



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

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

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

COMMITTEE: Public Safety & Health Committee

DATE: Thursday, July 2, 2015 **TIME:** 6:30 p.m.

LOCATION: Police Training Room, Municipal Building, 136 N. Monroe Street

1. Call to Order & Roll Call

2. Approval of Meeting Minutes

May 7, 2015 - cancelled
June 4, 2015

3. Public Comment

4. Communications and Announcements

5. Discussion/Decision Items (including new and old/unfinished business)

- Permission to fill Sergeant position
- Dan Gorder
 - Ordinance to establish All-Terrain Vehicle and Utility Terrain Vehicle Routes in the City
- Parks Commission
 - Referral to discuss the changing of Waterloo Municipal Code §278-8 Consumption of alcohol beverages on public property and parking lots, Section D, Exceptions to include the Waterloo Regional Trailhead, 760 McKay Way
- Waterloo Chamber of Commerce, Special Event License, Weiner and Kraut Day, September 12, 2015

6. Reports of City Officials

7. Adjournment


Mo Hansen
Clerk/Treasurer

*** See Council Packet

Committee Members: Reynolds, Griffin and Thomas

Printed, Posted, Emailed and Distributed: June 29, 2015

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.

PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES
June 4, 2015

1. **Call to Order**
The Public Safety Committee meeting was called to order by Alderperson Reynolds at 6:30PM
2. **Roll Call**
Committee members present – Alderperson Reynolds, Griffin, Thomas, and Chief Sorenson
3. **Approval of Public Safety Committee Minutes of April 2, 2015. Motion by Alderperson Thomas to approve, second by Griffin, motion carried.**
4. **Citizen Input: (None)**
5. **Unfinished Business: (None)**
6. **New Business:**
 - a. **Urge public to walk on sidewalk instead of roadway. No action taken**
 - b. **Waterloo Utilities requesting no parking of vehicles on Lexington Way in front of substation for periodic maintenance and emergency repair work. Drafted ordinance to read. No parking of vehicles on East side of Lexington Way, South from its intersection with Derby Lane, 422 feet to 436 feet. Motion by Alderperson Thomas to approve no parking on Lexington Way pending assigned ordinance number, Second by Griffin, motion carried.**
7. **Future Agenda Items and announcements (None)**
8. **Adjourn : Motion to Adjourn by Alderperson Reynolds, Second by Griffin, motion carried.**

Attest: *Chief Dennis P. Sorenson*

ORDINANCE 2015-1

ALL TERRAIN VEHICLE AND UTILITY TERRAIN VEHICLE ROUTE ORDINANCE

STATE OF WISCONSIN
TOWN OF PORTLAND
DODGE COUNTY

SECTION I - TITLE AND PURPOSE

The title of this ordinance is the Town of Portland All-Terrain Vehicle and Utility Terrain Vehicle Route Ordinance. The purpose of this ordinance is to establish all-terrain vehicle and utility terrain vehicle routes in the town and to regulate the operation of all-terrain vehicles and utility terrain vehicles in the town.

SECTION II - AUTHORITY

The Town Board of the Town of Portland, Dodge County, Wisconsin, has the specific authority to adopt this All-Terrain Vehicle and Utility Terrain Vehicle Ordinance under s. 23.33 (8) (b) and (11), Wis. stats.

SECTION III - ADOPTION OF ORDINANCE

This ordinance adopted on proper notice with a quorum and roll call vote by a majority of the town board present and voting provides the authority for the town to designate all-terrain vehicle and utility terrain vehicle routes in the town and to regulate the use of those routes and all-terrain vehicles and utility terrain vehicles in the town.

SECTION IV - OPERATION OF ALL-TERRAIN VEHICLES AND UTILITY TERRAIN VEHICLES

Pursuant to s. 23.33 (4) (d) 4, Wis. stats., except as otherwise provided in s. 23.33 (4), Wis. stats., no person may operate an all-terrain vehicle or utility terrain vehicle on the roadway portion of any highway in the town except on roadways that are designated as all-terrain vehicle and utility terrain vehicle routes by this ordinance. Operation of all-terrain vehicles and utility terrain vehicles on a roadway in the town that is an all-terrain vehicle and utility terrain vehicle route is authorized only for the extreme right side of the roadway except that left turns may be made from any part of the roadway that is safe given prevailing conditions.

SECTION V - DESIGNATION OF ALL-TERRAIN VEHICLE AND UTILITY TERRAIN VEHICLE ROUTES

All Portland Town roads are designated all-terrain vehicle and utility terrain vehicle routes in the town.

SECTION VI - CONDITIONS APPLICABLE TO ALL-TERRAIN VEHICLE AND UTILITY TERRAIN VEHICLE ROUTES

Pursuant to s. 23.33 (8) (d), Wis. stats., the following restrictions are placed on the use of the town all-terrain vehicle and utility terrain vehicle routes designated by this resolution:

- A. Routes shall be marked with uniform all-terrain vehicle and utility terrain vehicle route signs in accordance with s. NR 64.12 (7), Wisconsin Administrative Code. No person may do any of the following in regard to signs marking town all-terrain vehicle and utility terrain vehicle routes:
 - 1. Intentionally remove, damage, deface, move, or obstruct any uniform all-terrain vehicle and utility terrain vehicle route or trail sign or standard or intentionally interfere with the effective operation of any uniform all-terrain vehicle and utility terrain vehicle route or trail sign or standards if the sign or standard is legally placed by the state, any municipality, or any authorized individual.
 - 2. Possess any uniform all-terrain vehicle and utility terrain vehicle route or trail sign or standard of the type established by the department for the warning, instruction, or information of the public, unless he or she obtained the uniform all-terrain vehicle and utility terrain vehicle route or trail sign or standard in a lawful manner. Possession of a uniform all-terrain vehicle and utility terrain vehicle route or trail sign or standard creates a rebuttable presumption of illegal possession.
- B. Operation shall be subject to all provisions of s. 23.33, Wis. stats., which is adopted as a part of this ordinance by reference, pursuant to s. 23.33 (11), Wis. stats.
- C. A copy of this ordinance shall be sent by the town clerk to the Department of Natural Resources, the Dodge County Sheriff's Department and any other law enforcement agency serving the Town of Portland's jurisdiction.
- D. Quad County Runners will be responsible for all costs of all ATV/UTV and speed limit signs on all town roads and for all costs of their proper installation and future maintenance.

SECTION VII - ENFORCEMENT

This ordinance may be enforced by any law enforcement officer authorized to enforce the laws of the state of Wisconsin.

SECTION VIII - PENALTIES

The penalties under s. 23.33 (13) (a) Wis. Stats. are adopted by reference.

SECTION IX - SEVERABILITY

If any provision of this ordinance or its application to any person or circumstance is held invalid, the invalidity does not affect other provisions or applications of this ordinance that can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable.

SECTION X - POSSIBLE AMENDMENT TO/CANCELLATION OF THE ORDINANCE

Should any issues arise in the future which might require Town Board action, the Town Board reserves the right to either amend or cancel this ordinance at a duly-noticed meeting at which notice of such amendment or cancellation has been included in the meeting's agenda.

SECTION XI - EFFECTIVE DATE

This ordinance is effective on publication or posting.

The town clerk shall properly publish this ordinance as required under s. 60.80 Wis. stats.

Adopted this day of 2015.

Town Chairperson

Town Supervisor # 1

Town Supervisor # 2

written authorization to be present therein or thereon which may be in his possession or otherwise explain such facts as constitute "authorized person" status, defined in Subsection B above.

§ 278-8. Consumption of alcohol beverages on public property and parking lots.

- A. Definitions. As used in this section, the following terms shall have the meanings indicated:

LICENSED PREMISES — The area within a building or structure which is licensed pursuant to Chapter 223 of this Code, but not including parking lots, sidewalks, roadways or land which is adjacent to the building or structure and within the property boundary lines.

PUBLIC PARKING LOT — Any area held out to the public for the parking of motor vehicles, whether such area is publicly or privately owned.

PUBLIC PROPERTY — Any property, including buildings or structures thereon, which is owned, leased or operated by the City, or public, private or parochial schools; public sidewalks; roadways and streets; playgrounds; parks; and alleys.

- B. Conduct prohibited. No person shall consume any alcohol beverage in or upon any public property or public parking lot.
- C. Conduct prohibited outside licensed premises. No person who has purchased alcohol beverages from any licensed premises shall consume said beverages outside of, but within the property boundary lines of, such premises.

D. Exceptions.

- (1) The prohibitions in Subsections B and C above shall not apply to those events or activities which are otherwise permitted or licensed pursuant to Chapter 223 of this Code.
- (2) The prohibition in Subsection B above shall not apply to a school-sponsored activity when specifically permitted in writing by the school administrator.
- (3) The prohibitions in Subsections B and C above shall not apply to those persons who transport unopened alcohol beverages from a point of purchase to their destination unless it is in violation of § 346.93, Wis. Stats.
- (4) The prohibitions in Subsection B above shall not apply to fermented malt beverages consumed in Firemen's Park, except that no glass bottles may be brought into said park.

§ 278-9. Littering.

- A. Prohibited. No person shall deposit any mud, glass, refuse or waste, filth or other litter upon the streets, highways, alleys, parks or other property of the City or upon any private property or into or upon any body of water or stream within the City.



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
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cityhall@waterloowis.com

APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE

Any Special Event or Entertainment Event sponsor requesting municipal approvals, services, assistance, and/or other support from the City of Waterloo for a special or entertainment event on public or private property must provide the following information.

Submittal of application does not constitute approval. All applications must be reviewed.

NAME OF SPONSOR (Applicant): Waterloo Chamber of Commerce Inc.

STATUS: (circle one) unincorporated Incorporated individual other (non profit)

CONTACT NAME: Lauren M. Eggert

PHONE NUMBER: 478-1000 / 1920-478-1002
DAYTIME EVENING FAX

EMAIL ADDRESS: lauren@egger+law.com

NAME OF EVENT: Weiner + Kraut Day

TYPE OF EVENT: (circle one) Festival Parade Caravan Rally March
Race Tag Day Other

PURPOSE OF EVENT: community celebration

DATE OF EVENT: Sep 12 2015

EVENT HOURS: 9-5 SET UP HOURS 7-9am BREAKDOWN 5-7p.m

DESCRIPTION OF EVENT: community celebration

SITE/ADDRESS FOR EVENT (list if multiple locations) Downtown Waterloo
South Monroe area

PROJECTED ATTENDANCE: 1,500 PAST ATTENDANCE: same

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 30-100

RAIN POLICY: None

DATE APPLICATION MADE _____

Pursuant to Section 12.06 Waterloo Municipal Code
Application for Special Event or Entertainment License

Form created: 03/11/2004

HOLD HARMLESS CLAUSE:

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

INSURANCE REQUIREMENTS:

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, _____ 20__ to the **City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594.** Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

PERMITTED USE OF PUBLIC PROPERTY:

Whereas the Special or Entertainment Event Sponsor agrees to use the public property at S. Monroe St _____ in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of Sept 12 2015 through _____ 20___. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

LIABILITY WAIVER:

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

AUTHORIZED SIGNATURES:

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**

Lauren M. Eggert
Name (please print)

Lauren M Eggert
Signature

Chamber Secretary
Signatory Title (if applicable)

Date

Attachment 1

CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.

2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:

\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.

3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.

4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.

5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.

6. No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025

SPECIAL EVENT or ENTERTAINMENT WORKSHEET

NAME OF EVENT: Weiner & Kraut Day

DATE (S) OF EVENT: SEP 12 2015 HOURS: 9-5

LOCATION/PROPERTY: Downtown Waterloo

SAFETY PROCEDURES:

1) Will you be providing private on-site security? YES NO

If yes, list security company name. _____

Where will security be needed? _____

What times will security be needed? _____

Will WPD officers be required? YES NO

Municipal estimation of cost: _____ WPD Personnel @ \$ _____ /hour = \$ _____

2) What are your plans for medical assistance? First Aid kit; 911

Municipal estimation of cost: _____ WFD equipment/personnel @ _____ \$ hours = \$ _____

3) Will there be fireworks at your event? YES NO

Date of fireworks _____ Time of Fireworks _____

Name/Address of company supplying fireworks _____

Fire Marshall must be contacted for approval and consultation.

SET UP / CLEAN UP PROCEDURES:

1) Name of person in charge of set up: Ann Renforth
Lauren Eggert phone # Lauren: 920-253-1111
Pam Lannoy

2) What time will set up begin: 7 a.m.

3) Name of clean up contact person: _____ Cell Phone# _____

4) Estimated time for clean up after event: 5:00 p.m.

FEES AND PROCEEDS:

1) Will admission be charged for this event? YES NO

If yes, how much: Adult _____ Seniors _____ Students _____

Children 5 & under _____ Families _____

2) If a participant fee is charged, please indicate the amount: Booth: \$15 per booth if non chamber member
Concessionaire: _____

Waterloo, WI

3) Will alcoholic beverage(s) be sold?

YES

NO

If yes, what beverage and at what cost? _____

4) What does the Sponsor intend to do with any revenue over and above the expenditures? _____

use it to support other community events sponsored by the chamber.

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)

ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

City & High School Bands

2) Describe other entertainment / activities planned for your event: weiner dog parade; vendors; high school band; raffle

3) How will your event be promoted? Television Radio Newspapers Posters Flyers

other internet, mail.

PUBLIC PROPERTIES PROCEDURES:

If you are requesting city services, please complete the following area:

1) Will you need barricades?

YES

NO

Purpose of barricades: _____

Location of placement: _____ Amount needed _____

Date barricades needed _____ Time of placement _____

Name of company providing service if other than City _____

2) Will you require electrical service(s)

YES

NO

TBD

Entertainment: number of amps _____ = _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location _____ Entainer name _____

Entertainment: number of amps _____ = _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____ Entainer name _____

Waterloo, WI

TBD

Concessions: _____ amps= _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____

Concessions: _____ amps= _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____

Name of company providing service if other than City: _____

3) Will you need fencing installed? YES

NO ? We either need a fence or barricade at the dead end.

Purpose of fencing: _____

Location: _____ Amount: _____

Date needed _____ Time needed _____

Estimated costs: _____ locations @ \$100. = \$ _____ Total costs

4) Will parking considerations be needed YES

NO

Type(s) _____

Location: _____ Amount _____

Date: _____ Time: _____

5) Will picnic tables be needed? YES NO

Location S. Monroe at Circle Amount 5 tables

Date needed: 9/12/14 Time needed pm after road is closed

Estimated cost(s) 5 Picnic tables @ \$5.00 per table = \$ 25.00

6) Is a street sweeper needed? YES NO

Location _____ Date _____ Time _____

Estimated cost(s) _____ hours @ _____ = \$ _____ total cost

Name of company providing service, if not City: _____

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins _____ Barrels _____

Where do you want them placed? _____

Name of disposal company if other than the City: Veolia

Where will dumpster be placed: small parking lot adjacent to Circle.

8) Will water connection be needed?

YES

NO

Location _____ Amount _____

Date _____ Time _____

Estimated costs: _____ connection(s) @ \$20.00 = \$ _____ Total water costs

Allocation of our spending on W&K Day:

\$285.00 for a dumpster

\$283.00 for advertising

\$350.00 for Kraut

\$4,638.00 for wieners, buns, pop, chips & condiments

\$200.00 for tent

TOTAL: \$5,756.00