



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

**CITY OF WATERLOO COUNCIL AGENDA**  
**COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET**  
**Thursday, October 18, 2018 – 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: October 4, 2018 Open And Closed Sessions
3. CITIZEN INPUT / PUBLIC COMMENT
  - a. People Against Domestic And Sexual Abuse Of Jefferson County Invitation To “Chalk It Up”
4. PUBLISHED PUBLIC NOTICES (a) Public Tests Of Voting Equipment - November 1, 2018; (b) 2019 Budget Public Hearing – November 15, 2018 at 7:00 pm
5. CONSENT AGENDA ITEMS
  - a. September 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
6. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
  - a. Finance, Insurance & Personnel Committee
    - i. General Disbursements, September 2018 - \$470,670.82
    - ii. Payroll, September 2018 - \$73,237.00
    - iii. Treasurer’s Report & Budget Reports, September 2018
7. NEW BUSINESS
  - a. Waterloo Street Market Initiative, Report And Accounting Of Virtumarket Performance And Activity, Nicole Tuttle  
[Note: The Council may convene to closed session. The statutory exception being Wis. Statute 19.85(1)(e) “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons requires a closed session.” A second statutory exception being Wis. Statute 19.85(1)(g) “Conferring with legal counsel for the government body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.  
Upon conclusion of the closed session the council will reconvene in open session.]
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
9. ADJOURNMENT

*Mo Hansen*  
Mo Hansen  
Clerk/Treasurer

Posted & Emailed: 10/15/2018

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: October 4, 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. Council President Springer called the meeting to order in the Mayor's absence at 7:00 p.m. Alderpersons present: Osborn, Quimby, Springer, Griffin, Thomas Stinnett and Petts. Absent: none. Others present: Tammy Krueger, Watertown Daily Times; Diane Graff, the Courier; Police Chief Sorenson; WLOO videographers; Public Works Director Chad Yerges; Chris Hauptli; Jeff Robbins; Utility Superintendent Barry Sorenson, Craig Strobel; Jason Schoenwetter; Janice Faga; Aaron Otto; Micheal Hahn; Deputy Clerk/Treasurer Mike Kawula and Clerk/Treasurer Hansen. The pledge of allegiance was recited.

MEETING MINUTES APPROVAL: September 20, 2018. Moved by Thomas, seconded by Griffin to approve the minutes as presented. VOICE VOTE: Motion carried

PUBLIC COMMENT. None.

COMMUNICATIONS TO COUNCIL

- a. Mayoral Proclamation – Designate The Week Of October 7 – 13, 2018 As Fire Prevention Week. Noted.

PUBLISHED PUBLIC NOTICES (a) Absentee Voting – 11/06/2018 Election. Noted.

CONSENT AGENDA ITEM

- a. Granting A New Operator's License For the License Period Ending June 30, 2019 (1). MOTION: Moved by Thomas, seconded by Stinnett to grant a license to Karlee Robillard, 119 West Main Street, Marshall. VOICE VOTE: Motion carried.

REPORTS OF BOARDS, COMMISSION & COMMITTEES

- a. Finance, Insurance & Personnel Committee
  - i. Approving A \$200 Donation To The Waterloo Veterans Memorial In Support The American Legion & VFW Of Waterloo Oak Hill Cemetery Memorial Project. MOTION: Moved by Quimby, seconded by Stinnett to approve a \$200 donation using contingency funds. ROLL CALL VOTE: Ayes: Osborn, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Motion carried.
  - i.
- b. Public Safety & Health Committee
  - i. Trick or Treat – October 28, 2018 – 2 to 5 p.m. MOTION: Moved by Thomas, seconded by Griffin to set the city wide trick or treat for October 28<sup>th</sup> from 2 to 5 p.m. ROLL CALL VOTE: Ayes: Osborn, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Motion carried.
- c. Public Works & Property Committee
  - i. Authorizing The Drafting Of An Amendment To The 2018 General Fund Budget Contingency Line Items To Fund Repairs Of A Collapsed Storm Sewer Adjacent To 548 Pierce Street In An Amount Not To Exceed \$9,887. MOTION: Moved by Stinnett, seconded by Quimby authorizing the drafting of an amendment as stated. ROLL CALL VOTE: Ayes: Osborn, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Motion carried.
  - ii. Authorizing The Drafting Of An Amendment To The 2018 Capital Budget To Allow For The Purchase Of Kage Brand Plow For Snow Clearing New Expense Not To Exceed \$6,800. MOTION: Moved by Quimby, seconded by Stinnett authorizing the drafting of an amendment as stated. ROLL CALL VOTE: Ayes: Osborn, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Motion carried.

NEW BUSINESS

- a. Resolution #2018-37 Directing The Finance, Insurance & Personnel Committee To Include A Municipal Motor Vehicle Registration Fee (Wheel Tax) Into The Committee's 2019 Budget Recommendation To Fund Municipal Road Improvements. MOTION: Moved by Petts, seconded by Thomas to approve the resolution amended to (1) require an annual renewal resolution on or about September 1; and (2) the fee is not to exceed \$30. ROLL CALL VOTE: Ayes: Osborn, Quimby, Springer, Thomas, Stinnett and Petts. Noes: Griffin. Motion carried.
- b. Ordinance #2018-07 Repealing The Water Impact Fee. MOTION: Moved by Thomas, seconded by Stinnett to approve the ordinance as presented. ROLL CALL VOTE: Ayes: Osborn, Quimby, Springer,

- Griffin, Thomas, Stinnett and Petts. Motion carried.
- c. Resolution #2018-38 Amending The Tax Incremental Financing Developer's Performance Agreement Between The City Of Waterloo And Hawthorn & Stone Inc. MOTION: Moved by Thomas, seconded by Griffin to convene to closed session. VOICE VOTE: Motion carried. The Council convened to closed session. The statutory exception being Wis. Statute 19.85(1)(E) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons requires a closed session. Upon conclusion of the closed session the council reconvened in open session. MOTION: Moved by Petts, seconded by Quimby to approve the resolution amended to state that it directs the City Attorney and Clerk/Treasurer to finalize negotiations and execute an agreement in accordance with the terms outlined in closed session. ROLL CALL VOTE: Ayes: Osborn, Quimby, Springer, Griffin, Thomas, Stinnett and Petts. Motion carried.

FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.

ADJOURNMENT. Moved by Quimby, seconded by multiple to adjourn. Motion carried. Approximate time: 8:18 p.m.



Attest:  
Mo Hansen, Clerk/Treasurer

Dear Community Member,

PADA (People Against Domestic and Sexual Abuse of Jefferson County) invites you to “chalk it up” with your family, group, or coworkers from October 3-17. We’d love to collect as many pictures of chalk creations. Please help us spread awareness about Domestic Abuse Awareness Month. We’re so excited to see all the beautiful pictures submitted. You can post them in our Facebook event on our page or by email. If you have any questions please contact Lisa at 920-674-6748 or [director@padajc.org](mailto:director@padajc.org). Thank you!

## October is Domestic Abuse



- 1. Start a campaign with your group or at home**
- 2. Post statistics, artwork, or inspiring messages in chalk**
- 3. Post pictures in our Chalk It Up event or email [director@padajc.org](mailto:director@padajc.org)**

## Awareness Month

**PUBLIC NOTICE TO THE WISCONSIN RESIDENTS OF THE**  
**VILLAGE OF MARSHALL (DANE CO.) - TOWN OF MEDINA (DANE CO.)**  
**CITY OF WATERLOO (JEFFERSON CO.) - TOWN OF PORTLAND (DODGE CO.)**  
**TOWN OF YORK (DANE CO.) - TOWN OF WATERLOO (JEFFERSON CO.)**  
**OF**  
**PUBLIC TESTS OF VOTING EQUIPMENT**

Notice is hereby given that public test of the 'mark sense electronic voting equipment' and the "handicap accessible voting machines" to be used at the **NOVEMBER 6, 2018, GENERAL ELECTION** will be held at the times and locations for each municipality as listed in this notice. The public is invited to attend and observe these tests per Wisconsin Statutes 5.84.

**Saturday, October 27, 2018**

- **3:30 PM-** Town of Portland- Town Hall, W11720 Taylor Street, Waterloo

**Tuesday October 30, 2018**

- **1:00 PM-** Village of Marshall- Municipal Building, 130 S. Pardee Street, Marshall
- **6:00 PM-** Town of Medina- Town Hall, 634 State Road 19, Marshall
- **4:30 PM -** Town of Waterloo- Town Hall, N8193 Hwy 89, Waterloo

**Thursday, November 1, 2018**

- **8:30 AM-** Town of York- Town Hall, 398 Sun Prairie Rd, Waterloo
- **1:00 PM-** City of Waterloo- Municipal Building, 136 N. Monroe St, Waterloo

Published by the authority of the Clerks for the:  
Village of Marshall, City of Waterloo, and Towns of Medina, Portland, Waterloo and York.

Posted (4) October 10, 2018 at 4:30 p.m.  
Published: Thursday, October 18, 2018 - The Courier

NOTICE IS HEREBY GIVEN that on Thursday, November 15, 2018, at 7:00 p.m. in the Council Chambers of the Municipal Building, a public hearing on the proposed City of Waterloo budget will be held. The proposal, in detail, is available for inspection at the City Clerk's Office from 8:00 a.m. to 4:30 p.m. on Monday through Friday. More information available at [www.waterloowi.us](http://www.waterloowi.us). The following is a summary.

**CITY OF WATERLOO - 2019 PROPOSED BUDGET**  
**General Fund**

Revenue Descriptions:	2018 Budget	2018 Manual Projection	2019 Budget Proposed	Budget % Change
Taxes (Other than Property Taxes)	\$ 290,206	\$ 290,206	\$ 290,206	0%
Intergovernmental Revenue	480,442	480,975	480,477	0%
Licenses & Permits	30,621	52,310	32,621	7%
Fines & Forfeitures	15,082	16,000	15,082	0%
Public Charges for Service	212,768	208,645	216,991	2%
Miscellaneous Revenues	12,000	48,000	12,000	0%
Other Financing Sources	382,769	382,769	10,200	-97%
<b>Total Revenues</b>	<b>\$ 1,423,888</b>	<b>\$ 1,478,905</b>	<b>\$ 1,057,577</b>	<b>-26%</b>

Expenditure Descriptions:	2018 Budget	2018 Manual Projection	2019 Budget Proposed	Budget % Change
General Government	\$ 417,425	\$ 417,425	\$ 393,351	-6%
Public Safety	888,823	888,823	842,186	-5%
Public Works	635,043	635,043	644,556	1%
Health & Human Services	4,636	4,636	4,636	0%
Culture, Recreation & Education	-	1,406	-	-
Conservation & Development	9,782	11,792	5,727	-41%
Other Financing Uses	420,012	420,012	-	-100%
<b>Total Expenditures</b>	<b>\$ 2,375,721</b>	<b>\$ 2,379,137</b>	<b>\$ 1,890,455.77</b>	<b>-20%</b>

Excess(Deficiency) of Revenues	\$ (951,833)	\$ (900,232)	\$ (832,879)	-12%
Over Expenditures				
Surplus Funds Applied	-		-	-
Local Property Taxes (General Fund Only)	951,833	951,833	832,879	-12%
<b>Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 51,601</b>	<b>\$ (0.23)</b>	<b>-</b>

**CITY OF WATERLOO - 2019 PROPOSED BUDGET**  
**All Governmental and Proprietary Funds Combined**

	Estimated Fund Balance January 1	Total Revenues	Total Expenditures	Estimated Change In Fund Balance	Transfer From Fund Balance	Transfer To Fund Balance	Budget Balancing	Fund Balance December 31	Property Tax Contribution
General Fund	\$ 1,191,629	\$ 1,890,456	\$ 1,890,456	\$ (0)	\$ -	\$ -	\$ (0)	\$ 1,191,629	\$ 832,879
Cable TV Fund	177,034	46,004	77,970	(31,966)	31,966	-	0	145,068	-
Stormwater Impact Fee Fund	251	2,000	-	2,000	-	-	2,000	2,251	-
Public Works Impact Fee Fund	252	2,000	-	2,000	-	-	2,000	2,252	-
Park & Recreation Impact Fee Fund	252	2,000	-	2,000	-	-	2,000	2,252	-
Sanitary Sewer Impact Fee Fund	253	2,000	-	2,000	-	-	2,000	2,253	-
Water Impact Fee Fund	253	2,000	-	2,000	-	-	2,000	2,253	-
Waterloo Fire & EMS Dept. Fund	704,334	590,048	480,047	110,001	-	110,000	1	814,335	271,917
Special Revenue Fund - Parks	(49,197)	223,280	237,926	(14,646)	16,780	-	2,134	(63,843)	84,000
Debt Service Fund	9,578	1,009,595	1,018,595	(9,000)	9,000	-	-	578	456,920
Capital Projects Fund	796,309	838,743	1,597,883	(759,140)	160,000	-	(599,140)	37,169	140,000
Special Assessments	37,772	1,000	-	1,000	-	-	1,000	38,772	-
TIF District No. 1 Fund	(315,176)	614,239	121,293	492,946	-	-	492,946	177,770	196,000
TIF District No. 2 Fund	(753,391)	199,800	114,300	85,500	-	-	85,500	(667,891)	60,894
TIF District No. 3 Fund	(332,023)	31,416	387,190	(355,774)	-	-	(355,774)	(687,797)	31,104
TIF District No. 4 Fund	13,443	22,236	1,425	20,811	-	-	20,811	34,254	22,007
Community Development Authority	1,905	27,200	27,200	-	-	-	-	1,905	-
Special Revenue Fund - Library	315,927	376,056	397,456	(21,400)	-	-	(21,400)	294,527	200,000
Water & Light Utility Proprietary Fund	8,713,191	5,739,169	5,432,054	307,115	-	-	307,115	9,020,306	-
<b>TOTALS</b>	<b>\$ 10,512,596</b>	<b>\$ 11,619,242</b>	<b>\$ 11,783,795</b>	<b>\$ (164,553)</b>	<b>\$ 217,746</b>	<b>\$ 110,000</b>	<b>\$ (56,807)</b>	<b>\$ 10,348,043</b>	<b>\$ 2,295,721</b>

NOTES:

(1) No Discontinued Activity affecting levy

**Published: The Courier, October 18, 2018**

City of Waterloo Parks  
Progress Report  
10/4/2018 3:05 PM

<b>MONTHLY REVENUE (ALL REVENUE SOURCES)</b>													
	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	TOTAL 2018
<b>Current YR Revenue (all sources) [1]</b>	\$2,422	\$42,855	\$2,696	\$7,548	\$12,702	\$8,893	\$30,111	\$21,541	\$17,084	\$0	\$0	\$0	\$145,852
GOAL: Monthly Rev.	\$2,500	\$42,250	\$2,500	\$2,500	\$15,000	\$17,500	\$35,000	\$25,000	\$25,000	\$15,000	\$2,500	\$796	\$185,546
% of Goal	97%	101%	108%	302%	85%	51%	86%	86%	68%	0%	0%	0%	79%
<b>Prior Yr Receipts</b>	\$1,015	\$2,643	\$2,779	\$2,087	\$15,033	\$46,097	\$30,398	\$22,667	\$19,341	\$13,145	\$4,905	\$1,720	\$161,830

<b>SCHEDULED/PLANNED EVENTS (EVENT COUNT)</b>													
	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	TOTAL 2018
WRT		2			1	2	1	1	4	1			12
FP - Outdoor Event				5	9	9	14	4	4	1	1		47
FP - Full Pavilion		1			1	2	1	1					6
FP - Upper Pavilion	1	2	3	4	4	3	3	3	4	3	1	1	32
FP - Lower Pavilion			2		2	3	4	1			2		14
FP - Bingo Hall						5	1	1	1	1			9
FP - Reunion Hall													0
FP - Roundhouse													0
FP - Bandstand Other					3	1	1	2					7
FP - Concession Bldg.						1							1
Other Park													0
<b>Current YR Event-Days Count</b>	<b>1</b>	<b>5</b>	<b>5</b>	<b>9</b>	<b>20</b>	<b>26</b>	<b>25</b>	<b>13</b>	<b>13</b>	<b>6</b>	<b>4</b>	<b>1</b>	<b>128</b>
<b>Prior Yr Event Count</b>	<b>4</b>	<b>3</b>	<b>1</b>	<b>3</b>	<b>14</b>	<b>15</b>	<b>31</b>	<b>21</b>	<b>17</b>	<b>10</b>	<b>1</b>	<b>0</b>	<b>120</b>
<b>Yr/Yr Percent Comparison</b>	<b>25%</b>	<b>167%</b>	<b>500%</b>	<b>300%</b>	<b>143%</b>	<b>173%</b>	<b>81%</b>	<b>62%</b>	<b>76%</b>	<b>60%</b>	<b>400%</b>	<b>-</b>	<b>107%</b>

**NOTES:**

[1] The bulk of budgeted property tax (\$52,750) is recognized in February, 76%



**WATERLOO FIRE & RESCUE**  
**900 INDUSTRIAL LANE**  
**WATERLOO, WISCONSIN 53594**



Department Activity Report – September 2018  
 Call Report for the month of September

<b>EMS Calls:</b>	
City of Waterloo	15
Township of Waterloo	1
Township of Portland	2
2 <sup>nd</sup> out EMS call: City of Waterloo	1
<b>Total EMS</b>	<b>19</b>
<b>EMS &amp; Fire Accidents Calls:</b>	
City of Waterloo	1
Township of Milford	2
<b>Total MVA</b>	<b>3</b>
<b>False Alarms:</b>	
City of Waterloo	1
<b>Fire Calls:</b>	
Township of Waterloo	1
Township of Portland	1
<b>Hazardous Condition:</b>	
City of Waterloo	1
Mutual Aid for Marshall	1
<b>Weather Related Call:</b>	
Waterloo Fire District	0
<b>Good Intent:</b>	
City of Waterloo	0
<b>Service Calls:</b>	
City of Waterloo	3
Township of Waterloo	1
2 <sup>nd</sup> out Ambulance: City of Waterloo	1
<b>Rescue Calls:</b>	
City of Waterloo	0
<b>Total Fire</b>	<b>10</b>
<b>September Total</b>	<b>32</b>
<b>Up to Date Call Totals</b>	
Fire (Structure, Wild land, Motor Vehicle)	25
Rescue/EMS: BLS 99 ALS 68 Total:	186
Hazardous Conditions (No Fire)	5
Good Intent Calls	0
False Alarm or Call	9
Motor Vehicle Accidents	11
Service Calls	19
Rescue Calls	1
Weather Related Calls	0
<b>Up to Date Total</b>	<b>256</b>

Mutual Aid Given 17    Mutual Aid Received 3    Automatic Aid Given 0    Automatic Aid Received 0

Total Personnel Response: **1183** (for the month): **173**

Year Response Time (EMS Incidents) **1004** (From 1<sup>st</sup> page to enroute times) average **4.8** min (for the month)

Minutes Spent Responding **550** (Enroute time to on scene time) average **3.6** min (for the month)

Year Response Time (FIRE Incidents) **301** (From 1<sup>st</sup> page to enroute times) average **2.6** min (for the month)

Minutes Spent Responding **288** (Enroute time to on scene time) average **2.8** min (for the month)



WATERLOO FIRE & RESCUE  
900 INDUSTRIAL LANE  
WATERLOO, WISCONSIN 53594



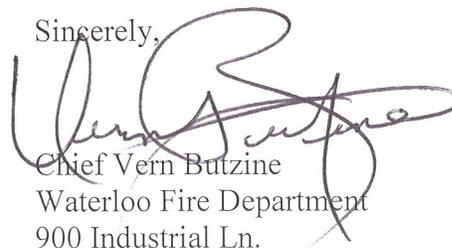
Tuesday October 9<sup>th</sup>, 2018

On Monday September 10<sup>th</sup>, 2018 we had our monthly EMS training. Training consisted of team CPR and equipment review. Team CPR is a more structured way of doing CPR and a better outcome for the patient. The equipment review is where the member has to find out what the emergency is and then take the appropriate equipment in with the crew.

On Monday September 17<sup>th</sup>, 2018 we had our monthly Fire training. Training consisted of rural operations and relay pumping.

On Monday September 15<sup>th</sup>, 2018 we had a special training. From 0800-1200 what had a RTF (Rescue Task Force) training. We also invited other departments to participate in this training. The training is for a mass injury or killing situation.

Sincerely,



Chief Vern Butzine  
Waterloo Fire Department  
900 Industrial Ln.  
Waterloo WI 53594  
920-478-2535  
[admin@waterloofd.com](mailto:admin@waterloofd.com)





Invoice

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

Invoice Number: 0052751-IN
Invoice Date: 09/30/18
Terms: Net 30 Days
Due Date: 10/30/18

Salesperson: 0000
Customer Number: 11-WATERL2
Customer P.O.:

WI - Invoicing

Table with 5 columns: Fee Type, Amount Paid, Paid Date, Meritage %, Due to Meritage. It lists multiple permit entries with their respective fees and subtotals.

Continued



Fee Type	Amount Paid	Paid Date	Meritage %	Due to Meritage
<b>Permit # 18WTRC-0112-18-09BE</b>	<b>166 W POLK ST, Waterloo C, WI 53594</b>			<b>Residential Addition</b>
Accessory Structure- Residentia	171.36	09/13/18	60.00	102.82
Electrical- New Building/Additon	89.88	09/13/18	60.00	53.93
<b>18WTRC-0112-18-09BE Subtotal</b>				<b>156.75</b>
<b>Permit # 18WTRC-0113-18-09B</b>	<b>123 S MONROE ST, Waterloo C, WI 53594</b>			<b>Commercial Alteration</b>
Commerical New Structure/Addi	150.00	09/13/18	60.00	90.00
<b>18WTRC-0113-18-09B Subtotal</b>				<b>90.00</b>
<b>Permit # 18WTRC-0114-18-09H</b>	<b>410 PORTLAND RD, Waterloo C, WI 53594</b>			<b>HVAC Permit - Commercial</b>
HVAC- Replacement & Misc. lte	91.60	09/27/18	60.00	54.96
<b>18WTRC-0114-18-09H Subtotal</b>				<b>54.96</b>
<b>Permit # 18WTRC-0114-18-09P</b>	<b>410 PORTLAND RD, Waterloo C, WI 53594</b>			<b>mbing Permit - Commercial</b>
Plumbing- Replacement & Misc.	91.60	09/27/18	60.00	54.96
Plumbing- Replacement & Misc.	8.40	09/27/18	60.00	5.04
<b>18WTRC-0114-18-09P Subtotal</b>				<b>60.00</b>
<b>Permit # 18WTRC-0115-18-09BE</b>	<b>1111 LUM AVE, Waterloo C, WI 53594</b>			<b>Residential Alteration</b>
Remodel- Residential	120.00	09/27/18	60.00	72.00
Electrical- Replacement & Misc.	50.00	09/27/18	60.00	30.00
<b>18WTRC-0115-18-09BE Subtotal</b>				<b>102.00</b>
<b>Permit # 18WTRC-0116-18-09POS</b>	<b>199 W POLK ST, WATERLOO, WI 53594</b>			<b>Outside Sewer</b>
New Home OS Sewer & Water l	60.00	09/26/18	60.00	36.00
<b>18WTRC-0116-18-09POS Subtotal</b>				<b>36.00</b>
<b>Permit # 18WTRC-0117-18-09H</b>	<b>520 KNOWLTON ST, Waterloo C, WI 53594</b>			<b>HVAC Permit</b>
HVAC- Replacement & Misc. lte	50.00	09/26/18	60.00	30.00
<b>18WTRC-0117-18-09H Subtotal</b>				<b>30.00</b>

WI - Invoicing

Summary Fee Type		
ItemCode	Description	Amount
/PERMITS	Building Permits	2,053.31
<b>Total</b>		<b>2,053.31</b>

Please Remit Payments to: SAFEbuilt, LLC  
3755 Precision Dr, Suite 140 Loveland, CO 80538

Net Invoice:	2,053.31
Freight:	0.00
Sales Tax:	0.00
<b>Invoice Total:</b>	<b>2,053.31</b>

MONTHLY TIME REPORT

JOB DPW		SEPTEMBER			
		Chad	Jeff	Chris	Travis
Police Adm		0	0	0	0
Fire Dept		0	0	0	0
Mach/Equip		17	19	29	2.5
Garage/Shed		26	26.5	25	20
Meeting/Seminars		10	1	1	8
Street Repair/Maintenance		7.5	8	0	0
Street Cleaning		0	0	1	1
Snow & Ice		0	0	0	0
		Reg Hrs			
		OT Hrs			
Storm Sewer		8	1.5	2	0
Traffic Control		3.5	0	0	0
Bridges/Culvers		0	0	0	0
Tree/Brush		0	10	18	19
Refuse Collection		23	21	8	1
Sanitary Sewer		8	13	20	0
Insect Control		0	0	0	0
Animal Control		0	0	0	0
Cemetary		0	0	5	9
Library		7	7	2	19
Firemans Park		29	30	27	9.75
Other Parks		2	1	10	35
Trail Head		0	1	2	5
Celeb/Enter		5	3	2	4.5
Weed Control		6	0	0	5
Vac/Holiday/SL		9	8	8	21.25

# Machinery and Equipment Maintenance

SEPTEMBER

## DPW

Equipment		Mileage			TTI Fuel	GPH
		Start	End	Total		
End loader	544	3030	3047	17	25.935	0.66
John Deere Tractor	2555	4404	4410	6	8.652	0.69
Wood Chipper	Chipper	2224	2257	33	16.375	2.02
John Deere Lawn Tractor	2520	691	691	0	18.231	3.46
John Deere	X750	993	1017	24	18.231	3.46
John Deere	X750-1	951	990	39	18.231	3.46
Wacker Roller	Roller	372	374	2	4.903	0.41
2010 International Truck	#1	17837	17903	66	21.488	3.07
2004 Freightliner Truck	#2	39307	39321	14	0	#DIV/0!
2004 International Truck	#3	3790	3831	41	13.428	3.05
2017 Chevrolet Truck	#4	13951	15413	1462	53.483	27.34
2018 Frieghtliner Truck	#5	2667	2719	52	6.619	7.86
2006 Elgin Pelican Street Sweeper	Sweeper	9719	9719	0	60.792	0.00
2011 Ford F-550 Truck	#6	29345	30171	826	52.25	15.81
2015 Frieghtliner Truck	#7	6592	6757	165	19.637	8.40
Bobcat		38.7	50	11.3	0	#DIV/0!
	Wood Chip Loads			5		
	Compost			0		
	Wolf"s Pit			0		

# WATERLOO POLICE DEPARTMENT

Report For Month Of September 2018

## COMPLAINTS

Family:	7
Off Road Vehicles:	0
Vandalism:	1
Minor Theft - Less Than \$500:	0
Major Theft - More Than \$500:	1
Burglary:	0
Doors Found Open:	3
Animal Case:	3
Late Bar Closing:	0
Alarms:	1
Lous Music/Parties:	0
Tavern Complaints:	0
Prowler Complaints:	0
Battery To Person:	0
Domestic Abuse:	0
Sexual Assault:	2
Runaways:	1
Worthless Checks:	0
All Other Complaints:	45
<b>TOTAL COMPLAINTS</b>	<b>64</b>

## INQUIRIES/CHECKS

Registration Checks:	989
Drivers License Checks:	350
NCIC/CIB/VIN Checks:	11
Check Welfare:	2
<b>TOTAL INQUIRIES/CHECKS</b>	<b>1352</b>

## ACCIDENTS

More Than \$1,000:	5
Less Than \$1,000:	2
Pedestrian Accidents:	0
Bicycle Accidents:	0
Victims Injured:	1
Victims Killed:	0
<b>TOTAL ACCIDENTS</b>	<b>7</b>

## ASSISTS

Assist Jefferson County:	1
Assist Dodge County:	1
Assist Dane County:	1
Assist Marshall Police:	7
Assist Fire/Rescue:	12
Assist Other Agencies:	4
Assist Public:	67
Assist With Escort:	0
Assist All Other:	3
<b>TOTAL ASSISTS</b>	<b>96</b>

## MISCELLANEOUS

Investigations/Followups:	46
Traffic Control:	14
Radar Operations:	147
Special Assignment:	9
Speech/Presentations:	0
Serve Papers:	0
Other Miscellaneous:	0
<b>TOTAL MISCELLANEOUS</b>	<b>216</b>

# WATERLOO POLICE DEPARTMENT

Report For Month Of September 2018

## TRAFFIC VIOLATIONS

## MISDEMEANOR/CRIMINAL

### WARNINGS

### ARRESTS

### WARNINGS

### ARRESTS

Speeding:	17	5
Too Fast For Conditions:	0	0
Innattentive Driving:	0	0
Failure To Yield:	1	0
Stop Sign Violation:	3	4
Illegal Passing:	0	0
No Drivers License:	0	5
Illegal Parking:	8	57
Left Of Highway:	0	0
Operate While Intoxicated:	0	2
Unregistered Vehicle:	7	2
Driving Suspended/Revoked:	0	4
Hit And Run:	0	0
Illegal U-Turn:	2	0
Following Too Close:	0	0
Seatbelt Violation:	0	1
Off Road Vehicles:	0	0
Power Display:	0	1
Equipment Violations:	13	2
All Other Traffic:	7	17

Disorderly Conduct:	1	0
Underage Alcohol:	0	0
Warrants:	0	1
Theft:	0	0
Trespassing:	0	0
Breaking & Entering:	0	0
Vandalism:	0	0
All Other Misd/Criminal:	1	0

### WARNINGS

### ARRESTS

TOTALS

60

101

### Hourly Breakdown

Patrol:	504.20
Investigations:	67.75
Radar:	169.75
Court Appearances:	4.00
Office:	201.75
Special Duties:	19.00
Schools/Training:	4.00
On Call:	0.00

TOTAL:

970.45

Monthly Incident Comparison Report

Report Criteria:

Current Month: 9/2018

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
<b>ASSIST</b>						
	Assist Business	0	1	1	0	1
	Assist Citizen	1	1	12	2	18
	Assist Dane County Sheriff	0	2	5	0	4
	Assist Dodge County Sheriff	1	1	8	1	15
	Assist Jefferson County Sheriff	2	1	11	1	12
	Assist Marshall PD	4	4	38	1	30
	Assist Social Services	1	0	8	2	10
	Assist Watertown PD	0	0	1	0	1
	Custody for Other Department	0	0	1	0	3
	EMS Calls	0	0	2	0	0
	Fire Calls	0	0	1	0	1
	Other Mutual Aid Assists	0	1	1	2	4
	Probation/Parole Check Ins	0	0	2	0	1
	<b>Total for ASSIST:</b>	<b>9</b>	<b>11</b>	<b>91</b>	<b>9</b>	<b>100</b>
<b>CRIMINAL</b>						
	Bail Jumping/Escapes	0	0	0	0	2
	Burglary - Residential/No Force	0	0	1	0	1
	Computer Crimes	0	0	1	0	0
	Contempt of Court, Court Violation	0	0	1	0	0
	Criminal Damage To Property/vandalism	2	0	12	2	7
	Disorderly Conduct - All Other	1	1	15	1	16
	Disorderly Conduct - Fight, Disturbance	0	1	6	2	11
	Disorderly Conduct - Noise	0	0	1	0	2
	Domestic Disturbance	1	2	12	0	10
	Domestic Offense - Child Abuse/Neglect	1	1	3	0	0
	Domestic Offense - Spousal Abuse/Fights	0	1	1	0	2
	Drug Investigations	3	0	4	1	4
	Drug Paraphernalia Possession	1	0	4	0	2
	Drug Possession	1	0	5	0	2
	Endanger Safety/Reckless Behavior	0	0	0	0	1
	Forgery/Counterfeiting	0	0	3	0	0
	Fraud	1	2	5	0	5
	Harassment - Harassing Telephone Calls	0	0	2	0	0
	Harassment - Threats	1	0	2	0	1
	Indecent Language/Conduct	0	0	0	0	2
	Interfere with Child Custody	0	0	0	0	1
	Obstruct/Resist Police Officer	0	0	0	0	1
	Other Sex Offenses	1	0	7	0	8
	Probation/Parole Violation	0	0	1	0	1
	Theft - All Other	0	0	8	1	9

## Monthly Incident Comparison Report

## Report Criteria:

Current Month: 9/2018

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
<b>CRIMINAL</b>						
	Theft - From Building	0	0	2	2	9
	Theft - From a Motor Vehicle	1	0	5	0	3
	Theft - Of Services/Labor	0	0	0	0	1
	Theft - Retail/Shoplifting	1	2	9	0	11
	Trespassing	0	1	3	0	2
	Violation of Court/Restraining Order	0	2	10	0	4
	Weapon Violation - Illegal Discharge	0	0	0	0	1
	<b>Total for CRIMINAL:</b>	<b>15</b>	<b>13</b>	<b>123</b>	<b>9</b>	<b>119</b>
<b>ORDINANCE</b>						
	Abandoned Property/Vehicle Violation	0	0	0	0	3
	Animal Bite	1	1	6	1	8
	Animal Licensing/Shots/Etc.	0	0	0	0	3
	Animal Running at Large	0	0	2	0	4
	Building Code Violations	0	0	0	0	1
	Fireworks Violation	0	0	0	0	1
	Illegal Dumping	0	0	0	0	1
	Possession of Tobacco by Minor	0	0	3	0	0
	Public Nuisance Violations	1	0	2	0	2
	Tavern Violations, Closing Hours, Etc.	0	0	1	0	0
	Truancy	0	0	6	0	6
	Under Age Drinking - Adult (18-21)	0	1	2	0	1
	Under Age Drinking - Minor (Under 18)	0	0	0	0	2
	<b>Total for ORDINANCE:</b>	<b>2</b>	<b>2</b>	<b>22</b>	<b>1</b>	<b>32</b>
<b>Other</b>						
	Investigation/Take Report	0	0	0	0	1
	Other Animal Calls - Dead, Etc.	1	0	8	1	8
	Receive Information	0	2	17	3	23
	<b>Total for Other:</b>	<b>1</b>	<b>2</b>	<b>25</b>	<b>4</b>	<b>32</b>
<b>SERVICE</b>						
	Death Investigation	0	0	1	0	4
	Emergency Commitment/Chapter 51	1	0	1	0	0
	Emergency Detention/Detoxification	0	0	3	0	3
	Found Items/Property	1	1	9	1	6
	Missing Adult	0	0	1	1	1
	Missing Juvenile	0	0	0	1	2
	Runaway Juvenile	2	0	3	2	4
	Suspicious Person/Activity, Prowler	0	0	3	0	3
	Uncontrollable Juvenile	0	0	6	0	4
	Warrant Pickup - Other Agency	1	0	5	0	6
	Warrant Pickup - Waterloo	0	0	0	0	1

Monthly Incident Comparison Report

Report Criteria:

Current Month: 9/2018

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
SERVICE						
	Welfare Check	0	2	9	4	18
	<b>Total for SERVICE:</b>	<b>5</b>	<b>3</b>	<b>41</b>	<b>9</b>	<b>52</b>
TRAFFIC						
	Disobey Sign/Marker	1	0	1	8	44
	Driver's License Violations (Ex OAS/OAR)	3	6	22	1	26
	Driving Complaint	0	0	0	0	2
	Driving, Meeting, Passing Violation	0	0	1	1	1
	Eluding Police Officer	0	0	1	0	0
	Illegal Turns	0	0	0	0	1
	OAS/OAR/Other License Violations	2	1	19	2	43
	Operate MV While Intoxicated - Injure	0	1	1	0	0
	Operate Motor Vehicle While Intoxicated	2	2	13	1	11
	Other Traffic Violations	1	2	16	0	16
	Parking Violation	0	0	23	2	53
	Power Display/Squeal Tires	0	0	1	0	0
	Reckless Driving	1	0	1	0	0
	Registration/Title Violation	1	2	13	2	23
	Seatbelt Violation	0	1	32	0	36
	Speeding - School Zone	0	0	1	0	0
	Speeding Violation	4	4	34	0	33
	Stop Sign/Signal Violation	4	2	18	3	23
	Tow Vehicle	0	0	1	0	1
	Traffic Accident - Hit and Run (Damage)	1	2	9	0	5
	Traffic Accident - Hit and Run (Injury)	0	0	1	0	0
	Traffic Accident - Non-Reportable	1	0	5	0	5

Monthly Incident Comparison Report

Report Criteria:

Current Month: 9/2018

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
TRAFFIC						
	Traffic Accident - Personal Injury	0	0	2	0	5
	Traffic Accident - Property Damage	4	2	19	2	24
	Vehicle Equipment Violation - Lights	2	3	10	0	3
	Vehicle Equipment Violation - Other	0	0	1	0	0
	Warning - 5 Day Equipment Violation	0	0	0	0	7
	<b>Total for TRAFFIC:</b>	<b>27</b>	<b>28</b>	<b>245</b>	<b>22</b>	<b>362</b>
Undefined						
	Blank Description	0	1	1	0	0
	Threats	0	0	0	0	1
	<b>Total for Undefined:</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Grand Totals:</b>		<b>59</b>	<b>60</b>	<b>548</b>	<b>54</b>	<b>698</b>

# Waterloo Police Department

## Major Complaint Log - Formal Reports Required - Case Numbers Assigned

For Dates: 09/01/2018 Thru 09/30/2018

Printed: 10/05/2018

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Date	Complaint	Case Descriptive	Action Taken
09/01/2018	TRAFFIC ACCIDENT.	REPORT OF VEHICLE STRIKING PARKED VEHICLE IN PARKING LOT.	OFFICER TOOK REPORT.
09/01/2018	ANIMAL COMPLAINT	REPORT OF A SICK RACCOON IN RESIDENT'S YARD.	OFFICER RESPONDED AND DISPATCHED ANIMAL.
09/01/2018	ASSIST MARSHALL POLICE DEPARTMENT.	OFFICER REQUESTED TO ASSIST IN THE VILLAGE OF MARSHALL DUE TO A DISTURBANCE.	OFFICER ASSISTED.
09/01/2018	DOMESTIC DISTURBANCE.	REPORT OF POSSIBLE PHYSICAL ALTERCATION THAT OCCURRED AT RESIDENCE.	OFFICER MADE CONTACT AT RESIDENCE AND SPOKE WITH SUBJECTS INVOLVED. REPORT TO BE FORWARDED TO DISTRICT ATTORNEY'S OFFICE.
09/01/2018	ASSIST JEFFERSON COUNTY SHERIFF DEPARTMENT.	OFFICER REQUESTED TO ASSIST WITH POSSIBLE PHYSICAL ALTERCATION IN JEFFERSON COUNTY.	OFFICER ASSISTED.
09/02/2018	CRIMINAL DAMAGE TO PROPERTY.	REPORT OF WINDOW BEING DAMAGED BY UNKNOWN SUBJECTS.	INVESTIGATION CONTINUING.
09/03/2018	SPEEDING.	OFFICER OBSERVED SUBJECT SPEEDING AND VERIFIED SPEED WITH RADAR.	SUBJECT ARRESTED AND ISSUED CITATION.
09/03/2018	CRIMINAL DAMAGE TO PROPERTY	REPORT OF VEHICLE BEING DAMAGED BY UNKNOWN SUBJECTS.	INVESTIGATION CONTINUING.
09/04/2018	ASSIST DODGE COUNTY SHERIFF DEPARTMENT	OFFICER REQUESTED TO ASSIST WITH TRAFFIC CONTROL IN DODGE COUNTY.	OFFICER ASSISTED.
09/04/2018	RUNAWAY JUVENILE,	REPORT OF JUVENILE WHO LEFT RESIDENCE SEVERAL DAYS AGO AND HAS NOT RETURNED.	OFFICER COLLECTED INFORMATION. JUVENILE ENTERED INTO SYSTEM.
09/05/2018	OPERATE WITHOUT A VALID LICENSE	OFFICER HAD SUBJECT ON A TRAFFIC STOP. UPON CHECKING DRIVER'S STATUS, OFFICER LEARNED SUBJECT DID NOT POSSESS A VALID LICENSE.	SUBJECT ARRESTED AND ISSUED CITATIONS.

# Major Complaint Log - Formal Reports Required - Case Numbers Assigned

For Dates: 09/01/2018 Thru 09/30/2018

Printed: 10/05/2018

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Date	Complaint	Case Descriptive	Action Taken
09/05/2018	OPERATE MOTOR VEHICLE WITHOUT HEADLIGHTS.	SUBJECT WAS ISSUED A WARNING TO REPAIR HEADLIGHTS. SUBJECT HAS MADE NO ATTEMPT TO CLEAR WARNING.	SUBJECT ARRESTED AND ISSUED CITATION.
09/07/2018	DOMESTIC DISTURBANCE	REPORT OF DISTURBANCE OCCURRING AT RESIDENCE.	OFFICER RESPONDED AND SPOKE WITH SUBJECTS AT RESIDENCE. INVESTIGATION CONTINUING.
09/07/2018	NON-REGISTRATION OF MOTOR VEHICLE.	OFFICER OBSERVED VEHICLE TRAVELING ON ROADWAY. OFFICER WAS AWARE VEHICLE WAS NOT PROPERLY REGISTERED AND DRIVER'S STATUS WAS REVOKED.	SUBJECT STOPPED, ARRESTED AND ISSUED CITATIONS.
09/08/2018	VIOLATION OF GDL RESTRICTIONS.	OFFICER HAD SUBJECT ON A TRAFFIC STOP. UPON CHECKING DRIVER'S STATUS, OFFICER OBSERVED SUBJECT WAS NOT TO BE DRIVING AT THAT TIME OF NIGHT.	SUBJECT ARRESTED AND ISSUED CITATION.
09/08/2018	OPERATE MOTOR VEHICLE WHILE INTOXICATED.	OFFICER HAD SUBJECT ON A TRAFFIC STOP. UPON MAKING CONTACT WITH DRIVER, OFFICER OBSERVED DRIVER WAS INTOXICATED.	SUBJECT ARRESTED AND ISSUED CITATION.
09/08/2018	TRAFFIC ACCIDENT.	REPORT OF A ONE VEHICLE ACCIDENT ON WEST MADISON STREET.	OFFICER TOOK REPORT.
09/08/2018	FOUND PROPERTY.	REPORT OF A BAG WITH ITEMS IN BEING FOUND.	OFFICER TOOK ITEMS TO POLICE DEPARTMENT. SOME ITEMS WERE STOLEN FROM LAKE MILLS. LAKE MILLS POLICE DEPARTMENT CONTACTED AND ITEMS WERE TURNED OVER TO THEM.
09/09/2018	OPERATING AFTER SUSPENSION.	OFFICER HAD SUBJECT ON A TRAFFIC STOP. UPON CHECKING DRIVER'S STATUS, OFFICER LEARNED SUBJECT'S DRIVING STATUS WAS SUSPENDED.	SUBJECT ARRESTED AND ISSUED CITATIONS.
09/09/2018	ASSIST MARSHALL POLICE DEPARTMENT.	OFFICER REQUESTED TO ASSIST MARSHALL POLICE DEPARTMENT ON A TRAFFIC STOP.	SUBJECT ARRESTED AND ISSUED CITATION.
09/10/2018	FAILURE TO STOP AT STOP SIGN.	OFFICER OBSERVED VEHICLE APPROACH STOP SIGN AND FAIL TO COME TO A COMPLETE STOP.	SUBJECT ARRESTED AND ISSUED CITATION.
09/11/2018	NON-REGISTRATION OF AUTO.	OFFICER HAD SUBJECT ON A TRAFFIC STOP. UPON RUNNING VEHICLE'S REGISTRATION, OFFICER FOUND REGISTRATION HAS BEEN EXPIRED SINCE JUNE, 2018.	SUBJECT ARRESTED AND ISSUED CITATION.
09/11/2018	OPERATING AFTER SUSPENSION.	OFFICER CHECKED ON A SUBJECT'S STATUS AND LEARNED SUBJECT'S DRIVING STATUS WAS SUSPENDED. OFFICER OBSERVED SUBJECT DRIVING A MOTOR VEHICLE.	SUBJECT ARRESTED AND ISSUED CITATIONS.

# Major Complaint Log - Formal Reports Required - Case Numbers Assigned

For Dates: 09/01/2018 Thru 09/30/2018

Printed: 10/05/2018

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Date	Complaint	Case Descriptive	Action Taken
09/11/2018	RUNAWAY JUVENILE.	REPORT OF JUVENILE LEAVING RESIDENCE SEVERAL DAYS AGO AND IS REFUSING TO RETURN HOME.	OFFICER TOOK INFORMATION AND ENTERED JUVENILE INTO SYSTEM.
09/11/2018	UNLAWFUL STORAGE OF JUNK.	SUBJECT WAS REQUESTED TO REMOVE JUNK FROM PROPERTY BY SEPTEMBER 5. SUBJECT DID NOT COMPLY WITH REQUEST.	SUBJECT ARRESTED AND ISSUED CITATION.
09/13/2018	CUSTODY OTHER DEPARTMENT WARRANT.	OFFICER OBSERVED SUBJECT WHOM OFFICER WAS AWARE WAS WANTED ON A WARRANT.	OFFICER MADE CONTACT WITH SUBJECT. SUBJECT TAKEN INTO CUSTODY AND TRANSPORTED TO JEFFERSON COUNTY JAIL.
09/14/2018	ASSIST JEFFERSON COUNTY SHERIFF DEPARTMENT.	OFFICER REQUESTED TO ASSIST WITH AN ACCIDENT IN JEFFERSON COUNTY.	OFFICER ASSISTED.
09/15/2018	OPERATE MOTOR VEHICLE WITHOUT INSURANCE.	SUBJECT WAS ISSUED A WARNING TO SHOW PROOF OF MOTOR VEHICLE INSURANCE. SUBJECT HAS MADE NO ATTEMPT TO CLEAR WARNING.	SUBJECT ARRESTED AND ISSUED CITATION.
09/15/2018	DOG BITE.	REPORT OF CHILD BEING BITTEN BY FAMILY DOG.	OFFICER MADE CONTACT AT RESIDENCE AND EXPLAINED 10 DAY QUARANTINE PERIOD AND REQUIRED THREE VET VISITS.
09/17/2018	FRAUD.	SUBJECT REPORTS CREDIT CARD CHARGES ON HIS ACCOUNT THAT WERE COMPLETED IN ENGLAND.	OFFICER TOOK INFORMATION.
09/18/2018	DRUG POSSESSION.	OFFICER HAD CONTACT WITH SUBJECTS DURING A TRAFFIC STOP. UPON SEARCHING THE VEHICLE, MARIJUANA AND PARAPHERNALIA WAS LOCATED.	SUBJECTS ARRESTED AND REPORT TO BE FORWARDED TO DRUG TASK FORCE.
09/18/2018	OPERATING MOTOR VEHICLE WHILE UNDER THE INFLUENCE.	OFFICER RECEIVED A REPORT OF AN ERRATIC DRIVER. UPON OFFICER LOCATING VEHICLE AND MAKING CONTACT WITH DRIVER, OFFICER OBSERVED DRIVER APPEARED UNDER THE INFLUENCE OF AN INTOXICATE.	SUBJECT ARRESTED AND ISSUED CITATIONS.
09/18/2018	OTHER SEX OFFENSES.	JUVENILE REPORTS POSSIBLE INAPPROPRIATE CONTACTED BY UNKNOWN MALE.	INVESTIGATION CONTINUING.
09/19/2018	ASSIST MARSHALL POLICE DEPARTMENT.	OFFICER REQUESTED TO ASSIST MARSHALL POLICE DEPARTMENT AT A DISTURBANCE.	OFFICER ASSISTED.
09/19/2018	TRAFFIC ACCIDENT.	REPORT OF VEHICLE STRIKING DOG ON CLARKSON ROAD.	OFFICER TOOK REPORT.

# Major Complaint Log - Formal Reports Required - Case Numbers Assigned

For Dates: 09/01/2018 Thru 09/30/2018

Printed: 10/05/2018

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Date	Complaint	Case Descriptive	Action Taken
09/20/2018	TRAFFIC ACCIDENT.	REPORT OF VEHICLE STRIKING PARKED VEHICLE IN PARKING LOT.	OFFICER TOOK REPORT.
09/21/2018	OPERATE WITHOUT A VALID LICENSE.	OFFICER HAD SUBJECT ON A TRAFFIC STOP. UPON CHECKING DRIVER'S STATUS, OFFICER LEARNED SUBJECT DID NOT POSSESS A VALID LICENSE.	SUBJECT ARRESTED AND ISSUED CITATIONS.
09/22/2018	FAILURE TO STOP AT STOP SIGN.	OFFICER OBSERVED SUBJECT APPROACH STOP BUT THEN FAILED TO COME TO A COMPLETE STOP.	SUBJECT ARRESTED AND ISSUED CITATION.
09/22/2018	SPEEDING.	OFFICER OBSERVED SUBJECT SPEEDING AND VERIFIED SPEED WITH RADAR.	SUBJECT ARRESTED AND ISSUED CITATION.
09/22/2018	OPERATE VEHICLE WITHOUT REGISTRATION LAMPS	SUBJECT WAS GIVEN A WARNING TO REPORT LIGHTS ON VEHICLE. SUBJECT HAS MADE NO ATTEMPT TO CLEAR WARNING.	SUBJECT ARRESTED AND ISSUED CITATIONS.
09/23/2018	RECKLESS DRIVING.	OFFICER OBSERVED SUBJECT MAKING A TURN AND ACCLERATING WHICH CAUSED VEHICLE TO RUN OFF THE ROADWAY.	SUBJECT ARRESTED AND ISSUED CITATIONS.
09/23/2018	TRAFFIC ACCIDENT.	REPORT OF VEHICLE STRIKING PARKED VEHICLE AND THEN LEFT THE SCENE.	OFFICER TOOK REPORT. INVESTIGATION CONTINUING.
09/24/2018	EMERGENCY DETENTION	OFFICERS REQUESTED TO CHECK WELFARE OF POSSIBLE SUICIDAL SUBJECT AT RESIDENCE.	OFFICERS RESPONDED TO RESIDENCE AND SPOKE WITH SUBJECT. SUBJECT TRANSPORTED FOR HUMAN SERVICES.
09/24/2018	HARASSMENT	SUBJECTS REPORT RECEIVING UNWANTED AND THREATENING MESSAGES FROM SUSPECT.	SUSPECT CONTACTED AND WARNED TO DISCONTINUE CONTACTS.
09/24/2018	SPEEDING	OFFICER OBSERVED SUBJECT SPEEDING AND VERIFIED SPEED WITH RADAR.	SUBJECT ARRESTED AND ISSUED CITATION.
09/25/2018	FAILURE TO OBEY SCHOOL CROSSING GUARD.	OFFICER OBSERVED VEHICLE TRAVELING AT A HIGH RATE OF SPEED THROUGH SCHOOL ZONE AND STOPPED AT AN UNSAFE DISTANCE FROM CROSSING GUARD IN CROSSWALK.	SUBJECT ARRESTED AND ISSUED CITATION.
09/27/2018	FAILURE TO STOP AT STOP SIGN.	OFFICER OBSERVED VEHICLE APPROACHING A STOP SIGN AND THEN FAIL TO COME TO A COMPLETE STOP.	SUBJECT ARRESTED AND ISSUED CITATION.

# Major Complaint Log - Formal Reports Required - Case Numbers Assigned

For Dates: 09/01/2018 Thru 09/30/2018

Printed: 10/05/2018

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Date	Complaint	Case Descriptive	Action Taken
09/27/2018	ASSIST CITIZEN	SUBJECT WISHED TO REPORT DAMAGE TO WINDSHIELD.	OFFICER TOOK INFORMATION.
09/27/2018	DISORDERLY CONDUCT.	REPORT OF POSSIBLE ALTERCATION OCCURRING AT RESIDENCE.	OFFICERS MADE CONTACT WITH RESIDENTS AND LEARNED IT WAS JUST A VERBAL ARGUMENT. OFFICERS MEDIATED BETWEEN SUBJECTS.
09/27/2018	THEFT-RETAIL/SHOPLIFTING.	REPORT OF SUBJECT PUMPING GAS AND FAILED TO PAY FOR WHAT WAS PUMPED.	OFFICER TOOK INFORMATION. INVESTIGATION CONTINUING.
09/28/2018	POSSESSION OF MARIJUANA.	OFFICER HAD SUBJECT ON A TRAFFIC STOP AND DURING CONTACT WITH DRIVER, OFFICER NOTICED THE ODOR OF BURNT MARIJAUAN. OFFICER ASKED DRIVER FOR PERMSSION TO SEARCH THE VEHICLE AND PERMISSION WAS GRANTED.	UPON SEARCHING THE VEHICLE, OFFICER LOCATED A PARTIALLY BURNT MARIJUANA CIGARETTE. REPORT TO BE FORWARDED TO THE DRUG TASK FORCE.
09/28/2018	ASSIST HUMAN SERVICES.	OFFICER RECEIVED OF POSSIBLE ABUSE TO CHILD.	OFFICER SPOKE WITH JUVENILES AND PARENT WAS INTERVIEWED. CASE WAS UNFOUNDED.
09/29/2018	ASSIST MARSHALL POLICE DEPARTMENT.	OFFICER REQUESTED TO RUN INTOXMETER TEST ON ARRESTED SUBJECT FOR MARSHALL POLICE DEPARTMENT.	OFFICER ASSISTED.
09/30/2018	FAILURE TO STOP AT STOP SIGN.	OFFICER OBSERVED VEHICLE APPROACHING STOP SIGN AND FAILED TO COME TO A COMPLETE STOP.	SUBJECT ARRESTED AND ISSUED CITATION.
09/30/2018	TRAFFIC ACCIDENT.	REPORT OF VEHICLE STRIKING A DEER ON WATERLOO ROAD.	OFFICER TOOK REPORT.

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
09/18/2018	09/18/2018	ALL	JEFFERSON CO CIRCUIT CT

Court Date	Name	Ticket	Officer/Court Type
09/18/18	AGUERO,OCTAVIO,V	DOB: 03/22/73 No: T-AC015877-1	WARNER,DAVID,N
11:00 AM	209 GREGOR STREET WATERLOO WI, 53594	Age: 45 Issued: 08/18/18 Inc #: 18-000477	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>
		344.62(1)	Fine \$45.00 Collected \$0.00
09/18/18	AGUERO,OCTAVIO,V	DOB: 03/22/73 No: T-BB059371-4	WARNER,DAVID,N
11:00 AM	209 GREGOR STREET WATERLOO WI, 53594	Age: 45 Issued: 08/18/18 Inc #: 18-000477	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>
		346.935(3)	Keep Open Intoxicants in MV Fine \$95.00 Collected \$0.00
09/18/18	BARRIOS GOMEZ,CATALINO	DOB: 11/25/69 No: T-AC015873-4	THOMFORD,SARAH,ANNE
11:00 AM	133 RAILROAD AVE WATERLOO WI, 53594	Age: 48 Issued: 08/08/18 Inc #: 18-000458	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>
		343.05(3)(A)	Operate w/o Valid License Fine \$45.00 Collected \$0.00
09/18/18	CHAPMAN,WHITNEY,INEZ	DOB: 03/11/90 No: T-BC845260-3	THOM,TRACY
11:00 AM	W7937 HWY 12 FORT ATKINSON WI, 53538	Age: 28 Issued: 08/16/18 Inc #: 18-000476	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>
		341.03(1)	Operate Unregistered Vehicle Fine \$25.00 Collected \$0.00
09/18/18	ENRIQUEZ,JULAN	DOB: 08/25/82 No: T-BB059367-0	WARNER,DAVID,N
11:00 AM	128 NACY LANE WATERLOO WI, 53594	Age: 35 Issued: 08/06/18 Inc #: 18-000455	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>
		343.05(3)(A)	Operate w/o Valid License Fine \$45.00 Collected \$0.00
09/18/18	ENRIQUEZ,JULAN	DOB: 08/25/82 No: T-BB059368-1	WARNER,DAVID,N
11:00 AM	128 NACY LANE WATERLOO WI, 53594	Age: 35 Issued: 08/06/18 Inc #: 18-000455	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>
		*344.62(1)	Operate Motor Vehicle W/O Insurance Fine \$45.00 Collected \$0.00
09/18/18	GALLITZ,MITCHELL,E.	DOB: 09/11/97 No: C-1F8173KD7L	BREITENFELDT,NICHOLAS,E
11:00 AM	W10204 RIVERVIEW DR REESEVILLE WI, 53579	Age: 20 Issued: 08/11/18 Inc #: 18-000466	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>
		125.07(4)(B)	Underage Drinking-Possess/Consume Fine \$95.00 Collected \$95.00

**Court Calendar Report**

**Report Criteria:**

Start Date	End Date	Officer	Court Type	
09/18/2018	09/18/2018	ALL	JEFFERSON CO CIRCUIT CT	
<b>Court Date</b>	<b>Name</b>	<b>DOB:</b>	<b>Ticket No:</b>	<b>Officer/Court Type</b>
09/18/18	GALLITZ,MITCHELL,E.	09/11/97	T-BC845258-1	BREITENFELDT,NICHOLAS,E
11:00 AM	W10204 RIVERVIEW DR REESEVILLE WI, 53579	Age: 20	Issued: 08/11/18 Inc #: 18-000466	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>	<b>Fine Collected</b>
		346.935(2)	Possess Open Intoxicants in MV	\$45.00 \$0.00
09/18/18	GARCIA,ESAU	DOB: 10/13/90	No: T-BC845246-3	WARNER,DAVID,N
11:00 AM	819 LUM AVE 1 WATERLOO WI, 53594	Age: 27	Issued: 08/03/18 Inc #: 18-000446	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>	<b>Fine Collected</b>
		346.46(1)	Fail/Stop at Stop Sign	\$0.00 \$0.00
09/18/18	GOMEZ,MARK,M	DOB: 03/19/82	No: T-BC845256-6	THOM,TRACY
11:00 AM	204 ANNA ST APT 108 WATERLOO WI, 53594	Age: 36	Issued: 08/11/18 Inc #: 18-000468	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>	<b>Fine Collected</b>
		346.68	Hit and Run-Unattended Vehicle	\$95.00 \$0.00
09/18/18	GOMEZ,MARK,M	DOB: 03/19/82	No: T-BC845257-0	THOM,TRACY
11:00 AM	204 ANNA ST 108 WATERLOO WI, 53594	Age: 36	Issued: 08/11/18 Inc #: 18-000468	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>	<b>Fine Collected</b>
		346.89(1)	Inattentive Driving	\$45.00 \$0.00
09/18/18	HERNANDEZ,JOSE,C	DOB: 02/26/54	No: T-BC845250-0	WARNER,DAVID,N
11:00 AM	305 N MONROE ST WATERLOO WI, 53594	Age: 64	Issued: 08/09/18 Inc #: 18-000459	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>	<b>Fine Collected</b>
		347.48(2M)(B)	Vehicle Operator Fail/Wear Seat Belt	\$5.00 \$0.00
09/18/18	KUHL,JEFFERY,L	DOB: 09/06/63	No: C-1F8173KD7M	THOM,TRACY
11:00 AM	W8758 HUNTERS LA WATERLOO WI, 53594	Age: 54	Issued: 07/26/18 Inc #: 18-000433	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>	<b>Fine Collected</b>
		*278-1-943.20	THEFT OF MOVEABLE PROPERTY	\$195.00 \$0.00
09/18/18	MEDENWALDT,PETER,ALFRED	DOB: 04/01/98	No: C-1F80PBQ6P5	BREITENFELDT,NICHOLAS,E
11:00 AM	N1972 RIVER OAKS RD REESEVILLE WI, 53579	Age: 20	Issued: 08/11/18 Inc #: 18-000466	JEFFERSON CO CIRCUIT CT
		<b>Charge</b>	<b>Description</b>	<b>Fine Collected</b>
		125.07(4)(B)	Underage Drinking-Possess/Consume	\$95.00 \$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
09/18/2018	09/18/2018	ALL	JEFFERSON CO CIRCUIT CT

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	MENDOZA,SANDRA,R	04/23/75	T-BC845251-1	THOM,TRACY
11:00 AM	866 YORK CENTER ROAD MARSHALL WI, 53559	Age: 43	Issued: 08/09/18 Inc #: 18-000460	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
343.05(3)(A)	Operate w/o Valid License	\$45.00	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	MUELLER,CHRISTOPHER,LEE	11/28/81	T-BC845262-5	WARNER,DAVID,N
11:00 AM	100 N RIVER ST LOWELL WI, 53557	Age: 36	Issued: 08/19/18 Inc #: 18-000482	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
343.44(1)(A)	OPERATING WHILE SUSPENDED	\$45.00	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	MUELLER,CHRISTOPHER,LEE	11/28/81	T-BC845263-6	WARNER,DAVID,N
11:00 AM	100 N RIVER ST LOWELL WI, 53557	Age: 36	Issued: 08/19/18 Inc #: 18-000482	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
*344.62(1)	Operate Motor Vehicle W/O Insurance	\$45.00	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	PERRY,MICHAEL,EVAN	08/31/94	T-AC015874-5	WARNER,DAVID,N
11:00 AM	214 S WASHINGTON ST WATERLOO WI, 53594	Age: 23	Issued: 07/07/18 Inc #: 18-000456	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
*344.62(1)	Operate Motor Vehicle W/O Insurance	\$45.00	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	RIVERA,JOSE,A	09/09/83	T-BC845247-4	BREITENFELDT,NICHOLAS,E
11:00 AM	708 BRIDLEWOOD LN WATERTOWN WI, 53094	Age: 34	Issued: 08/04/18 Inc #: 18-000450	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
346.57(5)	Exceeding Speed Zones/Posted Limits	\$25.00	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	RODRIGUEZ,SULEMA	11/24/99	C-1F80P9H5K7	THOM,TRACY
11:00 AM	210 HENDRICKS ST WATERLOO WI, 53594	Age: 18	Issued: 07/02/18 Inc #: 18-000386	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
278-4B	POSSESSION, DELIVERY AND USE OF MARIJUANA PROHIBITED	\$0.00	\$0.00

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	RODRIGUEZ,SULEMA	11/24/99	C-1F80P9H5K8	THOM,TRACY
11:00 AM	210 HENDRICKS STREET WATERLOO WI, 53594	Age: 18	Issued: 07/02/18 Inc #: 18-000386	JEFFERSON CO CIRCUIT CT

Charge	Description	Fine	Collected
*278-4D	POSSESS DRUG PARAPHERNALIA	\$45.00	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
09/18/2018	09/18/2018	ALL	JEFFERSON CO CIRCUIT CT

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	SCHOENHERR,HUNTER,GERALD	11/20/96	T-BC845106-3	WARNER,DAVID,N
11:00 AM	N983 COUNTY ROAD T WATERLOO WI, 53594	Age: 21	Issued: 08/11/18 Inc #: 18-000465	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
346.63(1)(A)	Operating while Intoxicated	\$245.00	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	SCHOENHERR,HUNTER,GERALD	11/20/96	T-BC845107-4	WARNER,DAVID,N
11:00 AM	117 MAPLE DR WATERLOO WI, 53594	Age: 21	Issued: 08/11/18 Inc #: 18-000465	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
346.63(1)(B)	Operating while Intoxicated-BAC .1%+	\$0.00	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	SHAFER,JESSICA,GRACE	11/18/95	C-1F80P9H5K6	THOM,TRACY
11:00 AM	208 1/2 PORTLAND ROAD WATERLOO WI, 53594	Age: 22	Issued: 08/18/18 Inc #: 18-000479	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*278-1-943.50	THEFT-SHOPLIFTING	\$45.00	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	SHAFER,JESSICA,GRACE	11/18/95	C-1F80P9H5K9	THOM,TRACY
11:00 AM	208 1/2 PORTLAND ROAD WATERLOO WI, 53594	Age: 22	Issued: 08/25/18 Inc #: 18-000488	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*278-1-943.50	THEFT-SHOPLIFTING	\$45.00	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	SHAFER,JESSICA,GRACE	11/18/95	T-BC845252-2	BOLLIG,RANDY,P
11:00 AM	208 1/2 PORTLAND RD WATERLOO WI, 53594	Age: 22	Issued: 08/10/18 Inc #: 18-000461	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
343.44(1)(B)	KNOWINGLY OPERATING WHILE REVOKED (CAUSE GREAT BODILY HARM)	\$45.00	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	SHAFER,JESSICA,GRACE	11/18/95	T-BC845253-3	BOLLIG,RANDY,P
11:00 AM	208 1/2 PORTLAND RD WATERLOO WI, 53594	Age: 22	Issued: 08/10/18 Inc #: 18-000461	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
341.04(1)	Non-Registration of Vehicle	\$25.00	\$0.00	

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18	SHAFER,JESSICA,GRACE	11/18/95	T-BC845254-4	BOLLIG,RANDY,P
11:00 AM	208 1/2 PORTLAND RD WATERLOO WI, 53594	Age: 22	Issued: 08/10/18 Inc #: 18-000461	JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*344.62(1)	Operate Motor Vehicle W/O Insurance	\$45.00	\$0.00	

**Court Calendar Report**

**Report Criteria:**

Start Date	End Date	Officer	Court Type
09/18/2018	09/18/2018	ALL	JEFFERSON CO CIRCUIT CT

Court Date	Name	DOB	Ticket No	Officer/Court Type
09/18/18 11:00 AM	SHAFER,JESSICA,GRACE 208 1/2 PORTLAND ROAD WATERLOO WI, 53594	11/18/95 Age: 22	No: T-BC845255-5 Issued: 08/10/18 Inc #: 18-000461	BOLLIG,RANDY,P JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
341.61(2)	Display Unauth. Veh. Registration Plate	\$45.00	\$0.00	
09/18/18 11:00 AM	SPENCER,BRIAN,GRANT 316 W FREIDEL DR MARSHALL WI, 53559	DOB: 07/19/00 Age: 18	No: T-BC845259-2 Issued: 08/16/18 Inc #: 18-000475	CULLEN,NATHANIEL,J JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
346.57(5)	Exceeding Speed Zones/Posted Limits	\$45.00	\$45.00	
09/18/18 11:00 AM	TEPETITLA-CHAPULENO,JOSE,JUAN 554 KOWLTON STREET 5 WATERLOO WI, 53594	DOB: 09/15/88 Age: 29	No: C-1F8173KD7K Issued: 08/04/18 Inc #: 18-000451	WARNER,DAVID,N JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*278-1-947.01	DISORDERLY CONDUCT	\$95.00	\$0.00	
09/18/18 11:00 AM	UECKE,JON,W 1541 ANNEX RD JEFFERSON WI, 53549	DOB: 04/16/72 Age: 46	No: T-BC845248-5 Issued: 08/04/18 Inc #: 18-000452	WARNER,DAVID,N JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*344.62(1)	Operate Motor Vehicle W/O Insurance	\$45.00	\$0.00	
09/18/18 11:00 AM	VELEZ-GARCIA,JOSE,A 307 GREGOR STREET WATERLOO WI, 53594	DOB: 09/03/72 Age: 45	No: T-BC845264-0 Issued: 08/24/18 Inc #: 18-000487	WARNER,DAVID,N JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
343.05(3)(A)	Operate w/o Valid License	\$45.00	\$0.00	
09/18/18 11:00 AM	VELEZ-GARCIA,JOSE,A 307 GREGOR STREET WATERLOO WI, 53594	DOB: 09/03/72 Age: 45	No: T-BC845265-1 Issued: 08/24/18 Inc #: 18-000487	WARNER,DAVID,N JEFFERSON CO CIRCUIT CT
Charge	Description	Fine	Collected	
*344.62(1)	Operate Motor Vehicle W/O Insurance	\$45.00	\$0.00	

**Ticket Count: 34**

**Total Fines: \$1895.00**  
**Total Payments: \$140.00**  
**Total Due: \$1755.00**

WATERLOO POLICE DEPARTMENT  
PARKING CITATIONS SEPTEMBER, 2018

Date	Payment	Method	Receipt	Location	Last	First	CitationNumber
9/26/2018	20.00	Cash	12302	Mail	Prange	Katharine	014449
8/31/2018	20.00	Cash	012286	Counter	Oneill	Jacaob	014813
9/4/2018	20.00	Check	012287	Counter	GODINA	RAYMOND	014811
9/7/2018	20.00	Cash	012288	Counter	Bellamy	Wade	014812
9/10/2018	20.00	Cash	012290	Counter	Nemitz	Haley	014819
9/10/2018	20.00	Cash	012291	Counter	Fitzgerald	Michael	014817
9/12/2018	20.00	Check	012293	Mail	Lane	John	014445
9/12/2018	20.00	Check	012294	Mail	Wolff	Christine	014814
9/13/2018	20.00	Cash	012295	Counter	Martinmaas	Tracy	014823
9/18/2018	20.00	Check	012296	Counter	Blumenberg	Michael	014818
9/18/2018	20.00	Check	012296	Counter	Blumenberg	Michael	014822
9/24/2018	20.00	Cash	012298	Counter	Pv Holding Corp		014446
9/24/2018	20.00	Check	012299	Mail	Darga	Tara	014858
9/24/2018	20.00	Cash	012300	Counter	Shrift	Michael	014871
9/25/2018	20.00	Cash	012301	Counter	Davis	John	014854
9/26/2018	20.00	Cash	012303	Mail	Race	Norman	014832
9/26/2018	20.00	Check	012304	Mail	Lemke	Anne	014857
9/26/2018	20.00	Check	012305	Mail	MEHLER	MARK	014450
9/26/2018	20.00	Check	012306	Mail	Dettmer	Peter	014859
9/26/2018	20.00	Check	012307	Mail	Deshano	Lisa	014863
9/26/2018	20.00	Check	012308	Mail	Dare	Kathleen	014875
9/27/2018	20.00	Check	012309	Mail	Norwood	Resa	014874
9/27/2018	20.00	Cash	012310	Mail	Eickelman	Jack	014879
9/27/2018	20.00	Check	012311	Mail	Selander	Heidi	014856
9/27/2018	20.00	Check	012312	Mail	Lichtenberg	John	014855
9/27/2018	20.00	Check	012313	Mail	Teske	Brent	014868
9/27/2018	20.00	Check	012314	Mail	Heineman	Rachel	014864
9/28/2018	20.00	Check	012315	Mail	FEEDBACK SPORTS		014827
9/28/2018	20.00	Check	012316	Mail	Riley	Margret	014869
9/28/2018	20.00	Check	012317	Mail	Janson	Jennifer	014839

WATERLOO POLICE DEPARTMENT  
PARKING CITATIONS SEPTEMBER, 2018

9/28/2018	20.00	Check	012318	Mail	McLaughlin	Scott	014831
9/28/2018	20.00	Check	012319	Mail	Peotter	Sean	014861
9/2/2018	20.00	Cash	012320	Counter	Olson	Robert	14866
Total Due	660.00						

**WATERLOO POLICE DEPARTMENT  
MONTHLY FLEET MAINTENANCE REPORT**

**MONTH: September YEAR: 2018**

**2014 FORD EDGE UTILITY**

PRINTED  
10/05/2018  
Page 1 of 2

Date Serviced	Mileage	Fuel Added	Fuel Costs	Maintenance Items	Maint. Costs
09/01/2018	79,462	6.7	\$18.87		
09/01/2018	79,514	5.7	\$16.00		
09/02/2018	79,572	5.6	\$15.70		
09/02/2018	79,598	4.3	\$12.01		
09/03/2018	79,665	7.5	\$21.01		
09/04/2018	79,751	7.9	\$21.98		
09/05/2018	79,796	6.8	\$19.00		
09/06/2018	79,851	5.0	\$14.00		
09/07/2018	79,934	7.9	\$22.01		
09/08/2018	80,030	7.5	\$21.12		
09/09/2018	80,113	9.4	\$26.30		
09/10/2018	80,184	6.4	\$18.00		
09/10/2018	80,224	3.9	\$11.02		
09/11/2018	80,293	7.8	\$21.92		
09/12/2018	80,362	7.2	\$20.19		
09/13/2018	80,454	6.5	\$18.20		
09/14/2018	80,558	5.5	\$15.40		
09/14/2018	80,490	5.7	\$15.86		
09/15/2018	80,635	8.1	\$22.80		
09/16/2018	80,678	4.3	\$12.14		
09/16/2018	80,712	4.2	\$11.65		
09/17/2018	80,780	7.2	\$20.15		
09/18/2018	80,824	5.7	\$1.00		
09/19/2018	80,935	8.9	\$25.01		
09/20/2018	81,020	7.7	\$22.01		
09/21/2018	81,080	4.2	\$12.02		
09/21/2018	81,126	4.6	\$13.23		
09/22/2018	81,189	5.7	\$16.18		
09/23/2018	81,239	5.6	\$15.91		
09/24/2018	81,341	8.6	\$24.60		
09/25/2018	81,345			RIGHT LOWER CONTROL ARM, 6 PLUGS, PLENIUM GASKET	\$509.18
09/26/2018	81,429	9.6	\$27.27		
09/27/2018	81,488	7.4	\$21.00		
09/29/2018	81,593	12.3	\$35.02		
09/30/2018	81,670	7.4	\$21.01		
09/30/2018	81,723	5.1	\$14.48		

**WATERLOO POLICE DEPARTMENT  
MONTHLY FLEET MAINTENANCE REPORT  
MONTH: September YEAR: 2018  
2014 FORD EDGE UTILITY**

PRINTED  
10/05/2018  
Page 2 of 2

BEGINNING MONTHLY MILEAGE:	79,457.0	MILES
ENDING MONTHLY MILEAGE:	81,760.0	MILES
TOTAL MILES DRIVEN:	2,303.0	MILES
TOTAL FUEL ADDED:	233.9	GALLONS
TOTAL FUEL COSTS:	\$644.07	
MILES PER GALLON:	9.8	M.P.G.
TOTAL MAINTENANCE COSTS:	\$509.18	

**WATERLOO POLICE DEPARTMENT  
MONTHLY FLEET MAINTENANCE REPORT**

**MONTH: September YEAR: 2018**

**2015 FORD SUV**

PRINTED  
10/05/2018  
Page 1 of 1

Date Serviced	Mileage	Fuel Added	Fuel Costs	Maintenance Items	Maint. Costs
09/04/2018	31,067	8.0	\$22.35		
09/06/2018	31,145	8.1	\$22.65		
09/11/2018	31,318	13.6	\$38.00		
09/13/2018	31,419	6.8	\$19.02		
09/18/2018	31,479	7.0	\$19.65		
09/20/2018	31,527	5.0	\$14.00		
09/21/2018	31,603	6.6	\$18.75		
09/22/2018	31,670	6.7	\$19.00		
09/24/2018	31,729	7.0	\$20.01		
09/24/2018	31,797	7.2	\$20.45		
09/26/2018	31,850	5.6	\$15.85		
09/27/2018	31,949	6.3	\$18.03		
09/27/2018	31,000			REAR AXLE BEARING	\$42.35
09/29/2018	32,007	5.5	\$15.59		

BEGINNING MONTHLY MILEAGE:	31,046.0	MILES
ENDING MONTHLY MILEAGE:	32,007.0	MILES
TOTAL MILES DRIVEN:	961.0	MILES
TOTAL FUEL ADDED:	93.4	GALLONS
TOTAL FUEL COSTS:	\$263.35	
MILES PER GALLON:	10.3	M.P.G.
TOTAL MAINTENANCE COSTS:	\$42.35	

**WATERLOO POLICE DEPARTMENT  
MONTHLY FLEET MAINTENANCE REPORT**

**MONTH: September YEAR: 2018**

**2017 FORD SUV**

PRINTED  
10/05/2018  
Page 1 of 1

Date Serviced	Mileage	Fuel Added	Fuel Costs	Maintenance Items	Maint. Costs
09/08/2018	11,670	14.6	\$40.98		
09/21/2018	11,880	13.3	\$37.92		
09/25/2018	11,938	11.9	\$15.85		

BEGINNING MONTHLY MILEAGE:	11,657.0	MILES
ENDING MONTHLY MILEAGE:	11,940.0	MILES
TOTAL MILES DRIVEN:	283.0	MILES
TOTAL FUEL ADDED:	39.8	GALLONS
TOTAL FUEL COSTS:	\$94.75	
MILES PER GALLON:	7.1	M.P.G.
TOTAL MAINTENANCE COSTS:		

Karl Junginger Memorial Library  
 Mayor/Council/Board Report  
 2018

**Circulation**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Waterloo residents	2128	2107	2315	2536	2389	2970	3040	2882	2318			
Non-residents	1095	1165	1182	1225	1276	1591	1761	1479	1125			
Monthly Total	3223	3272	3497	3761	3665	4561	4801	4361	3443			
<b>FYTD Total</b>	<b>3223</b>	<b>6495</b>	<b>9992</b>	<b>13753</b>	<b>17418</b>	<b>21979</b>	<b>26,780</b>	<b>31141</b>	<b>34584</b>			

**Interlibrary loan**

Items loaned to	796	791	769	794	676	765	838	748	727			
Bridges	22	30	41	31	27	18	25	35	33			
WISCAT	818	821	810	825	703	783	863	783	760			
<b>Monthly Total</b>	<b>818</b>	<b>1639</b>	<b>2449</b>	<b>3274</b>	<b>3977</b>	<b>4760</b>	<b>5623</b>	<b>6406</b>	<b>7166</b>			
<b>FYTD Total</b>												

Items received from	702	565	598	589	632	614	595	568	647			
Bridges	22	13	7	10	19	12	4	19	4			
WISCAT	724	578	605	599	651	615	599	587	651			
<b>Monthly Total</b>	<b>724</b>	<b>1302</b>	<b>1907</b>	<b>2506</b>	<b>3157</b>	<b>3772</b>	<b>4321</b>	<b>4908</b>	<b>5559</b>			
<b>FYTD Total</b>												

**Additional Circulation Statistics**

**Children's Materials**

<b>Monthly Total</b>	1281	1417	1689	1649	1603	2435	2387	2013	1464			
<b>FYTD Total</b>	1281	2698	4387	6036	7639	10074	12461	14474	15938			

**Adult Materials**

<b>Monthly Total</b>	1967	1881	1811	2187	2092	2145	2439	2382	2058			
<b>FYTD Total</b>	1967	3848	5659	7846	9938	12083	14522	16904	18962			

**DVDs**

<b>Monthly Total</b>	870	855	969	1272	1202	1222	1441	1585	975			
<b>FYTD Total</b>	870	1725	2694	3966	5168	6390	7831	9416	10391			

**Additional Statistics**

**Public Access Computer Use**

<b>Wi Fi</b>	333	392	373	419	383	377	344	370	403			
<b>Monthly Total</b>	333	725	1098	1517	1900	2277	2621	2991	2694			
<b>FYTD Total</b>												

**Public Internet**

<b>Monthly Total</b>	358	320	348	377	413	381	366	365	338			
<b>FYTD Total</b>	358	678	1026	1403	1816	2197	2563	2923	3261			

**Total Public Computer Use**

<b>Monthly Total</b>	691	712	721	796	796	758	710	735	741			
<b>FYTD Total</b>	691	1403	2124	2920	3716	4474	5184	5919	6660			

Karl Junginger Memorial Library  
 Mayor/Council/Board Report  
 2018

**Programs**

**Adult Programs**

Number of programs									
<b>Monthly Total</b>	6	10	8	8	6	10	5	8	5
<b>FYTD Total</b>	6	16	24	32	38	48	53	61	66
Attendance									
<b>Monthly Total</b>	53	106	64	45	10	124	41	43	38
<b>FYTD Total</b>	53	159	223	268	278	402	443	486	524

**Teen (12-18) Programs**

Number of programs									
<b>Monthly Total</b>	2	5	5	5	19	5	5	4	3
<b>FYTD Total</b>	2	7	12	17	36	41	46	50	53
Attendance (Adult + Teen)									
<b>Monthly Total</b>	13	67	61	34	289	91	48	14	9
<b>FYTD Total</b>	13	80	141	175	464	555	603	617	626

**Children's Programs**

Number of programs									
<b>Monthly Total</b>	14	14	15	14	29	21	20	11	22
<b>FYTD Total</b>	14	28	43	57	86	107	127	138	160
Attendance (Adult + Child)									
<b>Monthly Total</b>	172	196	273	206	574	900	675	160	410
<b>FYTD Total</b>	172	368	641	847	1421	2321	2996	3156	3566

**SUMMER READING PROGRAM PARTICIPANTS**

Child						353	26	2	<b>TOTAL</b>			
Teen						70	0	0	<b>381</b>			
Adult						158	13	0	<b>70</b>			
									<b>171</b>			

**Meeting Room Bookings**

	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
--	-----	-----	-----	-------	-----	------	------	-----	------	-----	-----	-----

<b>Monthly Total</b>	38	36	37	36	42	22	16	24	33
<b>FYTD Total</b>	38	74	111	147	189	211	227	251	284

**Holdings**

<b>FYTD Total</b>	24542	24,615	24,812	24,961	25,103	25,435	25,719	25,724	25,919
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**Number of Registered Borrowers**

<b>Resident</b>	1940	1949	1967	1977	1775	1790	1819	1837	1854
<b>Nonresident</b>	1029	1030	1038	1043	936	944	950	960	966
<b>FYTD Total</b>	2969	2979	3005	3023	2711	2734	2769	2797	2820

**Overdrive**

<b>eBooks</b>									
<b>Monthly Total</b>	154	157	143	212	190	182	177	181	151
<b>FYTD Total</b>	154	172	315	527	717	899	1076	1257	1408

**Audiobook downloads**

<b>Monthly Total</b>	168	150	154	216	201	211	218	209	224
<b>FYTD Total</b>	168	318	472	688	269	480	698	907	1131

**OUTREACH Circulation**

<b>Monthly Total</b>	265	235	223	195	59	113	65	103	130
<b>FYTD Total</b>	265	261	484	679	738	851	916	1019	1149

**List of Bills**

BP Credit Card Center	997.28	Piggly Wiggly	136.09
Tom Bergan	50.00	Payroll	42,000.42
Border States	1,562.06	Postal Source	12.50
Brooks Tractor	380.65	PSC	2,179.55
Charter Communications	89.99	SEERA	1,271.16
Cintas	323.32	S&S Plumbing	4,400.00
City of Waterloo Treasurer	74,461.44	Sabel Mechanical	50,242.92
Dunneisen Excavating	60.00	Devin Schumann	50.00
Diamond Business Graphics	375.24	T&R Service Company	4,186.00
Farmers & Merchants State Bank	54,101.12	Tim Thomas	50.00
Furey Filter & Pump	129.08	Town & Country Engineering	2,561.50
Frontier	358.80	USPS	551.87
GFC Leasing	63.00	Universal Recycling Technologies	406.67
Irby	407.95	United Liquid Waste	1,250.00
Hallman Asphalt & Sealing	3,000.00	US Cellular	1,035.04
Kris Hensler	360.00	VISA	671.19
Krause Power Engineering	1,180.86	Watson Ace Hardware	219.67
Hometown News	179.34	Larry Waldo	25.00
Jonas Office Products	402.92	Waterloo Utilities	10,477.76
K Press & Trends	660.00	Waterloo Building Center	26.25
LW Allen	1,325.30	Waterloo Veterans Memorial	200.00
Lois Leistico	19.62	WE Energies	39.45
MEUW	1,325.36	Wisconsin State Lab	25.00
Neitzel Auto & Hardware	1,101.35	Wisconsin Dept. of Revenue	12,778.78
Northern Lake Service	60.00	WPPI Energy	311,404.03
Payment Service Network	12.95		
Pitney Bowes	300.00		
		Total Disbursements	\$589,488.48

**Checking Account #102-613:**

Balance 8/31/18	\$8,133.76
Transfer	300,000.00
Disbursements	(277,895.76)
Interest	4.89
Service Charge	(20.76)
Balance 9/30/18	<u>\$30,222.13</u>

**WWTP Account #374-547 (DNR Replacement Fund)**

Balance 8/31/18	\$253,047.59
Deposit	2,050.00
Transfer for Expenses	(50,242.92)
Interest	56.92
Balance 9/30/18	<u>\$204,911.59</u>

**Debt Service Account #3015323:**

Balance 8/31/18	\$456,055.54
Deposit	53,925.38
Bond Payment	
Interest	735.16
Balance 9/30/18	<u>\$510,716.08</u>

**Money Market Account #110-832:**

Balance 8/31/18	908,565.78
Deposits	610,201.18
Transfer	(302,050.00)
Disbursements	(311,404.03)
Interest	576.29
Service Charge	(167.93)
Balance 9/30/18	<u>\$905,721.29</u>

**Transportation Fund**

Balance 8/31/18	\$90,000.00
Transfer	
Balance 9/30/18	<u>\$90,000.00</u>

**Construction Account:**

Electric	1,201,632.24
Water	20,851.75
Construction Payment	
Balance 9/30/18	<u>\$1,222,483.99</u>

**CD #614470 (Bond Reserve):**

Balance 8/31/18	113,835.41
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Interest  
Balance 9/30/18

387.04  
\$114,222.45

**CD #613386 (Bond Reserve):**

Balance 8/31/18  
Interest  
Balance 9/30/18

207,303.11  
\$207,303.11

**WWTP CD #2875 (DNR Replacement Fund):**

Checking Account #102-613:  
Interest  
Balance 9/30/18

\$606,011.13  
\$606,011.13

**Regular meeting of the Waterloo Water & Light Commission held October 9, 2018**

The meeting was called to order by President Tom Bergan at 7:00pm at the Waterloo Utilities office. Present were Commissioners Ray Burbach, Tim Thomas, Devin Schumann, Larry Waldo, Superintendent Barry Sorenson, and Utility Accountant Joy Bisco.

**Minutes**

It was moved by Thomas, seconded by Schumann, to approve the minutes of the September 4, 2018 meeting. Motion carried.

**Expenditures**

It was moved by Waldo, seconded by Burbach, to approve the payment of the September bills as presented. Motion carried.

**Citizen Input.**

None.

**2019 Budget**

The 2019 budgets were reviewed. It was moved by Burbach, seconded by Schumann, to approve the 2019 budgets as presented. Motion carried.

**Fireman's Park Sewer Issue**

It was moved by Burbach, seconded by Waldo, to approve the expenditure of \$25,000 for sanitary sewer repairs at Fireman's Park. Motion carried.

**Hiring**

It was moved by Thomas, seconded by Schumann, to approve the hiring of an additional employee. Motion carried.

**Electric Update**

Superintendent Sorenson updated the Commission on the status of the repair of the damaged feeder on West Madison and the Hwy O substation.

**Sewer Rate Increase**

It was moved by Thomas, seconded by Burbach, to approve an 11% sewer rate increase. Motion carried.

It was moved by Thomas, seconded by Burbach, to adjourn. Motion carried.

Respectfully submitted,

Tim Thomas  
Secretary



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

October 9, 2018

Sent via email, hand delivered to 509  
Harrison Street and sent via USPS  
certified mail, October 9, 2018

Nicole Tuttle  
Virtumarket  
509 Harrison Street  
Waterloo, WI 53594

**RE: NOTICE OF AN OCTOBER 18, 2018, 7:00 PM COUNCIL AGENDA ITEM CALLING FOR A FULL AND COMPLETE ACCOUNTING OF ALL ASPECTS OF VIRTUMARKET ACTIVITY RELATING TO THE WATERLOO STREET MARKET INITIATIVE.**

Nicole,

As advised by City Attorney William Cole and at the direction of Mayor Thompson, I am sending this letter to inform you that on October 18, 2018, as part of the regularly scheduled City Council meeting beginning at 7:00 pm, the City of Waterloo is seeking a full and complete report and accounting of work undertaken by Virtumarket as part of the Waterloo Street Market Initiative.

1. The City of Waterloo is seeking a full and complete report, including all financial aspects, labor contributed, purchases made and current account balances.
2. The City of Waterloo additionally is seeking a full and complete explanation as to why you did not to comply with letters sent August 1, 2018 and August 25, 2018.

Attached are copies of the letters referenced in item #2.

Sincerely,

Mo Hansen  
Clerk/Treasurer

cc  
encl.

## Mo Hansen

---

**From:** Nicole Tuttle <nicoletuttle78@gmail.com>  
**Sent:** Friday, August 31, 2018 7:40 AM  
**To:** Mo Hansen  
**Subject:** Follow up

Mo,

I'd like to take the opportunity to expand upon my earlier email with regard to the market:

I've spent every spare moment I've had getting face to face with vendors and farmers, building excitement and enthusiasm with them with regard to the market. I've read and researched what the most successful markets do (and don't do!), consulted with other area market managers for hints and helpful advice, as well as reading and researching how to make this business successful so that the market can continue on in perpetuity. Now, when I'm on the verge of actually making this a reality (albeit, later than anyone, including me, had hoped) I'm being asked to turn it all over. Why? So that it can inevitably fail? So that someone else can take credit for my hours upon hours of hard work? This request is frustrating and disappointing to say the least. (Infuriating at times, to be quite honest)

I recognize that others are frustrated and disappointed in my lack of communication; but that is not to be construed as me "sitting back on my laurels" or inaction on my part. Rather it has been a product of keeping my head down and marching forward to grab any progress I can. I've poured more hours and energy into this than anyone can imagine. I'll reiterate that asking me to give up now is not only unfair, but unreasonable.

-Niki



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

August 25, 2018

PRINTED AND HAND DELIVERED  
Saturday, August 25, 2018  
8/25/2018 10:11 AM

Nicole Tuttle  
Virtumarket  
509 Harrison Street  
Waterloo, WI 53594

**RE: Street Market Initiative / Letter #2 Seeking Return of Unspent Taxpayer Funds & Access to Purchased Items**

Niki,

I am writing to ask for the immediate return of unspent taxpayer funds forwarded to Virtumarket earlier this year. Additionally, I am writing to seek a simple understanding with you, as Virtumarket's responsible party, relating to public access to purchased items -- paid for with taxpayer dollars provided to Virtumarket -- for the street market launch.

The deadline to comply with the request is August 31, 2018 at 4 p.m.

At its August 21, 2018 joint meeting the Community Development Authority and Community Development Committee addressed the agenda item: "Request for Return of Funding and Access to Purchased Supplies" as part of the public meeting. As you are aware, you are a voting member of Waterloo's Community Development Authority and were unable to attend due to work obligations stated via email on the afternoon of the 21<sup>st</sup>.

At the joint meeting I was instructed to:

- Communicate to you with a 2<sup>nd</sup> letter. I am doing so here.
- Assign a specific date for you to meet the request. The date to comply is no later than August 31, 2018 at 4 p.m.
- Clearly document the request.
  - Return unspent funds transferred by the City to Virtumarket in February of 2018.
  - Make available items purchased to date using taxpayer dollars for use future street market activity.

The body further reviewed multiple options including legal steps to gain compliance to this request. Attached is a copy of the August 1, 2018 letter. This matter requires your immediate attention.

I am available 24/7 at 608-669-0700, 920-478-3025 or [mhansen@waterloowi.us](mailto:mhansen@waterloowi.us).

Sincerely,

A handwritten signature in black ink that reads "Mo Hansen".

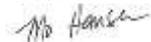
Mo Hansen  
Clerk/Treasurer

cc  
encl.

**A JOINT MEETING OF THE  
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY & WATERLOO COMMUNITY DEVELOPMENT COMMITTEE  
MEETING MINUTES: August 21, 2018**

1. ROLL CALL AND CALL TO ORDER. CDA Chair Hermanson called the joint meeting to order at 6:00 p.m. in the Municipal Building Council Chambers. CDA members present: Stinnett, Reynolds, Lewandowski, Hermanson and Osborn. Absent: Tuttle with one vacancy. CDC members present: Petts and Osborn with Thomas absent. Others present: Brian Henning, School District Liaison; and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: July 17, 2018. MOTION: Moved by Petts, seconded by Stinnett to approve the meeting minutes. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
  - a. School District Liaison. Henning reported on the passage of the two school referenda.
  - b. Chamber of Commerce Liaison. No report as Tuttle was absent
  - c. Fund 600 - Monthly Financials. Noted.
  - d. Grant Tracking, Including 203 East Madison Street Close-out. Hansen said he was waiting on DNR reimbursement for 203 East Madison St; the Idle Sites Industrial grant was extended; notice of a WEDC site assessment grant was promised by Jason Scott, but remains pending at 333 Portland Road. Identifying Idle Sites grant expenditures generating the greatest return on investment was a priority.
  - e. Project Neighbor. Hansen said data was used for the election and Mill/Cleveland project.
  - f. Local Business Day. Stinnett asked for a list of attendees from the initial discussion.
  - g. 217 Maple Drive Lot Sale. Hansen said the closing date is August 30th.
  - h. Maunsha Business Center Cleaning Contract. Hansen said the contract was revised lowering costs.
5. ECONOMIC DEVELOPMENT IMPLEMENTATION PROGRESS
  - a. Implementation Tracking. Noted.
  - b. Work Group Progress Report
    - i. Street Market – Request For Return Of Funding & Access To Purchased Supplies. Petts updated the group saying the Working Group met and Niki Tuttle did not attend. At that meeting Hansen was directed to send a letter to Tuttle. Hermanson said legal action is the path. Lewandowski said an action plan presentation was a possible course. Stinnett and Petts noted the months already passed with only one Tuttle report. Stinnett described vendors wanting to participate with no follow-up. By consensus Hansen was directed to send a 2<sup>nd</sup> letter with a specific deadline for response. Hermanson said Tuttle's inaction means involving law enforcement.
6. UNFINISHED BUSINESS
  - a. FlipGrid CDA-CDC Review. Lewandowski said he would resend the link asking for a test and report back.
  - b. Bingo. By consensus the group tabled indefinitely the question of Bingo involving the CDA.
7. NEW BUSINESS
  - a. 2019 Budget. Hansen and Hermanson noted the insertion of a \$25,000 request for tax levy to fund professional economic development services.
  - b. Volunteer Development. Lewandowski said he was interested in soliciting public ideas and would staff a table at school events. He said more involvement would be beneficial.
  - c. 203 East Madison Street Safety Concerns. The Police Department identified a safety hazard. No railing is in place. A temporary fence was installed. Stinnett suggested all take a look and report back.
  - d. Authorizing Action To Advance Redevelopment of 200 Block Of West Madison Street. Hansen requested funding for an appraisal of the former post office site. He said the site owner would be willing to sell to the City allowing for redevelopment and reuse of the site and the site to its east. Petts questioned the need for the expenditures. No action taken.
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS. None.
9. ADJOURNMENT. MOTION: Moved by Stinnett, 2nd by Reynolds to adjourn. VOICE VOTE: Motion carried. Time: 7:58 p.m.

Attest:



Mo Hansen  
Clerk/Treasurer

## Mo Hansen

---

**From:** Nicole Tuttle <nicoletuttle78@gmail.com>  
**Sent:** Tuesday, August 21, 2018 4:14 PM  
**To:** Mo Hansen  
**Subject:** CDA meeting tonight

Mo,

I had planned on attending the CDA meeting tonight, but a work conflict has come up and I'm not going to be able to make it. With the flooding that occurred in Madison last night, everyone has extra matters to tend to today. But there is one topic I wanted to touch upon.

With regard to the Market group's request:

I've given the matter quite a lot of thought and consideration, and I've even started writing a response a few times, but ended up deleting them and starting all over. I know what I want to say, but finding the best way to say it has proven difficult. In short, the answer is "no". I've been working very hard on all of this, and I don't feel that its fair or reasonable to ask me to hand it all over. I'm not willing to give up, and I don't feel I should be asked to quit.

I'm amenable to suggestions or tweaks; if there's something I need to change or shift or alter, I'm open to suggestions. But this *will work*. *Of* that, I'm confident.

I apologize for the delay in getting back to you. Even now, I feel that my response does not adequately convey my thoughts on the topic.

Niki



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

---

August 1, 2018

Nicole Tuttle  
Virtumarket  
509 Harrison Street  
Waterloo, WI 53594

**RE: Street Market Initiative Work Group Meeting / Follow-up Letter**

Niki,

A public meeting was held last night. Keri Sellnow, Angie Stinnett, Jeanette Petts, Diane Graff and I attended. You recall at the July CDA-CDC meeting the street market initiative discussion turned towards giving you several days to evaluate your situation in relation to the municipal market initiative.

The Work Group is interested in doing what it can to move the process forward. Keri Sellnow is a long-time resident who is not involved in Council matters nor the CDA. She asked that I pass along her cell phone number, (920) 988-5384. She is available if you wish to discuss street market matters and the situation we find ourselves in.

The Work Group is looking to regroup to advance the project to an active state. Your participation remains very much welcomed. But concerns about lack of communication and response to those interested in working on, and participating in, the market has raised strong concerns. The Work Group is asking for the following:

- Return of unspent funds transferred by the City to Virtumarket in February of 2018.
- Making available items purchased to date for future Waterloo street market activity.

Sincerely,

Mo Hansen  
Clerk/Treasurer

cc  
encl.

**CITY OF WATERLOO COMMON COUNCIL**  
**MEETING MINUTES: November 2, 2017**

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE AND ROLL CALL. Council President Bill Springer called the meeting to order at 7:00 p.m. in the Mayor's absence. Alderpersons present: Ziaja, Springer, Griffin, Thomas, Stinnett and Petts. Absent: Quimby. Others present: Tammy Krueger, the Daily Times; Diane Graff, the Courier; Police Chief Sorenson; WLOO videographers; Assistant Public Works Director Jeff Robbins; Nicole Tuttle; Gabriel Elder; Deputy Clerk/Treasurer Mike Kawula and Clerk/Treasurer Hansen. The pledge of allegiance was recited.
2. MEETING MINUTES APPROVAL: October 19, 2017. MOTION: Moved by Thomas, seconded by Petts to approve the minutes as presented. VOICE VOTE: Motion carried.
3. PUBLIC COMMENT. None.
4. PUBLISHED NOTICE OF A PUBLIC HEARING
  - a. Public Hearing - Request From Rodney Abel For A Conditional Use Permit To Allow The Construction Of An Additional 12' X 16' (192 sq. ft.) Accessory Building At 540 Harrison Street – 11/28/2017 At 7 p.m. Noted.
5. REPORTS OF COMMITTEES, COMMISSIONS AND BOARDS
  - a. Community Development Authority – Authorizing A Tax Incremental Finance District #2 Expenditure, Not To Exceed \$6,000, For a 2018 Downtown Street Market. DISCUSSION: Thomas spoke in favor of extending the expenditure into 2018. He said project delays may have been caused by road construction. He said the motion was for a one-time expenditure to get the project going. MOTION: Moved by Thomas, seconded by Stinnett to approve the motion extending the expenditure to 2018. ROLL CALL VOTE: Ayes: Ziaja, Thomas, Griffin, Stinnett and Petts. Noes: Springer, with Quimby absent. Motion carried.
  - b. Street Market Manager Submittal Review Committee – Recommending Nichole Tuttle As Street Market Manager And Directing The Drafting Of A Contract For Allocation Of Municipal Seed Money For A 2018 Waterloo Street Market Launch. DISCUSSION: Petts said Tuttle had stepped forward and was recommended by the Committees. In reply to a Springer question, Petts said the process would not start until January. Thomas said the market manager was not a municipal position, and the manager would be responsible for sustaining the market over time. MOTION: Moved by Petts, seconded by Stinnett to accept the recommendation of Nichole Tuttle as Street Market Manager and direct the drafting of a contract, for City Council consideration, authorizing the allocation of seed money to launch a street market. ROLL CALL VOTE: Ayes: Ziaja, Thomas, Griffin, Stinnett and Petts. Noes: Springer, with Quimby absent. Motion carried.
6. UNFINISHED BUSINESS
  - a. Resolution #2017-41 Awarding A Cleaning Contract For The Library; Municipal Building; the Maunsha Business Center; and the Waterloo Regional Trailhead. DISCUSSION: Hansen described two rounds of proposal submittals requested by a group including the Police Chief, Parks Coordinator, Library Director and Clerk/Treasurer. He said the department heads were recommending awarding a contract to Peachy Clean Commercial & Construction Cleaning. Responding to Griffin's question, Hansen referenced the chart in the meeting materials indicating savings compared to the current contract. Hansen said the resolution contained a reduction in non-police department municipal building hired cleaning -- from four weekdays per week to one. He said the Utility Commission building was cleaned only once a week. Thomas questioned the reduction in municipal building hallway cleaning saying much money was spent building the facility. In reply to a Springer question, Hansen said staff (Hansen) would provide additional hallway and bathroom cleaning. Thomas suggested that meeting minutes were not getting done and that Hansen should not be cleaning. Springer expressed concern that Public Works staff would be cleaning. Hansen said since 2004 tasks previously done in the building by Public Works staff such as election set-up have shifted to the Clerk/Treasurer's office. Thomas said foot traffic required additional cleaning. MOTION: Moved by Stinnett, second by Petts to accept the recommendation and to approve the resolution awarding the contract to Peachy Clean Commercial & Construction Cleaning as presented. Ziaja asked for what the savings amount would be? Hansen referred back to the chart in the meeting materials. ROLL CALL VOTE: Ayes: Ziaja, Stinnett and Petts. Noes: Springer, Griffin and Thomas, with Quimby absent. Motion failed.

7. NEW BUSINESS

- a. Resolution #2017-42 Waiving All 2018 Municipal Impact Fees And Building Fees, And Directing The Creation And Implementation Of Promotional Efforts In Support Of The Construction Of Waterloo Single Family Dwellings – Find Your Path Here, 2018. DISCUSSION: Thomas said currently the City waives fees for new single-family construction with three homes built. He proposed that the waiver be extended to calendar year 2018. MOTION: Moved by Thomas, seconded by Griffin, to approve the resolution. ROLL CALL VOTE: Ayes: Ziaja, Springer, Griffin, Thomas, Stinnett and Petts. Noes: none with Quimby absent. Motion carried.

8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.

- a. 2018 Budget Public Hearing and Council Consideration – November 16, 2017, 7:00 p.m. Noted.
- b. Stinnett said the Holiday Parade, from the High School to Firemen's Park, would be November 4<sup>th</sup> beginning at 4:30 p.m. Noted.
- c. Hansen said a Friday noon City Council meeting was posted to address a Plan Commission recommendation to grant a conditional use permit to Jefferson County to install a 60 foot tower to replace an existing wooden pole holding emergency response radio equipment on Herron Court. Noted.

9. ADJOURNMENT. MOTION: Moved by Griffin, seconded by Stinnett to adjourn. Motion carried. Approximate time: 7:18 p.m.



Attest:  
Mo Hansen, Clerk/Treasurer

**A JOINT MEETING OF THE  
WATERLOO COMMUNITY DEVELOPMENT AUTHORITY & WATERLOO COMMUNITY DEVELOPMENT COMMITTEE  
MEETING MINUTES: October 17, 2017**

1. ROLL CALL AND CALL TO ORDER. CDA Chair Hermanson called the joint meeting to order at 6:00 p.m. in the Municipal Building Council Chambers. CDA members present: Stinnett, Tuttle, Moe & Hermanson. Absent: Reynolds and Ziaja. CDC members present: Petts and Thomas. Absent: Ziaja. Others present: Deputy Clerk/Treasurer Mike Kawula and Clerk/Treasurer Hansen.
2. MEETING MINUTES APPROVAL: June 20, 2017; July 18, 2017 and August & September (no meetings). Motion: Moved by Thomas, seconded by Petts to approve the June 20, 2017 meeting minutes as presented. VOICE VOTE: Motion carried.
3. CITIZEN INPUT. None.
4. UPDATES & REPORTS
  - a. Chamber of Commerce Liaison. Discussion: Tuttle reported that Wiener & Kraut was hugely successful in Firemen's Park; positive comments were received. She said the sense was to keep the event in the park. Petts said downtown businesses want it back. Tuttle said a park location means no traffic challenges and the partnership with the Parks Coordinator was positive. Moe relayed comments she heard that a park location "just killed us downtown." Tuttle said the Chamber was planning to welcome the new clothing store downtown. Tuttle said she reached out to 20-30 downtown stakeholders saying they were amenable to a downtown listening session – brainstorming session.
  - b. Fund 600 - Monthly Financials. Noted.
  - c. Grant Tracking. Noted.
5. ECONOMIC DEVELOPMENT PLAN IMPLEMENTATION TRACKING
  - a. "Next 28 Days Checklist" (hand out at meeting). DISCUSSION: Hansen noted a slow pace of implementation.
  - b. How Do We Improve Project Implementation? DISCUSSION: Hansen said more resources generally were needed for implementation.
6. UNFINISHED BUSINESS
  - a. "You Are Here" Kiosks, Does Mobile Kiosk Meet The Need?. DISCUSSION: A plastic A-frame designed for a recent Trek event and paid out of Clerk office funds was displayed. Petts and Stinnett discussed how the display could be used. Moe said custom inserts could be prepared.
  - b. Street Market Initiative, Recruiting A Market Manager. DISCUSSION: Tuttle expressed interest in being the Market Manager. It was noted that the review committee should convene. One-time 2017 municipal funding was discussed. Thomas suggested carrying forward the funding concept as funds were not used in 2017. Tuttle did as well. Stinnett suggested Haberkorn. Thomas spoke in opposition of a municipal employee being given the task. Moe said another task for Haberkorn would limit what he was already doing with the parks. MOTION: By Consensus, the body recommended to the City Council that it carry forward the street market seed money concept into 2018. Motion carried by informal consensus.
7. NEW BUSINESS
  - a. 2018 Budget Submittal. DISCUSSION: Hermanson reviewed the submittal. Petts called for marketing 117 East Madison Street as permanent rental. No action taken.
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Next Meeting: November 21, 2017 at 6 p.m.
9. ADJOURNMENT. MOTION: Moved by Thomas, seconded by multiple to adjourn. Motion carried. Approximate time: 7:21 p.m.

Attest:



Mo Hansen  
Clerk/Treasurer

# Waterloo Farmer Market

## Farmer Market Manager Job Description

### About Us

The Waterloo Farmer Market is a producer-only market that operates in downtown Waterloo, WI. The market runs rain or shine every Saturday from 7:00 am to 1:00 pm from May 1<sup>st</sup> until the last weekend in October. The Market Manager will manage the Saturday operation of the market and will plan for the Market's future growth and development. The Market Manager will be in attendance every Saturday of the Market and will report to \_\_\_\_\_. A successful Market Manager will be the greatest champion of the market and will be self-motivated, an excellent communicator and have strong organizational skills.

### General Duties

- ✓ Enroll vendors and farmers in the market – through seasonal or daily vendor agreements
- ✓ Collect all market fees, maintain an accurate accounting of such fees and deposit into the market account.
- ✓ Arrive prior to the Market and remain throughout the Market day to:
  - Place vendors in stalls
  - Place Market signs and parking signs
  - Ensure all rules and regulations are adhered to
  - Answer questions for vendors and consumers
  - Oversee Market Tent (if applicable)
  - Resolve disputes that arise
  - Maintain safe Market grounds
  - Assure the Market site is clean at closing
- ✓ Recruit, schedule and supervise volunteers at the Market tent (if applicable)
- ✓ Maintain all financial records and provide to \_\_\_\_\_ on a \_\_\_\_\_ basis.
- ✓ Communicate Market policies, rules and activities to vendors throughout the season
- ✓ Solicit entertainment for Market days
- ✓ Maintain a database of vendors and their contact information as well as any licenses or permits each vendor may need
- ✓ Work with farm inspectors to collect and maintain inspection records
- ✓ Create weekly social media postings throughout the season (Waterloo Municipal website and FaceBook pages)

### Additional Duties

- ✓ Recruit vendors
- ✓ Develop local relationships and acquire feedback from downtown business regarding Market days
- ✓ Develop relationships with other area Market Managers for networking purposes and to acquire feedback and knowledge

- ✓ Fundraise and write grants for future continuation and development of the Market
- ✓ Advertise and promote the Market throughout the year using different types of venues

**Job Qualifications**

- ✓ Must be the greatest Champion for the Market
- ✓ Proficiency in using spreadsheets to maintain data
- ✓ Ability to work creatively and independently
- ✓ Good communication skills, organizational skills and dispute resolution skills
- ✓ Experience working with budgets and financial documents
- ✓ Experience with creating marketing materials
- ✓ Fundraising and/or grant writing
- ✓ Knowledge of social media interventions (knowledge of administrating FaceBook)

This is a \_\_\_ hr/week position in-season, and \_\_\_ hr/month position off-season. **(Or stipend)**

Pay is \$\_\_\_\_\_ per hour. To be paid monthly?

There are no benefits with this position. Start date is \_\_\_\_\_.

**Waterloo Farmer Market Budget  
2016-2017**

	2016	2017	Ongoing
<b>EXPENSES</b>			
Staffing			
20 weeks of market Jul-Oct	4000		
2 months 2016, 4 months 2017	200	400	
			0 volunteer-based
Office Expenses			
Misc. copying	200	50	250
Office supplies	75	0	50
Marketing			
Street banner	150	0	0
Flyers	400	0	400
Sandwich Board signs	400	0	0
Other sign(s)	100	0	0
Promotion			
Business promotion			
Special events			
Music			
Magician, Clown, etc			
Market Tent	400		0
<b>Total Expenses</b>	<b>5925</b>	<b>450</b>	<b>700</b>
<b>INCOME</b>			
Vendor Fees	600		1000 approx. 10 vendors
Promotion Fee	300		500 10 weeks
Donations			
In-kind			
Cash	100		200
CDA Budget	4925	450	
			<b>5375</b>
<b>Total Income</b>	<b>5925</b>	<b>450</b>	<b>1700</b>