	Thermal Insulation	\$ 21,854.00	2,016.00	10,745.00		12,761.00	58%	9,093.00				
62	Weather barrier	\$ 5,250.00	3,550.00			3,550.00	68%	1,700.00				
63	ST 10 Roofing Materials	\$ 117,398.00	57,532.00	6,700.00		64,232.00	55%	53,166.00				
64	ST 10 Roofing Labor	\$ 63,361.00	33,140.00	5,700.00		38,840.00	61%	24,521.00				
65	ST 25 Roofing Materials	\$ 23,610.00	20,107.00			20,107.00	85%	3,503.00				
66	ST 25 Roofing Labor	\$ 14,857.00				-	0%	14,857.00				
67	ST 35 Roofing Materials	\$ 7,954.00				-	0%	7,954.00				
68	ST 35 Roofing Labor	\$ 3,512.00				-	0%	3,512.00				
69	ST 50 Roofing Materials	\$ 41,764.00				-	0%	41,764.00				
70	ST 50 Roofing Labor	\$ 17,556.00				-	0%	17,556.00				
71	ST 55 Roofing Materials	\$ 21,510.00	18,296.00	1,264.00		19,560.00	91%	1,950.00				
72	ST 55 Roofing Labor	\$ 12,755.00	3,832.00	7,808.00		11,640.00	91%	1,115.00				
73	DOORS & WINDOWS											
74	Structure 10 Doors, Frames & Hardware	\$ 46,925.00	12,621.00	34,304.00		46,925.00	100%	-				
75	Structure 25 Doors, Frames & Hardware	\$ 11,887.00	547.00	10,745.00		11,292.00	95%	595.00				
76	Structure 35 Doors, Frames & Hardware	\$ 9,161.00	260.00	8,901.00		9,161.00	100%	-				
77	Structure 50 Doors, Frames & Hardware	\$ 25,080.00	2,455.00	22,625.00		25,080.00	100%	-				
78	Structure 55 Doors, Frames & Hardware	\$ 5,863.00	629.00	5,234.00		5,863.00	100%	-				
79	Labor to install	\$ 35,140.00	4,812.00	5,000.00		9,812.00	28%	25,328.00				
80	Sectional Overhead Doors	\$ 62,450.00		18,000.00		18,000.00	29%	44,450.00				
81	Aluminum Windows and Galzing	\$ 21,169.00		18,000.00		18,000.00	85%	3,169.00				
82	Aluminum Access Doors	\$ 14,490.00				-	0%	14,490.00				
83	Attic Access	\$ 5,250.00	1,250.00	1,200.00		2,450.00	47%	2,800.00				
84	FINISHES											
85	Gyp Wall Board Assemblies	\$ 36,414.00	10,000.00	10,000.00		20,000.00	55%	16,414.00				
86	Acoustical Ceilings	\$ 15,015.00				-	0%	15,015.00				
87	Quarry Tile	\$ 72,420.00				-	0%	72,420.00				
88	Vinyl Wall Base	\$ 693.00				-	0%	693.00				
89	Painting	\$ 469,740.00	12,600.00	21,000.00		33,600.00	7%	436,140.00				
90	SPECIALTIES	\$ 13,681.00	1,240.95		3,582.36	4,823.31	35%	8,857.69				
91	FURNISHINGS											
92	Plastic Laminate Casework	\$ 5,250.00				-	0%	5,250.00				
93	Labor to install casework	\$ 2,194.00				-	0%	2,194.00				
94	Laboratory Casework	\$ 67,568.00	39,231.00		22,132.05	61,363.05	91%	6,204.95				
95	Labor to install casework	\$ 9,118.00				-	0%	9,118.00				
96	Engineering for Casework	\$ 2,100.00	2,100.00			2,100.00	100%	-				
97	MECHANICAL											
98	Plumbing & Process Project Management	\$ 126,000.00	26,040.00	2,940.00		28,980.00	23%	97,020.00				
99	STRUCTURE 10:											

Contractor's Application for Payment

Progress Estimate - Lump Sum Work

Owner: Waterloo Utilities
 Engineer: Town & Country Engineering
 Contractor: Portzen
 Project: 2023 Water and Wastewater Improvements
 Contract: Wastewater Treatment Facility and Water Booster Station

Owner's Project No.: _____
 Engineer's Project No.: WW-62
 Contractor's Project No.: 23-04

Application No.: <u>8</u>		Application Period: From <u>12/01/23</u> to <u>12/29/23</u>			Application Date: <u>12/29/23</u>			
A Item No.	B Description	C Scheduled Value (\$)	D Work Completed		F Materials Currently Stored (not in D or E) (\$)	G Work Completed and Materials Stored to Date (D + E + F) (\$)	H % of Scheduled Value (G / C) (%)	I Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
100	Plumbing/Hydronics Materials and Equipment	\$ 136,500.00	55,350.00	10,500.00	40,000.00	105,850.00	78%	30,650.00
101	Plumbing/Hydronics Labor	\$ 262,500.00	124,050.00	10,500.00		134,550.00	51%	127,950.00
102	Plumbing Insulation Materials	\$ 6,898.00				-	0%	6,898.00
103	Plumbing Insulation Labor	\$ 5,515.00				-	0%	5,515.00
104	Excavation	\$ 11,550.00	10,200.00			10,200.00	88%	1,350.00
105	HVAC Equipment	\$ 312,841.00		68,250.00	179,505.00	247,755.00	79%	65,086.00
106	HVAC Sheetmetal	\$ 61,950.00	4,200.00	2,100.00		6,300.00	10%	55,650.00
107	HVAC Vent, Stands	\$ 6,720.00				-	0%	6,720.00
108	HVAC Misc. Materials	\$ 5,775.00	1,050.00			1,050.00	18%	4,725.00
109	HVAC Equipment Rental	\$ 9,450.00		3,150.00		3,150.00	33%	6,300.00
110	HVAC Labor	\$ 130,218.00	3,675.00	5,250.00		8,925.00	7%	121,293.00
111	HVAC Management	\$ 5,250.00	1,575.00	525.00		2,100.00	40%	3,150.00
112	HVAC Test and Balance	\$ 10,080.00				-	0%	10,080.00
113	HVAC Controls	\$ 188,000.00		31,500.00		31,500.00	19%	156,500.00
114	HVAC Submittals, Pre-Con and Mobilization	\$ 71,720.00	10,500.00			10,500.00	15%	61,220.00
115	HVAC Insulation Materials	\$ 16,810.00				-	0%	16,810.00
116	HVAC Insulation Labor	\$ 13,844.00				-	0%	13,844.00
117	STRUCTURE 20							
118	Process Materials	\$ 42,000.00			10,000.00	10,000.00	24%	32,000.00
119	Process Labor	\$ 37,800.00				-	0%	37,800.00
120	STRUCTURE 25:							
121	Plumbing/Process Materials	\$ 36,750.00			10,000.00	10,000.00	27%	26,750.00
122	Plumbing/Process Labor	\$ 49,350.00				-	0%	49,350.00
123	Plumbing Insulation Material	\$ 3,555.00				-	0%	3,555.00
124	Plumbing Insulation Labor	\$ 2,703.00				-	0%	2,703.00
125	HVAC Sheet Metal	\$ 15,750.00				-	0%	15,750.00
126	HVAC Vent, Stands	\$ 4,200.00				-	0%	4,200.00
127	HVAC Misc. Materials	\$ 3,150.00				-	0%	3,150.00
128	HVAC Equipment Rental	\$ 4,200.00				-	0%	4,200.00
129	HVAC Labor	\$ 36,267.00				-	0%	36,267.00
130	HVAC Management	\$ 2,625.00				-	0%	2,625.00
131	HVAC Insulation Materials	\$ 2,241.00				-	0%	2,241.00
132	HVAC Insulation Labor	\$ 1,839.00				-	0%	1,839.00
133	STRUCTURE 30							
134	Process Materials	\$ 89,250.00	55,150.00	29,610.00		84,760.00	95%	4,490.00
135	Process Labor	\$ 140,700.00	26,000.00	7,875.00		33,875.00	24%	106,825.00
136	STRUCTURE 35:							
137	Plumbing/ Process Materials	\$ 5,250.00			1,500.00	1,500.00	29%	3,750.00
138	Plumbing/Process Labor	\$ 1,050.00				-	0%	1,050.00
139	HVAC Sheet Metal	\$ 5,250.00				-	0%	5,250.00
140	HVAC Misc. Materials	\$ 2,100.00				-	0%	2,100.00
141	HVAC Equipment Rental	\$ 2,100.00				-	0%	2,100.00
142	HVAC Labor	\$ 25,856.00				-	0%	25,856.00
143	HVAC Management	\$ 2,625.00	500.00			500.00	19%	2,125.00
144	HVAC Submittals, Pre-Con and Mobilization	\$ 6,300.00	2,500.00			2,500.00	40%	3,800.00
145	HVAC Insulation Materials	\$ 1,120.00				-	0%	1,120.00
146	HVAC Insulation Labor	\$ 975.00				-	0%	975.00
147	STRUCTURE 40							
148	Process Materials	\$ 14,700.00			1,000.00	1,000.00	7%	13,700.00
149	Process Labor	\$ 30,450.00				-	0%	30,450.00

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner: Waterloo Utilities
 Engineer: Town & Country Engineering
 Contractor: Portzen
 Project: 2023 Water and Wastewater Improvements
 Contract: Wastewater Treatment Facility and Water Booster Station

Owner's Project No.:
 Engineer's Project No.: WW-62
 Contractor's Project No.: 23-04

Application No.: 8 Application Period: From 12/01/23 to 12/29/23 Application Date: 12/29/23

A Item No.	B Description	C Scheduled Value (\$)	D + E Work Completed		F Materials Currently Stored (not in D or E) (\$)	G Work Completed and Materials Stored to Date (D + E + F) (\$)	H % of Scheduled Value (G / C) (%)	I Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
150	STRUCTURE 50:							
151	Plumbing/Process Materials	\$ 299,250.00			188,866.90	188,866.90	63%	110,383.10
152	Plumbing/Process Labor	\$ 893,231.00		33,495.00		33,495.00	4%	859,736.00
153	Plumbing Insulation Material	\$ 2,440.00					0%	2,440.00
154	Plumbing Insulation Labor	\$ 1,730.00					0%	1,730.00
155	HVAC Sheet Metal	\$ 9,450.00					0%	9,450.00
156	HVAC Misc. Materials	\$ 9,923.00					0%	9,923.00
157	HVAC Equipment Rental	\$ 3,150.00					0%	3,150.00
158	HVAC Labor	\$ 64,776.00					0%	64,776.00
159	HVAC Management	\$ 2,625.00					0%	2,625.00
160	HVAC Submittals, Pre-Con and Mobilization	\$ 12,600.00	1,500.00			1,500.00	12%	11,100.00
161	HVAC Insulation Materials	\$ 1,120.00					0%	1,120.00
162	HVAC Insulation Labor	\$ 975.00					0%	975.00
163	STRUCTURE 55							
164	Plumbing/Process Materials	\$ 168,000.00	99,100.00	59,850.00		158,950.00	95%	9,050.00
165	Plumbing/Process Labor	\$ 115,500.00	65,000.00	29,500.00		94,500.00	82%	21,000.00
166	Plumbing Insulation Materials	\$ 1,837.00					0%	1,837.00
167	Plumbing Insulation Labor	\$ 1,405.00					0%	1,405.00
168	HVAC Sheet Metal	\$ 12,600.00					0%	12,600.00
169	HVAC Vent, Stands	\$ 6,300.00					0%	6,300.00
170	HVAC Misc. Materials	\$ 2,362.00					0%	2,362.00
171	HVAC Equipment Rental	\$ 2,100.00					0%	2,100.00
172	HVAC Labor	\$ 25,331.00					0%	25,331.00
173	HVAC Management	\$ 2,625.00					0%	2,625.00
174	HVAC Submittals, Pre-Con and Mobilization	\$ 15,750.00	1,500.00			1,500.00	10%	14,250.00
175	HVAC Insulation Materials	\$ 1,120.00					0%	1,120.00
176	HVAC Insulation Labor	\$ 975.00					0%	975.00
177	STRUCTURE 60							
178	Process Materials	\$ 55,650.00			8,000.00	8,000.00	14%	47,650.00
179	Process Labor	\$ 44,100.00					0%	44,100.00
180	STRUCTURE 70							
181	Process Materials	\$ 44,100.00			5,000.00	5,000.00	11%	39,100.00
182	Process Labor	\$ 162,750.00					0%	162,750.00
183	STRUCTURE 75							
184	Plumbing/Process Materials	\$ 31,415.00			4,000.00	4,000.00	13%	27,415.00
185	Plumbing/Process Labor	\$ 68,250.00					0%	68,250.00
186	Indian Hills Booster Station							
187	Process Materials	\$ 1,260.00					0%	1,260.00
188	Process Labor	\$ 1,260.00					0%	1,260.00
189	ELECTRICAL							
190	Mobilization	\$ 138,776.00	104,082.10	8,326.55		112,408.65	81%	26,367.35
191	Supervision	\$ 140,127.00	15,413.97	5,605.08		21,019.05	15%	119,107.95
192	Start-up & Commissioning	\$ 15,785.00					0%	15,785.00
193	Closeout Documents	\$ 12,050.00					0%	12,050.00
194	Demobilization	\$ 8,914.00					0%	8,914.00
195	General & Site							
196	Temp Electric	\$ 34,643.00	34,643.00			34,643.00	100%	-
197	Electrical Labor	\$ 90,573.00	905.73			905.73	1%	89,667.27
198	Electrical Material	\$ 227,857.00	18,228.59			18,228.59	8%	209,628.41
199	Electrical Lighting and Labor	\$ 9,548.00					0%	9,548.00

Contractor's Application for Payment

Progress Estimate - Lump Sum Work

Owner: Waterloo Utilities
 Engineer: Town & Country Engineering
 Contractor: Portzen
 Project: 2023 Water and Wastewater Improvements
 Contract: Wastewater Treatment Facility and Water Booster Station

Owner's Project No.: _____
 Engineer's Project No.: WW-62
 Contractor's Project No.: 23-04

Application No.:		Application Period:		From		to		Application Date:	
8				12/01/23		12/29/23		12/29/23	
A	B	C	D		E	F	G	H	I
			Work Completed						
Item No.	Description	Scheduled Value (\$)	(D + E) From Previous Application (\$)	This Period (\$)	Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)	
200	Generator Install	\$ 19,960.00					0%	19,960.00	
201	Demo	\$ 17,690.00					0%	17,690.00	
202	Electrical Excavation & ductbank	\$ 95,592.00					0%	95,592.00	
203	STR 10								
204	Temp Electric	\$ 17,326.00	1,732.10			1,732.10	10%	15,593.90	
205	Electrical Raceway Material	\$ 107,165.00	23,576.00	21,432.00		45,008.00	42%	62,157.00	
206	Electrical Raceway Labor	\$ 104,843.00	20,965.00	16,459.00		37,424.00	36%	67,419.00	
207	Electrical Wire Material	\$ 18,490.00					0%	18,490.00	
208	Electrical Wire Labor	\$ 25,925.00					0%	25,925.00	
209	Electrical Labor - MCC, Gear & Equipment	\$ 9,806.00					0%	9,806.00	
210	Electrical Lighting and Labor	\$ 62,270.00	3,113.00			3,113.00	5%	59,157.00	
211	STR 20								
212	Electrical Material	\$ 6,190.00	310.00			310.00	5%	5,880.00	
213	Electrical Labor	\$ 6,160.00					0%	6,160.00	
214	STR 25								
215	Electrical Material	\$ 56,170.00	8,436.00	3,931.00		12,367.00	22%	43,803.00	
216	Electrical Labor	\$ 56,725.00		3,970.00		3,970.00	7%	52,755.00	
217	Electrical Lighting and Labor	\$ 24,694.00					0%	24,694.00	
218	STR 30								
219	Electrical Material	\$ 40,647.00	4,064.00			4,064.00	10%	36,583.00	
220	Electrical Labor	\$ 41,110.00	801.00			801.00	2%	40,309.00	
221	STR 35								
222	Electrical Material	\$ 14,827.00					0%	14,827.00	
223	Electrical Labor	\$ 23,100.00					0%	23,100.00	
224	Electrical Lighting and Labor	\$ 9,190.00					0%	9,190.00	
225	STR 40								
226	Electrical Material	\$ 16,622.00					0%	16,622.00	
227	Electrical Labor	\$ 14,581.00					0%	14,581.00	
228	Electrical Lighting and Labor	\$ 12,091.00					0%	12,091.00	
229	STR 50								
230	Electrical Material	\$ 133,977.00					0%	133,977.00	
231	Electrical Labor	\$ 112,934.00					0%	112,934.00	
232	Electrical Lighting and Labor	\$ 52,589.00					0%	52,589.00	
233	Electrical Labor - MCC, Gear & Equipment	\$ 13,705.00					0%	13,705.00	
234	STR 55								
235	Electrical Material	\$ 37,762.00	12,200.00	2,642.00		14,842.00	39%	22,920.00	
236	Electrical Labor	\$ 53,015.00	15,725.00	1,590.00		17,315.00	33%	35,700.00	
237	Electrical Lighting and Labor	\$ 8,388.00					0%	8,388.00	
238	STR 60								
239	Electrical Material	\$ 7,497.00					0%	7,497.00	
240	Electrical Labor	\$ 12,235.00					0%	12,235.00	
241	Electrical Lighting and Labor	\$ 2,910.00					0%	2,910.00	
242	STR 70								
243	Electrical Material	\$ 27,350.00					0%	27,350.00	
244	Electrical Labor	\$ 19,915.00					0%	19,915.00	
245	Electrical Lighting and Labor	\$ 30,410.00					0%	30,410.00	
246	STR 75								
247	Electrical Material	\$ 6,165.00					0%	6,165.00	
248	Electrical Labor	\$ 5,893.00					0%	5,893.00	
249	Electrical Lighting and Labor	\$ 6,666.00					0%	6,666.00	

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

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

Application No.: 8 Application Period: From 12/01/23 to 12/29/23 Application Date: 12/29/23

Item No.	Description	C Scheduled Value (\$)	D + E Work Completed		F Materials Currently Stored (not in D or E) (\$)	G Work Completed and Materials Stored to Date (D + E + F) (\$)	H % of Scheduled Value (G / C) (%)	I Balance to Finish (C - G) (\$)
			D (D + E) From Previous Application (\$)	E This Period (\$)				
250	PROCESS INTERCONNECTIONS							
251	Installation of Stop Plates and Logs	\$ 3,717.00				-	0%	3,717.00
252	Installation of Slide and Weir Gates	\$ 38,241.00	2,800.00	2,800.00		5,600.00	15%	32,641.00
253	Prefabricated Flumes	\$ 3,087.00						
254	Installation of Flumes	\$ 2,955.00			2,904.00	2,904.00	94%	183.00
255	MATERIAL PROCESSING AND HANDLING EQUIPMENT							
256	Cranes and Hoist	\$ 73,952.00				-	0%	73,952.00
257	Labor to install Cranes and Hoist	\$ 19,948.00				-	0%	19,948.00
258	PROCESS GAS & LIQUID HANDLING, PURIFICATION & STORAGE EQUIPMENT							
259	Air Sparging Blowers	\$ 30,000.00				-	0%	30,000.00
260	Labor to install Air Sparging Blowers	\$ 3,192.00				-	0%	3,192.00
261	Labor to install High Speed Blowers	\$ 9,975.00				-	0%	9,975.00
262	Labor to install Rotary Lobe Blowers	\$ 9,975.00				-	0%	9,975.00
263	Aluminum Domes	\$ 456,750.00	144,490.00			144,490.00	32%	312,260.00
264	Labor for Aluminum Domes	\$ 204,750.00				-	0%	204,750.00
265	Electrical Motors Install	\$ 3,990.00				-	0%	3,990.00
266	WATER & WASTEWATER EQUIPMENT							
267	Installation of step Screen and Washer	\$ 4,788.00				-	0%	4,788.00
268	Installation of Vortex Grit Chamber	\$ 6,384.00				-	0%	6,384.00
269	Installation of Grit Separator Classifier	\$ 6,384.00				-	0%	6,384.00
270	Installation of Mixers	\$ 11,172.00				-	0%	11,172.00
271	Density Current Baffles	\$ 61,950.00	61,950.00			61,950.00	100%	-
272	Labor to install	\$ 15,960.00	15,960.00			15,960.00	100%	-
273	Labor to install TERTIARY DISC FILTERS	\$ 12,768.00				-	0%	12,768.00
274	Labor to install UV System	\$ 6,384.00				-	0%	6,384.00
275	Labor to install Samplers	\$ 798.00				-	0%	798.00
276	Budget Allowances							
277	Soils Testing Services	\$ 20,000.00	772.90			772.90	4%	19,227.10
278	Electrical Service	\$ 75,000.00				-	0%	75,000.00
279	Natural Gas Service	\$ 20,000.00				-	0%	20,000.00
280	Internet Service	\$ 5,000.00				-	0%	5,000.00
281	SCADA Computers	\$ 40,000.00				-	0%	40,000.00
282	Office Furniture	\$ 20,000.00				-	0%	20,000.00
283	Lab Equipment	\$ 30,000.00				-	0%	30,000.00
284	Shop Tools and Storage	\$ 30,000.00				-	0%	30,000.00
285	Truck Lift	\$ 15,000.00				-	0%	15,000.00
286	Skid Steer	\$ 80,000.00	37,500.00			37,500.00	47%	42,500.00
287	Algae Cloth	\$ 5,000.00				-	0%	5,000.00
288	Landscaping	\$ 20,000.00				-	0%	20,000.00
289	Plaque	\$ 5,000.00				-	0%	5,000.00
290	Blower Temporary Air	\$ 75,000.00				-	0%	75,000.00
291	Pre-negotiated Items							
292	Diesel Engine Driven Generator/ Transfer Switch	\$ 298,618.00				34,871.42	12%	263,746.58
293	Process Integration & Control	\$ 1,371,706.00				-	0%	1,371,706.00
294	Process Valves	\$ 368,967.00	107,665.00	132,760.24	122,530.00	362,955.24	98%	6,011.76
295	Stop Plates & Logs / Slide & Weir Gates	\$ 349,387.00		205,899.00	143,488.00	349,387.00	100%	-
296	High Speed Blowers & Rotary Lobe Blowers	\$ 299,746.88				-	0%	299,746.88
297	Dry Pit Pumps	\$ 66,040.00			59,436.00	59,436.00	90%	6,604.00
298	Torque Flow Grit Pumps	\$ 26,285.00				-	0%	26,285.00
299	Submersible Waste Water Pumps	\$ 210,704.00			189,634.00	189,634.00	90%	21,070.00

City of Waterloo Project Tracking - Budget & Funding Allocations

A. Municipality	B. Project Number	C. Date	D. Type of Request (Partial or Final)	E. Request Number	
City of Waterloo	WW-47/49/55/56/62/65	12/29/2023	Partial	10	
Budget Allocations	Budget Amount	Amount Previously Requested	This Claim	Claimed to Date	Percent of Budget
E1 Land & Rights	\$60,000.00	\$45,680.93	\$0.00	\$45,680.93	76.1%
E2 Legal Services	\$10,000.00	\$0.00	\$0.00	\$0.00	0.0%
E3 Engineering - Design	\$1,060,100.00	\$1,055,342.57	\$0.00	\$1,055,342.57	99.6%
E4 Engineering - Construction Admin	\$897,000.00	\$267,500.00	\$10,250.00	\$277,750.00	31.0%
E5 Engineering - Inspections	\$570,800.00	\$172,315.99	\$15,826.25	\$188,142.24	33.0%
E6 Engineering - Additional Services	\$25,000.00	\$12,269.26	\$0.00	\$12,269.26	49.1%
E7 Development	\$16,307,800.00	\$6,324,699.68	\$1,173,460.82	\$7,498,160.50	46.0%
E8 Bond Counsel	\$25,000.00	\$17,000.00	\$0.00	\$17,000.00	68.0%
E9 Interim Financing Interest	\$500,000.00	\$256,947.80	\$0.00	\$256,947.80	51.4%
E10 Other - Administrative/RD Coordination	\$27,500.00	\$9,832.77	\$0.00	\$9,832.77	35.8%
E11 Contingency	\$1,630,800.00	\$9,837.00	\$0.00	\$9,837.00	0.6%
Total Costs	\$21,114,000.00	\$8,171,426.00	\$1,199,537.07	\$9,370,963.07	44.4%
Funding Sources					
1. City Contribution Amount	\$0.00	\$0.00	\$0.00	\$0.00	
2. USDA Loan Amount	\$17,114,000.00	\$8,121,426.00	\$1,199,537.07	\$9,320,963.07	54.5%
3. USDA Grant Amount	\$4,000,000.00	\$0.00	\$0.00	\$0.00	0.0%
4. Supplemental Funding	\$6,549,742.00	\$50,000.00	\$0.00	\$50,000.00	0.8%
Total Funding	\$27,663,742.00	\$8,171,426.00	\$1,199,537.07	\$9,370,963.07	33.9%



Engineer

12/29/2023

Date

Rural Development

Date

Owner

Date

Notes:



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

Monthly Report

General Construction Activities by Structure			
Structure	Activity		
05 - Site	- Retaining wall complete at north end of site		
05			
Vac Dump	- Complete.		
10	- Masonry complete, roofing complete, interior bollards at garage doors set in place with concrete, block filler applied to masonry walls, hangers and duct work hung, wiring being pulled		
20			
25	- Formwork completed for final concrete pour, concrete placed for exterior stoops and classifier pad		
30	- Gate installation, selector basin leak test		
35			
40	- baffles installed, piping from new splitter box on north end of aeration basins to both clarifiers complete		
45	no work		
50	no work		
55	- Masonry complete, hollow metal doors installed, piping installation continued		
60			
65			
70			
75			
85			
Booster Station			
Contractors/Firms On-Site	This Month's Work Change Directives		
Portzen (General Contractor)			
Pieper (Electric)			
Thermo Dynamics (HVAC)			
Grote & Sons (Painting)			
	Total: \$ -		
RFI's/Clarifications/Issues			
- MCCs and panelboards are delayed, expected to be delivered in early fall 2024			
Significant Meetings			
Date	Topic	Participants	Action Items
11/29/2023	Monthly Construction Meeting	Waterloo Utilities, Town & Country, Portzen Construction, Pieper Power	- Get 2024 schedule - Determine how much electrical can be done prior to arrival of MCCs on-site.

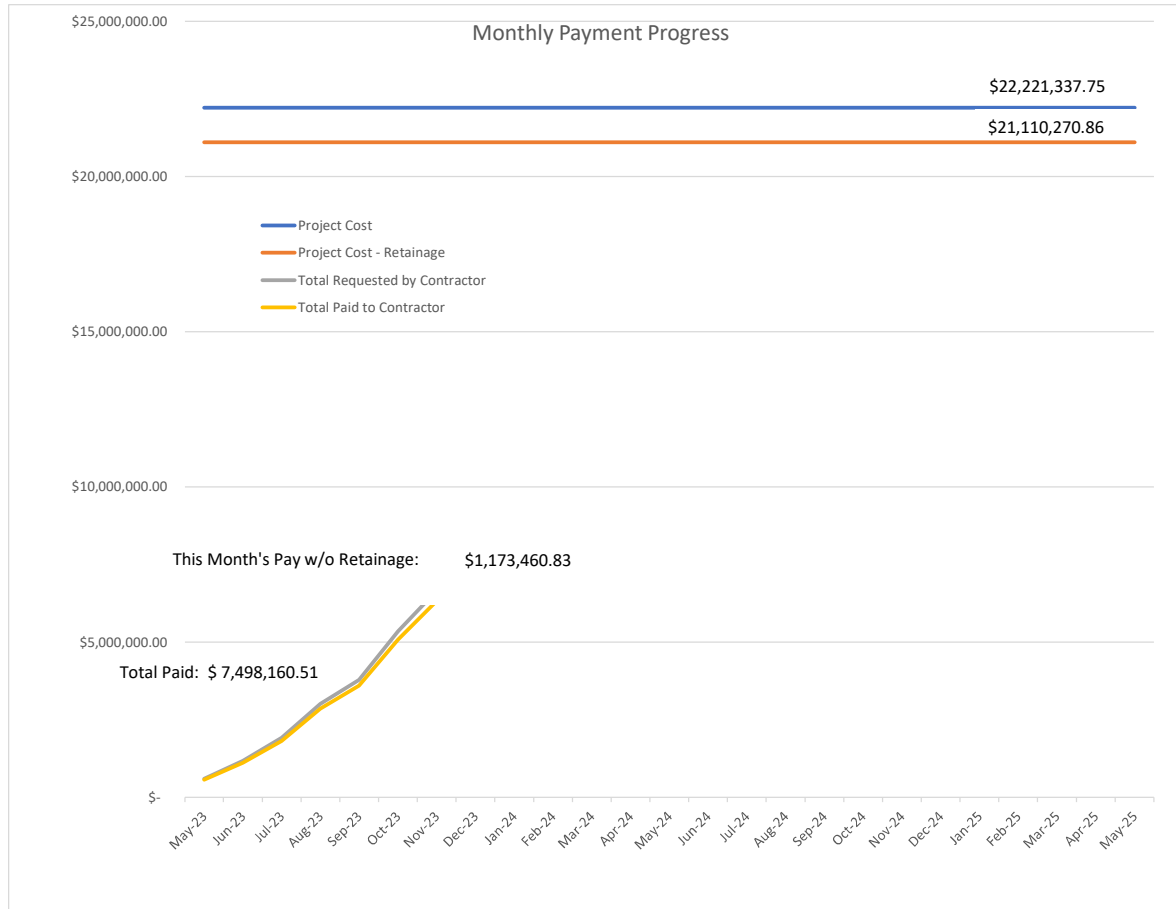
Anticipated Work Next Month

Structure	Activity
Site	
Vac Dump	- Complete.
10	- Continue applying block filler on bare masonry walls, electric panel installation
20	
25	- Finalize concrete foundation, prep Masonry for winter conditions
30	- Continue gate installation
35	
40	- Continue Air Line 45
45	
50	
55	- Continue piping installation
60	
65	
70	
75	
85	



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

Monthly Payment Progress



Monthly Progress Pictures



Str. 30 Aeration Basin Diffuser Supports



Str. 55 Hollow Metal Doors



Booster Station Pressure Tanks (in storage)



Str. 10 Garage Doors

Str. 25 Underground Electrical Installation



Str. 25 Building Progress



Waterloo City Council - Annual Calendar Announcements & Recognition

Meeting nights: 1st & 3rd Thursdays at 7:00 pm

JANUARY
FEBRUARY - Audit Prep
MARCH - Waterloo incorporated March 19, 1859 (Village status)
APRIL - Anniversary April 11, 1962 (City status) - National Library Week (generally 2 nd full week in April) 1 st mtg - National Linework Day 18 th 1 st mtg - Annual Organizational Mtg & Appointments - 2 nd mtg after regular election - Audit Presentation 2 nd mtg - National Parks Week (3 rd Saturday start) 2 nd mtg
MAY - National Firefighters Day (always May 4 th) 1 st mtg - National Police Week (w/o May 15 th) 1 st mtg - National EMS Week (3 rd full week of May Sat-Sun) 2 nd mtg - National Public Works Day (3 rd full week of May) 2 nd mtg
JUNE
JULY - Budget Kick off
AUGUST
SEPTEMBER - Annual Wheel Tax Ordinance – 1 st mtg
OCTOBER - National Government Week (2 nd week)
NOVEMBER - Budget public hearing and consideration of a Finance, Insurance & Personnel Committee budget recommendation
DECEMBER

ONLINE LINKS

- [Municipal Code Chapter 30 -- CITY COUNCIL](#)
- [2021-2026 Comprehensive Plan Update](#)