



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

### APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE

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

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

NAME OF SPONSOR (Applicant): VFW Post 6614

STATUS: (circle one) unincorporated incorporated individual other Veterans Org

CONTACT NAME: Paul Mattson

PHONE NUMBER: 920 253 6709  
DAYTIME EVENING FAX

EMAIL ADDRESS: VFW 6614@gmail.com

NAME OF EVENT: Sportsman Indoor Sale

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

PURPOSE OF EVENT: Sportsman Indoor Sale + Raffle + Sale of Wieners + Kraut

DATE OF EVENT: Sept 14 2013

EVENT HOURS: 10-8 SET UP HOURS 8am BREAKDOWN 9:00 pm

DESCRIPTION OF EVENT: Indoor Sale + Outdoor sale of Wieners + Kraut

SITE/ADDRESS FOR EVENT (list if multiple locations) 115 S Monroe St

PROJECTED ATTENDANCE: 500 PAST ATTENDANCE: 0

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 10-12

RAIN POLICY: Will be held rain or shine

DATE APPLICATION MADE July 12 2013

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

Form created: 03/11/2004

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

Date application received: 7/12/03 Received by: Louise M. Raines  
Deputy City Clerk

Clerk's Office to complete the section below:

Cc:

Approval date or permit number

Animal Control

Public Works

Fire Department

Utilities

Building & Permits

Public Health Inspector

Police Department

City Clerk

Public Property Use

Building Inspector

Certificate of Insurance

Fire Department

Council Approval

Fee for Profit Events = \$50.00 per event.

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

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

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

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

Form created: 03/11/2004



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/12/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Christy Lobner (920) 478-2254 302 E Madison St Apt A Waterloo, WI 53594 (038/016)	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b>	<b>FAX (A/C, No):</b>
<b>E-MAIL ADDRESS:</b>		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURED</b> Vfw Post 6614 115 S. Monroe Street Waterloo, WI 53594-9663	<b>INSURER A :</b>	
	<b>INSURER B :</b>	
	<b>INSURER C :</b>	
	<b>INSURER D :</b>	
	<b>INSURER E :</b>	
	<b>INSURER F :</b>	

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		48-XB4207-02-00	6/26/2013	6/26/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 500,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

**CERTIFICATE HOLDER**

City of Waterloo  
 136 N Monroe St  
 Waterloo, WI 53594

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



3) Will alcoholic beverage(s) be sold?

YES  NO

If yes, what beverage and at what cost? Beer inside of VFW \$1500.00

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

Profits will be used for the VFW Scholarship fund & other donations

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

**ENTERTAINMENT AND PROMOTIONS:**

2) List names of performers and entertainment groups:

DJ High Energy (tentative)

2) Describe other entertainment / activities planned for your event: Tables will be sold (rented) to public to sell outdoor items. Outside Wreaths + Kraits will be sold.

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

other \_\_\_\_\_

**PUBLIC PROPERTIES PROCEDURES:**

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

1) Will you need barricades?  YES  NO

Purpose of barricades: To block off 4 parking spaces in front of VFW

Location of placement: On 4 parking spaces Amount needed 4

Date barricades needed 8 am Sept 14 Time of placement 8 am

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

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

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

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

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

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

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

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

8) Will water connection be needed?

YES

NO

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

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

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

**575 WEST MADISON STREET – WATERLOO, WISCONSIN  
REPORT SUMMARY – JULY 18, 2013**

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**AGENDA OF ITEMS IN REPORT 1**

HVAC SYSTEM ANALYSIS

PLUMBING SYSTEMS ANALYSIS

ELECTRIC SYSTEMS ANALYSIS

IT SYSTEMS ANALYSIS

SPRINKLER SYSTEM ANALYSIS

ELEVATOR COMMENTARY

PHYSICAL BUILDING CONDITION REPORT

FINANCIAL ANALYSIS TO DATE

**DEVELOPER'S AGREEMENT FUNDS USE**

**Reimbursable Developer's Fees**

TAF: \$6,750.00

Lang Group: \$4,500.00

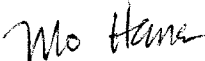
**Non-reimbursable consultant fees**

Energy Design Concepts for Mechanical, Electrical, Plumbing, and Fire Protection analysis \$4,700.00

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
March 15, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten and Ziaja. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF MINUTES – FEBRUARY 16, 2012.** **Motion:** Moved by Ziaja, seconded by Van Holten to approve the minutes as presented.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates.** **Discussion:** Welty reviewed her printed report. No action taken.
5. **NEW BUSINESS**
  - a. **Resolution #2012-08 Authorizing The Submittal Of A Wisconsin Department of Natural Resources Recreational Trails Grant Application Providing For A Parking Trail Connecting The 200 Block Of Madison Street With Firemen's Park.** **Motion:** Moved by Van Holten, seconded by Ziaja to recommend Council approval. **Voice Vote:** Motion carried.
  - b. **Resolution #2012-09 Authorizing The Submittal Of A Wisconsin Economic Development Corporation Site Assessment Grant Application To Assess The Soil At 333 Portland Road.** **Motion:** Moved by Van Holten, seconded by Ziaja to recommend Council approval. **Voice Vote:** Motion carried.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
7. **ADJOURNMENT.** **Motion:** Moved by Ziaja, seconded by Van Holten to adjourn. Motion carried. Approximate time: 6:50 p.m.

Attest:

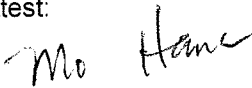


Mo Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
May 17, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF MINUTES – MARCH 15, 2012 AND APRIL 19, 2012.** **Motion:** Moved by Ziaja, seconded by Van Holten to approve March 15, 2012 meeting minutes as presented. The April 19, 2012 minutes were not presented to the committee at this time. Abstain – Reynolds. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates. Discussion:** Welty reviewed her printed report. Discussions regarding Trek Bicycle Corp. renting 129 N. Monroe Street, the R.R. Donnelley plant and warehouses, and the old meat plant off of Portland Road. No action taken.
5. **NEW BUSINESS**
  - a. **100 & 200 Block Of South Monroe Street – Construction Update.** Chief Thomas said the project was to be completed prior to Memorial Day.
  - b. **720 West Madison Street – Demolition Update.** Van Holten suggested holding a fund raiser to raise funds for the future park, which he is suggesting naming “Maunsha Park”. He instituted the issue be placed as a future talking point.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
7. **ADJOURNMENT.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:57 p.m.

Attest:

  
Mo Hansen  
Clerk/Treasurer

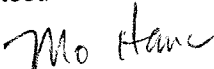


**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES**  
**THE MUNICIPAL BUILDING - 136 NORTH MONROE ST**  
**June 21, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF MINUTES – MARCH 15, 2012, APRIL 19, 2012 AND MAY 17, 2012.** **Motion:** Moved by Ziaja, seconded by Reynolds to table the meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates.** **Discussion:** Welty reviewed her printed report. No action taken.
5. **NEW BUSINESS**
  - a. **720 West Madison Street – Demolition Fuel Contamination Update.** No new information. Van Holten suggested “Pennies for the Park” as a fundraiser and naming the park “Maunasha Park”. Ziaja asked about the concrete slabs and pillars across the river and Van Holten suggested that they be kept there and cleaned up.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**

Ziaja mentioned that several people have stepped forward to help with the planting and watering of plants and flowers in the park and wanted to say thank you for the participation and suggested the committee and neighbors help out too. Welty wondered about the “Community Garden” and thought it would be a great idea to bring it back to the community.
7. **ADJOURNMENT.** **Motion:** Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 6:58 p.m.

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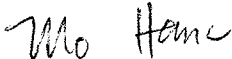


Mo Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
August 16, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table all meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** **Discussion:** Welty reviewed her printed report. No action taken.
  - b. **720 West Madison Street – Demolition Fuel Contamination Update**
5. **NEW BUSINESS**
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** The committee was urged to think of mural artists and river cleanup.
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:59 p.m.

Attest:




Mo Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
September 20, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table all meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** **Discussion:** Welty reviewed her printed report. No action taken.
  - b. **720 West Madison Street – Demolition Fuel Contamination Update.** Van Holten reported that toweling (solvent) was found around the tank and it was unknown as to the cost of removal.
5. **NEW BUSINESS**
  - a. **Resolution #2012-41 Designating The Parcels At 720 West Madison Street as Maunesha Park.** **Discussion:** Ziaja was interested in the public's comments on the naming of the park. **Motion:** Moved by Reynolds, seconded by Ziaja to recommend approval of Resolution #2012-41 to Council. **Voice Vote:** Motion carried.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:56 p.m.

Attest:

  
Mo Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
October 18, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table all meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNFINISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** **Discussion:** Welty reviewed her printed report. No action taken.
  - b. **720 West Madison Street – Demolition Fuel Contamination Update.** No action taken.
5. **NEW BUSINESS**
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**
7. **ADJOURN.** **Motion:** Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 6:45 p.m.

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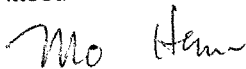


Mo Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
November 15, 2012**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Ziaja and Reynolds. Absent – none. Others attending – Errin Welty of Vierbicher & Associates; Karen Turley, Vice-President of Waterloo Area Historical Society, another lady from the historical society and John Spies, member of the Waterloo Area Historical Society.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MINUTES.** **Motion:** Moved by Ziaja, seconded by Reynolds to table all meeting minutes. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** Karen Turley, Vice-President of the Waterloo Area Historical Society appeared seeking funds for the Historical Society to pay for utility expenses. Ziaja told her that he would approach the Community Development Authority at their next meeting on November 20, 2012. They were seeking an amount of \$1500 - \$2000. Ziaja also mentioned to Turley to contact other council members.
4. **UNFINISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** **Discussion:** Welty reviewed her printed report. No action taken.
  - b. **720 West Madison Street – Demolition Fuel Contamination Update.** Errin Welty reported the there was a non-petroleum contaminant located on site and that retesting was going to be done.
5. **NEW BUSINESS.** Errin Welty is seeking volunteers to help on the Mural Committee Sounding Board.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.**
7. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:52 p.m.

Attest:



Mo Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
March 21, 2013**

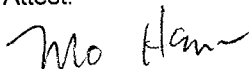
1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:00 p.m. in the Police Training Room. Alderpersons present – Van Holten and Ziaja. Arrived late – Reynolds. Others attending – Errin Welty of Vierbicher & Associates and Sharon Burbach.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Ziaja, seconded by Van Holten to approve the meeting minutes for January 17, 2013 as presented. **Voice vote:** Motion carried.
3. **CITIZEN INPUT.** Sharon Burbach was in attendance to listen to the discussion on the property located at 120 W. Madison Street. Van Holten explained the history of this property on various committees and that it was to appear on the Community Development Authority agenda in April. Sharon asked if anyone knew when a decision might be arrived at because she cannot make decisions on her building until she knows what is transpiring with 120 W. Madison Street. Van Holten said the earliest decision would be the third Tuesday in April. Burbach asked if the city would be responsible for expenses to make the brick wall weather resistant since it will be exposed to the elements after the building is razed at 120 W. Madison Street. Hansen said that the city would be responsible for any damages done while razing but that they would not be responsible for weatherization. Burbach had other concerns regarding the demolition and Hansen said that they would all be addressed. Van Holten told Burbach that the questions for her should come from the Community Development Authority. Ziaja and VanHolten mentioned that the subject has been moved from committee to committee because the City wants to make sure things are done in proper order and it is in the City's best interest. Burbach was told that the issue is back to CDA and they can make a decision or refer it to Council. The entire discussion is on audio in the Clerk's office.

Burbach brought up the extension that was built onto the Gauthier property (the old community building) that was built in the leeway. She was told that the Gauthier properties are also on the CDA agenda.

**4. UNIFNISHED BUSINESS**

- a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Noted.
  - b. **720 West Madison Street – Demolition Fuel Contamination Site Investigation Update.** Noted. No new information.
  - c. **Maunesha River Clean-up Schedule.** Schedule weekly meetings to organize event. Next meeting scheduled for Aril 11, 2013 at 6:00 p.m. Ziaja will begin the process by talking with businesses and residents.
  - d. **Railroad Bridge Mural.** The grant was submitted for the second time.
  - e. **Matching Funds For Civic Group Fundraising.** **Motion:** Moved by Van Holten, seconded by Ziaja to table the Matching Funds for Civic Group Fundraising. **Voice Vote:** Motion carried.
5. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** Van Holten announced that the next feature at the Mode is Radio LFTR airing on June 14 & 15, 2013 and the proceeds going to the Carousel. Van Holten will be resigning from CDC after Angie Stinnett is elected but he will continue his efforts on the Cable Board and gearing towards web marketing.
6. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:48 p.m.

Attest:



Morton Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES**  
**THE MUNICIPAL BUILDING - 136 NORTH MONROE ST**  
**April 11, 2013**

**1. CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:00 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others present – Angie Stinnett, Tim Stinnett, Jim Stonestreet, Laura Cotting.

**2. MAY 11, 2013 MAUNESHA RIVER CLEAN-UP.**

Sponsors list was handed out, which is not complete. Angie Stinnett reported that the Daisies and Brownies would like to help and a lot of people have commented on facebook that they will be there. Ziaja mentioned that he would like to be able to present all volunteers with some kind of award for their help. He would like to pull names at each stage.

Items of discussion were:

Sponsorship

Door Prizes

Bring your own lunch

Contact land owners, more so the Lang Group reference the N. Monroe Street parking lot

Final gathering place by the Wastewater Treatment Plant

Route of travel

Conduct CTY to notify if water is too high, Rain date – just do it, if it rains it rains

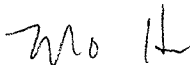
Ziaja wants to pin down the donations. Angie Stinnett will help in making phone calls to sponsors.

All items to be stored at city hall

Pre-walk May 9 at 5:00 pm at Burger King. Invite Gary Yerges or someone from Public Works.

**3. ADJOURN.** The meeting was adjourned at approximately 6:30 p.m.

Attest:



Morton Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES**  
**THE MUNICIPAL BUILDING - 136 NORTH MONROE ST**  
**April 18, 2013**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:00 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Reynolds, seconded by Ziaja to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFNISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Noted.
  - b. **720 West Madison Street – Demolition Fuel Contamination Site Investigation Update.** **Motion:** Moved by Ziaja, seconded by Reynolds to transfer the item to the Parks Commission. **Voice Vote:** Motion carried.
  - c. **Maunasha River Clean-up Schedule.** Van Holten commended Ziaja and Stinnett for the work already put into the Maunasha River Clean-up. Ziaja reported that he and Stinnett split the list of sponsors to contact them for their commitments and when they could expect to receive them. May 9<sup>th</sup> has been set as the date for a walk through to survey the areas and mark the hazard areas or areas where there might be wildlife. An emergency call will be placed if there is high water or extremely bad weather in the forecast. The rain date will be April 18<sup>th</sup>.

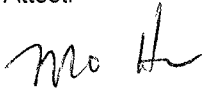
Van Holten has a display in the Courier window advertising the “Great Maunasha River Clean-up”. Mo is to contact Burger King and the Lang Group for permission to use their parking lots for staging areas. Ziaja would like to have liability waivers signed from property owners who may abutt the river. The route will be from Burger King around the bend to the Edison Street (N. Monroe Street) parking lot and then to wherever they end up, hopefully to the park. They plan on playing it by ear and probably will schedule a second clean-up. The Courier will be having another front page story.
  - d. **Railroad Bridge Mural.** Errin Welty reported that the grants would be reviewed on April 19<sup>th</sup>.
  - e. **Matching Funds For Civic Group Fundraising.** Van Holten is seeking approximately \$5,000 in seed money as a starter for Civic Group Fundraising. Certain organizations are offering to donate – Schwandts gave to the bank and the Masons are helping the Waterloo EMS fund the Lifeline project. Van Holten said he would like to see matching funds for non-profit organizations in the City of Waterloo. He mentioned that there was \$1,500 in the Park fund for the skateboard park and \$50,000 had already been transferred from the Cable Board to pay bills and the rest went to Firemen's Park. Errin Welty mentioned the Waterloo Gommunity Foundation, which is ran by Steve Battenberg as an avenue to run funds through. Van Holten asked the committee to bring thoughts to the next meeting for Matching Funds for non-profit organizations.
5. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** Van Holten informed Welty that the CDA has referred to 120 W. Madison Street issue to Council. Discussion was held on the Gauthier buildings, the Hotmar block building, Hurley's building about things that could be done with them. Ziaja mentioned a “No Hassle Way” to advertise the “Find Your Path Here” program and that possibly Lannoy's Piggly Wiggly could put fliers in the shopping bags. Errin Welty thought a photo opportunity would be great with a family in front of a house with a shopping cart, trees, a car and other items from merchants. Van Holten asked Hansen to place on the next CDC agenda the “Find Your Path Here” merchant promo and photo opportunity. Van Holten informed the committee that the Cable Board interviewed another candidate for Cable Director and they are waiting for another to respond. When that is completed the director will be able to help promote the program. Welty mentioned the program “THRIVE” as a possibility. Van Holten asked that she put them on their mailing list for their newsletter.



**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
May 16, 2013**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Reynolds, seconded by Ziaja to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFNISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Errin Welty showed the video for “Find Your Path Here”. Jesus filmed the I-94 Waterloo exit sign and the new Welcome signs. Welty reviewed her printed report. No action taken.
  - b. **Maunsha River Clean-up – Post Event Summary.** Van Holten reported that the clean-up was excellent. They are thinking about starting to plan for Phase #2 in August, which is to be placed on the next agenda. Ziaja would like to begin reaching out to businesses and residents earlier.
5. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
  - a. **Notice Of Public Hearing Of The Plan Commission For Land Use Rezoning – 720 West Madison Street May 28, 2013.** Noted. Van Holten mentioned that the Peots, owners of 163 N. Monroe Street having a rezoning issue before the Plan Commission also.
6. **ADJOURN.** **Motion:** Moved by Reynolds, seconded by Ziaja to adjourn. Motion carried. Approximate time: 6:55 p.m.

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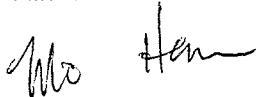


Morton Hansen  
Clerk/Treasurer

**CITY OF WATERLOO COMMUNITY DEVELOPMENT COMMITTEE MINUTES  
THE MUNICIPAL BUILDING - 136 NORTH MONROE ST  
June 20, 2013**

1. **CALL TO ORDER & ROLL CALL.** Alderperson Van Holten called the meeting to order at 6:30 p.m. in the Police Training Room. Alderpersons present – Van Holten, Reynolds and Ziaja. Absent – none. Others attending – Errin Welty of Vierbicher & Associates.
2. **APPROVAL OF PREVIOUSLY UNAPPROVED MEETING MINUTES.** **Motion:** Moved by Reynolds, seconded by Ziaja to table the minutes. **Voice Vote:** Motion carried.
3. **CITIZEN INPUT.** None.
4. **UNIFINISHED BUSINESS**
  - a. **Waterloo Economic Development Program Update – Errin Welty, Vierbicher & Associates (Written Report).** Welty reviewed her printed report. Noted.
5. **NEW BUSINESS**
  - a. **County/Municipal Trash and Recycling Opportunities – E-Waste, Chemical Waste And Other Waste Streams (Alder Reynolds).** Reynolds showed her concern about e-waste, chemical waste and other waste being left curbside, placed behind buildings or in garbage totes. The nearest location for such materials is in Fort Atkinson in September. To set something up in Waterloo would involve \$14,000 - \$20,000, a drive thru area for semi-trucks and an enclosed building. The cost could be cut down to \$5,000 - \$7,000 by piggy backing with Watertown. The concerns of the committee are where these chemicals are going. The Clerk/Treasurer was asked to contact Advanced Disposal what their capabilities were for this time of waste. The county could do a presentation, which the committee agreed to for the next CDC meeting and Council meeting and have this item as an ongoing agenda item.
  - b. **Neighborhood Project Ideas (Alders Ziaja & Stinnett).** Ziaja brought up the idea of neighborhood projects to enhance Waterloo, such as getting rid of old stuff then beautifying the community such as painting houses, planting trees, community garden, putting in volunteer hours. It was the consensus of the committee to place this item as an ongoing agenda item.
6. **FUTURE AGENDA ITEMS AND ANNOUNCEMENTS.** None.
7. **ADJOURN.** **Motion:** Moved by Ziaja, seconded by Reynolds to adjourn. Motion carried. Approximate time: 7:00 p.m.

Attest:



Morton Hansen  
Clerk/Treasurer



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**CATV REGULATORY BOARD  
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING  
136 N. MONROE STREET  
June 10, 2013  
5:00 p.m.**

1. **Call to Order and Roll Call** Steve Battenberg called the meeting to order at 5:00 p.m. CATV board members present: Laura Cotting, Shannon Koele, Bobbi Foutch-Reynolds, Dale Van Holten, Steve Battenberg and Jesus Burgos.
2. **Approval of Previously Unapproved Meeting Minutes**  
Minutes from past meetings were not presented. Van Holten moved to table the minutes, seconded by Cotting. **Voice vote:** Approved.
3. **Citizen Input**  
None
4. **Director's Report**  
Jesus Burgos reported on the virtual channel on channel 96/991. Work is being done on upgrading the PowerPoint slides, along with background music.
5. **New Business**
  - a. **Upgrading the Municipal Website**  
Laura Cotting gave her report on upgrading the Website. The Community Development Authority would pitch in \$5,000 in order to update the map and the CATV board would donate another \$5,000 for a total of \$10,000.
  - b. **Recommendation To Council To Amend The 2013 Budget**  
Jesus presented a proposed budget amendment that included the Salary Coordinator with no change to his current salary of \$1,000. per year; Coordinator Director proposed an adjustment of \$3,500, including health insurance, social security and retirement for a total of \$4,421. Capital Outlay for purchase of new software and video recording equipment \$24,500. \$46,467 was applied from fund balance to cover increases and \$5,000 for update of website map for a grand total of 80,388.  
**Motion:** Foutch-Reynolds moved to accept proposed budget amendment, seconded by Koele. **Voice vote:** Approved.
6. **Future Agenda Items and Announcements**  
Municipal Website Upgrade
7. **Adjournment**  
**Motion:** Moved by Van Holten, seconded by Foutch-Reynolds **Voice vote:** Motion carried.

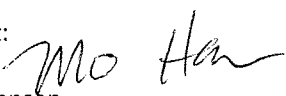
  
Jesus Burgos  
WLOO Coordinator/Director

## WATERLOO PARKS COMMISSION –*Minutes*

MARCH 19, 2013—COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 136 NORTH MONROE STREET

- 1) **Roll Call & Call To Order.** Seidl called the meeting to order at approximately 6:30. Commissioners present: Quimby, Cotting, Springer and Seidl with Strobel arriving late. Absent: Schultz and Lang. Others attending – Public Works Director Yerges and Mitch Leisses.
- 2) **Approval Of The Past Unapproved Meeting Minutes.** **Motion:** Moved by Seidl, seconded by Quimby to table meeting minutes approval. **Voice Vote:** Motion carried.
- 3) **Citizen Input.** None.
- 4) **Waterloo Regional Trailhead -- Volunteer Coordinator Update (recurring item) – Informational.** **Discussion:** The update blended into item 5a.
- 5) **Unfinished Business**
  - a) **Waterloo Regional Trailhead, Recommendations to Council – City Engineer’s Bid Tabulation and Bid Review.** **Motion:** Moved by Seidl, seconded by Cotting to recommend Council adoption of resolution 2013-17 awarding a contract to the low bidder, Cappelle Brothers and Dietrich of Fond du Lac, in the amount of \$769,400 including alternate C in the amount of \$16,900. It was noted that change orders would be executed after a contract was awarded. **Roll call vote:** Ayes: Seidl, Springer, Cotting and Quimby. Noes: none with Strobel, Schultz and Lang absent. Motion carried. **Motion:** Moved by Seidl, seconded by Cotting to recommend Council adoption of Resolution #2013-15 to enter into a memorandum of understanding on Fox Lane and associated improvements. **Roll call vote:** Ayes: Seidl, Springer, Cotting and Quimby. Noes: none with Strobel, Schultz and Lang absent. Motion carried.
  - b) **Youth Center Director Position.** **Discussion:** Cotting stated that input from Natasha Lang was requested. No action taken.
  - c) **Dog Park.** **Discussion:** No action taken.
- 6) **New Business.** None.
- 7) **Future Agenda Items, Announcements And Next Meeting Date.** **Discussion:** Cotting requested that a skate board park be under unfinished business on a future agenda. A general discussion on the topic was held.
- 8) **Adjourn.** By consensus the body adjourned.

Attest:

  
Mo Hansen  
Clerk/Treasurer