

136 N. MONROE STREET, WATERLOO, WI 53594  
PHONE (920) 478-3025  
EMAIL [cityhall@waterloowi.us](mailto:cityhall@waterloowi.us)  
FAX (920) 478-2021

**CITY OF WATERLOO COUNCIL AGENDA  
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET  
Thursday, April 4, 2013  
Immediately Following A 7:00 p.m. Public Hearing**

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES
3. CITIZEN INPUT
4. COMMUNICATIONS TO THE COUNCIL
  - a. Congressman Sensenbrenner At Municipal Building: Sunday, June 9<sup>th</sup>, 6:30 p.m.
5. CONSENT AGENDA ITEMS
  - a. Resolution #2013-19 Authorizing The Redemption of Note Anticipation Notes, Series 2012A
  - b. Resolution #2013-20 Reimbursement Resolution – Declaration Of Intent To Reimburse Municipal Account – Wastewater Treatment Plant Improvement Project
6. COMMITTEES, COMMISSIONS & BOARDS – RECOMMENDATIONS AND REPORTS
  - a. Public Safety & Health Committee: Approval of Squad Car Bids
7. UNFINISHED BUSINESS
  - a. CATV Regulatory Board: Ordinance #2013-01 Recreating Chapter 154 Of The Municipal Code
  - b. Resolution #2013-09 Purchase And Sale Agreement Between PRINT (WI) QRS 12-40, INC, a Wisconsin Corporation having office at c/o W.P. Carey Inc., 50 Rockefeller Place, New York, NY And The City of Waterloo
  - c. Resolution #2013-10 Entering Into A Development Agreement With Hawthorn & Stone Development Inc. Relating To Redevelopment And Reuses Of Properties Leased By RR Donnelley And Owned By W.P. Carey Represented As PRINT (WI) QRS 12-40 INC. a Wisconsin Corporation.
  - d. Resolution #2013-12 Entering Into A Lease Agreement With Trek Bicycle At 200 South Jackson And/Or 207 South Jackson Street
8. NEW BUSINESS
  - a. Resolution #2013-21 Municipal Acceptance Of The Lang Group Letter Of Intent Submitted March 12, 2013 And As Revised March 15, 2013
9. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
  - a. Community Development Committee Maunesha River Clean-up Planning Meeting, April 11, 2013
10. ADJOURNMENT

Morton Hansen  
Clerk/Treasurer

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.

**Minutes of Municipal Committees, Commissions and Boards Attached**

- Waterloo Fire Department Board of Trustees Treasurer's Report – January & February 2013
- Karl Juninger Memorial Library Board – February 26, 2013
- Public Safety & Health Committee – March 7, 2013



# HAWTHORN & STONE

DEVELOPMENT, INC.

February 25, 2013

Mo Hansen  
Clerk/Treasurer  
City of Waterloo  
136 North Monroe Street  
Waterloo, WI 53594

**RE: LETTER OF INTENT -- PROPOSED REDEVELOPMENT AND REUSE OF THE LISTED PROPERTIES:**

<u>Parcel Number</u>	<u>Site Address</u>
<u>290-0813-0643-049</u>	565 W MADISON ST
<u>290-0813-0644-026</u>	217 N MONROE ST
<u>290-0813-0644-065</u>	333 W MADISON ST
<u>290-0813-0711-040</u>	207 S JACKSON ST
<u>290-0813-0711-043</u>	No Street Address
<u>290-0813-0711-053</u>	200 S JACKSON ST

This letter of intent shall confirm our discussions with respect to the following:

Hawthorn & Stone Development Inc. ("HSD") and the City of Waterloo ("City") wish to formalize their relationship with respect to the reuse and redevelopment of the parcels listed above, and to set out the terms and conditions for drafting a development agreement and associated documents.

● OBJECTIVES

Phase 1 – HSD seeks to take title to clean redevelopment sites for the purpose of constructing an assisted living facility on the current corporate office location and a multi-family residential structure on a portion of the manufacturing facility parcel in 2014.

Phase 2 – HSD seeks to construct a multi-family residential structure in 2017 on a portion of the manufacturing facility.

Phase 3 – HSD seeks to build-out additional structures as the real estate market demands on the current manufacturing facility site.

HSD seeks to aid and assist the City to bring about the productive reuse of the remaining parcels. HSD is offering to take title to properties at such time as a real estate management role is necessary to ensure a suitable reuse for the three warehouses on South Jackson Street and the current parking lot location at 207 N Monroe Street.

● PROJECT SCOPE

Phase 1 is to create in excess of \$5,038,000 in taxable assessed value and property value beginning with construction in 2014 with the minimum values identified by the January 1, 2015 municipal assessment. Phase 2 is to create in excess of \$2,565,000 in taxable assessed property value and personal property beginning with construction in 2017 and the minimum values identified by the January 1, 2018 municipal assessment.

● ROLE OF CITY

HSD seeks to partner with the City to ensure that the parcels making up the redevelopment acreage (565 W Madison Street, 333 West Madison Street and 200 South Jackson Street are suitable for construction in a timely manner.

● ROLE OF HSD

The role of the developer is to benefit the community by bringing new residential housing and a care facility to Waterloo in a manner that increases the net tax base over the life of the project.

● USE OF TAX INCREMENTAL FINANCING

To finance a portion of the private development, HSD seeks to enter into a development agreement containing provisions allowing for HSD to secure private financing using a portion of the future increment generated over a fifteen year period.

This funding strategy puts the burden on HSD to successfully complete the project phases, thus generating the tax increment. It also frees the City from undesirable up front borrowing and the associated risks.

It is anticipated that after the redevelopment sites are sufficiently razed and the sites are suitable for redevelopment, that the boundaries of Tax Incremental District #2 would be amended to include the parcels listed above, which are not already in District #2.

Tax Incremental District #2 has a statutory life of 24 years. It can remain open until 2037. The development assumptions of the approved project plan call for municipal expenditures in 2013 and beyond. We seek to demonstrate through submittal of a Pro Forma spreadsheet and other documentation, that sufficient tax increment will be generated over a 15 to 17 year period to make the City whole for upfront expense, and to pay-off a loan secured by the tax increment.

● SOURCES OF PHASE 1 & 2 PROJECT FUNDING

Total sources of funds for phases 1 and 2 are anticipated to total to \$10,135,800.

HSD and its investors intend to invest:	\$1,520,370 (Investor Equity)
HSD intends to seek private financing of:	\$5,750,755 (Loan 1)
HSD seeks private financing secured by equal TID increment, over 15 years	\$2,364,674 (Loan 2)
HSD seeks City participation for initial funding (above demolition expense)	\$500,000
<b>TOTAL -- SOURCES OF FUNDS</b>	<b>\$10,135,800</b>

● OWNERSHIP OF PROPERTY

Contingent upon City receiving title of the properties in the immediate near term, HSD seeks to take title to the parcels currently containing the corporate office and the manufacturing facility as soon as they are suitable for construction.

● PREPARATION OF REDEVELOPMENT SITES

In advance of the transfer of title from the City to HSD, HSD offers to make available its staff to coordinate and carryout the necessary site demolition. Additionally, we recognize that quickly spinning-off the reuse sites can only be a plus for the community.

● PUBLIC INFRASTRUCTURE REQUIREMENTS

Until such time as preliminary engineering can be completed the necessary public improvements are not known. At this time it is assumed that the infrastructure needs of corporate building are minimal to none. Based upon comments from the City Engineer we have an initial understanding that the sizing of available utilities (sanitary sewer connection, water pressure, electrical service, etc) are suitable at the manufacturing facility site.

We acknowledge that in 2017 a reconstruction of West Madison Street will occur. We seek to work with the City as they develop detailed plans to both create the optimal access points to the redevelopment and to minimize municipal expense in the process.

● REUSE OF CERTAIN PARCELS

For the North Monroe Street parking lot and the warehouses, HSD offers to take ownership of the parcels at such time as an owner is needed to lease retro-fit and make ready the parcels for reuse for a known third party.

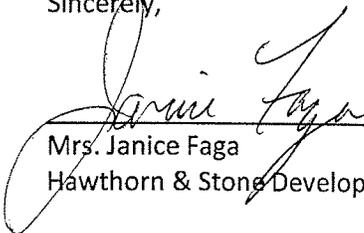
● STORM WATER MANAGEMENT IMPROVEMENTS

The Maunasha River is a major asset for this project. HSD intends to partner with the City to redevelop the lands adjacent to the river under HSD ownership in a way that enhance storm water quality and flood fringe capacity along the river. By removing over 300,000 square feet of impervious surface next to the river, the Maunasha River will have a greater capacity to withstand flooding events benefitting the whole community.

● SURETY

Hawthorn and Stone Development will establish a line of Credit, Bond, or similar instrument of guarantee that will ensure the security of any upfront dollars provided by the City of Waterloo.

Sincerely,

  
Mrs. Janice Faga  
Hawthorn & Stone Development Inc.

  
Mr. Aaron Otto  
Hawthorn & Stone Development Inc.



DRAFT



**Real Estate Brokerage, Development, Investment & Consulting**

March 12, 2013

City of Waterloo  
 Mo Hansen, City Clerk/Treasurer  
 136 North Monroe Street  
 Waterloo, WI 53594

RE: Letter of Intent for Redevelopment

Dear Mr. Hansen:

The Lang Group, LLC is pleased to provide you with a Letter of Intent for the Redevelopment of the existing property located 565-629 W. Madison Street, which is known as the Former RR Donnelly Offices. The following summarizes our proposal:

- Owner/Developer:** Lang Group, LLC and The Architectural Firm
- Option To Purchase:** Lang Group, LLC ("Lang") and the City of Waterloo ("City") wish to enter into a formal Option to purchase within 15 days to purchase the property and all of it's contents for \$10.00. This Option to Purchase will be for 4-8 months and will allow the City to expand the TID and reduce the assessed value of the property, while allowing Lang to perform due diligence on the property, which will include construction drawings, bidding, permits, local approvals, etc.
- Building:** Parcel Number 290-0813-0643-049, with the physical addresses of 565-629 W. Madison Street, Waterloo, WI. Please see the attached Aerial Site Plan.
- Use by Lang Group:** Lang shall renovate the existing structure into Market Rate (high amenities) Multi-family residential units with a Cafe', Fitness Classes and Sport Rental Business (open to the public) to be completed by and have Occupancy in April 2014.
- Project Scope:** Redevelopment shall create a finished mixed use project with an taxable assessed value in excess of \$1,750,000. Current Property is considered to have a Fair Market Value of \$130,600 considering the City is considering demolishing the entire building.
- City Participation:** The City will aid Lang with the Tax Increment Financing, necessary amendments to Tax Increment District #2, potential utility sizing increases, City Loan, permits and licenses as necessary, waiver of all impact fees, and any other items as determined as the project progresses. There will not be any demolition required from the City.
- Tax Increment Financing:** Lang shall enter into a Development Agreement with the City, which will allow Lang to recoup a portion of the future tax increment generated by the redeveloped project over a fifteen year period. This portion of the future tax increment will be leveraged to enhance the private financing for the redevelopment.

Greater Milwaukee WI & Northern Illinois • Phone: (414) 313-9001  
 Madison, Green Bay, Fox Valley & Jefferson County • Phone: (920) 988-9400 • Fax: (920) 648-8844  
 132 W. Oak Street • Lake Mills, WI 53551 • e-mail: [jay@langgroup.net](mailto:jay@langgroup.net)

[www.langgroup.net](http://www.langgroup.net)

**DRAFT**

**Sources of Funds:**

Lang and Investor Equity:	\$350,000
Private Financing:	\$900,000
<u>City Loan/Demo Grant:</u>	<u>\$500,000</u>
Total of all Funds:	\$1,750,000

**Building Size:** Total Square Feet (TSF): 50,200sf.

**Commencement Date:** Occupancy will commence on the earlier of the date Lang occupies the Property or October 1st, 2013. Lang shall be allowed access to the space upon Option to Purchase execution for due diligence purposes.

**Option Term:** March, 2013 through December 31, 2013.

**Time is of the Essence:** This Letter of Intent must be signed and accepted by Tenant and acknowledged by the Guarantors, on or before March 30, 2013.

**Binding Effect:** This letter proposal is for discussion purposes only, and is not intended to be a legal and binding document and may be terminated or revoked by either the Landlord or Tenant prior to the execution of the Lease contemplated by this letter proposal. In the event the Landlord and Tenant execute this letter proposal, Landlord and Tenant shall be required to enter into a Lease within fifteen (15) days of the date of this letter proposal or this letter proposal shall be null and void and of no further force and effect. The aforementioned fifteen (15) day limitation shall in no way be construed or deemed to limit either party's ability to terminate this letter proposal at any time upon written notice to the other party.

If this proposal is acceptable as the basis for a lease, please indicate your acceptance by signing below and returning one executed copy to me.

Sincerely,



James (Jay) R. Lang II  
Principal/Owner

**ACKNOWLEDGED AND ACCEPTED: City of Waterloo**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Title:

**ACKNOWLEDGED AND ACCEPTED: City of Waterloo**

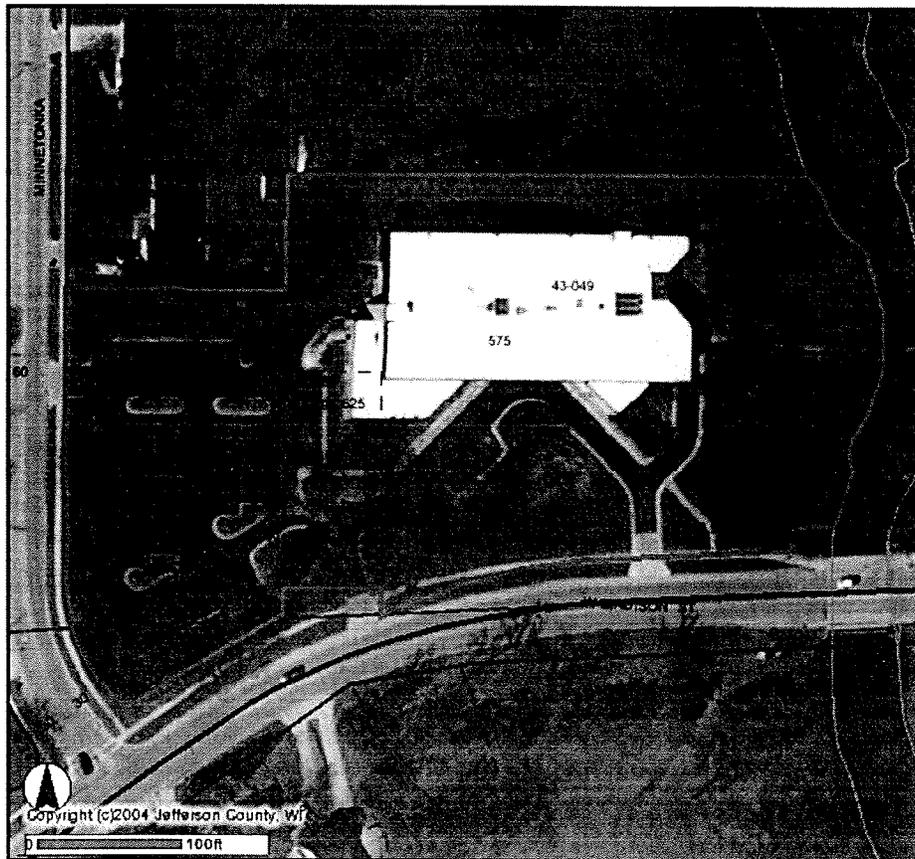
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Name/Title \_\_\_\_\_

DRAFT

EXHIBIT A

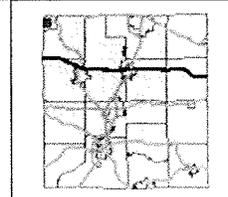
Jefferson County Geographic Information System

Print Close



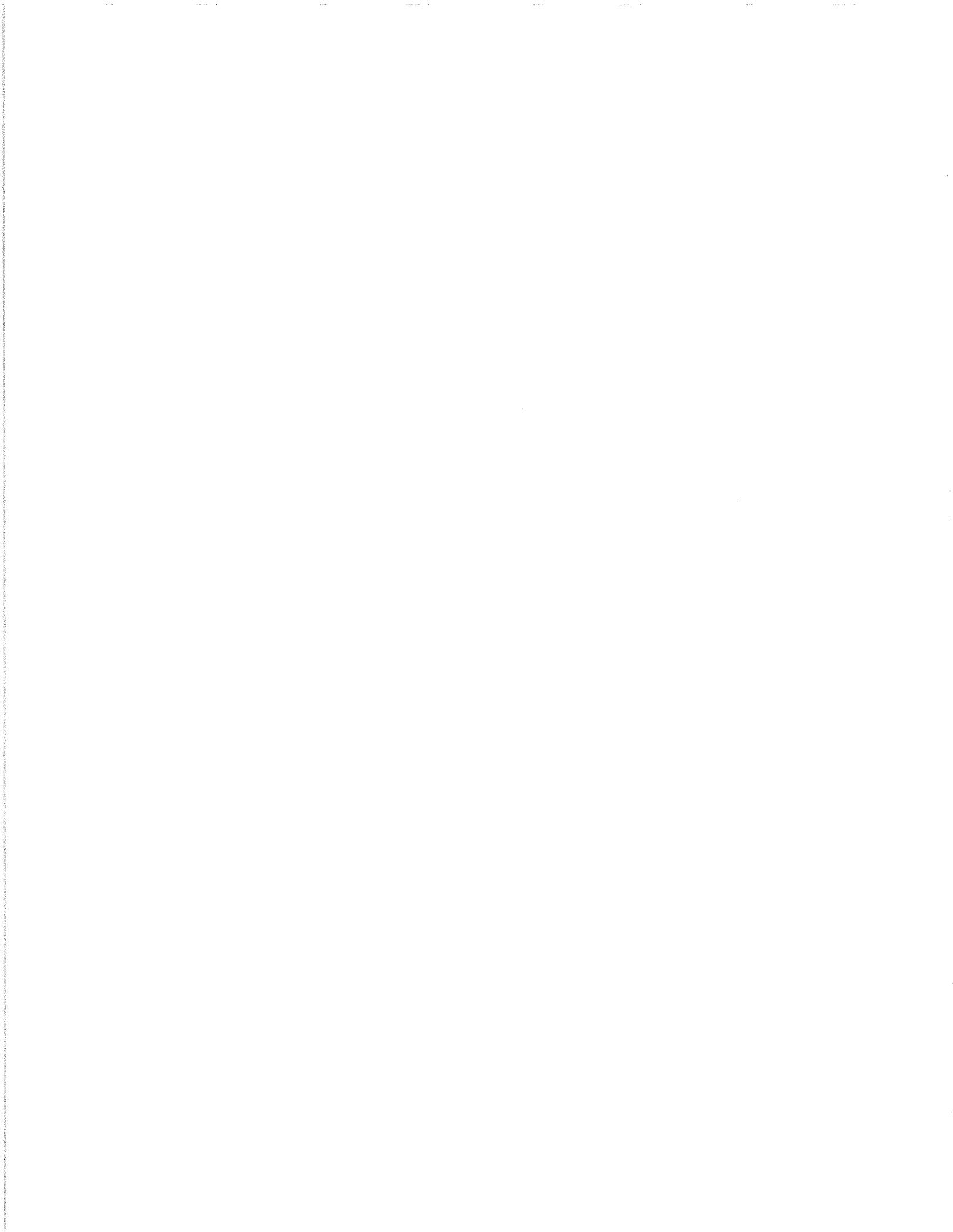
**\_SELECTION\_**

- Minor Hydro Names
- Major Road Centerlines
- County
- Federal
- Interstate
- State
- Streams, Etc.
- PLSS Sections No
- PLSS Sections
- MCD Boundaries
- Parcels
- Orthos April 2010



:: varion systems

**DISCLAIMER**  
 This map is not a substitute for an actual field survey or on sight investigation. The accuracy of this map is limited by the quality of the records from which it was assembled. Other inherent inaccuracies occur during the composition process. Jefferson County makes no warranty whatsoever concerning this information.





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

March 15, 2013

Jay Lang  
 Lang Group  
 132 West Oak Street  
 Lake Mills, WI 53551

**RE: DOCUMENTING OUR UNDERSTANDING ON THE MODIFICATION OF YOUR LETTER OF INTENT FOR REDEVELOPMENT DATED MARCH 12, 2013**

Mr. Lang:

After our Friday meeting on this topic, this letter is to document the manner in which your proposed Letter of Intent dated March 12, 2013 is now considered modified.

The section titled: Sources of Funds would read as follows:

<b>Sources of Funds:</b>	Lang and Investor Equity:	\$350,000
	Private Financing:	\$900,000
	Private Financing with municipally backed loan guarantee with property serving as surety	\$400,000
	<u>Municipal developer incentive:</u>	<u>\$100,000</u>
	Total of all Funds:	\$1,750,000

Sincerely,

Mo Hansen  
 Clerk/Treasurer



Register Report - Park Board #xxxxxx2402 - Jan 2013

1/1/2013 through 1/31/2013

3/3/2013

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 12/31/2012</b>								<b>12,585.14</b>
1/6/2013	Checking	21344	Neitzel Auto P... TranB23531...	Park Maint - S...				-222.91
1/6/2013	Checking	21345	City Of Waterl... Invoices #01...	Unemploye...				-109.00
1/7/2013	Checking	EFT	We Energies	11/13/12-12/... Utilities:Gas &...				-11.96
1/7/2013	Checking	DEP	Deposit	Electrical us... WYSO Reimb...				96.64
1/15/2013	Checking	EFT	Waterloo Utilit... 11/14/12-12/...	Utilities:Gas &...				-331.34
1/15/2013	Checking	EFT	Waterloo Utilit... 11/14/12-12/...	Utilities:Gas &...				-15.53
1/22/2013	Checking	Deb Card	Adhesive Lab... Labels	Park Admin				-27.39
1/23/2013	Checking	21346	Adt Security S... February 2013	Park Maint. - ...				-46.99
1/23/2013	Checking	Deb Card	Waterloo Post... Postal Box R...	Park Admin				-79.00
1/23/2013	Checking	21347	City Of Waterl... Invoices #00...	Unemploye...				-592.31
1/23/2013	Checking	EFT	Wisconsin De... December 2...	Tax				-1.00
1/28/2013	Checking	EFT	Frontier	1668402798... Utilities				-62.06
<b>1/1/2013 - 1/31/2013</b>								<b>-1,402.85</b>
<b>BALANCE 1/31/2013</b>								<b>11,182.29</b>
<b>TOTAL INFLOWS</b>								<b>96.64</b>
<b>TOTAL OUTFLOWS</b>								<b>-1,499.49</b>
<b>NET TOTAL</b>								<b>-1,402.85</b>

Register Report - Park Board #xxxxxx5309 - Jan 2013

1/1/2013 through 1/31/2013

3/3/2013

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 12/31/2012</b>								<b>10,569.83</b>
1/31/2013	SWIB Saving...	DEP	Interest	01/31/2013	Interest Inc			1.62
<b>1/1/2013 - 1/31/2013</b>								<b>1.62</b>
<b>BALANCE 1/31/2013</b>								<b>10,571.45</b>
<b>TOTAL INFLOWS</b>								<b>1.62</b>
<b>TOTAL OUTFLOWS</b>								<b>0.00</b>
<b>NET TOTAL</b>								<b>1.62</b>

## Register Report-Park Board #xxxxxx2402 - Last month

2/1/2013 through 2/28/2013

3/23/2013

Page 1

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 1/31/2013</b>								<b>11,182.29</b>
2/3/2013	Checking	21348	City Of Waterl...	Invoice #002...	Wages & Ins.			-538.26
2/3/2013	Checking	21349	Neitzel Auto P...	Trans B2364...	Park Maint - S...			-7.51
2/5/2013	Checking	Deb Card	Phillip Nix	Master locks	Park Maint. - ...			-115.00
2/10/2013	Checking	21350	J M Wilson	Capitol Spec...	Park Admin			-1,838.00
2/10/2013	Checking	21351	Hometown Ne...	Seasonal em...	Ads			-46.96
2/10/2013	Checking	21352	Piggly Wiggly	Annual meeti...	Meals & Entertrn			-61.07
2/10/2013	Checking	21353	Watertown Da...	Seasonal em...	Ads			-59.52
2/10/2013	Checking	21354	Cash	Cash bags &...	Park Admin			-1,800.00
2/12/2013	Checking	Bk Debit	Farm & Fleet	Oil and suppl...	Park Maint-Eq...			-199.30
2/12/2013	Checking	Deb Card	Menards	Cleaning,ligh...	Park Maint - S...			-421.74
2/13/2013	Checking	DEP	Deposit	Salas 03/30/...	Rent-Upper P...			200.00
2/13/2013	Checking	Deb Card	MK Cellular	Cell phone	Park Admin			-147.69
2/15/2013	Checking	EFT	Waterloo Utilit...	12/13/2012-...	Utilities:Gas &...			-15.78
2/15/2013	Checking	EFT	Waterloo Utilit...	12/13/2012-...	Utilities:Gas &...			-210.55
2/16/2013	Checking	EFT	We Energies	12/17/12-01/...	Utilities:Gas &...			-21.04
2/17/2013	Checking	Deb Card	WAL-Mart	Printer Ink	Park Admin			-32.97
2/24/2013	Checking	Deb Card	Menards	Pavilion Pipe...	Park Maint - S...			-167.96
2/28/2013	Checking	EFT	Frontier	1668402798...	Utilities			-62.12
<b>2/1/2013 - 2/28/2013</b>								<b>-5,545.47</b>
<b>BALANCE 2/28/2013</b>								<b>5,636.82</b>
<b>TOTAL INFLOWS</b>								<b>200.00</b>
<b>TOTAL OUTFLOWS</b>								<b>-5,745.47</b>
<b>NET TOTAL</b>								<b>-5,545.47</b>

Register Report-Park Board #xxxxxx5309 - Last month  
2/1/2013 through 2/28/2013

3/23/2013

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
<b>BALANCE 1/31/2013</b>								<b>10,571.45</b>
2/28/2013	SWIB Saving...	DEP	Interest	02/28/2013	Interest Inc			1.05
<b>2/1/2013 - 2/28/2013</b>								<b>1.05</b>
<b>BALANCE 2/28/2013</b>								<b>10,572.50</b>
<b>TOTAL INFLOWS</b>								<b>1.05</b>
<b>TOTAL OUTFLOWS</b>								<b>0.00</b>
<b>NET TOTAL</b>								<b>1.05</b>

**Karl Junginger Memorial Library  
Board of Trustees Meeting  
February 26, 2013  
5:15pm  
Conference Room**

I. Call to order 5:18PM

*Roll: Cece Wiltzius, Art Biermeier, Ellen Sullivan, Connie Schiestl, Mike Strasser, Deb Battenberg.  
Also present: Molly McCarragher (SVA) and John Thompson (Thompson Investment Management)*

II. Approval of agenda

*Motion to approve agenda: Biermeier. Second: Strasser. Motion carried.*

III. Reading of Minutes

*Motion to approve the minutes as presented: Schiestl. Second: Biermeier. Motion carried.*

IV. Correspondence, Appearance, Public Comments

A. Clark Trust Fund Review: John Thompson & Kate Blumenthal, SVA Plumb Trust Co. John Thompson of Thompson Investments presented current reports on the Evelyn Kading Clark Trust. Average return over the past nine years has been 5.01%. This seems to align well with the trust's goal of being a stable source of income. Over time, the percentage of the trust in equities has drifted to 27% percent, which was over the board's previously created ceiling of 25%. Thompson asked the board to either raise this ceiling, or make the decision to sell some of the equities.

*Motion to raise the equity ceiling to 27%: Battenberg. Second: Sullivan. Motion carried.*

V. Director's Report

*Wiltzius is looking into painting, culvert, and gutter projects. Circulation is up so far in 2013. Wiltzius also reported that Strasser and Sullivan will be reappointed to three year terms at the next council meeting on March 7.*

*Motion to approve report as presented: Biermeier. Second: Battenberg. Motion carried.*

VI. Unfinished Business

*none*

VII. New Business

A. March 2 PTO Family Fun Night information table *Informational*

*Wiltzius reported that she had been approached to have a booth at the upcoming PTO/Wellness night at the school on Saturday Evening, March 2. She did not feel it right to ask an employee to attend, as this is outside of library hours. Wiltzius asked if any on the board would like to volunteer the time to attend. Sullivan offered, and will attend the event.*

B. Board of Trustees By-Laws review *Action*

*Wiltzius pointed out some phrasing in the current by-laws that is inconsistent with practice. Motion to table action on the by-laws until the next meeting: Biermeier. Second: Sullivan. Motion carried.*

VIII. Date, place, and time of next meeting

*Tuesday, April 2 at 5:15.*

IX. Adjournment

*Motion to adjourn: Schiestl. Second: Battenberg. Motion carried; meeting adjourned at 6:15*





136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198  
Phone (920) 478-3025  
Fax (920) 478-2021

## **PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES**

**March 7, 2013**

**1. Call to Order**

Aldersperson Van Holten called the Public Safety Committee meeting to order 6:32 p.m.

**2. Roll Call**

Present - Alderspersons Van Holten, and Reynolds. Aldersperson Cotting arrived shortly after the start of the meeting. Others present: Chief Thomas.

**3. Approval of The February 07, 2013 Regular Committee Minutes.**

Motion by Reynolds and seconded by Van Holten to approve the February 7 2013 minutes. Motion carried.

**4. Citizen Input**

None

**5. Unfinished Business**

**- Security At Trailhead Facility**

There was no new information. Chief Thomas was instructed to obtain a proposal for a security camera system and a burglar alarm system for the facility. There may be the grant money available to fund it.

**6. New Business**

**- Public Promotion of Red Cross Blood Drives.**

Aldersperson Cotting commented on the turnout at the recent blood drive at the High School. Various ways to improve public notification of future blood drives were discussed. No action taken.

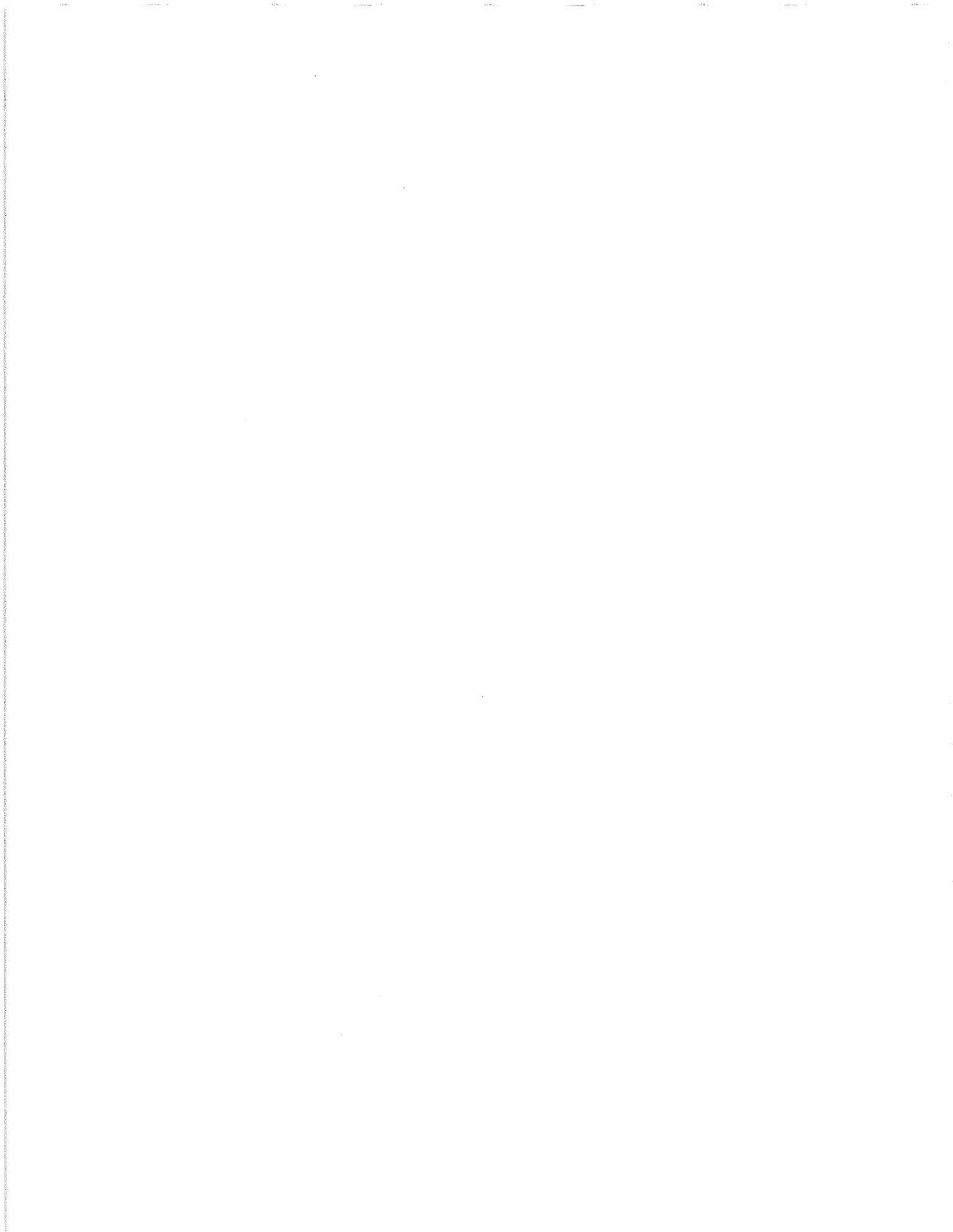
**- Wellness Program For Employees.**

There was discussion on a wellness program for City employees. Different options were discussed. No action was taken. It was requested that a Wellness Program be a continuing item on the agenda.

**7. Future Agenda Items and Announcements**

**8. Adjourn**

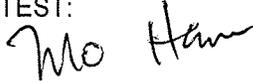
Motion by Aldersperson Van Holten and seconded by Reynolds to adjourn at 6:56 PM. Motion carried.



**CITY OF WATERLOO PLAN COMMISSION MINUTES  
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER  
March 26, 2013**

**No meeting held due to the lack of agenda items.**

ATTEST:

A handwritten signature in black ink, appearing to read "Morton Hansen". The signature is written in a cursive, flowing style.

Morton Hansen, Clerk/Treasurer

