



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

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, November 21, 2013
7:00 p.m.

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF PREVIOUSLY UNAPPROVED 2013 MEETING MINUTES: April 4th and November 7th
3. CITIZEN INPUT
4. COMMUNICATIONS TO THE COUNCIL
 - a. Final Estimate of January 31, 2013 Population – 3,321
 - b. Published Notices: (1) Notice of Spring Election – April 1, 2014, (2) 2014 Municipal Budget Public Hearing, December 5, 2013 at 7:00 p.m.
 - c. 575 West Madison Street – Report Submitted By Developer – For 11/7/13 Meeting
5. CONSENT AGENDA ITEMS
 - a. Reports Of City Officials & Contract Service Providers
 - i. Waterloo Active Fire Department For October 2013
 - ii. Building Inspector - Building, Plumbing, And Electrical Permits For October 2013
 - iii. Public Works Director Gary Yerges For October 2013
 - iv. Police Chief Timothy Thomas For October 2013
 - v. Library Director Kelli Mountford For October 2013
 - vi. Waterloo Water & Light Commission For November 5, 2013
 - vii. Watertown Humane Society For September and October 2013
6. COMMITTEES, COMMISSIONS & BOARDS – RECOMMENDATIONS AND REPORTS
 - a. Finance, Insurance & Personnel Committee: Reports Of The Clerk/Treasurer
 - i. Payroll For October, 2013 - \$85,846.04
 - ii. Pay Vouchers – October 18, 2013 through November 21, 2013
 - iii. Treasurer's Report & Budget Reports for October 2013
 - iv. Resolution #2013-52 Providing For The Sale Of \$950,000 Combined Utility Revenue Refunding Bonds
7. NEW BUSINESS
 - a. Issuance Of A Parking Permit Per Section 350-7(g) Of The Municipal Code, Applicant Linda Lofton, 345 Pierce Street
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. 575 West Madison Street – Approval Of Lang Group LLC October Report
 - b. 575 West Madison Street – Consideration Of Development Agreement

9. ADJOURNMENT

Morton Hansen
Clerk/Treasurer

Posted and Emailed: November 19, 2013

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

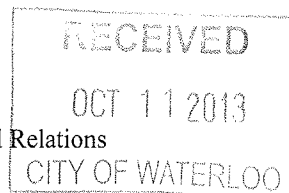
- Public Safety & Health Committee - October 3, 2013 (amended), November 7, 2013
- Waterloo Fire & EMS - Various meetings throughout 2013
- No Meetings - Plan Commission - October 22, 2013
 - Public Works & Property – November 7, 2013



**WISCONSIN DEPARTMENT OF
ADMINISTRATION**

SCOTT WALKER
GOVERNOR
MIKE HUEBSCH
SECRETARY

Division of Intergovernmental Relations
Post Office Box 8944
Madison, WI 53708-8944
Voice (608) 266-0288
Fax (608) 267-6917 TTY (608) 267-9629



0712

MORTON HANSEN, JR
CLERK, CITY OF WATERLOO
136 N MONROE ST
WATERLOO, WI 53594 - 1198

October 10, 2013

FINAL ESTIMATE OF JANUARY 1, 2013 POPULATION

Dear Municipal Clerk:

The final estimate of the January 1, 2013 population for the CITY OF WATERLOO in JEFFERSON County is 3,321.

Approximately 2,472 of the estimated population for the CITY OF WATERLOO are of voting age. This approximation is a courtesy estimate that helps you comply with Wisconsin Statute 5.66, which requires municipal clerks to approximate the number of electors prior to elections. The voting age population was calculated by applying the 2010 Census proportion of persons age 18 and over to the final January 1 estimate, and then multiplying the result by a state-wide factor to account for the general aging of the population. Please note that, if you have an adult correctional facility in your municipality, its population is included in this voting-age estimate.



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone: (920) 478-3025
Fax: (920) 478-2021
E-mail: cityhall@waterloowi.us
Website: www.waterloowi.us

**CITY OF WATERLOO
NOTICE OF MUNICIPAL SPRING ELECTION
APRIL 1, 2014**

NOTICE IS HEREBY GIVEN that an election is to be held in the City of Waterloo on Tuesday, April 1, 2014 and the following offices are to be elected to succeed the present incumbents listed. The term for alderperson begins on Tuesday, April 15, 2014. All terms are for four years unless otherwise indicated.

<u>Office</u>	<u>Incumbent</u>
Aldersperson At Large	Dale Van Holten
Aldersperson Ward Two	William G. Springer

NOTICE IS FURTHER GIVEN, that the first day to circulate nomination papers is Sunday, December 1, 2013, and the final day for filing nomination papers is 5:00 p.m. on Tuesday, January 7, 2014 in the office of the City Clerk/Treasurer, 136 N. Monroe Street, Waterloo, WI 53594.

INCUMBENT OFFICEHOLDERS must file a Notification of Noncandidacy by 5:00 p.m. on Friday, December 27, 2013 with the City Clerk/Treasurer to avoid an extension of time for filing such papers.

NOTICE IS FURTHER GIVEN that if a primary is necessary, the primary will be held on Tuesday, February 18, 2014.

Morton J. Hansen
City Clerk/Treasurer

Posted: November 21, 2013

Publish: The Courier, November 21, 2013

**CITY OF WATERLOO
2014 PROPOSED BUDGET**

NOTICE IS HEREBY GIVEN that on Thursday, December 5, 2013, at 7:00 p.m. in the Council Chambers of the Municipal Building, a public hearing on the proposed budget for the City of Waterloo will be held. The proposed budget, 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. The following is a summary of the proposed 2014 Budget:

2014 PROPOSED BUDGET **General Fund**				
REVENUES:	2013 BUDGET	2013 ESTIMATED ACTUAL	2014 PROPOSED	% CHANGE 2013-2014
Taxes (Other than Property Taxes)	\$ 297,182	\$ 297,182	\$ 296,787	-0.13%
Intergovernmental Revenues	786,003	786,003	800,595	1.86%
Licenses & Permits	33,406	33,406	31,606	-5.39%
Fines & Forfeitures	21,000	21,000	21,000	0.00%
Public Charges for Services	208,831	208,831	197,202	-5.57%
Miscellaneous Revenues	44,467	44,467	45,600	2.55%
Other Financing Sources	46,467	46,467	9,684	-79.16%
TOTAL REVENUES:	\$ 1,437,356	\$ 1,437,356	\$ 1,402,474	-2.43%
EXPENDITURES:				
General Government	\$ 411,785	\$ 411,785	\$ 455,240	10.55%
Public Safety	1,134,202	1,134,202	1,113,944	-1.79%
Public Works	682,354	682,354	661,460	-3.06%
Culture & Recreation	420,315	420,315	393,526	-6.37%
Conservation & Development	5,222	5,222	4,193	-19.71%
Other Financing Uses	0	0	0	
TOTAL EXPENDITURES:	\$ 2,653,878	2,653,878	\$ 2,628,363	-0.96%
Excess(Deficiency) of Revenues	\$ (1,216,522)	\$ (1,216,522)	\$ (1,225,889)	
Over Expenditures	0	\$ 0	\$ 0	
Surplus Funds Applied	0	0	0	
Local Property Taxes	1,216,522	\$ 1,216,522	1,225,889	0.77%
NET SURPLUS (Deficit)	\$ 0	\$ 0	\$ 0	

2014 PROPOSED BUDGET

All Governmental and Proprietary Funds Combined

	ESTIMATED FUND BALANCE JANUARY 1	less fund balance applied TOTAL REVENUES	TOTAL EXPENDITURES	FUND BALANCE DECEMBER 31	PROPERTY TAX CONTRIBUTION
General Fund	\$ 1,502,533	\$ 2,628,363	\$ 2,628,363	\$ 1,502,533	\$ 1,225,889
Cable TV Fund	148,192	37,016	36,016	149,192	0
Stormwater Impact Fee Fund	450	226	0	676	0
Public Works Impact Fee Fund	988	497	0	1,485	0
Park & Recreation Impact Fee Fund	683	344	0	1,027	0
Sanitary Sewer Impact Fee Fund	1,594	804	0	2,398	0
Water Impact Fee Fund	30	738	0	768	0
Waterloo Fire & EMS Dept. Fund	361,261	769,789	784,152	346,898	** 0
Debt Service Fund	67,759	610,087	678,040	(194)	421,949
Capital Projects Fund	581,046	452,262	1,033,308	0	273,262
Special Assessments	3,279	1,000	40,000	(35,721)	0
TIF District No. 1 Fund	1,357,471	299,189	84,010	1,572,650	148,847
TIF District No. 2 Fund	(1,092,344)	1,976	50,000	(1,140,368)	1,976
TIF District No. 3 Fund	(188,856)	16,083	0	(172,773)	16,083
Community Development Authority	55,469	0	50,000	5,469	0
Library Memorial Trust Fund	67,491	4,600	3,000	69,091	0
Clark Memorial Fund	108,209	40,000	40,000	108,209	0
Agency Fund (Park Trustees/Carousel)	129,727	0	0	129,727	0
Water & Light Utility Proprietary Fund	6,456,271	5,851,200	5,815,900	6,491,571	0
TOTALS	\$ 9,561,252	\$ 10,714,175	\$ 11,242,789	\$ 9,032,637	\$ 2,088,006

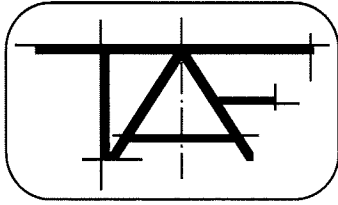
NOTES:

(1) ** \$246,500 appropriated from the General Fund to this fund

(2) Discontinued Activity As Proposed

None.

PUBLISHED: November 14, 2013



The Architectural Firm

138 S. Main Street
Jefferson, WI. 53549
920-674-3100, 414-852-3555
Craig T. Ellsworth, Architect

Nov 4, 2013

City Of Waterloo Common Council
136 N Monroe St,
Waterloo, WI 53594

RE: 575 W. Madison Street, Waterloo WI

Summary Of Report For 11/7/13 Meeting

In the Aug 15th Common Council for the Aug 15th meeting, I announced our intention to move forward with a commercial use for the building. Our feasibility analysis led us to determine that the existing features of the building represent assets that should be maintained and not lost to an extensive adaptive use redesign. You will receive our notice of exercising our option to purchase the building this week before the meeting.

FUNCTION

The Waterloo Technology Center plans to include the following uses:

1. Anchor tenant: Specialized Data Mining tech company. This is a new corporation owned and operated by Jay Lang and Craig Ellsworth. The data mining operations have been thoroughly tested off site since June. Further testing is now underway on site. The information produced by the tests is being used to support financial feasibility modeling. The initial projections are supported by the actual performance making this tenant capable of supporting the building base line costs of approximately \$120,000.00 per year.
2. The anchor tenant doesn't use the entire building. It does have the potential to attract similar operations. There is substantial space left available for leasing. We will be seeking compatible technology companies to occupy the remaining spaces. This may include light tech related manufacturing.
3. There is excess space on site in the SW corner now occupied by the parking lot. Modern uses do not require the extensive parking now located on site.

The SW corner of the site will be made available for an appropriate out lot spin off use or separate development site.

4. There are areas of the building that lend themselves to short-term income generation such as indoor vehicle storage, and conditioned storage. Short-term rental may make good sense until the ultimate use of the building demands that all the space be used for the anchor and other tenants.
5. Only after it has been determined that there is not enough demand for commercial space will we consider a residential adaptive use project. Considering the space taken up by the anchor and associated tenants, and the configuration of the building, it is likely that any residential project will be limited to a maximum of 10 living units located on the upper floor. This requires that the zoning allow mixed use of residential through light manufacturing.

FORM

The existing building's large scale presents challenges to feasibly stabilizing it for a sustainable long-term ownership.

1. The east side pyramid may have been appropriate for a large corporation but is over the top for present day financial reality. We have investigated alternatives to stop the leaking. Our budget will include approximately \$100,000.00 to spend immediately on the east end of the building with some left over for the remaining curtain wall maintenance.
2. It is important to make sure that our future tech tenants have enough electrical capacity to support their operations. It is hard to believe but our budget includes \$30,000.00 to add a minimum of 800 Amps. This will result in enough electrical capacity to support the anchor and other tech centered tenants.
3. Leaking, humidity and age have adversely affected ceiling tile through out the building. We will be selectively cleaning and replacing tiles in an effort to make the building look as new.
4. Carpets remain in usable condition but need to be cleaned and selectively replaced to make the building show well to prospective tenants.
5. An initial capital expense will be required for landscaping due to the deterioration that has taken its toll on exiting planting areas and trees. It is necessary to restore the landscaping to make sure the building presents the proper image.
6. The paving is in need of restoration and repair.
7. The front doors will have to be replaced to present a new high tech image.
8. Some work is required on the HVAC system to alter it and make it appropriate for the multi tenant scenario.
9. The elevator will have to have some work done on its pit to insure that water does not accumulate in the pit.

FINANCIAL

It is important that the building has a capital infusion to stabilize it and reduce life cycle cost in an effort to make future commercial rents affordable.

Capital Expense Building Stabilization and Restoration Budget

Anchor tenant use development	\$225,000.00
The east side pyramid & curtain wall:	\$100,000.00
Additional electrical capacity and distribution:	\$30,000.00
Restoration of ceilings	\$25,000.00
Restoration of Carpets	\$10,000.00
Restoration of landscaping:	\$15,000.
Restoration and repair of Paving:	\$15,000.00
Front doors replacement:	\$5,000.00
Alterations to HVAC system:	\$12,000.00
Elevator pit work:	\$2,500.00
Cleaning entire building including removal of excess:	\$10,000.00
Roof work:	\$2,000.00
Contingency:	\$10,000.00
TOTAL CAPITAL EXPENSE BUDGET	\$461,500.00

Future Potential Use Capital Expense Building Budget

Storage facility development, or other corner lot use:	\$300,000
Interior conditioned storage facility budget	\$30,000
Second floor apartment development	\$800,000
Commercial internet based tenant space building allowance*	\$250,000
Internet Café & Fitness Center Development	\$100,000
POTENTIAL DEVELOPMENT BEYOND RESTORATION	\$1,480,000.00

*Note: The anchor tenant use has the potential to stimulate specialized technology based businesses that may affect the potential developments. Our plan is to concentrate on this use in our primary promotions beginning in 2014 after the building is stabilized.

Financial Resources Used For Initial Building Stabilization

Developer's investment into anchor use	\$61,500
Developer's incentive invested directly into anchor use	\$100,000
Private financing obtained from banking source*	\$400,000
Total funds available for initial stabilization process	\$561,500.00

*Note: The Developer will be providing personal guarantees to the bank for this loan. The municipal guarantee will also continue to be required on that loan by the bank.

Building Operating Expense Budget

Electric very basic per month (no heat)	\$2000	12	24,000.00
Heating & Cooling season	12000	2	24,000.00
Internet per month	300	12	3,600
Water and sewer	150	12	1,800
Site maintenance	7500	1	7,500
Snow	2500	1	2,500
Maintenance	5000	1	5,000
Building Insurance	10000	1	10,000
Property Taxes	42000	1	42,000
TOTAL YEARLY OPERATIONS COSTS			\$120,400

Operating Income Budget

Gross rental income from anchor tenant			\$115,000.00
Space rental operations First Year (projected)			\$20,000.00
Total rental operations income, 2014			\$135,000.00

TIMING

Initial activities will center on establishment of the anchor tenant and addressing critical building shell stabilization.

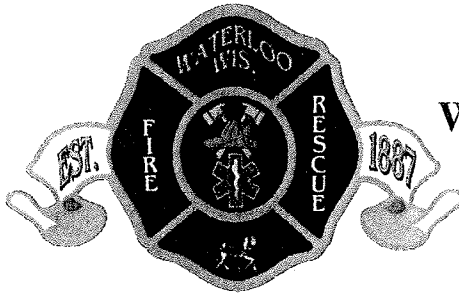
2013 Oct & November	Obtain building appraisal
2013 November	Final testing of the fiber optic cable cannot begin until Nov 20 th at the earliest.
2013 December	Testing of fiber optic cable will take 30 days to make sure we have data to support the financial submittal to the bank
2013 December	Obtain final financing approval.
2014	Continue to grow the anchor operations to the level required to support the operating expense budget.
2014 winter	Install the new electrical service
2014 spring	East end of the building project
2014 spring through fall	Interior restoration projects
2014 summer	Site restoration projects
2014 summer	Tenant space leasing operations begin

EMPLOYMENT PROJECTIONS

Initial activities will require several part time positions including construction trades.

First Year Activity	
First Half 2014	2 full time equivalents for the anchor tenant during run up to full capacity operations.
First Half 2014	6 part time equivalents for stabilization and restoration activities on site during that process
Second Half 2014	3 Full time equivalents for the anchor tenant.
Second Half 2014	TAF relocating main Jefferson County office to the site. 1 full time equivalent.
Second Half 2014	The Lang Group Waterloo Office. 1 full time equivalent.
Second Half 2014	Anticipated tenant activities on site: 1 full time equivalent
Additional Activity Second Year	
First Half 2015	6 part time equivalents for stabilization and restoration activities on site during that process
Yearly building and operations maintenance activities	Yearly building and operations maintenance activities
Anticipated tenant activities	2 additional full time equivalents
Additional Activity Third Year	
Anticipated tenant activities	4 additional full time equivalents
Yearly building and operations maintenance activities	1 full time equivalent
Additional Activity Fourth Year	
Anticipated tenant activities	4 additional full time equivalents
Yearly building and operations maintenance activities	1 full time equivalent

WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



Department Activity Report – October 2013
 Call Report for the month of October

EMS Calls:

City of Waterloo	14
Township of Waterloo	1
Township of Portland	2
Township of Milford	1
Mutual Aid for Marshall	1

Total EMS **19**

EMS & Fire Accidents Calls:

City of Waterloo	0
Township of Waterloo	1
Mutual Aid for Marshall	1

Total MVA **2**

False Alarms:

City Of Waterloo	1
Township of Waterloo	1

Fire Calls:

City of Waterloo	0
Mutual Aid for Watertown	1

Hazardous Condition:

City of Waterloo	0
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Weather Related Calls:

Waterloo Fire District	0
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Good Intent:

City of Waterloo	1
Township of Waterloo	1

Total Fire **5**

October Total **26**

Year totals:

Fire (Structure, Wild land, Motor Vehicle)	30
Rescue/EMS	177
Hazardous Conditions (No Fire)	7
Good Intent Calls	6
False Alarm or Call	12
Motor Vehicle Accidents	7
Weather Related Calls	2

Up to Date Total 241

Up to Date Total Personnel Response: 1477 (for the month): 164

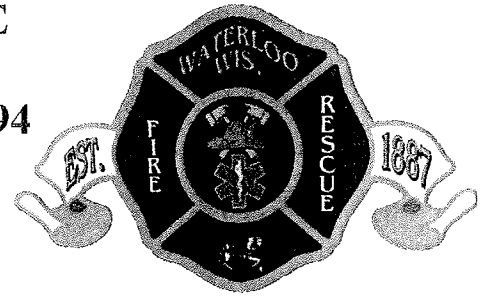
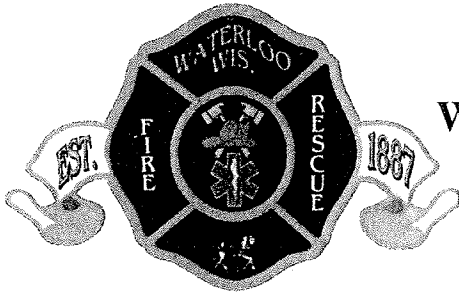
Up to Date Year Response Time (All Incidents) 1428

(From 1st page to enroute times) average 6.0 min (for the month)

Up to Date Minutes Spent Responding 1202

(Enroute time to on scene time) average 5.3 min (for the month)

WATERLOO FIRE & RESCUE
900 INDUSTRIAL LANE
WATERLOO, WISCONSIN 53594



Monday November 4th, 2013

On Monday October 14th, 2013 we had a combined Fire and EMS training. Every year we practice search and rescue for a hunter accident or medical problems with the hunter being in a tree. This year we did something a little different with having a lot of different types of hunting around our area. We trained on a hunter that was walking and who had a cardiac problem. The DNR land that we trained on had a lot of tall brush and grass so if a hunter would go down it would be difficult to find him. We practice our communications and team work with this type of drill. We did find our downed hunter, the EMS had to triage him and got him packaged and ready to be transported. With the UTV's that we have once the hunter is found we can get him out faster. The DNR appreciates us doing these types of training and they allow us to use the properties that are around us.

On Monday October 21st, 2013 we had a combined Fire & EMS meeting. We had our meetings and then we had a budget meeting with the township members that we serve.

Sincerely,

Chief Vern Butzine
Waterloo Fire Department
900 Industrial Ln.
Waterloo WI 53594
920-478-2535
admin@waterloofd.com



Independent Inspections, Ltd
 W241 S4135 Pine Hollow Court
 Waukesha WI 53189

RECEIVED
 NOV 07 2013
 CITY OF WATERLOO

Invoice	307729
Date	10/31/2013
Page	1
Due Date	11/15/2013

Bill To:

ATTN: ACCOUNTS PAYABLE
 CITY OF WATERLOO
 136 N MONROE STREET
 WATERLOO WI 53594-1198

Please Remit To:

Independent Inspections, Ltd
 W241 S4135 Pine Hollow Court
 Waukesha WI 53189

Customer ID	Payment Terms										
WATE10	Net 15										
Description		Gross Fees	Retainage	Amount Due							
Permits for October 2013		\$3,278.49	\$1,311.40	\$1,967.09							
Special Inspections/Services		\$22.50		\$22.50							
		<table border="1"> <tr> <td>REC'D</td> <td>11/07/2013</td> </tr> <tr> <td>RECEIPT</td> <td>#30011</td> </tr> <tr> <td></td> <td>\$3,278.49</td> </tr> </table>				REC'D	11/07/2013	RECEIPT	#30011		\$3,278.49
REC'D	11/07/2013										
RECEIPT	#30011										
	\$3,278.49										
BUILDING PERMITS	\$ 762.00										
ELECTRICAL PERMITS	\$ 293.49										
PLUMBING PERMITS	\$ 74.25										
HVAC PERMITS	\$ 394.25										
OCCUPANCY PERMITS	\$ -										
EROSION CONTROL	\$ 1,754.50										
BUILDING PERMIT SEALS	\$ -										
REINSPECT FEE	\$ -										
O.S. SEWER	\$ -										
TOTALS	\$ 3,278.49										
		Subtotal		\$1,989.59							
		Misc		\$0.00							
		Total		\$1,989.59							

Independent Inspections, Ltd.

Billing Recap

From: 10/01/2013 To 10/31/2013

City of Waterloo (C)

Permit No.	Permit Type	Project Description	Contractor Name	Owner's Name	Project Address	Permit Fee	WI Seal	Admin Fee	Other Fee	Deposit Fee	Total Fee
0049-13-09-0	ADDF	RAZE/NEW DETACHED GARAGE	ADDITIONAL WOR	ABEL, RODNEY	540 N HARRISON ST	12.00		0.00			12.00
0052-13-10-0	ELEC	SERVICE UPGRADE 100A	ACTION PLMB & H	NOVOTNY, HEAT	508 WASHINGTON ST	45.00		0.00			45.00
0053-13-10-0	ELEC	SERVICE 200A	QUALITY ONE ELE	KOVALASKI, RIC	163 N MONROE ST	45.00		0.00			45.00
0054-13-10-0	ELEC	MISC ELEC/SERVICE 400A	QUALITY ONE ELE	GORDER, COLIN	134 E MADISON ST	54.00		0.00			54.00
0055-13-10-0	ERC	RAZE-PERRY JUDDS PLANT (CITY WAIVED FEE)	HAWTHORN & ST	HAWTHORN & S	333 W MADISON ST	1,404.50		0.00			1,404.50
0056-13-10-0	HVAC	AC(4)/FURNACE(4)	SERVICE SPECIAL	ST JOHN LUTHE	413 E MADISON ST	320.00		0.00			320.00
0057-13-10-0	BLDG	ALT #2	OWNER	KOVALASKI, RIC	163 N MONROE ST	75.00		0.00			75.00
0057-13-10-0	ELEC	ALT #2	QUALITY ONE ELE	KOVALASKI, RIC	163 N MONROE ST	74.25		0.00			74.25
0057-13-10-0	HVAC	ALT #2	CARDINAL HTG &	KOVALASKI, RIC	163 N MONROE ST	74.25		0.00			74.25
0057-13-10-0	PLMB	ALT #2	JEFF LINS	KOVALASKI, RIC	163 N MONROE ST	74.25		0.00			74.25
0058-13-10-0	BLDG	ADD-SCREEN PORCH	IN STYLE SCREEN	BUTZINE, CARL	745 HERRON CT	75.00		0.00			75.00
0059-13-10-0	BLDG	ADD/ALT	OWNER	FELLER, CHRIS	805 S PIERCE ST	950.00		0.00			950.00
0059-13-10-0	ELEC	ADD/ALT	OWNER	FELLER, CHRIS	805 S PIERCE ST	75.24		0.00			75.24
Total Fees for the City of Waterloo (C):						3,278.49	0.00	0.00	0.00	0.00	3,278.49

MUNICIPALITY: City of Waterloo

MONTH: October

YEAR: 2013

DATE	INSPECTOR	SERVICES PERFORMED DURING NORMAL BUSINESS HOURS ONE HOUR MINIMUM		SERVICES OUTSIDE OF NORMAL BUSINESS HOURS ONE HOUR MINIMUM		DESCRIPTION	GROSS	NET
		HOURS	\$45.00/HR	HOURS	\$55.00/HR			
10/25/2013	Word Processing	0.50	\$ 22.50		\$ -	Property maintenance notice letter-362 E Madison St-Uttech; Inspection to follow 11/6/13	\$ 22.50	\$ 22.50
			\$ -		\$ -		\$ -	\$ -
			\$ -		\$ -		\$ -	\$ -
			\$ -		\$ -		\$ -	\$ -
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			\$ -		\$ -		\$ -	\$ -
			\$ -		\$ -		\$ -	\$ -
		0.50	\$ 22.50	0.00	\$ -		\$ -	\$ -
					\$ 22.50			

MACHINERY AND EQUIPMENT

October 2013

544 H ENDLOADER	General Maintenance	Start	End	Total
		1,039	1,074	35
		Fuel Used	GPH	
		79	2.2	
JOHN DEERE TRACTOR	General Maintenance	START	END	TOTAL
		3,576	3,599	23
		FUEL USED	GPH	
		19	1.2	
WOOD CHIPPER	General Maintenance	START	END	TOTAL
		1,346	1,364	18
		FUEL USED	GPH	
		52	2.8	
2520 TRACTOR	General Maintenance	START	END	TOTAL
		116 / 2,334	140 / 2,345	24 / 11
		FUEL USED	TOTAL	
495 TRACTOR		24 / 11	1 / 1	
485 JOHN DEERE	General Maintenance	START	END	TOTAL
		1,405	1,421	16
		FUEL USED	GPH	
		16	1	
WACKER ROLLER	General Maintenance	START	END	TOTAL
		276	276	0
		FUEL USED	GPH	
		0	0	
2010 INTERNATIONAL TRUCK #1	General maintenance	START	END	TOTAL
		9,906	9,994	88
		FUEL USED	MPG	
		34	2.6	
2004 FREIGHTLINE TRUCK #2	General Maintenance	START	END	TOTAL
		29,417	29,615	198
		FUEL USED	MPG	
		35	5.6	
2004 INTERNATIONAL TRUCK #3	General Maintenance	START	END	TOTAL
		1,332	1,341	9
		FUEL USED	GPH	
		22	2.4	
2011		START	END	TOTAL
		10,172	10,466	294

FORD F-550	General Maintenance	FUEL USED		MPG
		64		4.6
2008 INTERNATIONAL TRUCK #5	General Maintenance	START	END	TOTAL
		13,640	13,666	26
		FUEL USED		MPG
		11		2.4
1991 ELGIN PELICAN STREET SWEEPER	General Maintenance	START	END	TOTAL
		10,298	10,445	147
		FUEL USED		GPH
		70		2.1
2006 CHEVEROLET TRUCK #4	General Maintenance	START	END	TOTAL
		52,459	53,085	626
		FUEL USED		GPH
		74		8.5

October 2013

	NO.OF LOADS	NO OF YARDS
NUMBER OF LOADS TAKEN TO THE LANDFILL	0	
NUMBER OF LOADS OF COMPOST MATERIALS COLLECTED	0	
NUMBER OF LOADS OF WOOD CHIPS COLLECTED CURBSIDE	7	56

Miscellaneous Items

October 2013
MONTHLY HOURS FOR EACH EMPLOYEE

	GARY	JEFF	CHAD	BRIAN		OT HOURS	TOTAL HOURS
ON CALL	0	0	0	0		0	0
MUNICIPLE BUILDING	0	2	1	0		0	3
WARMING HOUSE	0	0	1	0		0	1
POLICE ADMINISTRATION	0	0	0	0		0	0
FIRE DEPARTMENT	1	1	4	0		0	6
COMMUNITY BUILDING	0	0	0	0		0	0
VACATION	0	0	10	19		0	29
BEREAVMENT	0	0	0	0		0	0
HOLIDAY	0	0	0	0		0	0
SICK LEAVE	81.5	0	.75	20		0	102.25
MACHINERY / EQUIPMENT	8.5	15	7	8.5		0	39
GARAGE / SHED	19.5	16	15	2.5		0	53
Meeting/Seminars	2	1	0	0		3	3
	0						
STREET REPAIR AND MAINTENANCE	1	21	18	2.5		0	42.5
STREET CLEANING	0	0	0	51.5		0	51.5
Snow/ice	0	0	0	0		0	0
	0	0	0	0			
STORM SEWER	0	0	2	0		0	2
TRAFFIC CONTROL	3	41.5	23.25	2.5		0	70.5
BRIDGES / CULVERTS	0	0	0	0		0	0
TREE / BRUSH	11	10	25.5	9		0	55.5
REFUSE COLLECTION	16	32.5	25	18		0	91.5
SANITARY SEWER	0	0	0	0		0	0
INSECT CONTROL	0	0	0	0		0	0
ANIMAL CONTROL	0	0	0	0		0	0

CEMETERY	4.5	0	2.5	8		0	15
LIBRARY	2	8.5	12.5	3		0	26
PARKS	35	30.5	30.5	21		0	117
CELEBRATIONS ENTERTAINMENT	0	0	0	0		0	0
WINTER RECREATION	0	0	0	0		0	0
WEED CONTROL	0	0	0	9		0	9

Karl Junginger Memorial Library Mayor/Council/Board Report
October 2013

Circulation

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Waterloo residents	2249	2032	2094	2031	2049	2622	2616	2393	2063	2441		
Non-residents	1502	1266	1322	1133	1077	1492	1679	1249	862	988		
Monthly Total	3751	3298	3416	3164	3126	4114	4295	3642	2925	3429		
FYTD Total	3751	7049	10465	13629	16755	20869	25,164	28806	31731	35160		

Interlibrary loan

Items loaned to												
SHARE	904	746	811	823	795	755	873	907	741	770		
WISCAT	17	16	12	14	10	11	16	17	14	16		
Monthly Total	921	762	823	837	805	766	889	924	755	786		
FYTD Total	921	1683	2506	3343	4148	4914	5803	6727	7482	8268		

Items received from

SHARE	968	777	754	822	709	745	777	897	767	842		
WISCAT	28	33	15	34	35	29	16	33	8	29		
Monthly Total	996	810	769	856	744	774	793	930	775	871		
FYTD Total	996	1806	2575	3431	4175	4949	5742	6672	7447	8318		

Additional Circulation Statistics

Children's Materials

Monthly Total	1436	1323	1509	1332	1181	2118	2258	1740	1282	1433		
FYTD Total	1436	2759	4268	5600	6781	8899	11157	12897	14179	15612		

DVDs

Monthly Total	1535	1241	1268	1116	1189	1342	1425	1237	961	1169		
FYTD Total	1535	2776	4044	5160	6349	7691	9116	10353	11314	12483		

Additional Statistics

**Public Access
Computer Use**

WI FI												
Monthly Total	60	60	40	56	37	38	46	37	34	33		
FYTD Total	60	120	160	216	253	291	337	374	408	441		

Public Internet

Monthly Total	335	473	352	335	377	310	403	393	387	468		
FYTD Total	335	808	1160	1495	1872	2182	2585	2978	3365	3833		

Total Public Computer Use

Monthly Total	395	533	392	391	414	348	449	430	421	501		
FYTD Total	395	928	1320	1711	2125	2473	2922	3352	3773	4274		

Programs

Adult Programs

Number of programs												
Monthly Total	4	2	2	2	2	0	0	0	2	1		
FYTD Total	4	6	8	10	12	12	12	12	14	15		
Attendance												
Monthly Total	34	15	52	13	12	0	0	0	15	5		
FYTD Total	34	49	101	114	126	126	126	126	141	146		

Teen (12-18) Programs

Number of programs												
Monthly Total	0	0	1	1	0	3	3	1	1	0		
FYTD Total	0	0	1	2	2	5	8	9	10	10		
Attendance (Adult + Teen)												
Monthly Total	0	0	6	1	0	25	22	2	10	0		
FYTD Total	0	0	6	7	7	32	54	56	66	66		

Children's Programs

Number of programs												
Monthly Total	9	8	7	9	5	17	20	1	7	9		
FYTD Total	9	17	24	33	38	55	75	76	83	92		
Attendance (Adult + Child)												
Monthly Total	232	174	777	164	448	1117	1131	50	78	197		
FYTD Total	232	406	1183	1347	1795	2912	4043	4093	4171	4368		

November 5, 2013

The Waterloo Water & Light Commission held their regular meeting on Tuesday, November 5, 2013 at 7:00 pm at the Waterloo Utilities office at 575 Commercial Ave., Waterloo, Wisconsin, 53594.

The meeting was called to order by President Raymond Robertson. Present were Commissioners Steve Hegstrom, Tom Bergan, Cliff Butzine, and Superintendent Eugene Weihert. Also present was John Spies. Commissioner Ray Burbach was absent.

Motion by Butzine, seconded by Bergan to approve the minutes of the October 1, 2013 Commission meeting. Motion carried.

Motion by Bergan, seconded by Butzine to approve payment of the October bills as presented. Motion carried.

A discussion was held regarding the high water consumption at the VFW due to a leaking toilet. The utility will waive the late payment fee and allow the VFW to make payments on the bill.

Motion by Butzine, seconded by Hegstrom to approve the 2014 utility budget. Motion carried.

Railroad Avenue will be updated in 2014. The estimated cost of water and sewer replacement is \$187,000.

Motion by Butzine, seconded by Robertson to re-finance the 2002 bond. Motion carried.

Motion to adjourn by Hegstrom, seconded by Butzine. Motion carried.

Respectfully submitted,

Tom Bergan
Secretary