



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, June 7, 2018 – 7:00 p.m.**

**\*\*\* Amended 6/4/2018 5:33 PM \*\*\***

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: May 17, 2018
3. PUBLIC COMMENT
4. NEW BUSINESS
  - a. Class A & B Beer, Liquor & Cider License Applications For The License Period 7/1/2018 – 6/30/2019
  - b. Cigarette License Applications For the License Period From 7/1/2018 – 6/30/2019
  - c. Annual Mobile Home Park Licenses (2)
  - d. Operator's Licenses (2) To Expire June 30, 2019
    - i. Jennifer J. Bowers, W7733 Island Road, Waterloo
    - ii. Keith A. Setz, 418 Minnetonka Way, Waterloo
  - e. Resolution #2018-25 Petition For County Highway Aid
  - f. Special Event Application – Virtumarket [application not received as of 6/4/2018]
  - g. Resolution #2018-26 Authorizing Tax Incremental District #3 Revenue To fund The Municipal Portion Of Demolition And Remaining Environmental Remediation At 333 Portland Road
5. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
6. ADJOURNMENT

Mo Hansen  
Clerk/Treasurer

Posted and Emailed: 06/04/2018

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

**CITY OF WATERLOO COMMON COUNCIL**  
**MEETING MINUTES: May 17, 2018**

Digital audio files are archived with these written minutes additionally serving as the official record.  
Minutes, audio & meeting packet are accessible at [www.waterloowi.us](http://www.waterloowi.us)

CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Thompson called the meeting to order at 7:00 p.m. Alderpersons present: Ziaja, Quimby, Springer, Griffin, Thomas and Stinnett. Absent: Petts. Others present: Tammy Krueger, Watertown Daily Times; Diane Graff, the Courier; Police Chief Sorenson; WLOO videographers; and Clerk/Treasurer Hansen. The pledge of allegiance was recited.

MEETING MINUTES APPROVAL: May 3, 2018. MOTION: Moved by Quimby, seconded by Stinnett to approve the minutes as presented. VOICE VOTE: Motion carried.

CITIZEN INPUT / PUBLIC COMMENT. None.

**PUBLISHED NOTICES**

- a. Class "B" Beer And "Class C" Wine License Application, The Mode Venue, LLC, 121 S. Monroe Street. Noted.

CONSENT AGENDA ITEMS. MOTION: Moved by Thomas, seconded by Griffin to approve the consent agenda items. VOICE VOTE: Motion carried.

- a. April Reports Of City Officials And Contract Service Providers
  - i. Parks Coordinator
  - ii. Fire & EMS
  - iii. Building Inspection - Building, Plumbing, & Electrical Permits
  - iv. Public Works
  - v. Police
  - vi. Karl Junginger Memorial Library
  - vii. Waterloo Water & Light Commission Minutes
  - viii. Watertown Humane Society
- b. National Poppy Day Proclamation – May 25, 2018
- c. League of Wisconsin Municipalities Mutual Insurance Annual Report 2017 (informational only)

**REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS**

- a. Finance, Insurance & Personnel Committee
  - i. General Disbursements, April – \$202,397.86. MOTION: Moved by Springer, seconded Quimby to approve disbursements as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas and Stinnett. Noes: none with Petts absent. Motion carried.
  - ii. Payroll, April - \$64,896.79. MOTION: Moved by Springer, seconded Quimby to approve payroll as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas and Stinnett. Noes: none with Petts absent. Motion carried.
  - iii. Treasurer's Report & Budget Reports, April. MOTION: Moved by Springer, seconded Quimby to approve the reports. VOICE VOTE: Motion carried.
- b. Water & Light Commission
  - i. Ordinance 2018-05 Amending Section 340-5 Of The Municipal Code, Fluoridation Of Water. MOTION: Moved by Thomas, seconded by Griffin to adopt the ordinance as presented. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas and Stinnett. Noes: none with Petts absent. Motion carried.

**NEW BUSINESS**

- a. Agent Approval – Gary Jensen, VFW Krause-Langer Post 6614. MOTION: Moved by Quimby, seconded by Springer to approve Jensen as the agent for alcohol licensing purposes. ROLL CALL VOTE: Ayes: Ziaja, Quimby, Springer, Griffin, Thomas and Stinnett. Noes: none with Petts absent. Motion carried.

FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. Mayor Thompson announced the cancellation of the July 5<sup>th</sup> Council meeting. By voice vote the Council members indicated unanimous agreement with the decision.

ADJOURNMENT. MOTION: Moved by Springer, seconded by Quimby to adjourn. Motion carried. Approximate time: 7:06 p.m.

*Mo Hansen*

Attest:  
Mo Hansen, Clerk/Treasurer

Date: June 7, 2018

To: Common Council Members

From: Police Chief Denis P. Sorenson *DS*

Subject: Class A and B Intoxicating Liquor and Beer License Applications

The following Class A and B Intoxicating Liquor and Beer License applications have been reviewed and are in compliance with the regulations, ordinances and laws of the City of Waterloo Municipal Code.

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	"Class A" Intoxicating Liquor License (Cider Only)	"Class C" Wine License	Cigarette License
Kardenny's, LLC Karen Fredrick, Agent W8178 State Road 16/60, Lowell (The End Zone) 137 N. Monroe Street Main floor	X	X					
Bar El Buchanan's, LLC Maria E. Heredia, Agent 707 Pierce Street, Waterloo (Bar El Buchanan's) 134 E. Madison Street Main floor bar, basement	X	X					
Coaches Alley, LLC Laurie Kay Gorder, Agent 204 Anna Street, Apt. 108, Waterloo (Coaches Alley, LLC) 151 N. Monroe Street Bar room & basement	X	X					
Peggy Hansen, LLC Peggy Hansen, Agent 112 Hickory Lane, Waterloo (The MT Bar) 120 E. Madison Street Main floor, basement & deck	X	X					

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	"Class A" Intoxicating Liquor License (Cider Only)	"Class C" Wine License	Cigarette License
Ruthless, LLC Korby James Holzhueter, Agent 59 London Road, Cambridge (Madison Street Pub) 203 W. Madison Street All alcohol beverages and records stored at 203 W. Madison Street, first floor & basement	X	X					
Blinky's Bowl, Inc./DBA Stubby's Bowl Van Stenberg, Agent 1317 Oak Street, Waterloo (Stubby's Bowl) 127 E. Madison Street Up & down bars, 2 coolers & booze storage(basement), office basement	X	X					
Krause Langer VFW Post 6614 Gary Jensen, Agent 401 Anna Street, Waterloo (VFW Krause Langer Post 6614) Entire building, main floor & basement		X					
Gregorio Ayala, Individual 104 E. Madison Street, Waterloo (Ayala's Market) 104 E. Madison Street 1st floor, basement of brick building	X	X					X
Kwik Trip, Inc. Judith A. Bunge, Agent 1323 Colonial Drive, Watertown (Kwik Trip #366) 115 Portland Road One story frame construction with storage in coolers, on sales floor & behind sales counter			X	X			X
Loeder Oil Co., Inc. Daniel Lee Loeder, Agent 4410 Buckley Ridge Cir., Cottage Grove (Loeder BP Waterloo) 300 W. Madison Street Walk in cooler, sales area, backroom			X		X		X

NAME OF INDIVIDUAL/PARTNERSHIP/LLC AGENT NAME ADDRESS OF APPLICANT TRADE NAME PREMISE LOCATION PREMISE DESCRIPTION	"Class B" Intoxicating Liquor License	Class "B" Beer License	Class "A" Beer License	"Class A" Intoxicating Liquor License	"Class A" Intoxicating Liquor License (Cider Only)	"Class C" Wine License	Cigarette License
Dolgencorp, LLC Chris Engelhardt, Agent 3189 W 3rd Ave., Oxford (Dollar General Store #15975) 200 Anna Street 8293 Sq Ft stand alone store			X	X			X
Waterloo Piggly Wiggly, LLC Jeffrey M. Tate, Agent W2146 Pond Road, Neosho (Piggly Wiggly) 810 N. Monroe Street Retail Supermarket			X	X			X
The Mode Venue, LLC Jeff Deegan, Agent (The Mode) 121 S. Monroe Street Ballroom, Green Room, Lobby, Backstage Area		X				X	
<b>TOTALS</b>	7	9	4	3	1	1	5

Council Approval: June 7, 2018



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APPLICATION FOR ANNUAL MOBILE HOME PARK LICENSE

TO THE CLERK OF THE

CITY OF WATERLOO

COUNTY OF JEFFERSON

The undersigned hereby applies for an Annual Mobile Home Park License for the term beginning July 1, 2018 through June 30, 2019.

The applicant agrees to comply with and be bound by all the laws, ordinances, rules, regulations and penalties governing the Mobile Home Park for which this license is applied. His business name and address is:

Greeninghame Condominium LLC

(Trade Name)

300 Hendricks St., Waterloo WI (Address)

70 (Number of Parking Spaces)

A receipt is submitted herewith, showing the payment of the sum of \$2.00 for each space in the existing or proposed park, but not less than \$25.00 to the treasurer, in payment of this license.

$2 \times 70 = \$140$

Dated: 2 May 2018 Signed:

*[Signature]*  
Parker Dow Manager  
Morgan Dow Manager

TO BE COMPLETED BY CLERK

Date Paid: 5/18/2018

Receipt Number: 034041

Date License Granted: \_\_\_\_\_

License Number Issued: \_\_\_\_\_

Date License Issued: \_\_\_\_\_



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COUNTY OF JEFFERSON

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The applicant agrees to comply with and be bound by all the laws, ordinances, rules, regulations and penalties governing the Mobile Home Park for which this license is applied. His business name and address is:

Wil-Park (Trade Name)

300 Hendricks St., Waterloo WI (Address)

17 (Number of Parking Spaces)

A receipt is submitted herewith, showing the payment of the sum of \$2.00 for each space in the existing or proposed park, but not less than \$25.00 to the treasurer, in payment of this license.

$2 \times 17 = \$34$

Dated: 2 May 2018 Signed: \_\_\_\_\_

 Morganne Dow Manager  
 Parker Dow Manager

-----  
TO BE COMPLETED BY CLERK

Date Paid: 5/18/18

Receipt Number: 34042

Date License Granted: \_\_\_\_\_

License Number Issued: \_\_\_\_\_

Date License Issued: \_\_\_\_\_

# 2018-06-07 COUNCIL APPROVAL 2017-2019 OPERATOR'S LICENSES

LAST NAME	FIRST NAME	MI	HOUSE #	STREET NAME	CITY	VIOLATIONS	NEW/RENEW	LICENSE #	EMPLOYER
BOWERS	JENNIFER	J	W7733	ISLAND RD	WATERLOO		RENEW	108"OP"2017/2019	LOEDER OIL CO
SETZ	KEITH	A	418	MINNETONKA WAY	WATERLOO	2006- UNDERAGE DRINKING	NEW	109"OP"2017/2019	MADISON STREET PUB

**Resolution #2018-25**

**PETITION FOR COUNTY HIGHWAY AID**

The ***City of Waterloo***, Jefferson County, Wisconsin, hereby petitions the Board of Supervisors of the County of Jefferson as follows:

1. That heretofore, to-wit, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at a lawful meeting of the governing body of said municipality a resolution was duly adapted to appropriate funds for the improvement of highways in said municipality at a cost estimated as follows:

Local municipality share   \$2,000.00   (to be paid by June 30)

County of Jefferson share   \$2,000.00   (to be applied to account in April)

Total improvement costs   \$4,000.00  

2. That the County of Jefferson share of the appropriation does not exceed the maximum of \$100.00 per mile of local roads in said municipality.

3. That said municipality is willing to abide by the rules set forth in Resolution No. 2005-02 adopted April 19, 2005, and to offer the Jefferson County Highway Department a right of first refusal for the work.

4. According to the resolution, City of Waterloo takes the position of **(must check one)**:

\_\_\_\_\_ Will participate in County Road Aid this year.

\_\_\_\_\_ Does not wish to participate in County Road Aid this year.

WHEREFORE, said municipality requests that the Board of Supervisors of the County of Jefferson grant this petition for County highway aid in the sum of \$   \$2,000.00   in accordance with the provisions of s.83.14 and s. 83.03(1) of the Wisconsin Statutes and in accordance with the resolutions of said Board of Supervisors heretofore adopted.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**City of Waterloo**

\_\_\_\_\_

\_\_\_\_\_

**NOTE: Petition and check for municipalities' portion of petition MUST be in our office by June 30**



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
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 cityhall@waterloowis.com

**APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE**

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

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

NAME OF SPONSOR (Applicant): Nicole Tuttle - VirtuMarket Waterloo

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

CONTACT NAME: Nicole Tuttle

PHONE NUMBER: 608-332-6434 / /  
 DAYTIME EVENING FAX

EMAIL ADDRESS: nicole@virtumarket.net

NAME OF EVENT: Sunday Market

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

PURPOSE OF EVENT: Producer's Market / Farmers Market

DATE OF EVENT: Sundays from May 27<sup>June 10</sup> - Oct 14

EVENT HOURS: 10am-3pm SET UP HOURS 1 BREAKDOWN 1

DESCRIPTION OF EVENT: Producer's Market / Farmers Market

SITE/ADDRESS FOR EVENT (list if multiple locations) The very end (culdesac/turnaround) of South Monroe St.

PROJECTED ATTENDANCE: 150-200 PAST ATTENDANCE: N/A

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 3-5

RAIN POLICY: event is rain or shine (except severe weather, in which case, cancelled)

DATE APPLICATION MADE 25 April 2018

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

Form created: 03/11/2004

**HOLD HARMLESS CLAUSE:**

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

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

**INSURANCE REQUIREMENTS:**

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

**PERMITTED USE OF PUBLIC PROPERTY:**

Whereas the Special or Entertainment Event Sponsor agrees to use the public property at S. Monroe 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 May 27 June 10 through Oct 14 2018. 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:**

Nicole Tuttle  
Name (please print)

Nicole Tuttle  
Signature

Market Manager  
Signatory Title (if applicable)

25 April 2018  
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: \_\_\_\_\_ Received by: \_\_\_\_\_

Clerk's Office to complete the section below:

Cc:

_____ Police Department	_____ Council Approval _____ Date
_____ Fire Department	
_____ Public Works	_____ Certificate of Insurance
_____ Waterloo Utilities	

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

## 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: Sunday Market - VirtuMarket Waterloo

DATE (S) OF EVENT: Sundays ~~May 27~~ <sup>June 10</sup> - Oct 14 HOURS: 10 am - 3 pm

LOCATION/PROPERTY: South Monroe St. (100 block) in dead end/culdesac

**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? if medical assistance beyond first aid, 911.

Municipal estimation of cost: \_\_\_\_\_ WFD equipment/personnel @ \$ \_\_\_\_\_ /hour = \$ \_\_\_\_\_

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: Nicole Tuttle phone # 608-332-6434

2) What time will set up begin: 9 am

3) Name of clean up contact person: Nicole Tuttle Cell Phone# 608-332-6434

4) Estimated time for clean up after event: 1 hr. (4 pm)

**FEES AND PROCEEDS:**

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

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

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

2) If a participant fee is charged, please indicate the amount: Booth: ~~21~~ <sup>19</sup> wks @ \$10/wk = ~~\$210~~ <sup>\$190</sup>

Concessionaire: if paid in advance for season <sup>\$150</sup> ~~\$175~~

3) Will alcoholic beverage(s) be sold?

YES

NO

If yes, what beverage and at what cost? \_\_\_\_\_

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

excess funds will go toward advertising/promotions, growth of event

(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:

TBD

2) Describe other entertainment / activities planned for your event: poss. acoustic music

performances / face painters / magicians

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: prevent traffic from entering culdesac

Location of placement: beginning of turnaround Amount needed 2

Date barricades needed each week Time of placement 9 am

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 \_\_\_\_\_

\* I've not had any vendors indicate they need electrical service yet.  
This may change.  
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) \_\_\_\_\_

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

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

5) Will picnic tables be needed?  YES NO

Location dead end/culdesac @ end off 100 block S. Monroe St. Amount 4

Date needed: each Sunday Time needed 9 am - 4 pm

Estimated cost(s) 4 Picnic tables @ \$5.00 per table = \$ 20.00

6) Is a street sweeper needed? YES  NO

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

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

Name of company providing service, if not City: \_\_\_\_\_

7) Will you need additional trash bins?  YES NO

If yes how many requested? Cardboard trash bins \_\_\_\_\_ Barrels 6

Where do you want them placed? end of 100 block S. Monroe St.

Name of disposal company if other than the City: \_\_\_\_\_

Where will dumpster be place: \_\_\_\_\_

8) Will water connection be needed? \*

YES

NO \*

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

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

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

\* I've not had any vendors indicate they need water yet. This may change.



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**RESOLUTION #2018-26**

**Authorizing Tax Incremental District #3 Revenue To Fund The Municipal Portion Of Demolition And Remaining Environmental Remediation At 333 Portland Road**

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

**WHEREAS**, to promote the redevelopment and reuse of 333 Portland Road currently owned by the City, it seeks to raze all blighted structures on this property, and;

**WHEREAS**, the City has applied for a Site Assessment Grant from the Wisconsin Economic Development Corporation in which the City is obligated to pay a 50% share of cost of demolition and remaining environmental remediation testing, estimated at \$106,500, and;

**WHEREAS**, the property is located in Tax Incremental District #3 and the activity is part of an approved project plan for this district.

**BE IT RESOLVED**, that the Waterloo City Council hereby authorizes the use of current and future tax incremental finance revenue for District #3 to fund this work, using inter-fund transfers as needed to eliminate the need for 2018 borrowing, with future tax increment to be used to pay for this expense and other expenses related to redevelopment 333 Portland.

**Adopted:** \_\_\_\_\_, 2018

**City of Waterloo**

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

Attest:

\_\_\_\_\_  
Mo Hansen  
Clerk/Treasurer

SPONSOR(S) – Clerk/Treasurer  
FISCAL NOTE – Obligates City to use municipal dollars for 50% of the sub-project for 333 Portland Road.



SITE ASSESSMENT GRANT PROJECT BUDGET						
PROJECT ACTIVITIES*	WEDC GRANT	SOURCE OF MATCHING FUNDS (Applicant, Public Funds, etc.)				TOTAL
		SOURCE #1 NAME: City of Waterloo (TID #3)	SOURCE #2 NAME: Click here to enter text.	SOURCE #3 NAME:	SOURCE #4 NAME:	
Environmental Assessments	\$10,000	\$10,000	\$Click here to enter amount.	\$	\$	\$20,000
Site Investigation	\$	\$	\$	\$	\$	\$
Asbestos Removal/ Abatement	\$	\$	\$	\$	\$	\$
Demolition	\$96,500	\$96,500	\$	\$	\$	\$193,000
Storage Tank Removal	\$Click here to enter amount.	\$Click here to enter amount.	\$	\$	\$	\$
Other (explain): Environmental Site Remediation	\$	\$	\$Click here to enter amount.	\$	\$	\$Click here to enter amount.
<b>SUBTOTAL</b>	<b>\$106,500</b>	<b>\$106,500</b>	\$Click here to enter amount.	\$	\$	<b>\$213,000</b>
<b>OTHER ACTIVITIES**</b>						
Property Acquisition	\$	\$30,511	\$	\$	\$	\$30,511
Grant Administration/ Project Overhead	\$	\$	\$	\$	\$	\$
State Reimbursable Environmental Costs (e.g., PECFA, DERF, ACCP)	\$	\$	\$	\$	\$	\$
Other (explain): Click here to enter text.	\$	\$	\$	\$	\$	\$
Other (explain): Click here to enter text.	\$	\$	\$	\$	\$	\$
<b>TOTAL USE OF FUNDS</b>	<b>\$106,500</b>	<b>\$137,011</b>	<b>\$0</b>	<b>\$</b>	<b>\$</b>	<b>\$243,511</b>

\* Project Activities are those activities reimbursable through the Site Assessment Grant.

\*\* Other Activities are those activities that demonstrate the financial investment necessary for site activities to occur, but are not reimbursable through the Site Assessment Grant.

*Ineligible costs for reimbursement, includes, but may not be limited to the following:*

*-Grant application/bid preparation costs -Costs covered by other grants or programs -Insurance premiums -In-Kind contributions -Relocation fees -Acquisition costs -Zoning changing costs -Signage -Advertising -New construction costs -Cost covered by other grants or programs -Lien claims of the DNR & EPA -DNR fees -Marketing studies -WEDC compliance reporting, including performance and SOE reporting and draw requests -Project administration fees -Financing fees, Interest payments, or the assumption of debt -Accounting, legal, appraisals, and*

*architectural fees –Permits –Performance and payment bonds –Contingencies –Supplies and the purchase of movable equipment –Developer fees –Environmental costs where the viable causer is the current property owner –Non-environmental post-construction clean-up costs –Parking lot paving for non-environmental reasons, and striping –Decorative landscaping and fencing –Environmental costs where a viable causer exists*