

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, May 1, 2014
7:00 p.m.**

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES: April 17, 2014
3. CITIZEN INPUT
4. COMMUNICATIONS TO THE COUNCIL
 - a. Notice Of Award – Local Roads Improvement Program, \$16,259.57 For 2014 Improvements To Railroad Avenue
5. CONSENT AGENDA ITEMS
 - a. Approval To Grant Operator's License For A Period Ending June 30, 2015
 - i. Daniel Irvin Lewig, W6469 State Road 19, Watertown
6. COMMITTEES, COMMISSIONS & BOARDS – RECOMMENDATIONS AND REPORTS
 - a. Plan Commission: Conditional Use Permit - The Applicant, Trek Bicycle Corp., Owner Of The Property Located At 801 W. Madison Street, Is Requesting A Conditional Use Permit To Allow The Use Of A Temporary Office For One Year
 - b. Plan Commission: Conditional Use Permit - The Applicant, City of Waterloo, Proposed Lease Holder Of the Property Owned By Meadowbrook Apartment Homes, LLC, Located At 680 McKay Way, Is Requesting A Conditional Use Permit To Allow The Use Of The Northern Most Part Of The Apartment Complex As A Public Park. The Intent Is To Use The Vacant Land As A Public Park Until December Of 2015. The Use Is Intended For Event Overflow For The Adjacent Waterloo Regional Trailhead At 760 McKay Way
 - c. Public Safety & Health Committee: Authorizing The Chief Of Police To Hire A Replacement Full-time Officer
7. NEW BUSINESS
 - a. Considering Applications To Fill A Ward #3 Aldermanic Vacancy
 - i. Lee Stock, 515 McKay Way
 - ii. Timothy R. Thomas, 434 South Jackson Street
8. FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
 - a. Wisconsin Public Power Inc. President/CEO Mike Peters – Presentation, August 7, 2014

9. ADJOURNMENT

Morton Hansen
Clerk/Treasurer

Posted and Emailed: April 28, 2014

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

-CATV Regulatory Board – March 19, 2014

-Karl Junginger Memorial Library Board – March 25, 2014

-Waterloo Regional Trailhead – April 14, 2014

**2014-2015
LOCAL ROADS IMPROVEMENT PROGRAM
STATE/MUNICIPAL PROJECT AGREEMENT**

Date: April 22, 2014

Project Number: **13266 MSIPLT** Accounting Code: **0880-15-04**
 County: **Jefferson** FEIN Number: 396006400 00
 Municipality/County: **City of Waterloo** Appropriation: 278 (Object Code: 5513)
 On Route: Railroad Ave. [634']
 At Route: STH 89
 Toward Route: Termini

The signatory city, village, town or county, hereinafter called the MUNICIPALITY, through its duly authorized officers or officials via the signed LRIP application form and terms and conditions, and the State of Wisconsin Department of Transportation, hereinafter called the STATE, enter into this agreement to accomplish the described project.

The authority for the MUNICIPALITY and the STATE to enter into this agreement is provided by the Wisconsin Administrative Code TRANS 206.03(12).

Need for Improvement to Existing Facility:

Asphalt-Failed Asphalt Pavement

Proposed Improvement: Reconstruction

Excavate existing surface and base, replace with 14" of crushed aggregate, new curb and gutter, base course, 5" of hot mix asphalt. Also included in this improvement but not LRIP eligible costs are utilities. (12' lanes, curb and gutter)

Estimated Cost

	Estimated Cost	LRIP / State Funds	Municipal Funds
Preliminary Engineering:	\$15,000.00		
Real Estate Acquisition:	\$0.00		
Construction or Hot Mix Asphalt Purchase:	\$123,399.00		
Total Cost Distribution:	\$138,399.00	\$16,259.57	\$122,139.43

This request is subject to the terms and conditions agreed to at the time of application for the designated MUNICIPALITY and upon acceptance by the STATE, per signature below, shall constitute agreement between the MUNICIPALITY and the STATE.

Accepted for the State of Wisconsin, Department of Transportation:

By: William Klein Date: 4-22-14
 Local Transportation Programs and Finance Date

Note:

PART B APPLICATION FOR LICENSE TO SERVE FERMENTED MALT BEVERAGES AND INTOXICATING LIQUORS

I, the undersigned, do hereby make application to the local governing body of the City of Waterloo, for a license to serve Fermented Malt Beverages and Intoxicating Liquor from the date hereof until June 30, 2015, unless revoked or suspended sooner, subject to the limitations imposed by §125.32 (2) and §125.68 (2) of the Wisconsin State Statutes and all acts amendatory thereof and supplementary thereto, and hereby agree to comply with all laws, resolutions, ordinances and regulations, Federal, State or Local, affecting the sale of such beverages and liquors if a license is granted to me.

ANSWER ALL QUESTIONS COMPLETELY. PLEASE PRINT CLEARLY USING BLACK INK. Use the reverse side of paper if you cannot answer any question in the space provided.

Applicant Information

Last Name <u>LEWIG</u>	First Name <u>DAVIEL</u>	Middle Name <u>IRVIN</u>	Maiden Name
Address of Residence <u>W6469 STATE ROAD 19</u>			Best Contact Phone Number <u>605-939-4998</u>
City <u>WATERTOWN</u>	State <u>WI</u>	Zip Code <u>53094</u>	Place of Birth <u>CEDAR RAPIDS IA</u>
How long have you lived in Wisconsin? <u>4 months</u>	City and State of Former Residency (if applicable) <u>ISABEL, SD</u>		Date of Birth <u>9/28/84</u>
Previous Address <u>210 N MONROE AVE</u>			Sex: <u>M</u> Race:
Driver's License Number <u>01397837</u>		State of Issuance <u>SD</u>	

Employer Information Pertaining to the Operator's License

Employer's Name <u>KWIK TRIP</u>	Date of Employment <u>01/10/14</u>
Address of Employer <u>115 PORTLAND RD</u>	Employer Phone Number <u>920-478-2552</u>
City <u>WATERLOO</u>	State <u>WI</u>
Zip Code <u>53594</u>	Type of Establishment

Applicant Questionnaire

- Do you now hold or have you ever been issued any license or permit associated with the sale of alcoholic beverages and issued in the State of Wisconsin? Yes No

If Yes, Type of license or permit. _____
 Dates License Held _____ to _____
 Issuing Municipality _____

- Have you successfully completed a Responsible Beverage Service Course in Wisconsin within the last two (2) years? (Attach certificate of completion) Yes N/A

- Are you currently enrolled in a Responsible Beverage Service Course? Yes No

If Yes, Location of Course: _____
 Date of Course ____/____/____ Date of Completion ____/____/____
 (Attach proof of course enrollment)

- Have you EVER been convicted of any felony, misdemeanor, or ordinance violation other than minor traffic violations? Yes No

Date of Conviction	Violation/Offense <i>Parked on driveway which also was part of a sidewalk</i>	Jurisdiction <i>Brown County</i>
Date of Conviction	Violation/Offense	Jurisdiction
Date of Conviction	Violation/Offense	Jurisdiction
Date of Conviction	Violation/Offense	Jurisdiction

- Are there currently any criminal charges presently pending against you? Yes No

Date of Offense	Violation/Offense	Jurisdiction
Date of Offense	Violation/Offense	Jurisdiction
Date of Offense	Violation/Offense	Jurisdiction
Date of Offense	Violation/Offense	Jurisdiction

PART C TO BE COMPLETED IN THE PRESENCE OF A NOTARY PUBLIC OR CITY CLERK

READ CAREFULLY BEFORE SIGNING. Under penalty provided by law, the undersigned, being duly sworn on oath, says that he/she is the person who made the foregoing application and that the information supplied is true and correct. False, inaccurate or omitted information may be grounds for denial of the application. The signer certifies that he/she is familiar with the laws and regulations pertaining to the sale of alcoholic beverages. Signer agrees to observe the provisions of the City of Waterloo Municipal Code, and the Wisconsin Statutes. The signer agrees that the license, if granted, will not be assigned to another. **YOU MUST CARRY ON YOUR PERSON A VALID PICTURE ID ISSUED BY A GOVERNMENTAL AGENCY (DRIVER'S LICENSE, PASSPORT, ETC.) AT ALL TIMES WHILE WORKING PURSUANT TO THE OPERATOR'S LICENSE. WHILE WORKING PURSUANT TO A PROVISIONAL LICENSE, YOU MUST ALSO KEEP THIS FORM ON YOUR PERSON AT ALL TIMES.**

David Lewis
Applicant's Signature

4, 23, 14
Date

City of Waterloo
Jefferson County
State of Wisconsin

Sworn to and subscribed before me on this 23 day of April, 2014

Raynelle M. Butzner
Notary or Clerk Signature

Notary Public Municipal Clerk

My commission expires: 5/25/2014 or is permanent.

For Police Department Office Use Only

Background Check Completed
 Yes No

Officer: *Chief Tom L. Johnson*

Date Referred to Police Dept: 4/23/14

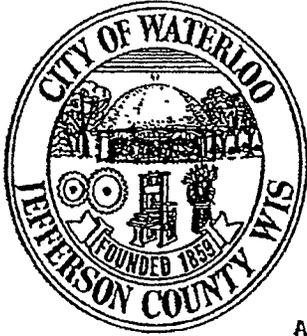
Date of Background Check: 4/25/14

Date Referred Back to Clerk: 4/25/14

Approval Recommended: Yes No

Reason _____

CITY SEAL / NOTARY SEAL



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
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PO 3/28/2014 Receipt #30317
28500
Naks in Red (M.H.)
3/28/2014 Receipt #30317

APPLICATION FOR CONDITIONAL USE PERMIT

(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: 3/25/2014 Fee Paid: 28500 PO
Location of Property: 801 West Madison Street
Applicant: TREK BICYCLE CORPORATION
Address: 801 West Madison Street Telephone: 920-478-2191
Owner of Property: TREK BICYCLE CORPORATION
Address: 801 West Madison Street Telephone: 920-478-2191
Contractor: NA
Address: NA Telephone: NA
Architect or Professional Engineer: NA
Address: NA Telephone: NA
Legal Description of Property: SEE Submitted

Land Parcel Size: _____ Present Use: Industrial Zoning District: M-1
Type of Existing Structure (if any): _____
Proposed Use of the Structure or Site: Temp office Number of Employees: 3

TERMS OF MUNICIPAL CODE

CONDITIONAL USE REQUESTED

385-3(i)(c) Temporary Use
385-3(d) Lot occupancy
Temporary Use
2nd Principal Building

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)
Temporary before permanent build out, for one year

ATTACH THE FOLLOWING:

- 1. Adjoining owners, all names and addresses of all abutting and opposite property owners within 200 feet.
- 2. Site plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

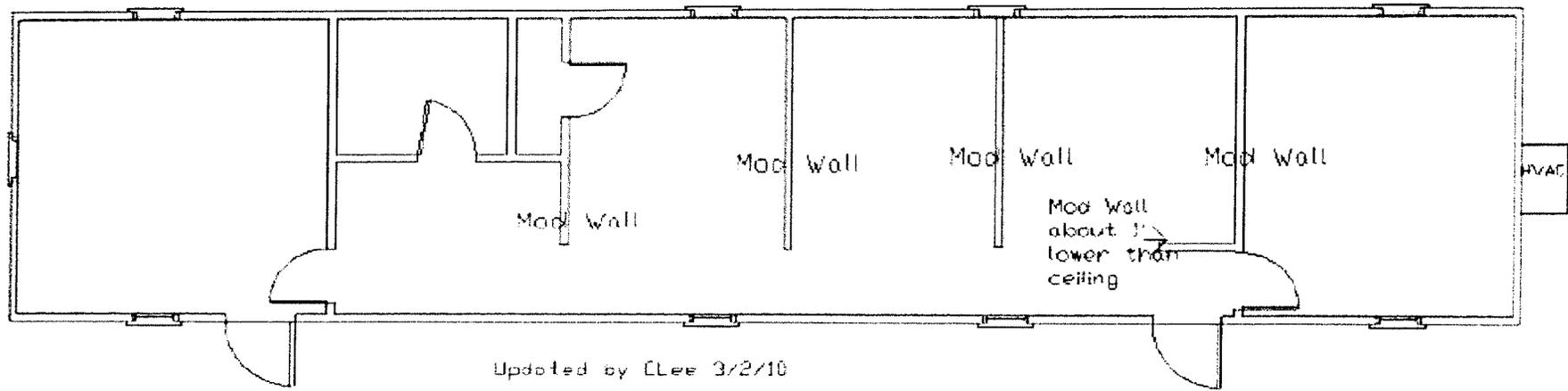
Date: 3/24/2014

Signature of Applicant: Marcus Cagnon
MARCUS CAGNON

14' X 66' w/ handicap bath

Unit # 652112

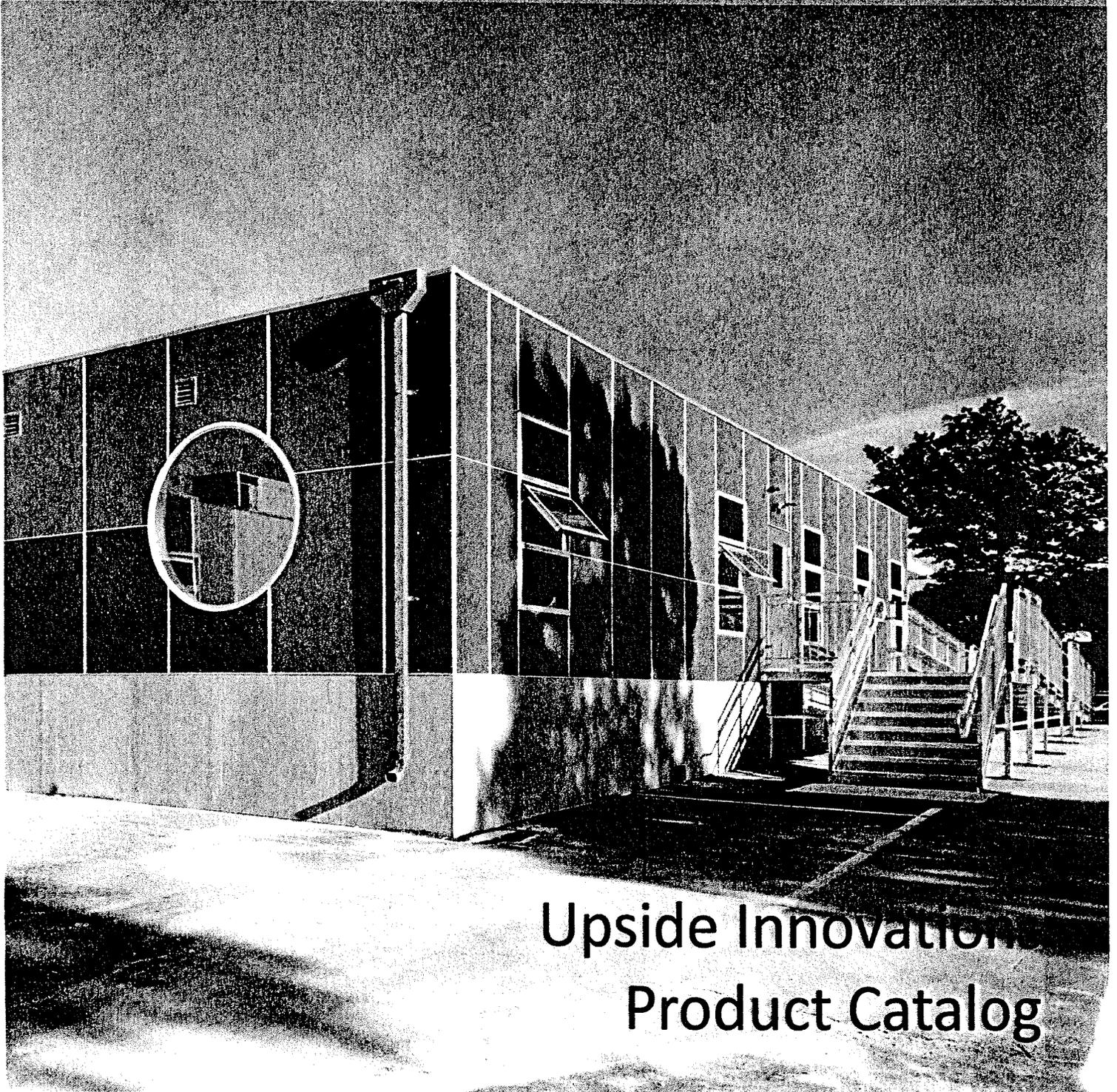
HITCH
END



Updated by CLee 3/2/10

UPSIDE

Innovative Design
Innovative Access



Upside Innovations
Product Catalog

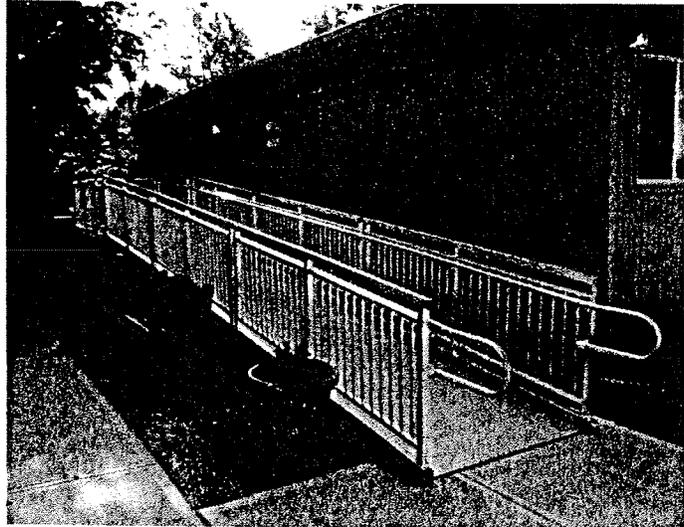


ADA / IBC Compliant Aluminum Ramps

Because first, second, third and fourth impressions count.

Supply your customers with an entrance ramp that looks great the first time and the hundredth time they see it. The newly designed Upside Innovations aluminum ramp system finally provides an access solution with comparable product quality to your classrooms that will 'wow' your customers.

Do not spend any time worrying about having a building on site without any access. Upside has a proven record of working within demanding schedules to provide our customers with on-time access every time.

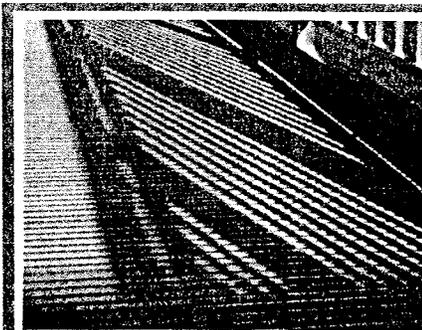


What you get:

- Clean Look
- Increased installation flexibility
- High strength, yet lightweight
- Professional installation
- Layout drawings
- Maintenance free access solution

How we provide it:

- Designed with hidden welds
- Ramp legs provide 30" of adjustability
- All platforms are universally designed
- 100% Aluminum
- Designed for optimal strength to weight ratio
- Only internally certified installers are used
- Internal engineering staff
- Our aluminum ensures that you never worry about nails, warped, broken or rotten boards



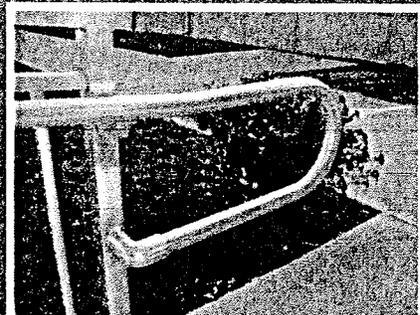
Continuous, safe walking surface

Stay safe with our certified, slip resistant surface throughout our system. No need to worry about slick transition points requiring anti-slip tape with the Upside system.



Attractive guardrails

'Wow' your customers with our clean, sleek guardrail system. We take special caution to hide our welds within your system.



Compliant handrails

Stop fearing the inspector. Our system is guaranteed compliant, including our continuous handrails complete with compliant loops and returns.



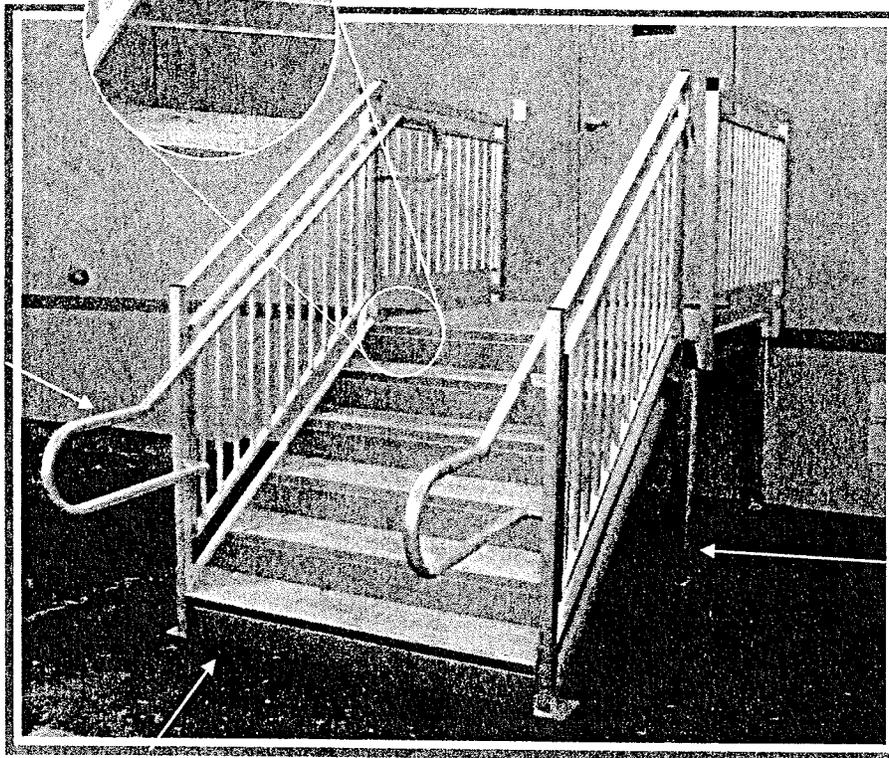
ADA / IBC Compliant Aluminum Steps

Compliant. Because we designed it that way.

ADA / IBC compliance means different things to different companies. Our customers can rest assured that the Upside product meets every part of the code, not just the easy parts.

Common Compliance Issue: IBC 2009: 1009.4.5 Profile. "The leading edge (nosings) of treads shall project not more than 1/4 inches (32mm) beyond the tread below and all projections of the leading edges shall be of uniform size, including the edge of the floor at the top of the flight."

Compliant handrail loops at the top and the bottom of step risers with 12 inches flat handrail before loop.



Flexible platform leg design with 8 inches of adjustability per size to accommodate uneven ground.

Common Compliance Issue: All step rises are equal to each other, including the rise from the ground to the first step.

The Upside Advantages:

- Platform compatibility - same platform design is used for both ramps and steps
- Large variety of step heights - steps made with 6", 6-1/2", or 7" riser height
- Quick reaction to change in required step heights



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APPLICATION FOR CONDITIONAL USE PERMIT
(Review and Action by City Plan Commission/Common Council)

Number: _____ Date Filed: 4/7/2014 Fee Paid: N/A

Location of Property: ⁶⁸⁰ 710, 730, 750 McKay Way

Applicant: CITY OF WATERLOO (LEASING PROPERTY)

Address: 136 NORTH MONROE STREET Telephone: 920/478-3025

Owner of Property: MEADOWBROOK APARTMENT HOMES LLC

Address: 120 W BORHAM STREET, MADISON 53703 Telephone: 608/255-7100

Contractor: N/A

Address: _____ Telephone: _____

Architect or Professional Engineer: N/A

Address: _____ Telephone: _____

Legal Description of Property: PCL2 CSM 3626-16-259 -- NOTE APPLICATION APPLIES TO THE NORTHERN MOST UNIMPROVED ACRES

Land Parcel Size: 2.443 AC Present Use: Unimproved Zoning District: R-2

Type of Existing Structure (if any): N/A

Proposed Use of the Structure or Site: Park Space Number of Employees: —

Terms of Municipal Code

Conditional Use Requested

385-10(B)(1) [See 385-8(B)(5)]

Use as a public park

Specify Reason(s) for Application: (for example, insufficient lot area, setback, etc.)

Overflow use for adjacent municipal park at 760 McKay Way

ATTACH THE FOLLOWING:

- 1. Adjoining owners, all names and addresses of all abutting and opposite property owners within 200 feet.
- 2. Site Plan showing the area involved, its location, dimensions, elevations, drainage, parking, etc., and location of adjacent structures within 200 feet.

Date: 4/7 20 14

Ma Hansen CLERK/TREAS.
Signature of Applicant



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Council Vacancy Application

(attach a separate sheet, if space on this form is not sufficient)

The Common Council shall review the applications and allow for opportunities for public candidate interviews. Candidates shall have 30 days to submit an application once a vacancy is announced. The review period shall not exceed 60 days. If the Common Council is unable to agree on a candidate it may reopen the application process to seek additional candidates. The Common Council shall appoint and confirm from among the applicants. The appointed and confirmed candidate shall serve until an alderperson is elected pursuant to sec. 17.23(1) Wis. Stats. Completed applications should be directed to the Clerk/Treasurer's office.

To fill the vacancy announced: March 21, 2014 Office sought: Aldersperson Ward #3

Applicant: Lee Stock Street address: 515 McKay Way

Phone: 608 228 8744 Email: lcstock@charter.net

Submit a biographical resume including education, work, neighborhood and civic experience. Attached

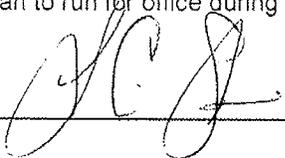
Provide a statement on why the applicant wishes to serve?

I would like to utilize my education, leadership and professional experience to assist in the development of public policy that benefits the health, welfare and safety of the community along with the financial stability of the city.

Provide a statement on what the applicant wants to accomplish?

I would like to work together with other elected public officials to ensure the City of Waterloo is a safe, clean and diverse community focused on the development of its people and its infrastructure.

Does the applicant plan to run for office during the next special or regular election? Yes, I do

Applicant signature:  Date: 4/9/14

Lee C. Stock, MBA, CCP

515 McKay Way
Waterloo, WI 53594

Mobile (608) 228-8744
Email: lcstock@charter.net

Summary

Total Reward Strategies • Board & Management Consulting • Enterprise Project Management • Executive Compensation Strategies

An executive committee-level compensation and benefits executive with expertise in assessing organizational needs and implementing best practice programs that align corporate and individual goals to achieve business objectives. Creative compensation and benefits strategist able to design and develop effective programs that deliver value to the company its employees. Results oriented business partner with experience across various market segment sizes and types. A decisive and resourceful problem solver who is able to formulate creative, cost-effective solutions for a wide variety of business challenges.

Education

<i>Master of Business Administration</i>	<i>Cardinal Stritch University, 2004</i>
<i>Emphasis: Quantitative Analysis</i>	<i>High Honors</i>
<i>Bachelor of Arts</i>	<i>University of Wisconsin-Madison, 1993</i>
<i>Major: Economics</i>	
<i>Professional Associations</i>	<i>World at Work Professional Human Resources Association</i>
<i>Professional Certification</i>	<i>Certified Compensation Professional (World at Work), 2003-current</i>

Professional Experience

Alliant Energy (Madison, WI)
Director, Total Rewards (2014-Current)
Manager, Total Rewards (2007-2013)

Director of Total Rewards providing management, leadership and technical expertise for the strategic development, implementation and administration of all of the Company's compensation and benefits programs. Manage and develop a staff of 11. Partner with executive leadership to prepare and deliver Compensation Committee materials to the Board of Directors. Work closely with inside and outside legal counsel to prepare the Company's required SEC, ERISA and regulatory (Public Service of Wisconsin/Iowa Utilities Board) disclosures. Develop and deliver written and oral testimony in regulatory rate case proceedings for all service territories (WI, IA, MN).

Key accountabilities include:

Compensation Committee Meetings

- Partner with VP HR and independent Board of Directors compensation consultant to develop compensation and benefits materials for presentation to the Compensation and Personnel Committee*
- Develop strategies around executive compensation and benefits that meet BOD, executive, regulatory and shareholder needs*
- Lead the preparation of the executive compensation narrative and tables in the CD&A of the annual proxy statement*

- *Maintain current, strong knowledge of market and legislative trends and compensation best practices*

Long and Short-Term Incentive Plans

- *Lead the design and implementation of executive and non-executive short and long-term incentive plans*
- *Develop implementation and communication tools to maximize motivational impact of all incentive plans*
- *Conduct research to identify trends and best practices that align with our culture and business objectives*
- *Establish networking relationships with compensation professionals within our industry and at large*

Compensation Market Analysis, Consulting, and Communications

- *Partner with independent compensation advisor in providing high-level analysis to the Compensation Committee to ensure competitive positioning in total cash and total direct compensation for employees and executives*
- *Develop program communications to employees, executives and board members*
- *Provide market analysis and recommendation on broad-based, executive and board of director compensation*
- *Partner with Corporate Communications and all areas of Human Resources to implement performance management program enhancements at the business unit level*

Benefits Program Management

- *Design and implement health and wellness policies and programs*
- *Participate as an integral member of a Total Rewards team to ensure alignment between the firm's business strategy and benefits programs*
- *Consult with the management team and partner with the business leaders on benefits issues*
- *Perform analysis of leading indicators of health care costs and develop wellness approaches to mitigate cost risks*
- *Oversee the management of the vendors supporting benefit programs*
- *Develop communication tools that deliver solid understanding of compensation and benefit program values to employees*

Sr. Compensation Consultant (1/2007 - Promotion to Manager 8/2007)

Senior Compensation Consultant accountable to partner with business unit leaders to analyze and assess compensation needs and deliver innovative solutions. Key accomplishments include:

- *Developed statistical analysis tools to evaluate compensation-related corporate performance relative to the salary planning processes*
- *Conducted market research on current and future compensation-related policies, trends and technology*
- *Developed and maintained professional relationships with all levels of management to include senior managers and executives*
- *Acted as subject matter expert in multiple sales and risk management projects to develop compensation strategies related to short term and long term incentive programs*
- *Developed and conducted manager training sessions for salary planning and compensation administration*

American Transmission Company (Pewaukee, WI) Compensation Consultant (2006)

Compensation Consultant accountable for management of all aspects of compensation to include: development of compensation programs to meet corporate and department needs, consulting and counseling management and Human Resources personnel with respect to compensation-related matters in support of corporate objectives, and management of compensation projects to ensure timely delivery and regulatory compliance . Key accomplishments include:

- *Researched and conducted compensation surveys to determine competitive salary structure to include market-competitive salary ranges for exempt, non-exempt and executive positions*
- *Conducted extensive market research on current and future compensation-related policies, practice, trends and technology*
- *Performed annual review of base compensation and variable compensation programs to ensure competitive positioning*
- *Acted as project lead for FLSA-compliant review of exempt/non-exempt positions*
- *Acted as project manager for annual short-term incentive program to include performance management, salary planning and strategic communications*
- *Prepared supporting documents for Board approval of annual incentive, long term incentive and share ownership requirements for senior executives*

Total Reward Options (Louisville, KY/Madison, WI) Manager - National Accounts (2004-2006)

National Account Manager accountable for client management and the design/development of compensation and human resource-related deliverables. Primary role included staff management with a strong emphasis on customer deliverables including the development and administration of compensation strategies, compensation program alignment with corporate strategies, job design, development of organization design strategies, and performance management program design. Key accomplishments include:

- *Developed professional consulting relationships with health care providers throughout the country to develop effective compensation programs*
- *Development of staff through implementation of individual development plans*
- *Achieve a 26% increase in customer retention*
- *Accomplished a 22% new customer growth rate over a 24 month period*
- *Executive contribution to an increase of 54% in company profitability*

American Family Insurance (Madison, WI) Compensation Consultant (2000-2004)

HR Business and Compensation Consultant responsible for business partnering with Executive Vice Presidents and divisional Vice Presidents to identify and resolve all human resources-related issues, in addition to formulating innovative strategies to meet and exceed client needs. Key accomplishments include:

- *Planned, designed, implemented and administered the Corporate short-term incentive program impacting over 8000 employees*
- *Planned, designed, implemented and administered the Investment Division-specific short term incentive program contributing to an over 250% annual increase in investment return*
- *Designed and implemented the human resources new manager training program for company on-boarding process*
- *Designed and wrote job descriptions for over 300 jobs throughout multiple divisions*
- *Market valued over 400 jobs throughout multiple divisions resulting in reduced turnover rates and heightened employee engagement*

- *Developed human resources metrics tracking program to evaluate retention rates, diversity rates, performance evaluation trends, divisional human capital costs, and manager engagement rates*
- *Acted as a human resources liaison for senior management on employee relations, organizational design and employee performance evaluation issues*
- *Designed and implemented ERISA-compliant severance policy*
- *Acted as subject matter expert on FLSA, ERISA, ADA, FMLA as well as all human resources-related regulatory compliance*
- *Acted as human resources lead on multiple projects and initiatives*
- *Developed strong partnerships with all internal clients*

***University of Wisconsin Medical Foundation (Madison, WI)
Manager - Physician Compensation (2000)***

Physician Compensation Manager accountable for the management of the physician compensation team. Developed compensation programs and strategies, while establishing strong partnerships with physicians, clinical administrators and executive leadership.

Key accomplishments include:

- *Managed and developed a staff of two human resources/finance analysts and two human resources/finance specialists*
- *Partnered with physicians in developing compensation models for multiple general and specialty practices*
- *Performed financial analysis of two divisions -Physicians Plus (PPD) and UW Medical Foundation (UWMF)*
- *Presented financial and compensation analysis to the PPD and UWMF compensation and finance committees*
- *Developed compensation strategies, division/department profitability analysis, and physician compensation benchmark analysis tools resulting in heightened levels of administrative understanding between clinical operations and finance division*
- *Managed multiple projects including revenue allocation analysis, expense allocation analysis and general ledger mapping.*
- *Performed well under rigid deadlines and compliance parameters*

***Educational Development Corporation (Tulsa, OK)
Manager - Accounting (1996-2000)***

Accounting Manager accountable for the accounting functions, controls and financial reporting for a \$50 million children's products corporation. Managed and developed an eight person professional accounting staff. Partnered with executive leadership on the development of corporate accounting strategies, policies, and procedures.

Key accomplishments include:

- *Accountable for all general and subsidiary ledger entries and reconciliations*
- *Collaborated with the Corporate Controller in the generation and analysis of the corporate financial statements*
- *Developed analysis tools for inventory control and receivables control resulting in a contra asset expense reduction of over 30%*
- *Established and nurtured business relationships with both vendors and customers resulting in department expense reductions, cost of sales reductions, as well as resulting in receivable turn increase of 25%*
- *Established human resources metrics for accounting department, which were incorporated on company-wide basis*
- *Established inventory analysis/control models resulting in lower inventory levels and expense reductions*

Community Service

Waterloo Youth Sports Organization

- *Coach – Baseball (2005-2010)*
- *Coach – Basketball (2005-2008)*

Sunshine Suppers of Sun Prairie

- *Volunteer and donor – suppers for the less privileged/homeless (2011-Present)*



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Council Vacancy Application

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To fill the vacancy announced: **March 21, 2014** Office sought: **Aldersperson Ward #3**

Applicant: Timothy R Thomas Street address: 434 S JACKSON ST, WATERLOO
Phone: 920 478-2321 Email: thomastr2000@yahoo.com

Submit a biographical resume including education, work, neighborhood and civic experience. I HAVE

LIVED in the City of WATERLOO for the past 40 years
During this time I have worked for the POLICE DEPT AND
been involved in Community Projects the entire time

Provide a statement on why the applicant wishes to serve? I HAVE WORKED FOR

the City for the last 40 years and was Chief for the last
10. As such I have attended Council meetings, Committee &
Budget meetings I am interested and vested in the future of the City

Provide a statement on what the applicant wants to accomplish? I AM AWARE OF

the Challenges facing the City in the coming years. I
would like help the City work through those issues

Does the applicant plan to run for office during the next special or regular election? YES

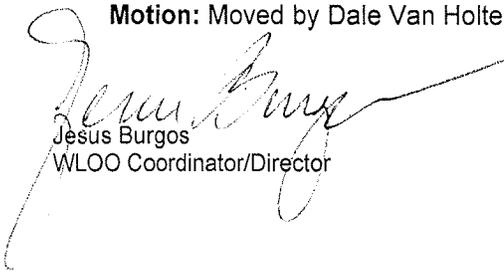
Applicant signature: Timothy R Thomas Date: 4-17-2014



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**CATV REGULATORY BOARD
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
136 N. MONROE STREET
March 19, 2014
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: Bobbi Foutch-Reynolds, Laura Cotting, Dale Van Holten, Shannon Koele, CATV Director Jesus Burgos, and Mo Hansen-Clerk/Treasurer.
2. **Approval of Previously Unapproved Meeting Minutes**
Moved by Laura Cotting to approve the minutes from the past meeting, seconded by Dale Van Holten.
Voice vote: Approved.
3. **Citizen Input**
During citizen input Steve Battenberg took advantage of mentioning the change by Charter Cable of going completely digital and eliminating channels 96 and 98 on the 22 of April 2014 .
4. **Director's Report**
Jesus Burgos reported on the new programming arrivals, dates and availability of programming downloads. Once we have received the new programming we will start the advertising with the Courier news paper.
5. **Unfinished Business**
 - a. Mo Hansen presented to the board an RFP for approval of the board on vendors interested in bidding on the upgrade of our website. **Voice Vote:** Approved.
 - b. Jesus Burgos reported on cost of moving CATV facilities.
 - c. Jesus also touched on the Courier Newspaper advertising exchange.
6. **New Business**
 - a. CATV Director Jesus Burgos brought to the attention of the board the need of upgrading the video editing computers. Board agreed on having the director look into purchasing two new editing towers for edit 1 and 2.
 - b. CATV Director also presented to the board the importance of attending this years WCM Spring Conference in Madison, WI on April 25 and 26, 2014. Board approved.
7. **Adjournment**
Motion: Moved by Dale Van Holten, seconded by Shannon Koele. **Voice vote:** Motion carried.


Jesus Burgos
WLOO Coordinator/Director

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
March 25, 2014
5:15pm
Conference Room

1. Call to Order
Meeting called to order at 5:17.
Roll Call: Lee Fiedorowicz, Lindsay Reynolds, Art Biermeier, Kelli Mountford, Ellen Sullivan, Connie Schiestl, Deb Battenberg, Mike Strasser
2. Approval of agenda
Schiestl moved to approve the agenda. Strasser seconded. Motion passed unanimously.
3. Reading and Approval of open minutes from January 28 & February 18, 2014
Reynolds moved to approve the January 28 minutes. Sullivan seconded. Motion passed unanimously.
Strasser moved to approve the February 18 minutes. Schiestl seconded. Motion passed unanimously.
4. Correspondence, Appearance, Public Comments
None
5. Director's Report
Mountford reported on high stats for Zinio checkouts at KJML in 2013, and another year of getting the best score in our library system in the Library Journal (a score of 905 points). Planning is underway for National Library week and A 20 years in the Building Week September 8-13. The building has some electrical and telephone issues that need to be addressed. The public computers have been upgraded from 5MG to 60MG, and Mountford is hiring a staff member for circulation.
6. Unfinished Business
 - a. Discussion with City Hall/Mo Hansen – Art Biermeier
Biermeier met with Mo Hansen to discuss the recent email and misunderstanding regarding the pay raises for full and part time library staff. Going forward both parties are hoping for an open and professional dialogue regarding budget issues.
 - b. Computer Furniture - *Action*
Mountford presented plans for comuter stations to replace the current public computer stations. Battenberg moved to approve the purchase of computer stations from Embury for \$7,683. Strasser seconded. Motion passed unanimously.
 - c. Foundation, Landscape and Sign – *Informational*
Fiedorowicz reported that McKay Nursery will be making a plan for the sign and landscaping. McKay's will most likely maintain the landscaping.
 - d. Kuerig Coffee Machine – *Informational*
Mountford reported that 31 area libraries offer coffee such as this. Spillage was not considered to be a problem. The staff at KJML are mainly supportive of these machines. Mountford will check into how the money from the sale of coffee would be treated (most

likely the money from the sales would only be enough to purchase cups and water for the machine).

e. *Bilingual Contract amount – Action*

Sullivan moved to approve a contract position, for the purpose of translating library communications, of up to 5 hours of translation per month for \$22 per hour. Battenberg seconded. Motion passed 6-0 with one abstention (Schiestl).

7. New Business

a. *Furniture – Action*

Some ideas were presented for YA furniture. Mountford will continue to research.

b. *Children’s shelves –Action*

Mountford showed plans of shelves to replace some of the older shelving, and to better display DVDs and the Spanish language section, which she would like to expand.

Schiestl moved to approve the purchase of 2 units of the presented shelving for approximately \$4500. Strasser seconded. Motion passed unanimously.

c. *Unattended Child Policy – Action*

The new policy seems to be working well. Some kids were given the policy and a few were brought back with parent signatures. Mountford wondered if further action should be taken for kids given the policy, who do not get a signature. No action was taken.

d. *Bimonthly vs. Monthly Board Mtgs. – Action*

Battenberg moved to have library meetings monthly instead of bi-monthly, and to amend the by-laws to reflect this. Strasser seconded. Motion passed 4-3.

e. *MWFLS/Lakeshore – Informational*

MWFLS met and voted to separate from Lakeshore Library System. In addition, the Jefferson County librarians are discussing leaving MWFLS. The Jefferson County Library Board will discuss this issue at their meeting in July.

8. Date, place, and time of next meeting

5:15 April 22, Conference Room

Adjournment: Reynolds moved to adjourn at 5:28. Schiestl seconded. Motion passed unopposed.

Waterloo Regional Trailhead
Meeting Agenda – 04/14/2014 6:30 pm

Team Members Present: Tom Bergan, Laura Cotting, Joni Crave, Mo Hansen, Dick Jones, Eric Seidl, Jill Taylor

Meeting began 6:35 pm.

1. WRT Status Update (Laura, Mo)

- a. **Intern Resignation:** Elyse Eastman's March 20th resignation was discussed. Ms. Eastman stated in her resignation e-mail that aspects of the job were too stressful. Discussion centered around next steps to take regarding staffing the facility. Mo Hansen discussed legal issues and shared the City Attorney's opinion that Laura Cotting could not legally fill the intern position. Laura Cotting stated she was overqualified for it and reminded the group she stated publicly in October 2013 that the intern position was not appropriate for the project during this stage. By consensus, it was decided the Trailhead project was not ready for an internship position because operations were still in the development phase, therefore beyond an intern's skill set. **Motion Mo Hansen second Eric Seidl** Recommend to the Parks Commission and City Council a new position be created. The new position would be entitled "WRT Director" and emphasize supervisory and lead roles in Phase 2 of the Trailhead Project. The new position would replace, not be in addition to, the intern position. Qualifications would include a graduate degree in a relevant field and experience. **Motion carried unanimously** Team members reaffirmed their endorsement of Laura Cotting to fill this position, should it be created. Cotting recommended the position be advertised and applicants interviewed per standard hiring practices.
- b. **Current Staffing of the Trailhead** Laura Cotting provided a log of hours and description of time spent. She has been staffing the facility as a volunteer since the Intern resigned, total of 80 hours to date. She stated she would end the volunteer commitment Monday May 5th. Joni Crave has been staffing the facility Sunday afternoons. Cotting stated that no one on the City Council had expressed concern regarding staffing the facility or was aware of the volunteers staffing it now. Both Cotting and Crave stated that although many citizens still seemed unaware the facility was open, there has been a steady stream of visitors and rental inquiries. This growing interest gives an added sense of urgency to staffing the facility.
- c. **Steve Grabow meeting with stakeholders April 23.** **Motion Eric Seidl Second Jill Taylor** Schedule a stakeholder meeting with Steve Grabow (UWEX), invite the Mayor, Parks Commission, Chamber of Commerce (Chuck Crave), Friends of the GHA (Clare Carlson), GHA Implementation Team Coordinator (Greg Matthews), Jeff McFarlane (Trek HR dept.), Jefferson Co. Parks and Rec. (Joe Nehmer) and other stakeholders/donors. The purpose is to clearly define the process for hiring the Director, the chain of command for the position, and which body would be considered the employer. Another purpose of the meeting is reaffirming Phase 2 objectives. **Motion carried unanimously**
- d. **Phase 2-** there was discussion regarding Phase 2 of the Trailhead project. Phase 1 was getting the facility built. Phase 2 objectives emphasize attracting tourists to the facility, promoting Waterloo and its businesses to the tourists, promoting the GHA to the tourists, marketing the facility as a quality rental option for meetings and small private gatherings, and serving the local residents. Phase 2 is more difficult to explain because it has several components and is more abstract than Phase 1. It seems that Waterloo decision making bodies and residents are unclear about Phase 2.
- e. **DNR Grant Closeout** Mo Hansen provided copies of a spreadsheet of the current financial status of trailhead funds. In sum, the facility is over \$23K to the good (Net Cash as of 2/03/2014 is \$28,300.79 assuming 100% DNR reimbursement). However, the DNR hasn't paid the grant money yet, but we have spent it. Those costs are being "floated" by City funds until the DNR disburses the money, which will occur after the Grant Closeout meeting. Hansen reported that the last meeting was positive and

he expects no surprises. He expects about 20 hours of administrative work on his part are needed to prepare for closeout.

- f. **Operating Costs** Mo Hansen provided figures for operating costs so far, by month. Heating \$225, communication \$100, Water/sewer \$75, cleaning \$45.

2. Staff Report (Laura) (skipped)

3. Unfinished Business

- a. **Interior Items (Cabinet/sink, Faux Fireplace, Plaques)**

Cotting reported The current policy of not charging rent because the amenities described in the rental agreement haven't been installed has cost money. 3 meetings of the Maunsha River Alliance (2 hours each, total \$60), one scheduled meeting of the Trek Wheel Team April 17th (5 hours \$125).

By consensus it was decided to finish the cabinets by asking Tom Hotmar (Waterloo Bldg. Supply) to install sink, countertop, splash guard, and overhead shelf.

By consensus it was decided to purchase picnic tables, waste receptacles (inside and outside) (and the "Kovacs Bench"?) ASAP because they are necessary for the facility to function.

By consensus it was decided to fundraise for the Faux Fireplace in the Fall. Cotting pointed out that we need to know what it would cost, because the cost would drive the fundraising strategy. This means the **City Engineer needs to be authorized to assist with the plans etc so we know how much money to raise.**

- b. September Biking Event (skipped)

Meeting adjourned at 8 pm.

Minutes by Laura Cotting 4/15/2014 *revised 04/17/2014 (revisions in yellow)*