



136 North Monroe Street
Waterloo, WI 53594
Phone (920) 478-3025
E-mail (cityhall@waterloowi.us)

November 8, 2018

Waterloo Residents near Firemen's Park:

RE: NOTICE OF PROPOSED FIREMEN'S PARK CELL TOWER GROUND LEASE

The Waterloo City Council is considering entering into a long-term ground lease with AT&T to allow for the installation and operation of a cellular communications tower in Firemen's Park. This notice is to make you aware of the proposal and to provide background information about the proposal along with information about the public approval process for this proposal.

About the proposed cell tower lease and proposed installation:

- From AT&T representative Daniel Kalina:
 - The tower is to aid in emergency response services and to improve AT&T commercial cell service.
 - Height of tower, 190 feet. AT&T needs to achieve this height to adequately provide service.
 - It will not have a top light, either lighted or blinking. A light will not be required by the FAA and AT&T will not install a light.
 - A quiet generator will be part of the installation. The generator is only for emergency purposes only.
- This project is a source of new recurring municipal revenue. A monthly lease payment of \$790 per month equals \$9,480 per year.
- The lease agreement term under consideration is for five years with five automatic renewal provisions.

About the public approval process:

1. **City Council consideration of a long-term ground lease.**
 - a. The City Council will consider a long-term ground lease agreement on November 15, 2018 at 7 pm in Council Chambers as part of the regularly scheduled City Council meeting.
2. **AT&T's request for a conditional use permit** to construct a proposed.
 - a. If an agreement is concluded, AT&T would follow-up by seeking a conditional use permit. All property owners located within 200 feet of the proposed tower will be notified in advance of a public hearing. The Plan Commission would hold a public hearing in advance of its consideration. It is to make a recommendation to the City Council of either: approval, approval with conditions, or denial.
 - b. The City Council would take up the Plan Commission recommendation at its next regularly scheduled meeting after the Plan Commission recommendation is made.
3. If steps 1 & 2 are affirmatively completed, the final step would be for the **Building Inspector to issue a building permit** in accordance with any conditions placed on the project.

As always, we are open to your ideas and suggestions for operating municipal government in an efficient and effective manner. Questions? Comments? You are invited to call me at 920-478-3025 or email at cityhall@waterloowi.us.

Sincerely,

Mo Hansen
Clerk/Treasurer