



136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
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PUBLIC NOTICE OF A COMMITTEE MEETING OF THE COMMON COUNCIL OF THE CITY OF WATERLOO

Pursuant to Section 19.84 Wisconsin Statutes, notice is hereby given to the public and to the news media, that the following meeting will be held:

COMMITTEE: FINANCE, INSURANCE & PERSONNEL COMMITTEE

DATE: November 20, 2014 **TIME:** 6:30 p.m.

LOCATION: Council Chamber of the Municipal Building
136 N. Monroe Street

to consider the following:

1. Call to Order and Roll Call
2. Citizen Input
3. Approval of Meeting Minutes
 - a. November 6, 2014 open and closed
4. Unfinished Business
 - a. 2015 TIF Budget – Fund 410-412-413
5. New Business
 - a. Payroll for October 2014 – \$88,395.34 ***
 - b. Pay Vouchers – October 17, 2014 through November 20, 2014 ***
 - c. Treasurer's Report & Budget Reports for August, September and October 2014 ***
 - d. 2015 Fee Schedule
 - e. 2014 Sidewalk Special Assessments
 - Number of Annual Installments
 - Interest Rate per Annum
6. Future Agenda Items and Announcements
7. Adjournment

Lois A.M. Baird
Interim Clerk/Treasurer

Committee Members: Springer, Quimby and Griffin

Posted, Emailed & Distributed: November 17, 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.

CITY OF WATERLOO -- FINANCE, INSURANCE & PERSONNEL COMMITTEE MINUTES
WATERLOO MUNICIPAL BUILDING - COUNCIL CHAMBER
NOVEMBER 6, 2014
5:30 P.M.

1. Call to Order and Roll Call

Aldersperson Springer called the meeting to order at 5:30 p.m. Members present: Springer and Griffin with Quimby late. Others present: Chris Astrella and Interim Clerk/Treasurer Lois A.M. Baird

2. Citizen Input

3. Approval of Meeting Minutes

October 21, 2014

Motion: Moved by Springer, seconded by Griffin to approve the meeting minutes as presented. Voice Vote: All yes. Quimby - late. Motion carried.

4. Unfinished Business

5. New Business

- a. Payroll for September 2014 -- \$61,575.59

Motion: Moved by Griffin, seconded by Springer to approve the payroll for September, 2014 in the amount of \$61,575.59 as presented. Roll Call Vote: Ayes: Griffin and Springer. Noes - none with Quimby late. Motion carried.

- b. Pay Vouchers – September 19, 2014 through October 16, 2014

Motion: Moved by Griffin, seconded by Springer to approve the pay vouchers in the amount of \$712,213.56. Roll Call Vote: Ayes: Quimby, Griffin and Springer. Noes - none. Motion carried.

- c. Treasurer's Report & Budget Reports for August and September 2014

Motion: Moved by Quimby, seconded by Springer to table the Treasurer's Reports & Budget Reports for August and September 2014. Voice Vote: All yes. Motion carried.

6. The Finance, Insurance & Personnel Committee will convene to closed session per Wis. Stat.19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over the governmental body has jurisdiction or exercises responsibility." Upon completion of the Closed Session the committee will reconvene into Open Session.

Motion: Moved by Quimby, seconded by Griffin to convene to closed session. Roll Call Vote: Quimby, Griffin and Springer. Noes - none. Motion Carried.

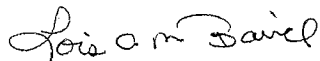
7. Future Agenda Items and Announcements

None

8. Adjournment

Motion: Moved by Quimby, seconded by Griffin to adjourn. Voice Vote: All yes. Motion carried

Time: 6:15 p.m.



Lois A.M. Baird
Interim Clerk/Treasurer



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RESOLUTION #2013-62

REVISING THE CITY OF WATERLOO FEE SCHEDULE

WHEREAS, Section §100-8, Fee Schedule permits the Council by resolution to amend from time to time the City of Waterloo Fee Schedule;

NOW, THEREFORE BE IT FURTHER RESOLVED, by the Common Council of the City of Waterloo that the Common Council adopts a City of Waterloo Fee Schedule as listed below.

CITY OF WATERLOO FEE SCHEDULE

GENERAL ADMINISTRATION

<u>Description</u>	<u>Fee</u>
Audio or video – Police Dept. records request	\$3 per CD or tape
Audio or data – Clerk/Treas. Office records request	\$3 per CD or available media
Audio or video – Cable TV Station - Governmental	\$3 per CD or available media
Audio or video – Cable TV Station – Non-Governmental	\$10 per CD or available media
Bicycle registration	\$5 for period bicycle is owned by registrant or family member
Faxing	\$5
Hearing Officer for grievance process	½ of the total expense
Municipal ordinance book	\$145
Municipal parking lot annual permit	\$120
Poll Book Reports	\$15 per order plus \$0.25 per page
Photocopies	\$0.25 per page
Returned check	\$30 per occurrence
Rummage & garage sale	\$10 (if four or more sales occur in one-year)
Special assessment letter	\$25 per lot
Special meeting charge	\$200 per meeting
Winter street parking permit	\$50 (November 15 to April 1)
Website Sponsoring - Basic Service	\$36 per year
Website Sponsoring - Features Enabled Service	\$120 per year
Website Sponsoring - Full Service	\$360 per year

BUILDING INSPECTION

<u>Description</u>	<u>Fee</u>
A. Residential – 1 & 2 family	
- New structures and additions <u>New dwelling/Addition</u>	\$20 <u>\$21</u> per sq. ft. all floor area, \$75 <u>\$125</u> minimum
- Erosion control	New \$100 <u>\$125</u> , Addition \$50 <u>\$75</u>
- Remodel	\$10 per thousand of valuation, \$75 <u>\$85</u> minimum
- Accessory structure	\$20 <u>\$21</u> per sq. ft. all floor area, \$80 <u>\$60</u> minimum
- <u>Occupancy Permit</u>	<u>\$60 per dwelling unit</u>
- Temporary Occupancy permit	\$100
- <u>Early Start (footings and foundations)</u>	<u>\$135</u>
- Other	\$45 <u>\$50</u> minimum
- <u>Plumbing</u>	
- <u>New Bldg/Addition/Alteration</u>	<u>\$45 base plus \$.055 per sq. ft. all areas, \$50 minimum</u>
(For Alterations use sq. ft. of alteration area)	
- <u>Replacement & Misc Items</u>	<u>\$10 per thousand of plumbing project valuation, \$50 minimum</u>
- <u>New Home Outside Sewer & Water Laterals</u>	<u>\$60 dwelling to right-of-way</u>

<u>- Electrical</u>	
- New Bldg/Addition/Alteration (For Alterations use sq. ft. of alteration area)	\$45 base plus \$.055 per sq. ft. all areas, \$50 minimum
- Replacement & Misc Items	\$10 per thousand of electrical project valuation, \$50 minimum
<u>- HVAC</u>	
- New Bldg/Addition/Alteration (For Alterations use sq. ft. of alteration area)	\$45 base plus \$.055 per sq. ft. all areas, \$50 minimum
- Replacement & Misc Items	\$10 per thousand of HVAC project valuation, \$50 minimum
- Razing	\$.05 per sq. ft. all areas, \$75 minimum

B. Commercial

- New structures and additions New Structure/Addition	\$20 \$21 per sq. ft. all areas, \$150 minimum
- Erosion control	\$350 for first acre then, \$150 per acre or portion thereof
- Remodel	\$40 \$11 per thousand of valuation, \$75 \$135 minimum
- Occupancy	\$60 \$70 per unit
- Temporary occupancy, Change of Use	\$60 \$70 per unit
- Change of use permit	\$60 per unit
- Other	\$45 \$70 minimum
- Early Start Permit	\$165 (footings & foundations per SPS 361.32)

- Plumbing

- New Bldg/Addition/Alteration (For Alterations use sq. ft. of alteration area)	\$50 base plus \$.065 per sq. ft. all areas, \$55 minimum
- Replacement & Misc Items	\$10 per thousand of plumbing project valuation, \$55 minimum
- New Construction Outside Sewer & Water Laterals	\$100 for the 1 st 100 ft then \$.50/ft thereafter
<u>- Electrical</u>	
- New Bldg/Addition/Alteration (For Alterations use sq. ft. of alteration area)	\$50 base plus \$.065 per sq. ft. all areas, \$55 minimum
- Replacement & Misc Items	\$10 per thousand of electrical project valuation, \$55 minimum
<u>- HVAC</u>	
- New Bldg/Addition/Alteration (For Alterations use sq. ft. of alteration area)	\$50 base plus \$.065 per sq. ft. all areas, \$55 minimum
- Replacement & Misc Items	\$10 per thousand of HVAC project valuation, \$55 minimum
- Razing	\$.05 per sq. ft. of floor area, \$75 minimum
- Other	\$70 minimum

C. Agricultural buildings (unheated)

- New buildings	\$.08 per sq. ft. all floor areas
- Remodel	\$10 per thousand of valuation, \$45 minimum
- Other	\$45 minimum
- New Structure/Addition/Remodel	\$.08 per sq. ft. all floor area, \$50 minimum

D. Miscellaneous

- Plumbing	As listed on permit application
- Listed under Residential and Commercial	
- Electrical	As listed on permit application
- Listed under Residential and Commercial	
- HVAC	As listed on permit application
- Listed under Residential and Commercial	
- Pools (Separate Electric Permit Required)	\$80 \$85
- Special inspections	Hourly rate with minimum of 1 hour (\$45/hour)
- Start construction of footings & foundation	Residential \$100, Commercial \$150
- Razing fee	\$100 for first 2000 sq. ft. of floor area, \$50 per 1000
- Listed under Residential and Commercial	-sq. ft. of floor area thereafter
- State seal	\$41
- Minimum permit fee	\$45
- Re-inspection fee - each occurrence	\$45 \$50 each
- Failure to call for inspection - each occurrence	\$45 \$50 each
- Double Fees are due if work is started before the permit is issued	Fees double

- Permit Renewal – 50% of the permit fee based on current fee schedule, but not less than minimum fee 50% of permit fee
- Moving of building \$20 +\$1.50 per 1000 cubic feet

- E. Impact Fees and Connection Charges (issued at time of occupancy)
- Sanitary Sewer Connection \$853.97 per Equivalent Residential Unit

Impact Fee (~~2012 rate for calendar year 2013~~) (2013 rate for calendar year 2014)

- Park & Recreation Impact Fee \$344 ~~\$350~~ per Residential Equivalent Unit
 - Public Works Impact Fee \$497 ~~\$506~~ per Residential Equivalent Unit
 - Sanitary Sewer System Impact Fee \$803 ~~\$817~~ per Residential Equivalent Unit
 - Storm Water Impact Fee \$226 ~~\$230~~ per Residential Equivalent Unit
 - Water Impact Fee \$734 ~~\$747~~ per Residential Equivalent Unit
- Total Impact Fee Per REU \$2,604 ~~\$2,650~~

- F. Water Booster Station / Water Hook-up
- Treyburn Farms 1st Addition Lots 17-25, 68 and 76-83 \$866 per lot
 - Waterloo Assessment District No. 1 \$866.94 per lot

EMERGENCY SERVICES

Description	Fee
False alarm fee (occurring within a continuous 12 month period)	1st: no fee, 2nd: \$100.00, 3rd: \$200.00

LICENSES

Description	Fee
Cigarette license	\$100 per year
Carnival, circus or concert	\$50 per event
Dance license, annual	\$30
Dog license	
Unaltered male/female	\$15 per year
Spayed/neutered	\$11 per year
Additional fee if licensed after April 1	\$10
Kennel license	\$30 per year
Boarding fee	\$15 per day
Cat and Dog intake fee	\$25 first occurrence per year, \$50 thereafter
Liquor license	
Class "A" malt beverage	\$500 per year
"Class A" liquor	\$500 per year
Class "B" malt beverage	\$100 per year
"Class B" liquor	\$500 per year
Temporary Class "B" (Picnic License)	\$10 per event
Reserve "Class B" liquor	\$10,000
"Class C" wine	\$100 per year
Wholesalers fermented malt beverage	\$25 per year
Transfer of license to another premise	\$10 per year
Agent Appointment	\$10
Class A & B Liquor License Publication Fee	\$10 per year
Operator's license	
New	\$60 (expires odd year)
Renewal	\$30 (expires odd year)
Provisional	\$15 for 60 days
Temporary	\$15 for 14 days
Soda water license	\$5 per year
Transient merchant license	\$20
Mobile home park operation	\$2 for each space, minimum of \$25

LAND USE AND SUBDIVISION

Description	Fee
Conditional use application	\$285
Design review	\$.02 per sq. ft. of the disturbed area
Driveway & culvert cuts	\$75
Erosion & sediment control plan permit fee	\$200
Final plat review	\$100 + \$4 per lot
Final plat review, reapplication	\$50 + \$1 per lot
Land use rezoning	\$285
Minor subdivision review/certified survey map submittal	\$50
Preliminary plat review	\$475 + \$4 per lot
Preliminary plat review, reapplication	\$100 + \$2 per lot
Street opening/sidewalks	\$30
Sign permit	\$10 minimum, \$50 maximum with \$1 for each sq. ft. over 10
Variance application	\$285
Zoning map and others provided by City Engineer	\$10

PUBLIC WORKS DEPARTMENT

Description	Fee
Residential & commercial trash disposal	\$12.00 per month
End loader with operator	\$95 per hour, 1-hour minimum
Truck or pick-up with operator	\$85 per hour, 1-hour minimum
Truck-wood chipper with two operators	\$125 per hour, 1-hour minimum
Tractor-mower with operator	\$75 per hour, 1-hour minimum
Riding lawn mower with operator	\$75 per hour, 1-hour minimum
Truck-snow plow and/or sander with operator	\$85 per hour, 1-hour minimum
Tractor/snow blower/blade with operator	\$75 per hour, 1-hour minimum
Snow shoveling and/or salting	\$95 per hour, 1-hour minimum
Street sweeper with operator	\$95 per hour, 1-hour minimum
Chain saw with operator	\$95 per hour, 1-hour minimum
Vactor sewer cleaning truck with operator Regular Hours Mon. – Fri. 7a.m. – 3:30p.m.	\$150 per hour, 1-hour minimum
Vactor sewer cleaning truck with operator	\$200 per hour, non-regular hours
Welder with operator	\$95 per hour, 1-hour minimum
Paint marker with operator	\$65 per hour, 1-hour minimum plus material
Public works labor	\$65 per hour, 1-hour minimum

WATER AND SEWER

Description	Fee
Private Well Operation	
Initial	\$450 5 year permit expires June 30, 2014)
Renewal	\$175 5 year permit expires June 30, 2014)
Renewal Late Fee	\$50
Well abandonment	No Fee

Sewer Service Charge Unit Costs (effective January 15, 2013)	
Fixed charge per month	\$8.30
Volume charge per 1,000 gallons	\$6.49
BOD surcharge per pound over 250 mg/l	\$0.54
SS surcharge per pound over 250 mg/l	\$0.25
Nitrogen surcharge per pound over 35 mg/l	\$0.84
Phosphorous surcharge per pound over 7 m/gl	\$13.42
Category A Service Charge	

Fixed monthly charge	\$8.30
Volume charge per 1,000 gallons	\$6.49
Category B Service Charge	
Fixed monthly charge	\$8.30
Volume charge per 1,000 gallons	\$6.49
Surcharge:	
- BOD per pound greater than 250 mg/l	\$0.54
- Suspended solids greater than 250 mg/l	\$0.25
- Nitrogen greater than 35 mg/l	\$0.84
- Phosphorous greater than 7 mg/l	\$13.42
Portland Sanitary District Sewer Users	
Fixed monthly charge	\$8.30
Volume charge per 1,000 gallons	\$6.49

Adopted this 6th day of November 2014.

CITY OF WATERLOO

Signed: _____
Robert H. Thompson, Mayor

Attest:

Lois A. M. Baird, Interim Clerk/Treasurer

AMENDMENT

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SPONSOR(S) – Clerk/Treasurer