



136 North Monroe Street
Waterloo, WI 53594-1198
Phone: (920) 478-3025
Fax: (920) 478-2021
www.waterloowi.us

**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 & news media, that the following meeting will be held:

COMMITTEE: PUBLIC SAFETY AND HEALTH COMMITTEE
DATE: April 7, 2022
TIME: 6:00 p.m.
LOCATION: Municipal Building Police Training Room, 136 N. Monroe Street (In-person or remotely)

REMOTE ACCESS DETAILS

Dial-in Phone Number: (602) 580-9275 Access Code: 4514731
(service by FreeConferenceCall.com)

1. CALL TO ORDER AND ROLL CALL
2. APPROVAL OF MEETING MINUTES: March 3, 2021
3. PUBLIC COMMENT
4. UNFINISHED BUSINESS
 - a. Ordinance 2022-06 An Ordinance Amending Chapter § 57-11 Fire Dept Traffic Laws Apply to Volunteers -Fire Department Members Using Dash Light While Responding to Calls with City Authorization
5. NEW BUSINESS
 - a. Discussion Wine Walk Event Application.
6. FUTURE AGENDA ITEMS, COMMUNICATIONS AND ANNOUNCEMENTS
7. ADJOURNMENT

Mike Tschanz
Deputy Clerk/Treasurer

Committee Members: Thomas, Griffin and Rhynes

Materials Printed, Posted, E-mailed and Distributed: 04/01/2022

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.

PUBLIC SAFETY AND HEALTH COMMITTEE MEETING MINUTES
March 3, 2022.

1. **Call to Order:**
The Public Safety Committee meeting was called to order by Alderperson Thomas at 6:05PM
2. **Roll Call:**
Committee members present – Alderperson Thomas, Griffin, Rhynes, and Chief Sorenson.
3. **Approval of Public Safety Committee Minutes of November 4, 2021.** Motion by Alderperson Griffin to approve Prior minutes, second by Thomas, motion carried.
4. **Public Comment:** None
5. **Unfinished Business:** None
6. **New Business:** a) Application for Trek Event July 30, 2022. Motion to recommend approval to City Council by Griffin, second by Rhynes, motion carried.
b) Fire Department members using dash lights while responding to calls, requesting City Authorization. Griffin requested to table until review of how it would affect the City insurance, Draft Ordinance, and employee waiver could be reviewed. Second by Rhynes, motion carried.
c) Recommending Council Approval to Fill an Open Police Officer Position-Hiring Brenton Kryszak. Motion to approve and send recommendation to hire Brenton Kryszak to city council by Griffin, second by Rhynes, motion carried.
7. **Future Agenda Items, Communications and announcements:** None
8. **Adjourn:** Motion to Adjourn by Alderperson Rhynes, Second by Griffin, motion carried.

I Attest: Chief Sorenson



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ORDINANCE 2022-06

AN ORDINANCE AMENDING CHAPTER §57-11 Fire Dept Traffic Laws Apply to Volunteers

The City Council of the City of Waterloo, Jefferson County, Wisconsin do ordain as follows:

SECTION I: A) All volunteer Fire and EMS personnel when responding to an emergency call will with a private vehicle, shall comply with all traffic regulations, except nonmoving traffic regulations.

B) The volunteer may have the use of courtesy dash lights only. This would be at the expense of the volunteer and not the City or the Fire Department. No other light will be allowed. The light is to be a combination of red and white light only. They can only be used within the City limits of the City of Waterloo.

SECTION II: This ordinance shall take effect and be in force from and after its passage and posting as provided by law.

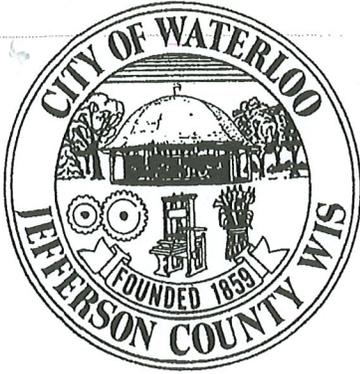
**BY ORDER OF THE CITY COUNCIL OF THE CITY OF
WATERLOO**

Mayor Jenifer Quimby

Attest:

Date Adopted: _____

Date Published: _____



RECEIVED
MAR 14 2022
CITY OF WATERLOO

136 NORTH MONROE STREET, WATERLOO, WISCONSIN 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021
cityhall@waterloowis.com

APPLICATION FOR SPECIAL EVENT or ENTERTAINMENT LICENSE

Any Special Event or Entertainment Event sponsor requesting municipal approvals, services, assistance, and/or other support from the City of Waterloo for a special or entertainment event on public or private property must provide the following information.

Submittal of application does not constitute approval. All applications must be reviewed.

NAME OF SPONSOR (Applicant): Waterloo Business Association

STATUS: (circle one) unincorporated incorporated individual other non profit

CONTACT NAME: Samantha Hensler

PHONE NUMBER: 920 342 0840 / /
DAYTIME EVENING FAX

EMAIL ADDRESS: Samantha@aimadison.com

NAME OF EVENT: Waterloo Wine Walk

TYPE OF EVENT: (circle one) Festival Parade Caravan Rally March
Race Tag Day Other Wine walk

PURPOSE OF EVENT: Community Involvement

DATE OF EVENT: 5-19-22

EVENT HOURS: 5pm-8pm SET UP HOURS 3pm-5pm BREAKDOWN 8pm-10pm

DESCRIPTION OF EVENT: Transform Downtown into a wine tasting

SITE/ADDRESS FOR EVENT (list if multiple locations): 10+ Downtown Businesses

all local bartenders.

PROJECTED ATTENDANCE: 300 PAST ATTENDANCE: -

NUMBER OF VOLUNTEERS/PERSONNEL FOR EVENT: 10 bartenders, shop owners

RAIN POLICY: Rain or Shine

DATE APPLICATION MADE 3-10-22

Pursuant to Section 12.06 Waterloo Municipal Code
Application for Special Event or Entertainment License

Form created: 03/11/2004

HOLD HARMLESS CLAUSE:

The special event or entertainment sponsor hereby agrees to indemnify and hold harmless the City of Waterloo, Wisconsin, its agents, public officials, officers, employees and authorized volunteers, from and against any and all legal actions, claims, damages, losses, expenses arising out of the permitted event/activity or any activity associated with the conduct of the sponsor's operation of the event, including but not limited to, claims for personal or bodily injury, disease or death, or injury to or destruction of property, excluding claims caused by the willful commission or omission by employees of the City of Waterloo acting within the scope of their employment.

Further, the event sponsor agrees to indemnify the City of Waterloo and any of its agents, public officers, officials or employees and authorized volunteers for any attorneys fees and court costs incurred or to be incurred in defending any actions brought against them as a result of the sponsor's use of public property or operation of the event as set forth in the application for special permit.

INSURANCE REQUIREMENTS:

Proof of insurance is required of all Special or Entertainment Event Sponsors before the event. The attached list of insurance requirements should be reviewed immediately with your Insurance Agent to comply. Please provide a Certificate of Insurance with your completed application by, _____ 20__ to the **City Clerk's Office 136 N. Monroe Street, Waterloo, WI. 53594.** Insurance coverage shall be from companies and in amounts acceptable to the City of Waterloo. Failure to provide said acceptable insurance coverage in a timely manner is grounds for non-issuance or revocation of the permit.

PERMITTED USE OF PUBLIC PROPERTY:

Whereas the Special or Entertainment Event Sponsor agrees to use the public property at _____ in Waterloo, Wisconsin, known as, for staging of, the City of Waterloo does hereby agree to permit for use, at no cost, these premises for the date(s) of _____ through _____ 20___. Sponsor does hereby agree to conduct only that business/activity which is described in the Special Event Permit Application, and agrees to all municipal requirements. Sponsor further agrees that within thirty (30) days of the conclusion of the event it will, at its own expense, provide for the repair, replacement or maintenance of any damaged, lost or stolen portions of the subject property including, but not limited to landscaping, street or buildings and/or pavement.

LIABILITY WAIVER:

The event sponsor agrees for itself and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to waive and relinquish all claims that may result in any manner against the City of Waterloo, its agents, public officers, officials or employees and authorized volunteers from said sponsored event or activity, except for acts caused by the willful and wanton misconduct by employees of the City of Waterloo acting within the scope of their employment.

AUTHORIZED SIGNATURES:

I hereby attest that I am authorized to bind the sponsor and/or its employees, agents, or volunteers associated or to be associated with the activity for which the permit is being sought, to the terms of this agreement. I have read and understand all regulations and requirements outlined herein. I/we do hereby agree to abide by all rules and regulations outlined herein. I/we hereby agree to meet all requirements for documentation, certification, licensing, financial responsibility and all other aspects of staging a Special Event in the City of Waterloo, as outlined herein. I/we understand that our lack of meeting all requirements outlined herein may result in the denial or cancellation of the proposed Special or Entertainment Event. **Permit applied for and all terms and stipulations agreed to by:**

Name (please print)

Signature

Signatory Title (if applicable)

Date

Pursuant to Section 12.06 Waterloo Municipal Code
Application for Special Event or Entertainment License

Form created: 03/11/2004

THIS APPLICATION, WITH A DETAILED SITE PLAN ATTACHED, AND ANY OTHER APPLICABLE DOCUMENTS AS OUTLINED HEREIN, MUST BE REMITTED TO THE CLERK'S OFFICE NO LATER THAN NINETY DAYS (90) PRIOR TO THE OPENING DAY OF THE EVENT. Application received late or incomplete may be denied. Direct mail to the **City Clerk, City of Waterloo, 136 N. Monroe Street, Waterloo, WI. 53594**. A copy of the application will then be forwarded to the appropriate committees and or Departments for consideration of approval, denial, and scheduling.

Date application received: _____ Received by: _____

Clerk's Office to complete the section below:

Cc:

_____ Police Department

_____ Council Approval _____
Date

_____ Fire Department

_____ Public Works

_____ Certificate of Insurance

_____ Waterloo Utilities

Fee for Profit Events = \$50.00 per event.

Fee is WAIVED for events held or sponsored by educational, charitable, nonprofit, or religious organizations when the proceeds are devoted to the purposes of such organization.

Fee Paid: _____

Date Paid: _____

Received by: _____

Attachment 1

CITY OF WATERLOO INSURANCE REQUIREMENTS FOR SPECIAL EVENTS

1. The City of Waterloo requires submission of a Certificate of Insurance along with the Special or Entertainment Events Application prior to review by the City's Government Operations Committee.
2. The Certificate of Insurance must include the following **minimum** limits of insurance coverage required for special events on City property:

\$300,000 Injury or death of one person; \$1,000,000 for any one accident; \$50,000 for Property Damage.

3. The City of Waterloo must be named on the Certificate of Insurance as **primary, non-contributory additional insured** under the general liability policy for the event.

4. The Certificate of Insurance must include the name of the special event, and the date, time and location of the event.

5. The City of Waterloo reserves the right to request a copy of the actual policy represented by the Certificate of Insurance.

6. **No event will be allowed to proceed without receipt by the City of a valid Certificate of Insurance in full compliance with the above listed requirements.**

Any questions regarding these insurance requirements should be directed to the City Clerk's Office at (920) 478-3025

3) Will alcoholic beverage(s) be sold?

YES

NO

If yes, what beverage and at what cost?

Wine / Beer included w/ cost

4) What does the Sponsor intend to do with any revenue over and above the expenditures?

Donate a portion to local non profits and fund future WBA Events

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.) no budget most items are donated.

ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

PA System for music _____

2) Describe other entertainment / activities planned for your event: _____

3) How will your event be promoted? Television Radio Newspapers Posters Flyers

other Social media

PUBLIC PROPERTIES PROCEDURES:

If you are requesting city services, please complete the following area:

1) Will you need barricades? YES NO

Purpose of barricades: _____

Location of placement: _____ Amount needed _____

Date barricades needed _____ Time of placement _____

Name of company providing service if other than City _____

2) Will you require electrical service(s) YES NO

Entertainment: number of amps _____ = _____ lines @ \$20 Cost\$ _____

Equipment being used: _____

Location _____ Entainer name _____

Entertainment: number of amps _____ = _____ lines @ \$20 Cost\$ _____

Equipment being used: _____

Location: _____ Entainer name _____

Concessions: _____ amps= _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____

Concessions: _____ amps= _____ lines @ \$20 Cost \$ _____

Equipment being used: _____

Location: _____

Name of company providing service if other than City: _____

3) Will you need fencing installed? YES NO

Purpose of fencing: _____

Location: _____ Amount: _____

Date needed _____ Time needed _____

Estimated costs: _____ locations @ \$100. = \$ _____ Total costs

4) Will parking considerations be needed YES NO

Type(s) _____

Location: _____ Amount _____

Date: _____ Time: _____

5) Will picnic tables be needed? YES NO

Location _____ Amount _____

Date needed: _____ Time needed _____

Estimated cost(s) _____ Picnic tables @ \$5.00 per table = \$ _____

6) Is a street sweeper needed? YES NO

Location _____ Date _____ Time _____

Estimated cost(s) _____ hours @ _____ = \$ _____ total cost

Name of company providing service, if not City: _____

7) Will you need additional trash bins? YES NO

If yes how many requested? Cardboard trash bins _____ Barrels _____

Where do you want them placed? _____

Name of disposal company if other than the City: _____

Where will dumpster be place: _____

8) Will water connection be needed?

YES

NO

Location _____ Amount _____

Date _____ Time _____

Estimated costs: _____ connection(s) @ \$20.00 = \$ _____ Total water costs