



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

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**CITY OF WATERLOO COUNCIL AGENDA**  
**COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET**  
**Thursday, August 4, 2016 – 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 AND ROLL CALL
2. MEETING MINUTES APPROVAL: July 21, 2016
3. PUBLIC COMMENT
4. COMMUNICATIONS TO CITY COUNCIL
  - a. Published Notices: (1) Advertisement for Bids – Former Van Holten Pickle Plant Waterway Site – Demo & Restoration Project
5. CONSENT AGENDA ITEMS
  - a. Approval Of Temporary Sign Permit Applications
    - i. Waterloo Chamber of Commerce for Weiner & Kraut Day, September 10, 2016
6. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
  - a. Plan Commission
    - i. Ordinance, #2016-03 Land Use Rezoning – Oliver Construction Co. for Trek Bicycle Corp. – property located at 821 McKay Way – change land use from A-Agricultural District to M-1, Limited Industrial District to incorporate the recently purchased 1.72 acre parcel as part of their existing single certified survey map, also known as 801 W. Madison Street.
    - ii. Conditional Use Permit – Paul Marty, Tired Iron Buyer, LLC, owner of the property located at 275 S. Jackson Street – conditional use permit to allow the use of a commercial recreational facility. The proposed plan is to convert 6,000 square feet of the existing warehouse to an indoor sports training facility.
  - b. Public Safety & Health Committee
    - i. Madcross Promotions, LLC, Application For Special Event License, Trek CXC Cup, September 16 through 18, 2016\*\*\*
  - c. Finance, Insurance & Personnel Committee
    - i. Resolution #2016-34 Reducing Tucker's Truck Driving Academy Maunesha Business Center Rental Rate From \$500 per month to \$125 per month
7. NEW BUSINESS
  - a. Resolution 2016-35 Authorizing Renewal Of A Connect Communities Agreement Between The Wisconsin Economic Development Corporation And The City Of Waterloo
  - b. Resolution 2016-36 A Resolution For The Necessity Of Taking For 333 Portland Road, Waterloo, Wisconsin
  - c. Resolution 2016-37 Awarding A Construction Contract To Woleske Construction of Green Bay
  - d. In The Amount Of \$227,490.40 – Canal Road Resurfacing
  - e. Resolution 2016-38 Awarding A Construction Contract To R.G. Huston Company of Cottage Grove In The Amount Of \$77,835 – 720 West Madison Street Phase 3 Construction
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

9. ADJOURNMENT



Mo Hansen  
Clerk/Treasurer

Posted and Emailed: 08/01/2016

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.

- Finance, Insurance & Personnel Committee – June 16, 2016
- Plan Commission – May 24, 2016, June 14, 2016, July 26, 2016

**CITY OF WATERLOO COMMON COUNCIL**  
**MEETING MINUTES: July 21, 2016**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL. Mayor Thompson called the meeting to order at 7:00 p.m. Alderpersons present: Ziaja, Quimby, Griffin, Stinnett and Petts. Absent: Springer and Thomas. Others present: Brynn Fitzsimmons with the Courier; Tammy Krueger with the Watertown Daily Times; Mitch Leisses; Library Director Kelli Mountford; Interim Police Chief Lange, WLOO videographers and Clerk/Treasurer Hansen. The Pledge of Allegiance was recited.
2. MEETING MINUTES APPROVAL: July 7, 2016. MOTION: Moved by Griffin, seconded by Stinnett to approve the minutes as presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. Noting high temperatures, Kelli Mountford said the Library was a community cool spot during hot days.
4. COMMUNICATIONS TO THE CITY COUNCIL
  - a. Published Notices: (1) Notice of Public Hearing for Land Use Rezoning Under Provisions of Chapter §38515, M-1, Limited Industrial District and §385-31 Changes and Amendments to the Zoning Code of the City of Waterloo, Wisconsin for Trek Bicycle Corp, 821 McKay Way; (2) Notice of Public Hearing for Conditional Use Permit Under Provisions of Chapter §385-21(7) of the Zoning Code of the City of Waterloo, Jefferson County, Wisconsin – Paul Marty, Tired Iron Buyer, LLC, 275 S. Jackson Street; (3) Canal Road Bid Announcement; (4) Riverwalk Redevelopment Bid Announcement; (5) Voting Machine Testing, August 4 @ 1 pm. Noted.
  - b. Schwandt Family Foundation \$1,000 Donation To Flag Fund. Mayor Thompson thanked the Foundation for its generosity.
5. CONSENT AGENDA ITEMS. MOTION: Moved by Quimby, seconded by Griffin to approve the consent agenda items as presented. VOICE VOTE: Motion carried.
  - a. Reports Of City Officials And Contract Service Providers
    - i. Parks Coordinator Gabe Haberkorn For June 2016
    - ii. Waterloo Active Fire Department For June 2016
    - iii. Building Inspector - Building, Plumbing, And Electrical Permits For June 2016
    - iv. Public Works Director Gary Yerges For June 2016
    - v. Interim Police Chief Lange For June 2016
    - vi. Library Director Kelli Mountford For June 2016
    - vii. Waterloo Water & Light Commission – June 14, 2016
    - viii. Watertown Humane Society For June 2016
  - b. Approval Of Operator’s License For License Period Ending June 30, 2017
    - i. Kyle Kunert, 613 Long Street, Watertown
  - c. Resolution #2016-30 Directing The Collection Of Employee Information For Health Insurance Premium Cost Comparisons
  - d. Resolution #2016-31 Authorizing An Agreement With The Wisconsin Department Of Transportation For Sale Of Real Estate And Authorizing Temporary Limited Easements For The 2017 STH 19 Road Construction
  - e. Resolution #2016-32 Authorizing The Submittal Of A State Grant Application By The City Of Waterloo And The Subsequent City Of Waterloo Appropriation For A Municipal Flood Control Grant Project
6. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
  - a. Finance, Insurance & Personnel Committee
    - i. Payroll For June 2016 - \$70,740.68. MOTION: Moved by Quimby, seconded by Griffin to approve payroll in the stated amount. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Griffin, Stinnett and Petts. Noes: None with Springer and Thomas absent. Motion carried.
    - ii. General Disbursements – June 17, 2016 Through July 21, 2016. MOTION: Moved by Quimby, seconded by Griffin to approve general disbursements as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Griffin, Stinnett and Petts. Noes: None with Springer and Thomas absent. Motion carried.
    - iii. Treasurer’s Report & Budget Reports For May & June 2016. MOTION: Moved by Quimby, seconded by Griffin to approve the May and June reports. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Griffin, Stinnett and Petts. Noes: None with Springer and Thomas absent. Motion

carried.

7. NEW BUSINESS

- i. Resolution #2016-33 Awarding A Construction Contract To Woleske Construction Of Green Bay In The Amount Of \$163,808 For Removal Of A Bridge At 575 West Madison Street And Installation Of A Public Pedestrian Path On Outlot #1 At 333 West Madison Street. MOTION: Moved by Quimby, seconded by Stinnett to approve resolution with the corrected amount of \$162,808. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Griffin, Stinnett and Petts. Noes: None with Springer and Thomas absent. Motion carried.

b.

8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. # Future bids noted. # Ziaja noted an upcoming park concert performance; and announced a Facebook Disc Golf Facebook page.
9. ADJOURNMENT. MOTION: Moved by Quimby, seconded by Griffin to adjourn. Motion carried unanimously. Approximate time: 7:15 pm.



Attest:

Mo Hansen  
Clerk/Treasurer

p

**ADVERTISEMENT FOR BIDS**  
City of Waterloo, Wisconsin  
**Van Holten Pickle Plant Waterway  
Demo & Restoration Project**

Sealed proposals will be received until **10:00 am, local time, on July 29, 2016**, by the City of Waterloo at Waterloo City Hall, 136 N. Monroe Street, Waterloo, Wisconsin 53594, at which time and place all proposals received will be publicly opened and read aloud.

**The principal items for which proposals are invited are:**

1	LS	Demo, Excavation, & Disposal
300	TN	Fieldstone Rip Rap
200	LF	Turbidity Barrier
200	SY	Stabilization Planting
520	SY	Restoration

All proposals shall be submitted on bidding forms included in the Project Manual furnished by Kunkel Engineering Group, LLC, and in accordance with the provisions of the Project Manual. Specifications and other Contract Documents are on file at the Waterloo City Hall, 136 N. Monroe Street, Waterloo, Wisconsin 53594. Prequalification of Bidders will not be required. **All bidders must be named on the *Planholders List* to be eligible to submit a bid. Reproduction of bid documents will not be accepted from contractors who are not listed.**

Complete digital project bidding documents are available at [www.questcdn.com](http://www.questcdn.com). You may download the digital plan documents for **\$25.00 each, non-refundable** by inputting ***Quest Project No. 4588295*** into the website's Project Search field. Please contact QuestCDN.com at 952-233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in free membership, downloading of documents and working with this digital project information.

Contract documents and Specifications are also available for pickup from Kunkel Engineering Group, LLC, 107 Parallel Street, Beaver Dam, Wisconsin, 53916, (920) 356-9447, upon payment of \$50.00 each, **non-refundable**.

Bids shall be accompanied by a Certified Check or Bid Bond payable to the City of Waterloo in an amount equal to 5% of the Bid, as a guarantee that if the Bid is accepted, the Bidder will execute and file the Contract, the Contract Performance Bond and Payment Bond, and the Insurance Certificate(s), as required by the Contract Documents, within 15 days after the Notice of Award of the Contract by the City of Waterloo. Failure on the part of the Bidder to do so will result in forfeiture of the Bidder's Certified Check or Bid Bond to the City of Waterloo as liquidated damages.

The City of Waterloo reserves the right to accept or reject any or all bids and to waive any informalities in bidding. No bid may be withdrawn for a period of 60 days after the scheduled time for opening bids.

The Contractor must comply with Sections 66.0901 and 66.0903 of the Wisconsin Statutes pertaining to bidding, prevailing wage rates and Federal Davis-Bacon wage rates. The minimum wage rates to be paid on the project shall be in accordance with the established State Wage Rates and Davis-Bacon Wage Rates included in the Bidding Documents. Contract funding by CDBG requires compliance with the minimum wage rates as determined by the Secretary of Labor in accordance with the provisions of the Davis-Bacon and Related Acts included within the Bidding Documents.

Letting of the contract is subject to Sections 61.54, 61.55, and 62.15 of the Wisconsin Statutes as applicable.

**This project is also being funded in part by a grant from the Community Development Block Grant Program.**

The attention of bidders is called to the “Equal Opportunity Clause” and the “Standard Federal Equal Employment Opportunity Construction Contract Specification” included in the specifications. The goals and timetables for minority and female participation, expressed in percentage terms for the Contractor’s aggregate workforce in each trade, on all construction work in the covered area, are as follows:

Goals for minority participation for each trade = 7%

Goals for female participation in each trade = 6.9%

Attention of bidders is particularly called to the requirements as to conditions of employment to be observed and minimum wage rates to be paid under the contract, including the Section 3 Clause (24 CFR 135.38), Segregated Facility, Section 109, HUD 4010 Federal Labor Standard Provisions, and E.O. 11246.

Published by authority of the Common Council.

KUNKEL ENGINEERING GROUP, LLC  
107 Parallel Street  
Beaver Dam, Wisconsin 53916  
(920) 356-9447 Voice  
(920) 356-9454 Fax

CITY OF WATERLOO  
Bob Thompson, Mayor  
Mo Hansen, Clerk/Treasurer

*Published: July 14, 2016 and July 21, 2016*



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**APPLICATION FOR TEMPORARY SIGN/BILLBOARD**

(Review and Action by City Plan Commission/Common Council)

Name and Address of Applicant: Waterloo Chamber of Commerce Inc.

Location of Property on which Sign/Billboard is to be Located: special event sign in front of Maumeshia B.C. & entrances to city by Trek & McVays Cemetery. One banner across E Madison St N. Monroe  
 Owner of Property on which Sign/Billboard is to be Located: City of Waterloo

Zoning District in which Sign/Billboard is to be Located: C-1 General Commercial District

TYPE OF SIGN:  Ground  Wall  Roof  Window  Special Event  
 Advertising  Business  Industrial  Shopping Center  Banner  
 Industrial Park  Billboard  Illuminated  Non-Illuminated  Memorial  
 Bulletin Board  Real Estate  Warning  Directional  Other

Sign/Billboard Size: Length 4' Height 6' Square Feet 24 two sided, 5048  
Special Event Banner 2.5' x 20' or 50' SF of total  
 Submit Sign/Billboard Site Plan and the Following Information: across E. Madison on N. Monroe.

1. Construction materials and dimensions.
2. Distance from grade to bottom and top of graphic.
3. Distance of Sign/Billboard from public right-of-way.
4. Proposed Sign/Billboard location in relation to property lines.
5. Design calculations for 30# wind load (except flush mounted signs).

I hereby agree to locate, construct and maintain such Sign/Billboard in compliance with the applicable requirements of the Municipal Code of the City of Waterloo.

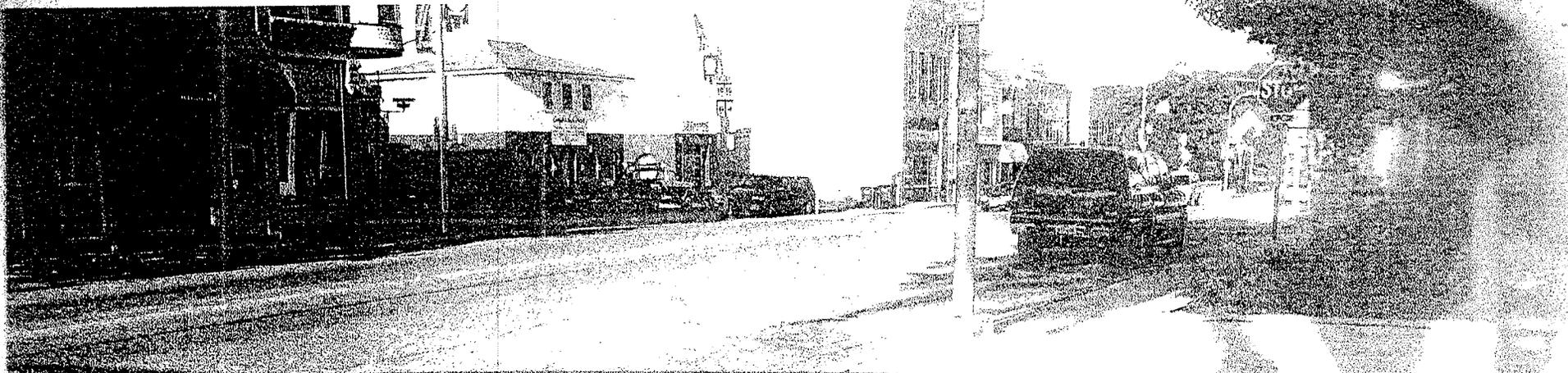
Date: 7/18/16

Jamie McEgert, treasurer  
 Signature of Applicant

Plan Commission Action N/A  
 Council Action \_\_\_\_\_  
 Permit # \_\_\_\_\_  
 Date Issued \_\_\_\_\_

Fee Paid \_\_\_\_\_  
 Receipt # \_\_\_\_\_  
 Date Paid \_\_\_\_\_  
Waived

Fee: 10 sq. ft. or smaller - \$10.00 minimum  
 Each additional sq. ft. \$1.00 to a maximum of \$50.00 for a 50 sq. ft. sign or larger.



57th ANNUAL

# Wiener & Kraut Day

Sept. 10, 2016

Band: LUBE

Sponsored By...  
THE WATERLOO CHAMBER OF COMMERCE



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
Phone: (920) 478-3025  
Fax: (920) 478-2021  
E-Mail: [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)  
Website: [www.waterloowi.us](http://www.waterloowi.us)

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**ORDINANCE #2016-03**

**AN ORDINANCE TO REZONE 821 MCKAY WAY  
IN THE CITY OF WATERLOO, JEFFERSON COUNTY, WISCONSIN  
FROM  
A-AGRICULTURAL DISTRICT  
TO  
M-1, LIMITED INDUSTRIAL DISTRICT**

Following a public hearing held on July 26, 2016 and upon the recommendation of the Plan Commission, the Common Council of the City of Waterloo does hereby ordain as follows:

The following parcel of land is hereby rezoned from existing A-Agricultural District to M-1, Limited Industrial District in accordance with provisions of Chapter §385-15 of the Zoning Code of the City of Waterloo:

Tax Parcel: #290-0813-0724-003  
Lot Description: W1/2 OUT LOT 162, ASR PLT  
Also known as: 821 Mckay Way

This ordinance shall be in full force and effect from and after its passage and publication.

**Adopted** at a regular meeting of the Common Council on August 4, 2016.

**CITY OF WATERLOO**

Signed: \_\_\_\_\_  
Robert H. Thompson, Mayor

Attest:

\_\_\_\_\_  
Morton Hansen, City Clerk/Treasurer

Date Adopted: August 4, 2016

Date Published: The Courier, August 11, 2016

## Mo Hansen

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**From:** Bud Bessler <budb@oliverconstruction.com>  
**Sent:** Wednesday, May 25, 2016 5:01 PM  
**To:** Mo Hansen  
**Cc:** Robb Wierdsma; Margaux Stutz; Rob Davy  
**Subject:** Plan Commission Submittal: Proposed Office Addition to Trek Bicycle Facility  
**Attachments:** Waterloo\_P.C. Application\_5\_25\_16.pdf; TREK\_Proposed Revised\_C.S.M\_5\_25\_16.pdf

Hi Mo,

Attached is (1) of (2) e-mails (Due to size) providing information required for Submission for Plan Commission Approval.

It is our understanding that we are required to provide payments for the following:

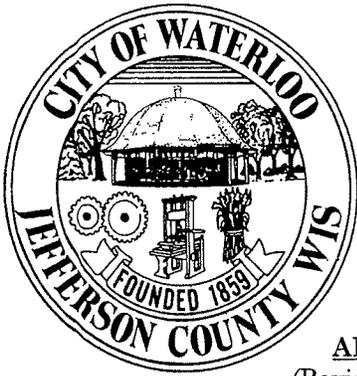
- City of Waterloo Design Review Fee (2 cents per s.f. of Disturbed Area): A check will be provided by Oliver Construction Co. for \$870 (2 cents x 43,500 s.f. of Disturbed Area)
- City of Waterloo C.S.M Approval Fee: A check will be provided by Oliver Construction Co. for \$50.00  
Note: Trek Recently Purchased a 1.72 acre parcel and would like to incorporate as part of a single C.S.M. Note: The Parcel is currently zoned (A-1); Trek is also requesting that said Parcel be rezoned to (M-1).
- City of Waterloo Special Meeting Fee: A check will be provided by Oliver Construction Co. for \$200.00  
Note: Due to Construction Schedule we are requesting to have a Special Plan Commission Meeting if one can be possible. We understand that this is only possible if you can gather a quorum but would appreciate a date, if possible, prior to the regularly scheduled Plan Commission Meeting on June 28<sup>th</sup>.

Please review the information provided and let us know if you have any questions or need additional information.

Thank you.

Bud  
Erwin Bud Bessler, Jr., A.I.A.

Oliver Construction Co.  
Phone: (262) 567-6677  
Fax : (262) 567-4676  
e-mail: budb@oliverconst.com



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021  
cityhall@waterloowis.com

PQ  
7/11/2016  
Receipt  
# 32313

**APPLICATION FOR CONDITIONAL USE PERMIT**  
(Review and Action by City Plan Commission/Common Council)

Number: 2016-02 Date Filed: 7-11-16 Fee Paid: \$28500

Location of Property: 275 S. Jackson

Applicant: Paul N. Marty

Address: W8117 Abendroth Rd Telephone: 920-988-6388

Owner of Property: Paul Marty

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Contractor: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Architect or Professional Engineer: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Legal Description of Property: see attached

Land Parcel Size: 1.018 acres Present Use: Warehouse Zoning District: M-1

Type of Existing Structure (if any): warehouse

Proposed Use of the Structure or Site: Indoor Sports Training Number of Employees: 1

Terms of Municipal Code

Conditional Use Requested

385-21 Conditional Uses

Indoor Sports Training

(7) Commercial Recreational Facility

Facility

Specify Reason(s) for Application (for example, insufficient lot area, setback, etc.)

Converts 6000 sqft of warehouse area to an indoor training facility.

**ATTACH THE FOLLOWING:**

1. Adjoining owners, all names and addresses of all abutting and opposite property owners within 200 feet.
2. Site Plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 7-11 2016

Paul N. Marty  
Mary P. Marty  
Signature of Applicant



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021  
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): Madcross Promotions/Trek CXC Cup

STATUS: (circle one) unincorporated  incorporated individual other \_\_\_\_\_

CONTACT NAME: Renee Callaway

PHONE NUMBER: 608255-8494 / 608-255-8494 / \_\_\_\_\_  
DAYTIME EVENING FAX

EMAIL ADDRESS: rccallaway@gmail.com

NAME OF EVENT: Trek CXC Cup

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

PURPOSE OF EVENT: Cyclocross style bike race at Trek Bicycles

DATE OF EVENT: Fri, Sept 16-Sun, Sept 18

EVENT HOURS: 8am-6pm SET UP HOURS Wknds prior BREAKDOWN 6-11pm

DESCRIPTION OF EVENT: Professional and amateur bicycle racing

SITE/ADDRESS FOR EVENT (list if multiple locations) Tek Bicycles, 801 W Madison St

PROJECTED ATTENDANCE: 1000/day PAST ATTENDANCE: 800/day

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: Approximately 200

RAIN POLICY: Races will happen even if rains

DATE APPLICATION MADE July 19, 2016

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 \_\_\_\_\_ 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 \_\_\_\_\_ 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:**

\_\_\_\_\_  
Renee Callaway  
Name (please print)

\_\_\_\_\_  
*Renee Callaway*  
Signature

\_\_\_\_\_  
Race Director  
Signatory Title (if applicable)

\_\_\_\_\_  
7-19-2016  
Date

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

Form created: 03/11/2004

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO THE CLERK'S OFFICE NO LATER THAN NINETY DAYS (90) PRIOR TO THE OPENING DAY OF THE EVENT. Application received late or incomplete may be denied. Direct mail to the **City Clerk, City of Waterloo, 136 N. Monroe Street, Waterloo, WI. 53594.** A copy of the application will then be forwarded to the appropriate committees and or Departments for consideration of approval, denial, and scheduling.

Date application received: 7/19/2016 Received by: E-mail

Clerk's Office to complete the section below:

<p>Cc:</p> <p><input type="checkbox"/> Animal Control</p> <p><input checked="" type="checkbox"/> Fire Department</p> <p><input type="checkbox"/> Building &amp; Permits</p> <p><input checked="" type="checkbox"/> Police Department</p> <p><input checked="" type="checkbox"/> City Clerk</p> <p><input type="checkbox"/> Public Property Use</p> <p><input type="checkbox"/> Building Inspector</p> <p><input checked="" type="checkbox"/> Certificate of Insurance</p> <p><input checked="" type="checkbox"/> Fire Department</p> <p><input type="checkbox"/> Council Approval</p>	<p><u>Approval date or permit number</u></p> <p><input type="checkbox"/> Public Works</p> <p><input checked="" type="checkbox"/> Utilities</p> <p><input type="checkbox"/> Public Health Inspector</p>
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Fee for Profit Events = \$50.00 per event.

*Fee is **WAIVED** for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.*

Fee Paid: \_\_\_\_\_ Date Paid: \_\_\_\_\_

Received by: \_\_\_\_\_

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

Form created: 03/11/2004

## 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: Trek CXC Cup

DATE (S) OF EVENT: Fri, Sept 16-Sun, Sept 18 HOURS: 8am-6pm

LOCATION/PROPERTY: Trek Bicycles, 801 W Madison St, 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? Staff from Midwest Orthopedic Specialty Hospital

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: Renee Callaway phone # 608-255-8494

2) What time will set up begin: Vendors/teams - Fri, Sept 16 at 8am

3) Name of clean up contact person: Renee Callaway Cell Phone# 608-255-8494

4) Estimated time for clean up after event: Finished by Mon, Sept 19; most done Sunday by 11pm

**FEES AND PROCEEDS:**

1) Will admission be charged for this event? YES  NO  Fee to race; free to spectate

If yes, how much: Adult \_\_\_\_\_ Seniors \_\_\_\_\_ Students \_\_\_\_\_

Children 5 & under \_\_\_\_\_ Families \_\_\_\_\_

2) If a participant fee is charged, please indicate the amount: Booth: \$100-\$400

Concessionaire: \_\_\_\_\_

**Waterloo, WI**

3) Will alcoholic beverage(s) be sold?  YES NO

If yes, what beverage and at what cost? Beer \$5/pint

4) What does the Sponsor intend to do with any revenue over and above the expenditures? Reinvest in future races

(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:

\_\_\_\_\_  
\_\_\_\_\_

2) Describe other entertainment / activities planned for your event: Clinics, children's play area, food vendors, expo area, meet the pros event Friday night

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

**PUBLIC PROPERTIES PROCEDURES:**

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

1) Will you need barricades?  YES NO

Purpose of barricades: For the parking lot at the Waterloo trailhead

Location of placement: Trailhead entrance Amount needed 2

Date barricades needed Fri, Sept 16 Time of placement Afternoon

Name of company providing service if other than City \_\_\_\_\_

2) Will you require electrical service(s) YES  NO

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

Equipment being used: \_\_\_\_\_

Location \_\_\_\_\_ Entertainer name \_\_\_\_\_

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

Equipment being used: \_\_\_\_\_

Location: \_\_\_\_\_ Entertainer name \_\_\_\_\_

**Waterloo, WI**

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

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) Last year the City marked McKay Way no parking to make more space for bikes riding to start

Location: McKay Way where it runs by Trek Amount \_\_\_\_\_

Date: Fri, Sept 16-Sun, Sept 18 Time: 9/16 afternoon-Sun evening

5) Will picnic tables be needed? YES  NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date needed: \_\_\_\_\_ Time needed \_\_\_\_\_

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

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: Waste Management

Where will dumpster be place: Trek parking lot

8) Will water connection be needed?

YES

NO

Location \_\_\_\_\_ Amount \_\_\_\_\_

Date \_\_\_\_\_ Time \_\_\_\_\_

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

# Trek CXC Cup Schedule



Aug 27 and 28	Set up begins with placing stakes.
Sept 3, 4 and 5	Course set up continues.
Sept 10 and 11	All stakes in place and riders begin to arrive to pre-ride
Sept 8-9	Ribbon and snow fence hung on stakes to fully mark the race course.
Sept 16	Pre-ride for all riders
Sept 17 and 18	Racing from 8am-6pm
Sept 18	Course clean up begins immediately at the conclusion of racing
Sept 19	Clean up finished.



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

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**RESOLUTION #2016-34**

**Reducing Tucker's Truck Driving Academy Maunesha Business Center Rental Rate  
From \$500 Per Month To \$125 Per Month**

**Whereas**, the Finance, Insurance & Personnel Committee at its regular July meeting met with academy owner Mel Tucker to discuss a 2016 rental rate increase from \$60 per month to \$500 per month, and;

**Whereas**, that Committee voted unanimously to reduce the rental rate from \$500 per month to \$125 per month.

**Therefore Be It Resolved**, by the Common Council of the City of Waterloo, Wisconsin, that it agrees with the Committee's determination and reduces Tucker's Truck Driving Academy Maunesha Business Center rent from \$500 per month to \$125 per month effective August 1, 2016.

**PASSED AND ADOPTED** this 4th day of August, 2016.

**City of Waterloo**

Signed: \_\_\_\_\_  
Robert H. Thompson  
Mayor

Attest:

\_\_\_\_\_  
Morton J. Hansen  
City Clerk/Treasurer

**FISCAL NOTE:** Fund 600 annual revenue reduced from \$6,000 to \$1,500.



136 North Monroe Street  
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**RESOLUTION #2016-35**

**Authorizing Renewal Of A Connect Communities Agreement Between The Wisconsin Economic Development Corporation And The City Of Waterloo**

**Whereas**, the City of Waterloo seeks to adopt economic development best practices learning from other Wisconsin communities, and;

**Whereas**, the City of Waterloo is currently a member Wisconsin Economic Development Corporation's Connect Communities program, in good standing.

**Therefore Be It Resolved**, by the Common Council of the City of Waterloo, Wisconsin, that it authorizes renewal of a Connect Communities agreement between the Wisconsin Economic Development Corporation and the City and directs the Mayor and the Clerk/Treasurer to sign all necessary contract documents to renew Waterloo's participation in this program.

**PASSED AND ADOPTED** this 4th day of August, 2016.

**City of Waterloo**

Signed: \_\_\_\_\_  
Robert H. Thompson  
Mayor

Attest:

\_\_\_\_\_  
Morton J. Hansen  
City Clerk/Treasurer

**FISCAL NOTE:** Fund 600 - \$200 annually

**CONNECT COMMUNITIES AGREEMENT**  
**BETWEEN**  
**THE WISCONSIN ECONOMIC DEVELOPMENT CORPORATION**  
**AND**  
**CITY OF WATERLOO**

This Agreement is entered into pursuant to Chapter 238 of the Wisconsin Statutes between the Wisconsin Economic Development Corporation (“WEDC”) and City of Waterloo (the “Local Organization”).

**WITNESSETH**

**WHEREAS**, the Local Organization has submitted an Application to WEDC, requesting to participate in the Connect Communities Program; and

**WHEREAS**, WEDC has determined that the Local Organization is eligible to participate in the Connect Communities Program.

**NOW, THEREFORE**, for valid consideration, the receipt of which is hereby acknowledged, and in consideration for the promises and covenants in this Agreement, WEDC and the Local Program agree as follows:

**1. Definitions.** For purposes of this Agreement, the following terms shall have the following meanings:

(a) “Agreement” means this agreement, to include all documents required to be delivered contemporaneously with the execution and delivery of this Agreement, and the attached Exhibits, together with any future amendments executed in compliance with Paragraph 18 of this Agreement.

(b) “Application” means the materials submitted by the Local Organization to WEDC relating to the Local Organization’s participation in the Connect Communities Program.

(c) “Connect Communities Program” means WEDC’s program aimed at providing access to resources related to downtown revitalization to communities across Wisconsin.

(d) “District” means the area in which the Local Organization will target their downtown revitalization activities, as indicated in their Application.

(e) “Effective Date” means July 1, 2016.

(f) “WEDC” means the Wisconsin Economic Development Corporation, together with its successors and assigns.

**2. Term.** The term of this Agreement shall be for a period of one year, beginning on July 1, 2016, and ending on June 30, 2017.

**3. Local Organization's Obligations.** The Local Organization shall:

(a) Pay to WEDC a fee of Two Hundred Dollars (\$200.00) for the Local Organization's annual participation in the Connect Communities Program.

(b) Participate actively in the Connect Communities Program, to include, at a minimum, attending a majority of the training opportunities offered by WEDC each year.

(c) Maintain an annual program budget for activities in the District. Such annual budget should cover costs for the Local Organization's travel and administrative expenses related to its participation in the Connect Communities Program.

(d) Designate a local leader to serve as the point of contact with WEDC.

(e) Provide to WEDC a list of five (5) local participants to participate in the Connect Communities Program listserv/chat group.

(f) Promote and encourage local volunteer attendance at local, state, and national training opportunities identified by WEDC.

(g) Assist WEDC in making arrangements for visits or on-line assistance.

(h) Provide WEDC with updated contact information for the Local Organization.

(i) Submit to WEDC annual performance reports in such form and manner as is acceptable to WEDC, to include a list of goals and projects for the Local Organization.

**4. WEDC's Obligations.** WEDC shall:

(a) Designate a WEDC staff person to act as a liaison with the Local Organization.

(b) Provide an on-line communications tool for all participants in the Connect Communities Program.

(c) Plan and implement a minimum of three training sessions open to Local Organizations on downtown revitalization topics based on the needs of all Local Organizations and participants in the Wisconsin Main Street Program. Such training sessions may include main street workshops, roundtable discussion groups, executive director training, or webinar presentations.

(d) Arrange a formal District visit by WEDC staff in each year of a Local Organization's participation in the Connect Communities Program.

(e) Assist the Local Organization in the deployment and use of the LocateInWisconsin tool.

(f) Provide the Local Organization with access to training materials and resources pertaining to downtown development topics.

(g) Invite the Local Organization to the annual Wisconsin Main Street Program awards night and provide the Local Organization an opportunity to nominate projects for a special "Connect Communities" Award.

(h) Provide the Local Organization with access to downtown development resources and assistance as requested by the Local Organization.

**5. Local Organization's Warranties and Representations.** In addition to the other provisions of this Agreement, the Local Organization hereby warrants and represents to the best of its knowledge that as of the date of this Agreement:

(a) The Local Organization is in compliance with all laws, regulations, ordinances and orders of public authorities applicable to it, the violation of which would have a material, adverse effect on the Local Organization's ability to perform its obligations under this Agreement.

(b) The undersigned officer of the Local Organization is fully authorized to execute and deliver this Agreement on behalf of the Local Organization.

(c) In making these warranties and representations, the Local Organization has not relied on any information furnished by WEDC.

(d) The Local Organization's warranties and representations herein are true and accurate as of the Effective Date of this Agreement, and shall survive the execution thereof.

**6. Termination.** Either party may terminate this Agreement without cause upon thirty (30) days prior written notice to the other party. If WEDC finds that the Local Organization is not in compliance with any requirements of the Connect Communities Program as outlined in this Agreement, WEDC shall have the right to immediately terminate this Agreement and withhold further services.

**7. Wisconsin Public Records Law and Confidential Documents.** The Local Organization understands that this Agreement and other materials submitted to WEDC may constitute public records subject to disclosure under Wisconsin's Public Records Law, §§ 19.31-.39.

**8. Additional Requirements.**

(a) **Project Records.** The Local Organization shall prepare, keep and maintain such records as may be reasonably required by WEDC to validate the Local Organization's performance under this Agreement and the performance reports provided to WEDC.

(b) **Inspection.**

(i) WEDC and its respective agents, shall, upon 48 hours advance written notice to the Local Organization, have the right to enter the Local Organization's premises, during normal business hours, to inspect the Local Organization's operations documentation relating to this Agreement, provided, however, that such access does not unreasonably disrupt the normal operations of the Local Organization.

(ii) The Local Organization shall produce for WEDC's inspection, examination, auditing and copying, upon reasonable advance notice, any and all records which relate to this Agreement.

(iii) WEDC reserves the right to conduct a physical site visit.

(c) **Nondiscrimination in Employment.** Consistent with Wis. Stat. § 16.765: In connection with the performance of work under this contract, Local Organization agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in § 51.01(5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Local Organization further agrees to take affirmative action to ensure equal employment opportunities. The Local Organization agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

(d) **Consolidation or Merger.** During the term of this Agreement, the Local Organization shall provide written notice to, and obtain approval from, WEDC prior to any assignment, consolidation or merger with or into any other unrelated entity.

(e) **Public Announcement.** The Local Organization agrees to work with WEDC in making a public announcement of this Agreement.

9. **Conflicts.** In the event of any conflict between the provisions of this Agreement and any accompanying documents, the terms of this Agreement control.

10. **Choice of Law.** THIS AGREEMENT AND ALL MATTERS RELATING TO IT OR ARISING FROM IT – WHETHER SOUNDING IN CONTRACT LAW OR OTHERWISE – SHALL BE GOVERNED BY, AND SHALL BE CONSTRUED AND ENFORCED PURSUANT TO, THE LAWS OF THE STATE OF WISCONSIN.

11. **Venue, Jurisdiction.** Any judicial action relating to the construction, interpretation, or enforcement of this Agreement, or the recovery of any principal, accrued interest, court costs, attorney's fees and other amounts owed hereunder, shall be brought and venued in the U.S. District Court for the Western District of Wisconsin or the Dane County Circuit Court in Madison, Wisconsin. **EACH PARTY HEREBY CONSENTS AND AGREES TO JURISDICTION IN THOSE WISCONSIN COURTS, AND WAIVES ANY DEFENSES OR OBJECTIONS THAT IT MAY HAVE ON PERSONAL JURISDICTION, IMPROPER VENUE OR FORUM NON CONVENIENS.**

12. **Waiver of Right to Jury Trial.** EACH PARTY WAIVES ITS RIGHT TO A JURY TRIAL IN CONNECTION WITH ANY JUDICIAL ACTION OR PROCEEDING THAT MAY ARISE BY AND BETWEEN WEDC AND THE LOCAL ORGANIZATION CONCERNING OR RELATING TO THE CONSTRUCTION, INTERPRETATION OR ENFORCEMENT OF THIS AGREEMENT, OR THE RECOVERY OF ANY PRINCIPAL, ACCRUED INTEREST, COURT COSTS, ATTORNEY'S FEES AND OTHER AMOUNTS THAT MAY BE OWED BY THE LOCAL ORGANIZATION HEREUNDER.

- 13. Limitation of Liability.** THE LOCAL ORGANIZATION HEREBY WAIVES ANY RIGHT IT MAY HAVE TO CLAIM OR RECOVER FROM WEDC ANY SPECIAL, EXEMPLARY, PUNITIVE, CONSEQUENTIAL, OR DAMAGES OF ANY OTHER NATURE OTHER THAN ACTUAL DAMAGES INCURRED OR SUFFERED BY LOCAL ORGANIZATION.
- 14. Severability.** The invalidity of any provision of this Agreement shall not affect the validity of the remaining provisions, which shall remain in full force and effect to govern the parties' relationship.
- 15. WEDC Not a Joint Venturer or Partner.** WEDC shall not, under any circumstances, be considered or represented to be a partner or joint venturer of the Local Organization or any beneficiary thereof.
- 16. Captions.** The captions in this Agreement are for convenience of reference only and shall not define or limit any of the terms and conditions set forth herein.
- 17. No Waiver.** No failure or delay on the part of WEDC in exercising any power or right under this Agreement shall operate as a waiver, nor shall any single or partial exercise of any such power or right preclude any other exercise of any other power or right.
- 18. Entire Agreement.** This Agreement embodies the entire agreement of the parties concerning WEDC's and the Local Organization's obligations related to the subject of this Agreement. This Agreement may not be amended, modified or altered except in writing signed by the Local Organization and WEDC. This Agreement supersedes all prior agreements and understandings between the parties related to the subject matter of this agreement.

**IN WITNESS WHEREOF**, WEDC and the Designated Local Entity have executed and delivered this Agreement effective the date set forth next to WEDC's signature below.

**WISCONSIN ECONOMIC DEVELOPMENT CORPORATION**

By: \_\_\_\_\_ Date \_\_\_\_\_  
Mark R. Hogan  
Secretary & CEO

**City of Waterloo**

By: \_\_\_\_\_ Date \_\_\_\_\_  
Robert Thompson,  
Mayor

Notices to the Local Program hereunder shall be effective upon mailing by first class mail, postage prepaid, and addressed to the following person and address or such other person and address as the Local Program may designate in writing:

City of Waterloo  
136 N. Monroe  
Waterloo, WI 53594  
Attn: Mo Hansen

Notices to WEDC hereunder shall be effective upon mailing by first class mail, postage prepaid, and addressed as follows:

Wisconsin Economic Development Corporation  
Division of Credit & Risk  
P.O. Box 1687  
Madison, WI 53701  
Attn: Connect Communities  
Contract # CONNECT COMM FY17-AD9152

RESOLUTION NO. #2016-36  
CITY OF WATERLOO

**RE: A RESOLUTION FOR THE NECESSITY OF TAKING FOR  
333 PORTLAND ROAD, WATERLOO, WISCONSIN**

WHEREAS, the City of Waterloo (the “City”) has established Tax Incremental District No. 3 (“TID No. 3”) for the purpose of redevelopment of the City’s industrial park; and

WHEREAS, the geographic area of TID No. 3 is described in Exhibit A, a copy of which is attached hereto and incorporated by reference; and

WHEREAS, the property located at 333 Portland Road, Waterloo, Wisconsin (the “Property”) is owned by the Estate of Mr. James J. Gauthier, and the Property is within the boundaries of TID No. 3; and

WHEREAS, Ms. Diane Gauthier is the personal representative of the owner of the Property; and

WHEREAS, the condition of the Property constitutes blight by reason of the abandoned, dilapidated, deteriorated, unsanitary, and unsafe conditions of the buildings and structures on the Property; and

WHEREAS, the aforesaid conclusion is supported by the April 26, 2016, report of the Building Inspector, which is attached hereto as Exhibit B and incorporated by reference; and

WHEREAS, an environmental assessment of the Property, a copy of which is attached hereto as Exhibit C and incorporated by reference, has revealed potential environmental contaminations that must be remediated in order to protect public health and safety; and

WHEREAS, the City is authorized, pursuant to the Project Plan for TID No. 3, to acquire blighted or environmentally contaminated property and make such property suitable for redevelopment; and

WHEREAS, the Common Council has determined to proceed with its efforts to acquire the Property through condemnation and remediate the property so that it is suitable of redevelopment as indicated in the Project Plan.

**NOW, THEREFORE, BE IT RESOLVED:**

1. That, for the reasons identified in Exhibits B and C, the City finds that the Property is blighted according to Wis. Stat. § 32.03(6)(a).
2. That the Property is located within the boundaries of TID

No. 3, which is the redevelopment area as established in the Project Plan for said district; and rehabilitation of the Property is consistent with the purpose of TID No. 3 as described in the Project Plan.

3. That, due to said blighted conditions, the City will commence condemnation proceedings for the Property pursuant to Wis. Stat. § 32.06 for the purpose of rehabilitating the Property and making it suitable for redevelopment in accordance with the Project Plan.
4. That the City Attorney is directed to work with the City Clerk and to negotiate an agreed price for the Property with Ms. Diane Gauthier, pursuant to Wis. Stat. § 32.06(2a).
5. That this Resolution constitutes a determination of the necessity of the taking of the Property as required by Wis. Stat. §§ 32.06(1) and 32.07(2).

PASSED AND ADOPTED by the City Council of the City of Waterloo at a meeting held on \_\_\_\_\_, 2016.

CITY OF WATERLOO

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Name: Mo Hansen  
Title: Clerk

Waterloo Zoning Districts

- R-1 Single-Family Residential District
- R-1A Single-Family Residential District
- R-2 Single-Family Residential District
- R-3 Mobile Home Park and Mobile Home Subdivision District
- C-1 General Commercial District
- C-2 Highway Commercial District
- H Historic Overlay District
- M-1 Limited Industrial District
- M-2 General Industrial District
- PD Planned Development District
- A Agricultural District
- CON Conservancy District

The Key for the proposed improvement maps is:

- A. Development of lots 8 & 9 in Eastside Business Park
- B. Redevelopment of 333 Portland Road and adjacent parcels
- C. Business expansion and job creation
- D. Further development of Lot 1 CMS 3395-15-93 (Waldo parcel, 25.23 acres)

POB TID #3  
Metes & Bounds  
Legal Description



D) Waldo Parcel  
665 Commercial Ave  
290-0813-0513-001  
Lot 1 CSM 3395-15-93

A) City of Waterloo  
660 Commercial Ave  
290-0813-0542-013  
Lot 9 E Side Ind Park

A) City of Waterloo  
620 Commercial Ave  
290-0813-0542-012  
Lot 8 E Side Ind Park

C) Schoenherr Parcel  
970 Industrial Dr  
290-0813-0542-006  
Lot 1 CSM 4980-26-151

B) Gauthier Parcel  
333 Portland Road  
290-0813-0531-001  
Lot 1 CSM 1295-42-43

C) Jim's Cheese Pantry Inc  
410 Portland Rd  
290-0813-0642-001  
Lot 1, Deterts Acres

B) RTG Enterprises LLC  
347 Portland Road  
290-0813-0543-034  
Lot 1 CSM 549-2-357

B) Yohn Parcel  
337 Portland Road  
290-0813-0543-035  
Lot 2 CSM 549-2-357

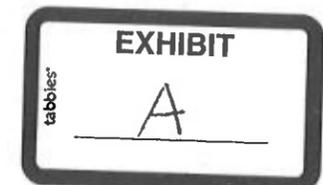


REVISED: 08/30/2012

SCALE: 1" = 200'

PROJECT: #2012K018	DATE: MARCH 2012	DRAWN BY: BAO	APPROVED BY: BAO
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CITY OF WATERLOO, WISCONSIN  
TIF DISTRICT #3  
BOUNDARY & PARCEL MAP



TAX INCREMENTAL DISTRICT #3, CITY OF WATERLOO

# INSPECTION REPORT AND NOTICE OF NONCOMPLIANCE

INSPECTION DATE 4-26-16 PAGE 1 OF 9

Owner's Name James J. Gauthier Address c/o Diane Gauthier City Durant State OK Zip 74701  
 Contractor's Name 61 West 1st Street Address Durant City OK State 74701 Zip 74701  
 Job Location 333 Portland Road, Waterloo, WI City/County WI Zip 53594

BUILDING PERMIT NO.'S. \_\_\_\_\_

INSPECTION TYPE  FOOTING  ROUGH  FINAL  
 FOUNDATION  BLDG. CONST.  ENERGY  HVAC  ELEC.  PLUMB.

AN INSPECTION OF THE ABOVE HAS DISCLOSED THE FOLLOWING VIOLATION(S)

ORDER NO.	CODE SELECTION	FINDINGS AND REQUIREMENTS
1.	288-8A.(1) 288-8B.(1) 288-8A.(2) WI Stats. 32.03(6)(a)	North building. Accessory building. The structural wood roof is collapsed into the building. The structural wood wall portion of the building is failing. The block wall portion of the building has some structural failure. The electrical and heating system non repairable.
2.	288-8A.(1) 288-8B.(1) 288-8A.(2) WI Stats. 32.03(6)(a)	Main building. Open steel structure at rear of building has total structural failure. Structure is collapsed do to possible racking from horizontal forces, lateral movement. Stockade area of building at rear, the roof has total structural failure and has collapsed into the building.

**CONTRACTORS: PLEASE LEAVE THIS LIST ON JOB SITE**

**NOTICE OF NONCOMPLIANCE.**

All cited violations shall be ordered within 30 days after written notification, unless an extension of time is granted. Each day that the violation continues after notice shall constitute offense and is subject to remedies and penalties by the authority having jurisdiction.

Violations Explained to \_\_\_\_\_ Compliance Date \_\_\_\_\_

Certified Inspector C. Butsenke #70579 Telephone \_\_\_\_\_

**EXHIBIT**

B

# INSPECTION REPORT AND NOTICE OF NONCOMPLIANCE

INSPECTION DATE 4-26-16 PAGE 2 OF 9

Owner's Name Gauthier Address 61 W. 1st Street City Durant, OK State OK Zip 74701

Contractor's Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Job Location 333 Portland Road City/County Waterloo

BUILDING PERMIT NO.'S. \_\_\_\_\_

INSPECTION TYPE  FOOTING  ROUGH  FINAL  
 FOUNDATION  BLDG. CONST.  ENERGY  HVAC  ELEC.  PLUMB.

AN INSPECTION OF THE ABOVE HAS DISCLOSED THE FOLLOWING VIOLATION(S)

ORDER NO.	CODE SELECTION	FINDINGS AND REQUIREMENTS
3.	288-8A.(1) 288-8A.(2) 288-8B.(1) W.I. Stats. 32.03(b)(a)	Main building, North east corner of building that structure has total structural roof failure. Also has some block wall failure near roof area. Some locations in main building where wood was used structurally for the roof system has some structural failure. East side of main building near service main, that part of building has a complete structural roof failure. This appears to be an accessory space cut side the main structure but attached. The building currently has some areas where steel beams are compromised inside the building. Would need structural analysis on condition do to corrosion and altered to a unsafe condition.

**CONTRACTORS: PLEASE LEAVE THIS LIST ON JOB SITE**

## NOTICE OF NONCOMPLIANCE.

All cited violations shall be ordered within 30 days after written notification, unless an extension of time is granted. Each day that the violation continues after notice shall constitute offense and is subject to remedies and penalties by the authority having jurisdiction.

Violations Explained to	Compliance Date
Certified Inspector <u>C. Butsnike #70579</u>	Telephone

# INSPECTION REPORT AND NOTICE OF NONCOMPLIANCE

INSPECTION DATE 4-26-16 PAGE 3 OF 9

Owner's Name Gauthier Address 61 W. 1st Street City Durant, OK State OK Zip 74701

Contractor's Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Job Location 333 Portland Road City/County Waterloo, WI

BUILDING PERMIT NO'S. \_\_\_\_\_

INSPECTION TYPE  FOOTING  ROUGH  FINAL  
 FOUNDATION  BLDG. CONST.  ENERGY  HVAC  ELEC.  PLUMB.

AN INSPECTION OF THE ABOVE HAS DISCLOSED THE FOLLOWING VIOLATION(S)

ORDER NO.	CODE SELECTION	FINDINGS AND REQUIREMENTS
3.	288-8A.(1) 288-8B.(1) 288-8A.(2) WI. Stats. 32.03(6)(a)	Main Building. The building has some locations where steel lintels are heavily corroded and will need some structural analysis as to their condition based on loads acting upon them. One area in garage portion, spancrete roof system is bearing on a steel beam system with load bearing issues where beam has been altered and point load structural block is altered and appears to be failing. Some areas of the main building is showing stress cracks in structural block where steel beams are bearing. Will need a structural report on the structural integrity of the building.

**CONTRACTORS: PLEASE LEAVE THIS LIST ON JOB SITE**

**NOTICE OF NONCOMPLIANCE.**

All cited violations shall be ordered within 30 days after written notification, unless an extension of time is granted. Each day that the violation continues after notice shall constitute offense and is subject to remedies and penalties by the authority having jurisdiction.

Violations Explained to	Compliance Date
Certified Inspector <u>C. Butscheck #70579</u>	Telephone

# INSPECTION REPORT AND NOTICE OF NONCOMPLIANCE

INSPECTION DATE 4-26-16

PAGE 4 OF 9

Owner's Name Gauthier Address 61 W. 1st Street City Durant, OK State OK Zip 74701

Contractor's Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Job Location 333 Portland Road City/County Waterloo, WI

BUILDING PERMIT NO'S. \_\_\_\_\_

INSPECTION TYPE  FOOTING  ROUGH  FINAL  
 FOUNDATION  BLDG. CONST.  ENERGY  HVAC  ELEC.  PLUMB.

AN INSPECTION OF THE ABOVE HAS DISCLOSED THE FOLLOWING VIOLATION(S)

ORDER NO.	CODE SELECTION	FINDINGS AND REQUIREMENTS
<u>4.</u>	<u>288-3</u> <u>288-1</u> <u>288-2</u> <u>WI. Stats.</u> <u>32.03(6)(a)</u>	<u>Main building. Appears all electrical to the building is disconnected at the utility main. The electrical service and subpanels appear to be out of disrepair. Most of the plumbing is disconnected. Very strong smell of sewer gas and mold present at one main bathroom area. Mold is present on the floor. No water pipe for use present. Was the building sprinklered, does it need to be for today's code? There was a couple furnaces present, but not in use? Most of the hanging furnace units appear to be out of disrepair. One fairly large unit is very unsafely hanging by one support.</u>

**CONTRACTORS: PLEASE LEAVE THIS LIST ON JOB SITE**

## NOTICE OF NONCOMPLIANCE.

All cited violations shall be ordered within 30 days after written notification, unless an extension of time is granted. Each day that the violation continues after notice shall constitute offense and is subject to remedies and penalties by the authority having jurisdiction.

Violations Explained to	Compliance Date
Certified Inspector <u>C. Buttschke #70579</u>	Telephone

# INSPECTION REPORT AND NOTICE OF NONCOMPLIANCE

INSPECTION DATE 4-26-16

PAGE 5 OF 9

Owner's Name Gauthier Address 621 W. 1st Street City Durant, OK State OK Zip 74701

Contractor's Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Job Location 333 Portland Road City/County Waterloo, WI

BUILDING PERMIT NO'S. \_\_\_\_\_

INSPECTION TYPE  FOOTING  ROUGH  FINAL  
 FOUNDATION  BLDG. CONST.  ENERGY  HVAC  ELEC.  PLUMB.

AN INSPECTION OF THE ABOVE HAS DISCLOSED THE FOLLOWING VIOLATION(S)

ORDER NO.	CODE SELECTION	FINDINGS AND REQUIREMENTS
5.	288-1 288-2 288-3 (same) WI. Stats. 32.03(6)(a)	Main building. Appears that no health safety items are currently in place. Most exit doors are blocked from some structural failure. No fire extinguishers present. No lighting present. No exit signage and path of lighting for travel to exits are present. Stairway from main floor to second floor is unsafe and structurally failing. Current condition of building is not safe currently for even cold storage use or occupancy of any kind.
6.	288-8 G.(1) 288-8 G.(3) WI. Stats. 32.03(6)(a)	Exterior of property. Needs to be maintained, brush, weeds, and small trees growing inside and around the structures. Misc. debris, tires, foam and garbage needs to be cleaned up.

**CONTRACTORS: PLEASE LEAVE THIS LIST ON JOB SITE**

**NOTICE OF NONCOMPLIANCE.**

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Violations Explained to \_\_\_\_\_ Compliance Date \_\_\_\_\_

Certified Inspector C. Butsenke # 70579 Telephone \_\_\_\_\_

# INSPECTION REPORT AND NOTICE OF NONCOMPLIANCE

INSPECTION DATE 4-26-16

PAGE 6 OF 9

Owner's Name James J. Gauthier Address cp Drane City Gauthier State OK Zip 74701

Contractor's Name 61 West 1st Street Address Durant City OK State 74701 Zip

Job Location 333 Portland Road, Waterloo City/County WI 53594

BUILDING PERMIT NO.'S. \_\_\_\_\_

INSPECTION TYPE  FOOTING  ROUGH  FINAL  
 FOUNDATION  BLDG. CONST.  ENERGY  HVAC  ELEC.  PLUMB.

AN INSPECTION OF THE ABOVE HAS DISCLOSED THE FOLLOWING VIOLATION(S)

ORDER NO.	CODE SELECTION	FINDINGS AND REQUIREMENTS
7.	288-8 E. Wi. Stats. 32.03(b)(a)	Paint and other preservatives. Every building or structure, the exterior surface of which has been painted or had other preservatives applied, shall be repainted, resurfaced or otherwise treated in a workmanlike manner when its condition is a serious blighting influence on surrounding properties.
8.	288-8 G.(1) Wi. Stats. 32.03(b)(a)	All exterior areas of any premises shall be kept in a clean and sanitary condition and free from any accumulation of combustible or noncombustible materials, debris and refuse of any similar materials which could or may cause fire, safety or health hazards or a serious blighting influence upon surrounding properties.

**CONTRACTORS: PLEASE LEAVE THIS LIST ON JOB SITE**

**NOTICE OF NONCOMPLIANCE.**

All cited violations shall be ordered within 30 days after written notification, unless an extension of time is granted. Each day that the violation continues after notice shall constitute offense and is subject to remedies and penalties by the authority having jurisdiction.

Violations Explained to	Compliance Date
Certified Inspector <u>C. Butsenke #70579</u>	Telephone

# INSPECTION REPORT AND NOTICE OF NONCOMPLIANCE

INSPECTION DATE **4-26-16**

PAGE **7** OF **9**

Owner's Name **James J. Gauthier** Address **c/o Diane Gauthier** City **Waterloo** State **WI** Zip **53594**

Contractor's Name \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Job Location **333 Portland Road Waterloo, WI 53594**

BUILDING PERMIT NO'S. \_\_\_\_\_

INSPECTION TYPE  FOOTING  ROUGH  FINAL  
 FOUNDATION  BLDG. CONST.  ENERGY  HVAC  ELEC.  PLUMB.

AN INSPECTION OF THE ABOVE HAS DISCLOSED THE FOLLOWING VIOLATION(S)

ORDER NO.	CODE SELECTION	FINDINGS AND REQUIREMENTS
9.	208-8 G.(3)	Exterior areas in a natural state shall be kept free of diseased or fallen trees, branches, brush, debris and noxious weeds.
10.	208-5. Definitions	BLIGHT: An impaired condition leading to deterioration  BLIGHTING INFLUENCE: A condition having an adverse effect on surrounding properties.

**CONTRACTORS: PLEASE LEAVE THIS LIST ON JOB SITE**

**NOTICE OF NONCOMPLIANCE.**

All cited violations shall be ordered within 30 days after written notification, unless an extension of time is granted. Each day that the violation continues after notice shall constitute offense and is subject to remedies and penalties by the authority having jurisdiction.

Violations Explained to	Compliance Date
Certified Inspector <b>C. Butschke #70579</b>	Telephone





	A	B	C	D	E	F
1	<b>ESTIMATED REPAIR COST FOR:</b>					
2	333 Portland Road, Waterloo WI 53594					
3	James J. Gauthier c/o Diane Gauthier					
4		<b>UNITS</b>	<b># UNITS</b>	<b>COST/UNIT</b>	<b>COST</b>	
5	<b>EXTERIOR</b>					
6	PAINT	SF	0	\$ 1	\$ -	
7	STEEL DECK ROOF	SF		\$5		
8	NEOPRENE ROOFING (1/16")	SQ	0	\$ 521	\$ -	
9	REPLACE SHINGLES (30-YR)	SQ	24	\$ 200	\$ 4,860	
10	FELT UNDERLAYMENT (15#)	SQ	24	\$ 14	\$ 340	
11	REPLACE ROOF SHEATHING	SF	2,430	\$ 2	\$ 4,860	\$ 10,060
12	REPLACE TRUSSES	SF	2,430	\$ 4	\$ 9,720	
13	STOREFRONT WDWS	SF	0	\$ 75	\$ -	
14	REPLACE WDW; VINYL (3'X4' DH)	EA	0	\$ 330	\$ -	
15	REPLACE GUTTERS & DOWNSPOUTS	LF	0	\$ 12	\$ -	
16	INSTALL VINYL SIDING	SF	0	\$ 3	\$ -	
17	ALUM. SOFFITT & FASCIA	LF	0	\$ 7	\$ -	
18	PRE-HUNG STEEL DOORS	EA	0	\$ 341	\$ -	
19	STOREFRONT W/DOORS (3'6"x7'0")	SF	0	\$ 29	\$ -	
20	GARAGE DOOR (16' METAL)	EA		\$ 1,216	\$ -	
21	GARAGE DOOR (9' METAL)	EA		\$ 938	\$ -	
22		<b>SUBTOTAL</b>			\$ 19,780	
23						
24	<b>HVAC/ELEC/PLBG/MISC</b>					
25	ELECTRICAL-WIRING, FIXTURES, ETC.	SF	10,966	\$ 7	\$ 76,762	
26	UPDATE ELECTRIC SERVICE (200A)	EA	1	\$ 3,900	\$ 3,900	\$ 80,662
27	REPLACE GAS FURNACE (100MBH)	EA	1	\$ 1,125	\$ 1,125	
28	GAS FURNACE W/DIST SYS	SQ	0	\$ 8	\$ -	
29	REPLACE BOILER SYS (80 MBH, HOT WATER)	EA		\$ 12,200	\$ -	
30	BOILER (80MBH) AND BASEBOARD	SQ		\$ 15	\$ -	\$ 1,125
31	REPLACE WATER HEATER (40 GAL GAS)	EA	1	\$ 1,325	\$ 1,325	
32	REPLACE WC AND LAV	EA BATH		\$ 6,200	\$ -	
33	REPLACE WC, URINAL, AND LAV	EA BATH	1	\$ 7,800	\$ 7,800	\$ 9,125
34	DUMPSTER (30-YD)	WK	1	\$ 825	\$ 825	
35		<b>SUBTOTAL</b>			\$ 91,737	
36						
37	<b>INTERIOR</b>					
38	ROOM DEMOLITION	SF/FLR	0	\$ 3	\$ -	
39	DRYWALL (1/2")	SF	0	\$ 2	\$ -	
40	DRYWALL (5/8")	SF	0	\$ 2	\$ -	
41	FLOOR COVERING (VINYL)	SF	0	\$ 6	\$ -	
42	FLOOR COVERING (CARPET)	SF	0	\$ 4	\$ -	
43	SUBFLOOR (3/4")	SF	0	\$ 2	\$ -	
44	DEMO/INSTALL 2x8 FLOOR JOISTS 16" OC	SF	0	\$ 2	\$ -	
45	WALL CABINETS (12", 1 DOOR)	EA	0	\$ 300	\$ -	
46	BASE CABINETS (12", 1 DOOR & 1 DRAWER)	EA	0	\$ 395	\$ -	
47	INTERIOR DOORS (2' 8" METAL FRAME)	EA	0	\$ 225	\$ -	
48	INSULATION (R-13 BATT)	SF	0	\$ 1	\$ -	
49	PAINT	SF	0	\$ 1	\$ -	
50		<b>SUBTOTAL</b>			\$ -	
51						
52	<b>FOUNDATION &amp; BASEMENT SLAB</b>					
53	4" STRUCTURAL RED BRICK	SF	0	\$ 13	\$ -	
54	FOUNDATION WALL 8x8x16 BLOCK	SF	0	\$ 10.00	\$ -	

	A	B	C	D	E	F
55	BASEMENT SLAB 4" REINFORCED	SF	0	\$ 5.50	\$ -	
56	SUBTOTAL				\$ -	
57						
58						
59	<b>TOTAL</b>				\$ 111,517	
60	<b>ASSESSMENT (IMPROVEMENTS ONLY)</b>				\$ 103,200	
61	<b>PCT OF ASSESSMENT (COST/ASSESSED)</b>				<b>108%</b>	

*Chris A. Butsell* 6-9-16

**SCS ENGINEERS**

Phase 1 Environmental Site Assessment

**James Gauthier Property  
333 Portland Road  
Waterloo, Wisconsin**

Prepared for:  
**Jefferson County Economic  
Development Consortium**



864 Collins Road, Suite 111  
Jefferson, Wisconsin 53549

Prepared by:

**SCS ENGINEERS**  
2830 Dairy Drive  
Madison, Wisconsin 53718-6751  
(608) 224-2830

May 24, 2016  
File No. 25215033.00

Offices Nationwide  
[www.scsengineers.com](http://www.scsengineers.com)

**EXHIBIT**

          
C

tabbies

## EXECUTIVE SUMMARY

SCS Engineers (SCS) performed a Phase I Environmental Site Assessment (ESA) consistent with the Environmental Protection Agency (EPA) Standards and Practices for All Appropriate Inquiries (AAI) as set forth in 40 CFR, Part 312 and the ASTM International (ASTM) Standard E1527-13 on one parcel of land owned by James Gauthier (deceased), located at 333 Portland Road in Waterloo, Wisconsin, hereafter referred to as the Property.

The Phase I ESA was performed as part of the United States Environmental Protection Agency (USEPA) community-wide Brownfield Site Assessment Grant (#00E01355) awarded to Jefferson County, Wisconsin.

The Property is an irregular-shaped parcel that includes 17.87 acres of land with two buildings. The Property was developed for industrial use in the 1950s as a slaughter house and rendering facility. Mr. Gauthier purchased it in 1993. It was subsequently used by a meat and cheese distribution firm and a furniture restoration business. The State of Wisconsin brought suit against Mr. Gauthier for hazard/waste management violations in a case that was settled in 2007. The Property is currently vacant. The buildings are in poor condition and are unsecured. Approximately 70 containers ranging from 5-gallon pails to 55-gallon drums with contents are on the Property. Most of the containers are inside the main building. Some containers are labeled, and some are not. Some containers are leaking their contents. Three historical disposal sites on the Property contain concrete rubble, demolition debris, and some empty 55-gallon drums.

The purpose of this Phase I ESA is to identify, to the extent practicable, recognized environmental conditions (RECs) in connection with the Property. In order to accomplish this, an historical review, and an inspection of the Property were performed.

This assessment has revealed no evidence of RECs in connection with the Property except for the following:

1. Since 1993, the Gauthier Property has been used by a meat and cheese distribution firm, and at least one business that used and stored hazardous substances for furniture restoration. The State of Wisconsin brought suit against Mr. Gauthier for hazard/waste management violations in a case that was settled in 2007. The settlement was to include an inventory of materials on the Property and their lawful disposal. Documentation that the inventory and disposal were completed was not found in the files. In 2008, 2009, and 2014, up to two semi-tankers of methylene chloride stripper blend were parked on the Property and the contents were reportedly repackaged for sale.

Approximately 65 containers with contents are currently stored inside the main building. Some of the containers have labels that may or may not reflect the contents. Some of the containers are not labeled. Some of the containers are damaged and contents are leaking out.

The historical use of the Property by businesses that used and stored hazardous substances and that may have generated hazardous waste, the civil case against Mr. Gauthier for hazard/waste management violations, the lack of documentation that materials on the Property were inventoried and lawfully disposed as required in the civil case settlement, and the current presence of almost 65 containers inside an unsecured building that include some without labels and some that are leaking, are identified as a REC for the Property.

2. The Property buildings and additions were constructed from approximately the 1950s through the 1980s for use as a slaughterhouse and rendering facility. The main building has numerous floor drains and subsurface structures. A large subsurface metal tank, two concrete tanks, and an enclosed vault are located next to and underneath the northwest part of the main building. The subsurface structures are near the former rendering area and may have been part of a former grease trap and water treatment process.

The presence of numerous floor drains and subsurface features in a building that was used to store hazardous substances and may have generated hazardous waste, and was subject to enforcement actions for hazard/waste management violations is identified as a REC due to the potential for materials to have been disposed down floor drains or into subsurface structures.

3. A power pole with pole-mounted transformers is located on the Property. Numerous florescent light fixtures and florescent bulbs are located inside the main building. Based on the age of the buildings, mercury and polychlorinated biphenyls (PCBs) may be present in the transformers, light ballasts, and bulbs. Several bulbs are broken and lying on the floor.

The potential for transformers with PCBs and fluorescent light fixtures/bulbs with PCBs and/or mercury is identified as a REC for the Property.

4. Five 55-gallon unlabeled metal drums with contents are stored outside near the outbuilding. An area of stressed vegetation and bare ground that is approximately 24 feet in diameter is located near the drums. The presence of 55-gallon drums with unidentified contents in an outside unsecured location coupled with evidence of a possible contaminant release to the ground surface is identified as a REC for the Property.
5. Three historical disposal sites with concrete rubble, construction debris, and empty metal drums are present on the Property. The sites are located within the east drainage ditch near the buildings, between the east drainage ditch and the east Property line near the Industrial Lane cul-de-sac, and in the wooded area located south of the main building. The presence of historical disposal sites is identified as a REC for the Property due to the potential for petroleum products and hazardous substances to have been included with the other debris.
6. Kress Packing Company, Inc. developed the adjoining properties to the southeast as part of the Property's slaughterhouse and rendering business. The three contiguous parcels

were historically operated as a single unit so parcel boundaries and separate driveways were not clearly defined. Based on the site inspection, both properties are currently used for vehicle repair, and one or both of them were using the Property to store abandoned/disabled vehicles, dumpsters, discarded tires, and debris. A soil pile, an unlabeled drum with contents, and an area of stained ground with a petroleum odor were also observed on what appeared to be Property land. Two 55-gallon drums were observed outside the building at 337 Portland Road. Dark-stained ground was observed around the building at 341-349 Portland Road.

The presence of vehicle repair businesses on the two adjoining properties, and the use of the Property as an extension of one or both vehicle repair businesses are identified as a REC due to the potential for petroleum products and hazardous substances to be released on the Property or to migrate onto the Property.

7. The adjoining property at 337 Portland Road was formerly used as a used oil bulk storage facility. The Yohn Property leaking underground storage tank (LUST) site opened in 1992 with petroleum- and chlorinated volatile organic compound (CVOC)-contaminated soil and groundwater. The shallow groundwater flow direction is northwesterly, and shallow groundwater is approximately 5 feet below ground surface (bgs). In 2009, vinyl chloride was detected in MW-9 near the Property at a concentration that exceeded the NR 140 enforcement standard (ES) and chloromethane that exceeded the NR 140 preventive action limit (PAL). Tetrachloroethylene was detected in MW-10 near the former bulk storage area at a concentration that exceeded the NR 140 ES and trichloroethylene that exceeded the NR 140 PAL. The petroleum portion of the site is closed. The CVOC portion of the site was granted conditional closure in 2012. It has not received final closure.

WDNR records for the Yohn Property site show a large dirt pile near the building, a large spoil pile by the Property, and a "swamp like area" in the northwest corner of the parcel. An earth berm was shown around the former bulk petroleum storage area. The records do not document the contents of the piles or where they went. The 1992 aerial photograph shows a disturbed area with unidentified objects in the northwest part of the Yohn property. During the site inspection, the area appeared to be elevated with disabled/abandoned vehicles.

The presence of shallow groundwater on the upgradient adjoining property with CVOC concentrations that exceed their NR 140 PALs and ESs is identified as a REC due to the potential for contaminated groundwater and subsurface vapors to migrate onto the Property. The filling of a former swampy area near the Property border at approximately the same time that an earth berm may have removed from the former bulk petroleum storage area and a dirt pile and spoil pile were shown stockpiled on the adjoining property is identified as a REC due to the potential for the piles to have been contaminated with petroleum products and CVOCs, and to have been used for the fill material.



136 North Monroe Street  
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## RESOLUTION #2016-37

### Awarding A Construction Contract To Woleske Construction of Green Bay In The Amount Of \$227,490.40 – Canal Road Resurfacing

**Whereas**, the City of Waterloo seeks to provide safe roadways to enhance commercial activity and the general quality of life, and;

**Whereas**, an advertised public bid process took place for Canal Road resurfacing work with a July 22, 2016 bid opening date resulting in three bids, and;

**Whereas**, Woleske Construction of Green Bay submitted the low bid of \$227,490.40 which is in line with prior Kunkel Engineering estimates for this work.

**Therefore Be It Resolved**, by the Common Council of the City of Waterloo, Wisconsin, that it awards a contract to Woleske Construction of Green Bay in an amount not to exceed \$227,490.40 for resurfacing of Canal Road – funded by a WisDOT grant and tax incremental district #1 – and directs the Mayor and the Clerk/Treasurer to sign all necessary contract documents to complete this project.

**PASSED AND ADOPTED** this 4th day of August, 2016.

**City of Waterloo**

Signed: \_\_\_\_\_  
Robert H. Thompson  
Mayor

Attest:

\_\_\_\_\_  
Morton J. Hansen  
City Clerk/Treasurer

**FISCAL NOTE:** WisDOT providing 50% match for this TID project.



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## RESOLUTION #2016-38

### Awarding A Construction Contract To R.G. Huston Company of Cottage Grove In The Amount Of \$77,835 – 720 West Madison Street Phase 3 Construction

**Whereas**, the City of Waterloo seeks to enhance the community and create riverfront public space for all citizens to enjoy, and;

**Whereas**, an advertised public bid process took place for construction work to restore portions of the Maunasha River bank and river bottom at 720 West Madison Street with a July 29, 2016 bid opening date resulting in six bids, and;

**Whereas**, R.G. Huston Company of Cottage submitted the low bid of \$77,835 which is in line with prior Kunkel Engineering estimates for this work.

**Therefore Be It Resolved**, by the Common Council of the City of Waterloo, Wisconsin, that it awards a contract to R. G. Huston of Cottage Grove in an amount not to exceed \$77,835 for this river restoration work and directs the Clerk/Treasurer to complete all necessary documents so that the work – funded by way of a Wisconsin Department of Administration CDBG grant may be completed this calendar year.

**PASSED AND ADOPTED** this 4th day of August, 2016.

**City of Waterloo**

Signed: \_\_\_\_\_  
Robert H. Thompson  
Mayor

Attest:

\_\_\_\_\_  
Morton J. Hansen  
City Clerk/Treasurer

**FISCAL NOTE:** A Fund 225 expense 100% funded by the state CDBG grant.

**CITY OF WATERLOO FINANCE, INSURANCE & PERSONNEL COMMITTEE: MEETING MINUTES**  
June 16, 2016

1. CALL TO ORDER AND ROLL CALL. Committee Chair Springer called the meeting to order at 6:30 p.m. Members present: Springer, Quimby & Griffin (arriving at approximately 6:40 pm). Absent: none. Also attending: Jim Reynolds, Maureen Giese, Diane Graff, Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: MAY 19, 2016. MOTION: Moved by Quimby, seconded by Springer to approve the meeting minutes as listed and presented. VOICE VOTE: Motion carried with Griffin absent.
3. PUBLIC COMMENT. None.
4. NEW BUSINESS
  - a. Economic Development Strategic Plan Follow-up Item: Waterloo Farmer's Market. DISCUSSION: Springer questioned a \$6,000 request saying Sun Prairie is paying \$3,000 for the first time this year adding Sun Prairie was run on a volunteer basis previously. Springer said it was a poor time of year to start; market fees should support a market. Griffin questioned spending \$6,000 asking if \$1,000 would work for advertising expenses. Springer said a Saturday market would compete against, Sun Prairie, Jefferson and the Marshall tent. Quimby said it could be tried on a trial basis. Maureen Giese said prior market managers should be consulted. No action taken.
  - b. Waterloo Area Historical Society June 10, 2016 Donation Request. DISCUSSION: Maureen Giese and Jim Reynolds representing the Waterloo Area Historical Society followed up on a June 10<sup>th</sup> written request to the Mayor, Clerk/Treasurer, the City Council and City Departments -- which the Mayor had directed to this committee -- requesting a one-time donation of \$2,000 to meet a matching fund of \$10,000 to repair the museum. Reynolds described steeple repairs noting that masonry is falling out on the exterior and interior. Giese said a drone took pictures of the building and estimates had been gathered. She added that the building is considered a landmark. Griffin said it was a matter of safety as bricks were falling down. It was noted that the museum is not municipal property. Springer said he could not give away \$2,000 of tax money that wasn't budgeted. No action was taken with Springer stating that the item should be a 2017 budget request.  
MOTION: Due to time, a motion was made by Quimby and seconded by Griffin to take no action on items 4c, 4d and 4e below. VOICE VOTE: Motion carried.
  - c. Payroll For May 2016 - \$63,936.68.
  - d. General Disbursements – May 20, 2016 Through June 16, 2016.
  - e. Treasurer's Report & Budget Reports For May 2016
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.
6. ADJOURNMENT. MOTION: Moved by Quimby, seconded by Griffin to adjourn. VOICE VOTE: Motion carried. Approximate time: 6:55 p.m.

Attest:

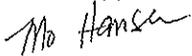


Mo Hansen  
Clerk/Treasurer

## WATERLOO PLAN COMMISSION – MINUTES

May 24, 2016

1. ROLL CALL AND CALL TO ORDER. In the Mayor's absence, Crosby called the meeting to order at 7:30 pm in the Municipal Building Council Chambers. ROLL CALL: Voting members present, Leisses, Springer, Crosby, Butzine, Lannoy and Reynolds. Absent: Thompson. Others present: Mary Danielson, Diane Graff of the Courier and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: NOVEMBER 24, 2015 (Dec. – April, no meeting). MOTION: Moved by Leisses, seconded by Butzine to approve the November meeting minutes. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. No public comment.
4. NEW BUSINESS
  - a. Proposed Certified Survey Map, Kwik Trip, 115 Portland Road. DISCUSSION: Leisses said the document presented was missing some items as required by state statutes. Multiple Commissioners asked if the outline of the former building should be removed, Leisses agreed. MOTION: Moved by Reynolds, seconded by Butzine to recommend Council approval contingent upon a final review and sign-off from Mitch Leisses or a representative of the municipal engineering firm, Kunkel Engineering. VOICE VOTE: Motion carried.
  - b. Application For A Conditional Use Permit, Marjorie Hein Trust, 717 Lum Avenue/208 Henry Street. DISCUSSION: Hansen said after consulting with the City Attorney this permit was sought by the City to have on file an issued permit which was not on file. He said a property sale was contemplated and this was the time to clarify its status as a multi-unit dwelling. Hansen said the application fee was waived. MOTION: Moved by Lannoy, seconded by Springer to recommend Council approval of the conditional use permit as submitted. VOICE VOTE: Motion carried.
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.
  - a. Hansen noted a potential request for a special meeting to consider a 23,000 square foot expansion to Trek Bicycle.
6. ADJOURNMENT. MOTION: Moved by Springer, seconded by multiple Commissioners to adjourn. Approximate time: 7:40 pm.

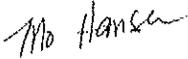


Mo Hansen  
Clerk/Treasurer

## WATERLOO PLAN COMMISSION – MINUTES

June 14, 2016

1. ROLL CALL AND CALL TO ORDER. Mayor Thompson called the special meeting to order at 7:00 pm in the Municipal Building Council Chambers. ROLL CALL: Voting members present: Thompson, Leisses, Lannoy and Reynolds. Absent: Springer, Crosby and Butzine. Others present: Margaux Stutz representing Trek Bicycle, Bud Bessler representing Oliver Construction, Christina Brey and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: May 24, 2016. MOTION: Moved by Leisses, seconded by Reynolds to table meeting minutes approval. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. NEW BUSINESS
  - a. Oliver Construction Co. for Trek Bicycle Corp., 801 W. Madison Street
    - i. Proposed Certified Survey Map. DISCUSSION: It was noted that a revised map dated 6/13/2016 was before the Plan Commission. Leisses has no objections. MOTION: Moved by Leisses, seconded by Reynolds to recommend Council approval of the proposed certified survey map revised and dated 6/13/2016. VOICE VOTE: Motion carried.
    - ii. Proposed Design Review. DISCUSSION: Bud Bessler reviewed the proposal for a 20,775 sq. ft. office expansion. Leisses said the project should use stormwater management best practices. Mayor Thompson confirmed that the project foot print does not extend to the recently acquired adjacent residential parcel along McKay Way. Leisses said Kunkel Engineering had done a thorough review and had no concerns. MOTION: Moved by Leisses, seconded by Reynolds to approve the design review pursuant to the City engineer's Comments that project should use stormwater management best practices. VOICE VOTE: Motion carried.
    - iii. Request for Land Use Rezoning from A, Agricultural District to M-1, Limited Industrial District (public hearing to be scheduled). MOTION: Moved by Reynolds, seconded by Leisses to table the matter until July. VOICE VOTE: Motion carried.
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.
6. ADJOURNMENT. MOTION: Moved by Reynolds, seconded Lannoy to adjourn. Approximate time: 7:20 pm.



Mo Hansen  
Clerk/Treasurer

## WATERLOO PLAN COMMISSION – MINUTES

July 26, 2016

### PUBLIC HEARING

1. CALL TO ORDER -- LAND USE REZONING – OLIVER CONSTRUCTION CO. FOR TREK BICYCLE CORP. - PROPERTY LOCATED AT 821 MCKAY WAY.

The applicant, Oliver Construction Co. is requesting a change in land use from A-Agricultural District to M-1, Limited Industrial District for Trek Bicycle Corp. to incorporate the recently purchased 1.72 acre parcel as part of their existing single certified survey map, also known as 801 W. Madison Street.

Mayor Thompson called the public hearing to order at 7:00 pm in the Municipal Building Council Chambers. Plan Commissioners present: Thompson, Leisses, Crosby, Butzine, Lannoy and Reynolds. Absent: Springer. Others attending: Diane Graff of the Courier, Alice & Rick Filter, Rachel & Ed Cass, Mary Marty and Clerk/Treasurer Hansen. No one came before the Plan Commission. The Mayor adjourned the public hearing.

### PUBLIC HEARING

1. CALL TO ORDER – CONDITIONAL USE PERMIT – PAUL MARTY, TIRED IRON BUYER, LLC, OWNER OF THE PROPERTY LOCATED AT 275 S. JACKSON STREET.

The applicant, Mary & Paul Marty, Tired Iron Buyer LLC, is requesting a conditional use permit to allow the use of a commercial recreational facility. The proposed plan is to convert 6,000 square feet of the existing warehouse to an indoor sports training facility.

Mayor Thompson called the public hearing to order at 7:01 pm. Plan Commissioners present: Thompson, Leisses, Crosby, Butzine, Lannoy and Reynolds. Absent: Springer. Others attending: Diane Graff of the Courier, Alice & Rick Filter, Rachel & Ed Cass, Mary Marty and Clerk/Treasurer Hansen. DISCUSSION: On behalf of their daughter Kimberly, Alice Filter asked about the quantity of vehicles and the general use being considered. Mary Marty, the applicant, said a 20-year non-profit softball organization, the Columbus Xplozion, currently rents gymnasium space at a variety of locations. It seeks to lease indoor space for a year round training facility. She said members of one team at a time would use the facility, approximately twelve athletes; that the organization had 127 girls and over twenty teams. A gravel area owned by the applicant south of the building was identified as the main parking location. Marty said the organization would contact Trek about using the nearby Trek lot for overflow. Mayor Thomson said any public parking matter would be addressed by the police. Alice Filter concluded saying all their questions had been answered. The Mayor adjourned the public hearing at 7:05 pm.

### PLAN COMMISSION REGULARLY SCHEDULED MEETING

1. CALL TO ORDER AND ROLL CALL. Mayor Thompson called the regularly scheduled meeting to order at 7:05 pm in the Municipal Building Council Chambers. Plan Commissioners present: Thompson, Leisses, Crosby, Butzine, Lannoy and Reynolds. Absent: Springer. Others attending: Diane Graff of the Courier, Alice & Rick Filter, Rachel & Ed Cass Mary Marty and Clerk/Treasurer Hansen.
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES – May 24, 2016 and Special Meeting June 14, 2016. MOTION: Moved by Butzine, seconded by Lannoy to approve meeting minutes as listed and presented. VOICE VOTE: Motion carried
3. CITIZEN INPUT. None.
4. NEW BUSINESS
  - a. Land Use Rezoning from A-Agricultural to M-1, Limited Industrial District – Oliver Construction Co., for Trek Bicycle Corp., to incorporate the recently purchased 1.72 acre parcel (821 McKay Way) as part of their existing single certified survey map, also known as 801 W. Madison Street. MOTION: Moved by Crosby, seconded by Reynolds to recommend to the City Council the rezoning request as presented. VOICE VOTE: Motion carried
  - b. Conditional Use Permit Request – Mary & Paul Marty, Tired Iron Buyer, LLC, 275 S. Jackson Street To Allow The Use Of A Commercial Recreational Facility. The proposed plan is to convert 6,000 square feet of the existing warehouse to an indoor sports training facility. MOTION: Moved by Butzine, seconded by Reynolds to recommend to the City Council the granting of a conditional use permit as requested. VOICE VOTE: Motion carried

5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.

6. ADJOURNMENT. MOTION: Moved by Crosby, seconded Leisses to adjourn. Approximate time: 7:15 pm.



Mo Hansen  
Clerk/Treasurer