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City of Waterloo Council Agenda
Council Chamber of the Municipal Building – 136 N. Monroe Street
Thursday February 19, 2015
7:00 P.M.

1. Call to Order, Roll Call, Meeting Sign-In
2. Pledge of Allegiance
3. Approval of Minutes
 - Minutes from City Council Meeting of February 5, 2015
4. Public Comment

Under "Public Comment" the public can comment on any topic not on the agenda, but The Wisconsin Open Meetings Law does not allow for any discussion or action to be taken on issues not listed on the agenda. The City Council is not able to respond to questions or have discussion during this time.

5. Consent Agenda Items

- Library Board of Trustees Meeting Minutes from November 11, 2014 and January 13, 2015
- Plan Commission Meeting Minutes from October 28 and November 25, 2014
- Plan Commission Public Hearing Minutes from October 28, 2014
- Zoning Board of Appeals Minutes from December 17, 2014
- Waterloo Fire Department Monthly Report from December 2014 and January 2015
- 2014 Real Estate Tax Collection Report
- Fireman's Park Trustee Board Financial Report for January
- Public Works Report for January 2015
- Waterloo Utilities List of Bills and Meeting Minutes from February 3, 2015

6. Committees, Commissions & Boards – Recommendations and Reports

- Finance, Insurance and Personnel
 - Payroll in the amount of \$63,607.14
 - Vouchers from January 16 through February 19, 2015
 - Budget and Treasurer's Report from November and December 2014

7. Discussion/Decision Items

- Sidewalk Invoice for 431 S Jackson Street (Bernie Erlandson and Darlene Tucker)
- Sidewalk Invoice for 139 W. Madison Street (Mark and Wendy Sillman)
- Clerk/Treasurer's Report
- Resolution #2015-02, a resolution regarding a contract for Library Services
- Resolution #2015-03, a resolution to amend the 2014 Budget
- Resolution #2015-04, a resolution approving the 2014 Fiscal Year Assignments
- Resolution #2015-05, a resolution entering into a service agreement with the Watertown Humane Society

8. Future Agenda Items, Communications to the Council and Announcements

9. Adjournment

Chris Astrella, WCPC
City Clerk/Treasurer

Posted and Emailed: February 16, 2015

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.

Waterloo City Council Meeting Minutes from February 5, 2015

Mayor Thompson called the meeting to order at 7pm and all council members were in attendance. Clerk/Treasurer Chris Astrella, Police Chief Denis Sorenson, Diane Graff from The Courier, Tammy Krueger from the Watertown Daily Times, Shirley Short, Bob Schulenburg, Darlene Tucker, Bernie Erlandson and Maureen Giese were also in attendance. The Pledge of Allegiance was recited.

3. Approval of meeting minutes from January 15 and 29, 2015: C/T Astrella noted the Pledge of Allegiance was not capitalized on both sets of minutes and that it should be. Alder Springer moved to approve the minutes as amended and it was seconded by Alder Griffin. The motion passed unanimously.

4. Public Comment: Before Public Comment started, C/T Astrella explained the rules and guidelines for when the public may comment and may not. Council members will not be able to respond to comments from the public otherwise they would be in violation of the Wisconsin Open Meetings Law. He also advised that if anyone had any questions they could consult the sheet next to the agendas and ask him after the meeting. Maureen Giese spoke to the Council about the repairs on McKay Way and how she hoped for better planning in the future.

5. Consent Agenda Items: There were no consent agenda items presented

6. Committees, Commissions, and Boards: There were no items presented

7. Discussion/Decision Items: Issuance of On Street Parking Permit per Section 350-7(g) of the Municipal Code for Shirley Short at 385½ Taylor Street: Bob Schulenburg, the landlord for the address was in attendance to answer questions regarding his property and the permit application. After questions were answered, Alder Ziaja made a motion to grant the permit and it was seconded by Alder Springer. It passed 7-0.

JCEDC Presentation by Genevieve Borich: Genevieve Borich, the executive director of the JCEDC, gave a 10 minute presentation to the council regarding what the JCEDC does and what some of the future plans are. She also answered a few questions from the council.

Sidewalk invoice for 431 S Jackson Street (Bernie Elandson and Darlene Tucker):

Darlene was available to speak and explained to the council that after she had shoveled, there was either drifting or more snow that fell and before she was able to get out and shovel again, the Public Works crew shoveled it for her. She was very disappointed that her neighbors weren't charged either. The Mayor explained the city had to go off of the paperwork filled out by Public Works, and the pictures that were taken and that it is her word against Public Works'. Alder Ziaja made a motion to table this until the next meeting and that PW Director Yerges be in attendance. It was seconded by Alder Quimby and passed unanimously. This item will appear on the council meeting for February 19, 2015

Contract for Ehlers regarding administering of TIF Districts: C/T Astrella presented the contract which does not include an increase for 2015 and a \$1200 - \$1600 increase for 2016. Alder Quimby moved to approve the contract renewal and it was seconded by Alder Thomas. The motion passed unanimously.

Ordinance #2015-02 relating to Chapter 30 of the Waterloo Code: C/T Astrella gave an overview of the proposed changes to Chapter 30 of the Ordinance. The highlights were dropping the number of minutes allowed for 1 person in Public Comment from 10 to 3, and changing the word shall to may in a few spots throughout the chapter allowing for some flexibility. Resident Maureen Giese had brought up that this chapter specifically states that

dropping the number of minutes allowed for 1 person in Public Comment from 10 to 3, and changing the word shall to may in a few spots throughout the chapter allowing for some flexibility. Resident Maureen Giese had brought up that this chapter specifically states that unfinished business must appear on the agenda. The changes proposed would eliminate that requirement. Alder Ziaja made a motion to accept the changes, but with a 10 minute limit for 1 person during public comment. The motion died for lack of a second. Alder Springer made a motion to accept the changes but with a 5 minute limit for 1 person during public comment. It was seconded by Alder Stinnett and passed 6-1 with Alder Ziaja voting no.

8. Future Agenda Items, Communications to the Council and Announcements: None were presented.

9. Adjournment: Alder Quimby made a motion to adjourn the meeting; it was seconded by Alder Ziaja and passed unanimously. The meeting was adjourned at 8:05pm

Minutes written and submitted by

Chris M. Astrella

Chris Astrella, WCPC
Clerk/Treasurer

DRAFT

Karl Junginger Memorial Library
Board of Trustees Meeting
November 11, 2014
Minutes

- I. Call to Order/Roll Call 5:17
Mike Strasser, Deborah Battenberg, Connie Schiestl, Ellen Sullivan, Kelli Mountford, Art Biermeier
Absent: Lindsay Reynolds, Lee Fiedorowicz
- II. Approval of agenda
Mountford requested to add two items to new business: Sirsi Purchase and Sirsi training. Strasser moved to approved revised agenda. Sullivan seconded. Motion passed unopposed.
- III. Reading and Approval of open minutes from October 14, 2014
Schiestl moved to approve the October minutes, with the deletion of the extra "moved to" in the sentence "Schiestl moved to moved to change the order of the agenda to have the Thompson Investment speaker go first." (in section IV). Sullivan seconded. Motion passed unopposed; Strasser abstained.
- IV. Correspondence, Appearance, Public Comments
Mountford received a Thank you card from Heather Kent for the Beatrice Owens Scholarship.
- V. Director's Report-
 - *Trio will go live November 21. Signage and bookmarks are displayed, detailing the change. Mountford anticipates a smooth transition.*
 - *Mountford attended the Wisconsin Library Association conference. Amanda Brueckner presented. Both gathered lots of good ideas for events and clubs.*
 - *Mountford reported on the Fired Up Winner, and the purchasing of an ad in the Courier for the Waterloo Volleyball Team.*
 - The quarter round in community room will be added at a cost of \$260.*
- VI. Unfinished Business
 - A. Library Finances
 1. Approve 2015 Budget –Action
Schiestl moved to approve budget. Motion died for lack of a second.
Schiestl move to table until discussion of employee wage increases. Battenberg seconded; Motion passed unanimously.
 - B. Library roof - Action
Mountford reported on the estimate from Lakeside Construction and Rooftop Maintenance. Board members asked Mountford to check references for Lakeside Construction. Schiestl moved to table a decision on the library roof to the next meeting in order to gather additional information necessary to make a decision. Sullivan seconded. Motion passed unanimously.
 - C. Increase wages for employee positions –Action
Mountford presented wage increases for employees from 0%-2%.
Schiestl moved to approved wages as recommended by the Director. Battenberg seconded. Motion passed unanimously.

Revisit Budget approval.- Action

Battenberg moved to approve budget as presented in draft, including the employee wage increases. Schiestl seconded. Motion passed unanimously.

VII. New Business

- A. Change hours in 2015 - library to be open on Fridays from 10 a.m. to 5 p.m. instead of 12 p.m. to 5 p.m.—Action

Mountford reported that a return to a 10:00AM open time on Fridays reflects that staff is able to get work done when on off-desk time, and can handle patrons at that time. This will not affect FTEs.

Battenberg moved to increase hours on Fridays to 10AM to 5PM. Strasser seconded. Motion passed unanimously.

- B. Christmas / Holiday gifts to staff – Would like to close on December 11th at 6 p.m. and have a staff/family/trustee holiday get together – Action

Strasser moved that the Board provide an annual merit- based incentive for our employees reflecting on an excellent year of work, as well as a holiday celebration/get together on December 11 at 6PM (library closing at 6). Battenberg seconded. Motion passed unanimously.

- C. Circulation policy – change wording “Patrons should bring their library card when visiting the library” to “Patrons MUST bring their library card when checking out materials from the library” –Action

Battenberg moved to change paragraph 4 wording to the “Patrons should bring their library card when checking out materials or using library computers”. Sullivan seconded. Motion passed.

- D. Sirsi Training.

Mountford reported that the library will be offline November 18-21. Sirsi is doing training on November 18. Mountford would like employees to attend the circulation training in the morning.(Catalog training will be in the afternoon). In order to do this, the KJM Library would need to be closed 10AM-1PM on November 18.

Schiestl moved that we close from 10AM-1PM on November 18 for library staff training. Sullivan seconded. Motion passed unanimously.

- E. AWE Early Learning Station

Mountford explained AWE Early Learning Stations. Several area libraries have them. Strasser moved to approve the purchase of AWE learn Station not to exceed \$2867. Battenberg seconded. Motion passed unanimously.

VIII. Date, place, and time of next meeting

January 13th at 5:15 in the library conference room

IX. Adjournment

Battenberg moved to adjourn at 6:27PM.Schiestl seconded. Motion passed unanimously.

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
January 13, 2015

- I. Call to Order/Roll Call
Meeting called to order at 5:16. In attendance: Mike Strasser, Art Biermeier, DebBattenberg, Connie Schiestl, Lee Fiedorowicz, Kelli Mountford, Ellen Sullivan, Lindsay Reynolds
- II. Approval of agenda
Connie Schiestl moved to approve the agenda; Sullivan seconded. Motion passed unanimously.
- III. Reading and Approval of open minutes from Nov. 11th, 2014
Sullivan moved to approve the minutes; Strasser seconded. Motion passed unanimously with Fiedorowicz and Reynolds abstaining.
- IV. Correspondence, Appearance, Public Comments
Mountford presented two thank you note from employees for the Holiday incentive. Cece Wiltzius also sent a card saying hello.
- V. Director's Report-
Mountford reported on meetings attended and the progress of Trio as well as the website updates and Chill out and Read program. . The Jefferson County Library board is researching other library consortiums to join. Sanja Geise retired and Mary Parsons is a ILL/Meals on Wheels/Adult Programming librarian. With the change in personnel, Mountford updated job descriptions. Kristen Klein was hired for bilingual translation, which she will do from home.
- VI. Unfinished Business
 - A. Library roof - Action-
Battenberg moved to accept the bid from Lakeside Roofing to replace the library roof with a metal roof for \$91,000, as per the bid. Fiedorowicz seconded. Motion passed unanimously.
- VII. New Business
 - A. Contract for County Library Services –Action
Schiestl moved to approve to the contract for library services with Jefferson County for \$30,925 for 2015. Strasser seconded. Motion passed unanimously. The contract will now move on to the City Council.
 - B. New Job Descriptions –Action-
Mountford updated the library positions. The job description for Assistant Director was taken out of a larger job description, and put as its own description, to be matched with Interlibrary Loan Librarian, , Meals on Wheels, or Youth Services. The descriptions were changed and expanded; Mountford used other libraries and DPI site as inspiration. Information only; no action needed.
 - C. 506. Equipment Use Policy –Action –
Battenberg moved to change the wording from “Scanning services are provided by the library at the rate of \$.50 per page.” to “free of service” since there is no associated cost and to add, “faxing services are provided at a rate of \$.50 per page in state and 1.00 per page

out of state", and also to add DVD projector to media projector. Sullivan seconded. Motion passed unanimously.

D.404. Monetary Donation, Memorials and Bequests – Action

Mountford wondered if we should change the policy to address small gifts to employee. No action was taken at this time.

D. Jefferson County Human Services Department, Meals on Wheels Contract – Informational
Mountford signed the contract for Meals on Wheels. Mary Parsons is doing it. The contract is for the same amount (\$9,532).

VIII. Future agenda items-

Board members talked about discussing goals and the mission statement.

IX. Date, place, and time of next meeting

February 10th at 5:15 in the library conference room -

X. Adjournment

Schiestl moved to adjourn; Reynolds seconded; motion passed unanimously.

**CITY OF WATERLOO
SPECIAL PLAN COMMISSION MEETING MINUTES
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
OCTOBER 28, 2014**

1. Call to Order and Roll Call

Mayor Thompson called the meeting to order at approximately 8:08 p.m. Members present: Thompson, Crosby, Butzine, Reynolds, Lannoy and Leisses. Absent: none with one vacancy. Others present: Diane Graff; The Courier, Dave Porterfield of Movin' Out of Madison, Jim Glueck of Glueck Architects, Chris Jaye of Mirus Partners, Mary Coppens and friend and Interim Clerk/Treasurer Lois A.M. Baird.

2. Approval of Previous Minutes

September 23, 2014

October 10, 2014 Special Meeting

Motion: Moved by Crosby, seconded by Butzine to approve the Plan Commission meeting minutes as presented. Voice vote: All yes. Motion carried.

3. Citizen Input

None

4. New Business

a. Mary Coppens, Mary's Service Boutique, 500 Riverside Drive

i. Home Occupation in a Residential District

The applicant stated her business is to serve customers that are shut in and can't get out to shop for women's wear. Most of the customers are served by appointment, not much traffic. Coppens said she is on the road a lot holding shows away from Waterloo. She said she does go to people's apartments or homes to help them shop also.

Leisses asked about signage. Mary said it wouldn't be anything more than a small sign like a tax accountant sign. The municipal code states only one sign allowed, which cannot be illuminated and/or exceed 3 square feet.

Motion: Moved by Crosby, seconded by Reynolds to approve the Home Occupation permit in a residential district as presented. Voice vote: All yes. Motion carried.

b. Movin' Out of Madison, WI – 217 N Monroe Street

i. Land Use Rezoning from C-1 General District to R-2 Single-Family Residential District to allow the redeveloping of the former Perry Printing parking lot into a twenty-four unit multifamily rental apartment community

ii. Conditional Use Permit to allow for multifamily dwellings per Chapter 385.10 B (3) conditional use permit required for multifamily dwellings

iii. Architectural Design Review, for the construction of a 24 unit 3 story apartment building

Motion: Moved by Crosby, seconded by Butzine to table item b, Movin' Out of Madison, land use rezoning; conditional use permit, and architectural design for the 24 unit apartment building until the next scheduled meeting. Voice vote: All yes. Motion carried.

Discussion: Crosby stated there are several items that need to be addressed such as the storm water study, high density, make the project a little smaller, make it meets more of the needs of the City, fire access and a number of issues that the engineer has addressed. A clearer storm water study is needed particularly the Thomas property and the other water issues that have been discussed, downsizing the project and fire access. Leisses said the building itself would need a couple different variances, such as the height of the building and the minimum number of square feet per unit. Leisses stated he would provide a list of the items that need to be addressed. The developers felt that they have been very open with the City of Waterloo and have worked diligently to try to answer any questions.

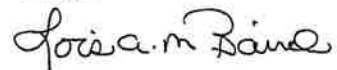
5. **Future Agenda Items and Announcements**

None

6. **Adjournment**

Motion: Moved by Butzine, seconded by Leisses to adjourn. Voice Vote: All yes. Motion carried. Time: 8:25 p.m.

Attest:

A handwritten signature in cursive script that reads "Lois A.M. Baird".

Lois A.M. Baird
Interim Clerk/Treasurer

**CITY OF WATERLOO
PLAN COMMISSION MEETING MINUTES
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
NOVEMBER 25, 2014**

1. Call to Order and Roll Call

Mayor Thompson called the meeting to order at approximately 7:00 p.m. Members present: Thompson, Crosby, Reynolds, Lannoy, Oelke and Leisses. Absent: Butzine. Others present: Diane Graff; The Courier, Dave Porterfield of Movin' Out of Madison, Chris Jaye of Mirus Partners, Kelly Edwards with Oak Brook Corp., Bruce Dorn of Van Holtens & Sons, Inc., Tim and Wanda Thomas, Melissa Thomas and Interim Clerk/Treasurer Lois A.M. Baird.

2. Approval of Previous Minutes

October 28, 2014 - Open & Closed Minutes

Motion: Moved by Crosby, seconded by Reynolds to table the Plan Commission meeting minutes. Voice vote: All yes. Motion carried.

3. Citizen Input

None

4. Unfinished Business

a. Movin' Out of Madison, WI – 217 N Monroe Street

- i. Land Use Rezoning from C-1 General District to R-2 Single-Family Residential District to allow the redeveloping of the former Perry Printing parking lot into a twenty-four unit multifamily rental apartment community
- ii. Conditional Use Permit to allow for multifamily dwellings per Chapter 385.10 B (3) conditional use permit required for multifamily dwellings
- iii. Architectural Design Review, for the construction of a 24 unit 3 story apartment building

Discussion: Mayor Thompson informed the Plan Commission that this issue was tabled from the October 28, 2014 Plan Commission meeting. There were many concerns and questions that needed to be addressed.

Porterfield: We provided a packet to the City of Waterloo about two weeks ago. The site plan review and revisions were resubmitted. The City Engineer submitted his recommendations for the architectural design and site plan. One of the questions of concern was fire protection. We met with the Fire Chief and later with Tim Thomas, one of the property owners with concerns and addressed their concerns. The only major changes are regarding fire protection. The Fire Chief met on site with the architect and wanted to make sure there was a fire hydrant in a certain location near the building, which we have changed. When I met with the neighbor, Tim Thomas, their house is fairly close to the property line and he asked if the current shrubs could be left where they are. We agreed to move the fence that we had planned to install and Thomas agreed to maintain the grass on their side of the fence. Another concern of Thomas' was an additional drainage inlet. When they met with Thomas, he pointed out the location of that drainage inlet which is on the property that we will be acquiring and most likely attaches to the drainage inlet on their property. Porterfield said that they would maintain the drainage so the drainage from his property would flow properly.

Leisses asked Porterfield if they planned to rebuild the drainage system and if the lid on that structure would be replaced since it is not actual casting with a cover for safety.

Porterfield said he did not know, it would depend on the structure of it and yes they would replace the lid. He felt that the issues raised were addressed with the City Engineer and the Fire Chief. He stressed that there were concerns about their track record and that they included information regarding their records in other municipalities.

Leisses said the variances would still need to be obtained. He did not feel that the process would not be interrupted by having to obtain the variances. The variances would be for exceeding the allowable height of the building and the density.

Kelly Edwards, Oakbrook Corp, property management of Monroe Street Apartments provided history of the management company.

Oelke asked if there would be employees on site.

Edwards answered that there would be part-time property manager for this site and also a part-time maintenance person and backup employees. She said snow removal, janitorial services, pest control, maintenance of the elevator and landscaping/lawn mowing services would most likely be out-sourced by local vendors.

Crosby said he is still being approached by people asking if this project is going to be a Section 8 program. He asked for an explanation of their program.

Edwards explained the Section 8, which is through HUD. The Tax Credit Program, Section 42 is from the Internal Revenue Code, which is a private ownership. She supplied a table of the rents in comparison to salaries.

Lannoy questioned the variance approvals and who approved them.

Thompson said the granting of the variances would be through the Zoning Board of Appeals.

Baird said in order for a variance to be applied for a building permit would need to be denied.

Thompson said the Plan Commission will recommend to the Council approval, denial or nothing. The Council makes the final approval and then the building inspector will deny the building permit based on the zoning requirements which then will be referred to the Zoning Board of Appeals for approval.

Porterfield said that the density issues were brought up a number of times. He said that Waterloo did not have a lot of multi-family dwellings but he did find two parcels. He also mentioned that he submitted letters of support from local businesses. We are building this complex for workers in the community that are having a hard time finding a place to live. It helps the local economy. It allows renters to have extra dollars to spend in Waterloo. We are doing affirmative marketing to veterans, people with disabilities. Yvonne is available by phone if needed. She is with the Jefferson County Veterans Services. Yvonne told me that there are 3 households that are eligible for the program. We focus on helping people with disabilities. There are six units set aside for people with disabilities at the lower rent and two that are affirmative marketing. We are closely in touch with the Family Care System and they will let us know if there are any individuals in need of this type of housing. Impact on property values was a question raised by many, which the answer is that it has low or no impact. If anything we are adding positive impact.

Motion: Moved by Lannoy, seconded by Oelke to approve the land use rezoning request, the conditional use permit and the architectural design review. **Discussion:** Crosby asked if Thomas if he was satisfied with the results. Thomas thanked Porterfield for taking the extra time to meet with him. Lindsey questioned the process to which Thompson said from here it goes to Council for approval. The Zoning Board of Appeals will make their decision on the variances. **Roll Call Vote:** Ayes - Crosby, Reynolds, Lannoy, Oelke and Leisses. Noes -- none with Butzine absent. Motion carried.

5. New Business

- a. Van Holtens & Sons, Inc., 703 W. Madison Street
 - Architectural Design Review, for the construction of a 1,440 square foot pole barn

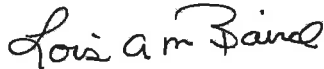
Motion: Moved by Lannoy, seconded by Reynolds to approve the Architectural Design for Van Holtens & Sons, Inc. for construction of a pole barn as presented. Roll Call Vote: Ayes – Crosby, Reynolds, Lannoy, Oelke and Leisses. Noes – none with Butzine absent. Motion carried.

6. Future Agenda Items and Announcements

7. Adjournment

Motion: Moved by Reynolds, seconded by Leisses to adjourn. Voice Vote: All yes. Motion carried. Time: 7:40 p.m.

Attest:



Lois A.M. Baird
Interim Clerk/Treasurer

**CITY OF WATERLOO
PLAN COMMISSION PUBLIC HEARING MINUTES
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING
LAND USE REZONING AND CONDITIONAL USE PERMIT REQUEST
217 N. MONROE STREET
OCTOBER 28, 2014**

1. Call Land Use Rezoning and Conditional Use Permit Public Hearing to Order

Mayor Thompson called the public hearing meeting to order at 7:00 p.m. Members present: Leisses, Crosby, Thompson, Lannoy, Reynolds and Butzine. Absent: none with one vacancy. Others present: Diane Graff; The Courier, Dave Porterfield of Movin' Out of Madison, Jim Glueck of Glueck Architects, Chris Jaye of Mirus Partners, Interim Clerk/Treasurer Lois A.M. Baird and numerous other citizens (list attached).

The applicant, Movin' Out of Madison, WI, is requesting a change in land use from C-1, General District to R-2 Single-Family Residential District to allow the redeveloping of the former Perry Printing parking lot into a twenty-four unit multifamily rental apartment community.

Further the applicant is requesting a conditional use permit to allow for multifamily dwellings per Chapter 385.10 B (3) conditional use permit required.

The property is described as follows:

Tax Parcel: #290-0813-0644-026,

Legal Description: Lot 1, CSM 2522-9-127, Jefferson County, Wisconsin

Also known as: 217 N Monroe Street, Waterloo

Dave Porterfield, Movin' Out of Madison and Chris Jaye, Mirus Partners, the development partner of the project: Porterfield explained that the project was a joint venture between the two companies and that they were a non-profit organization and they provide affordable housing for people with permanent disabilities. It is a mixed use project to accommodate other working class people. Porterfield introduced Jim Glueck, the architect of the project from Glueck Architects. He thanked the City for their support and felt there was a good working relationship with the City supporting the project and helping to make it happen. He further stated that they financed the project with a variety of funding sources to be able to make it affordable to a number of the working population. The financing sources include the WHEDA program and a number of other financing programs to make the rent as affordable as possible. We worked with our architect and the city to come up with a plan. The financing is done and ready to close this year. The construction will be weather permitting, but hoping to start construction this year. Porterfield explained that they have a great team, which work very well together and they just completed a project in Watertown and came in on budget and completed on time. This project will have the same builders, developers and project managers.

Jim Glueck, Glueck Architects presented the plans of the project. The shape of the parcel limits the size and placement of the building. There is a 75' high water mark so the building will be placed right at that line. The proposed parking has been increased to 40 spaces and garages will be added at a later date. The bridge will stay and Edison Street will be blocked off. The only access will be from N. Monroe Street. There will be a retaining wall in place. The building is 3 stories with no basement, no underground parking and 6 x 10 porches. He explained the storm water plan and the landscape plan.

Sue Teubert, 218 N. Monroe Street: Lives directly across the street and there is a lot of traffic from both directions on State Highway 89. With 40 additional parking spaces, there will be more traffic. She asked if that could be done on a state highway. Glueck replied that the number of spaces was increased so there would not be additional parking on N. Monroe Street. Teubert said the employees did not usually park in that lot. Mitch Leisses added that City Ordinance states that 1½ stalls are required per apartment, so only 36 stalls are required. Also, being on a highway is irrelevant.

Wes Benisch, Asst Chief of the Waterloo Fire Department: There were no fire hydrants close to the building and asked if there were plans to place some near the building. Porterfield said there were three reasonably close to the project. Benisch said it would not be good to drop LDH hoses across a state highway. A lot of traffic would have to be detoured. A hydrant closer to the building would be more feasible. Mayor Thompson asked Leisses if he was aware of restrictions of hydrants in that area. Leisses replied that he was not and that there were no utility plans submitted for either water or sewer. He reported that in his site plan review, they should work closely with the fire department and the utilities. Benisch questioned if the building would have a sprinkler system. Glueck answered that the state does not require it to be. Porterfield asked if they could see a list of what is needed from the City. Leisses said he was compiling a list.

Resident: Questioned the 75' high water mark. It was explained that the building had to be 13' higher than the water mark. Another question about the retaining wall was asked. The answer was that it would be about 3 to 4 feet high. The resident felt it was too dense.

Vanessa Cook: Have you ever seen a project like this in a small town like Waterloo? Glueck answered yes. Cook said she could see this in a larger town like Watertown, but was concerned that a project like this in Waterloo would ruin the small town feel in our neighborhood. She felt it would give a very negative impact on the quiet neighborhood and she was very concerned,

Tim Thomas: I am opposed to the project in its current state. I feel it is too large for the area and the density is too great when you are looking at the number of parking spaces, which is 40 spaces, and being right next to the intersection of Edison Street and N. Monroe Street. Edison Street is a major artery to all the traffic coming out of that sub-division and going downtown. I co-own the property at 235 N. Monroe Street along with my daughter who lives there. He presented some pictures of the property and said he was interested in the landscaping plan. In talking with the architect earlier, he mentioned that there would be plantings right next to the house. There is 9 feet from her bedroom to the parking lot. So anyone parking in that lot would be that close to her bedroom. The driveway is about 4 feet lower than the parking lot. At the informational meeting, we asked someone to talk to us about our concerns and no one has called. There is a drainage hole on the property and they don't know where it is and it is not on the plan presented tonight. Her back yard will flood. Glueck said, given the height of the house and the slope of the property, a fence would never be high enough to block anything. His suggestion would be for plantings along the line. Melissa Thomas mentioned people going through her yard and leaving garbage and everything else and all the drainage. Glueck said we can handle the drainage and the plowing. He said that there are usually 4 or 5 cars parked there every night. Tim Thomas said that 3 or 4 cars going through there isn't like 40 cars. Glueck said the current plantings could be left.

Glueck asked about the storm drain size. There was discussion on the storm sewer system in that area.

Thomas: Re-iterate that the project is too dense and the 40+ cars going in and out of there along with the traffic off of Edison Street is too great.

Mike Kohls: Questioned how many stalls were in the back of city hall. A guess was about 24. Kohls also felt the project was too dense.

Nate Novak: Southeast property owner wondered about fencing and closing it off to prevent foot traffic through their property. He said they already have a shared driveway. He was assured that something could be worked out. The developers did not want people trespassing onto other property.

Thomas: Re-iterated that parking 13 feet from the property line and the lights on and off all the time would be a problem. He was assured that the bushes that were there at present would be saved.

Craig Strobel, Captain of the Waterloo Fire Department and live on Riverside Drive: What is the definition of medium income? Porterfield answered that the rents are restricted. We arrange for different rates for different people according to their affordability through market rate housing. A few are set aside for low income and those who have disabilities and veterans who have an arrangement with the Veterans Service. Strobel asked if this would be comparable to the School Street apartments in Marshall. Porterfield answered that it was completely

different, this is not subsidized housing. Strobel then asked if it was a Section 8. There are four insurance companies and two banks that buy into this program who buy the tax credits. The developers explained that it was not the tenant being subsidized it was the investors being subsidized. They are getting these tax credits in exchange for investing in our project.

Melissa Thomas, 235 N. Monroe Street: Mentioned that living next to the dentist office, there is traffic from there and then after school having a hard time getting onto N. Monroe Street. She mentioned that she knows a lot of people struggle with entering on Monroe Street at certain times but this will not help. She was also concerned about her property value decreasing, which was the biggest concern that she has.

Porterfield said that the project will be adding to the tax base, which was just a parking lot before.

Joanne Kohls: Asked if this project would be like Knowlton Street. If the apartments cannot be rented at \$700 will they all or most be rented at \$375 and have 2 to 3 families living in one apartment?

Porterfield replied that they would be in trouble with the city and the financiers if that would happen. We are getting financial guarantees from the investors. We cannot afford to rent these all out for \$375. Two market studies have been done. Some investors say that higher rents could be charged. He asked that people look at the Watertown project.

Dan Cook, Edison Street: Asked how the project was being financed. He also asked how many developments they had.

Jaye: This project is funded by 75% equity and 25% debt and there is a mortgage. He explained that with the investors they have funds that are set aside for certain things that cannot be touched, only for those specific things. A list of properties that they own and manage is accessible.

Porterfield: They try to select good partners for their developments. He said they will be good neighbors. He said they are proud to be able to be part of Waterloo.

Deanna Niesen, 235 Edison Street: They are not worried about the developers being bad neighbors; they are worried about the residents of the building being in their yard. She wondered about the trees being trimmed. Porterfield said the trees along the river will not be touched. Permission from the DNR would need to be obtained to touch anything within 75' of the river. We want to leave it natural. Our property manager is one of the best who screens the people for the development. The tenants are usually people who already live in the community. The program is really for people in the community that are in need of help.

Lindsay Reynolds: Stated Oakbrook, the property manager who does the screening is very particular about who they rent their facilities to.

Mike Kohls: Questioned the construction hours. He mentioned the Perry plant project working until 9 at night and had lights shining all the time. Porterfield informed him that their construction people go home by 5. We are willing to work with the city on construction hours.

Debbie Gorder Niesen: Family from Waterloo and have always liked the small town area and is looking at a home in Waterloo. She asked why that particular area was chosen. She wondered why some other area could not have been chosen such as the Burger King property and the gas station being right off the main street.

Mayor Thompson: The parking lot was the former Perry Printing property that the City got. They came forward with a proposal to develop the property which is now standing still. The grass area by Burger King is in the flood plain so it is not a buildable lot. They came to the city with a proposal to alleviate the problem with vacant land.

Pete Niesen: The fact is that if all 24 units were rented and each family typically having 2 cars, there needs to be 48 parking spaces. He was informed that normally ¼ of the complex are people with disabilities and probably do not drive. Part of the reason for choosing this area is that it is fairly close to all the services a person would need