



136 North Monroe Street
Waterloo, WI 53594
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: **September 5, 2024**
TIME: **6:00 p.m.**
LOCATION: **Municipal Building Police Training Room, 136 N. Monroe Street**

- 1) CALL TO ORDER AND ROLL CALL
- 2) APPROVAL OF MEETING MINUTES:
- 3) PUBLIC COMMENT
- 4) UNFINISHED BUSINESS
- 5) NEW BUSINESS
 - a) Trek CX Cup
 - b) Discussion on Downtown Handicap Parking
 - c) Blight List
- 6) FUTURE AGENDA ITEMS, COMMUNICATIONS AND ANNOUNCEMENTS
- 7) ADJOURNMENT

Committee Members: Thomas, Cummings, Griffin

posted, e-mailed & distributed: 08/30/2024

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
May 2, 2024

1. **Call to Order:**
The Public Safety Committee meeting was called to order by Alderperson Thomas at 6:00PM
2. **Roll Call:**
Committee members present – Alderperson Thomas, Griffin, Cummings, Chief Sorenson, DPW Superintendent Chad Yerges, Isabella Cummings, Jennifer Zimmermann, Maureen Giese.
3. **Approval of Public Safety Committee Minutes of April 3, 2024.** Motion by Alderperson Cummings to approve Prior minutes of April 3, 2024, second by Griffin, motion carried.
4. **Public Comment:** Maureen Giese, Thanked Thomas for delivering minutes. Points of interest from DOT noted it said it was a safe intersection. Had 3 vehicular accidents at the downtown 4-way intersection in last 3 years Dot stated OCT 2023 accident was a student on motorized scooter. Giese wanted to know if this was true. Chief Sorenson advised it was accurate. She had also observed a possible person recently on a motorized skateboard on her street. Geise talked about three types of marked crosswalks potentially for downtown. Thomas advised this topic was previously discussed on previous agenda and it wasn't listed currently on agenda. This ended the discussion on crosswalks.
5. **Unfinished Business:** None
6. **New Business:** a) Blight List: review remaining addresses and new listings.

b) The Police Department requests to fill open Officer position. Discussion on Lucas Geiger's credentials and background. Motion to recommend to council hiring Geiger by Cummings, second by Griffin, motion carried.
7. **Future Agenda Items, Communications, and announcements:** None
8. **Adjourn:** Motion to Adjourn by Alderperson Cummings, second by Griffin, motion carried.



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.

DATE APPLICATION MADE 7/8/2024

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:**

Mike Monger

Name (please print)

Mike Monger

Signature

7/8/2024

Signatory Title (if applicable)

Date

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: _____

Receipted 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

SPECIAL EVENT or ENTERTAINMENT WORKSHEET

NAME OF EVENT: CX Cup

DATE (S) OF EVENT: 10/4/2024 through 10/6/2024 HOURS: _____

LOCATION/PROPERTY: 801 W Madison St Waterloo WI

SAFETY PROCEDURES:

1) Will you be providing private on-site security? YES NO

If yes, list security company name: Fastguard Security

Where will security be needed? Overnight inside of our expo (parking lot)

What times will security be needed? 7:00pm - 7:00am

Will WPD officers be required? YES NO

Municipal estimation of cost: _____ WPD Personnel @ \$ _____ /hour = \$ _____

2) What are your plans for medical assistance? Contract an onsite EMS, and/or reach out to Waterloo EMS

Municipal estimation of cost: _____ WFD equipment/personnel @ _____ \$ hours = \$ _____

3) Will there be fireworks at your event? YES NO

Date of fireworks _____ Time of Fireworks _____

Name/Address of company supplying fireworks _____

Fire Marshall must be contacted for approval and consultation.

SET UP / CLEAN UP PROCEDURES:

1) Name of person in charge of set up: Mike Monger phone # 443-690-1818

2) What time will set up begin: September 27, 2024

3) Name of clean up contact person: Mike Monger Cell Phone# 443-690-1818

4) Estimated time for clean up after event: Oct 6th 6pm

FEES AND PROCEEDS:

1) Will admission be charged for this event? YES NO

If yes, how much: Adult _____ Seniors _____ Students _____

Children 5 & under _____ Families _____

2) If a participant fee is charged, please indicate the amount: Booth: _____

Concessionaire: _____

Waterloo, WI

3) Will alcoholic beverage(s) be sold?

YES

NO

If yes, what beverage and at what cost? Beer, NA Beer - \$3.50-\$5.00

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

(If this is a first year event, please provide a budget. If it is a repeat event, provide last year's financials.)

ENTERTAINMENT AND PROMOTIONS:

2) List names of performers and entertainment groups:

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

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

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) "No Parking" signs installed along Knowlton and McKay to keep our guests out of the way of residents. _____

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: _____

Waterloo, WI

8) Will water connection be needed?

YES

NO

Location _____ Amount _____

Date _____ Time _____

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/12/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Fairly Consulting Group, LLC 1800 S. Washington, Suite 400 Amarillo, TX 79102	CONTACT NAME: Fairly Group Certificates	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: certs@fairlygroup.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Accredited Surety and Casualty Company, Inc.	
INSURED USA Cycling, Inc. 210 USA Cycling Point, Suite 100 Colorado Springs, CO 80919	NAIC #	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<div><div><input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY</div><div><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR</div><div>GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Per Event</div></div>			1-TRE-CO-17-01338745-00	12/31/2023	12/31/2024	<div><div>EACH OCCURRENCE</div><div>DAMAGE TO RENTED PREMISES (Ea occurrence)</div><div>MED EXP (Any one person)</div><div>PERSONAL & ADV INJURY</div><div>GENERAL AGGREGATE</div><div>PRODUCTS - COMP/OP AGG</div><div>PART. LEGAL LIA</div><div>COMBINED SINGLE LIMIT (Ea accident)</div><div>BODILY INJURY (Per person)</div><div>BODILY INJURY (Per accident)</div><div>PROPERTY DAMAGE (Per accident)</div></div> <div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div></div>
	<div><div>AUTOMOBILE LIABILITY</div><div><input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY</div></div>						<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div> <div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div></div>
	<div><div>UMBRELLA LIAB</div><div><input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE</div><div>EXCESS LIAB</div><div>DED <input type="checkbox"/> RETENTION \$</div></div>						<div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div> <div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div></div>
	<div><div>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</div><div>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A</div><div>If yes, describe under DESCRIPTION OF OPERATIONS below</div></div>						<div><div><input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER</div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div> <div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div><div>\$</div></div>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Job 2024-9566

IL 1201 - Endt #1 - Named Insured Extension:

Event Organizers and/or Promoters are Named Insureds. It shall be a condition of coverage that all organizers/promoters for whom coverage is afforded under this policy execute a USAC Event Permit Application and coverage will be afforded only for the specific event and date(s) on the permit.

Event Number: 2024-9566

Event Name: Trek USCX Trek CX Cup

SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

CANCELLATION

Trek Bicycles 801 W Madison St Waterloo, WI, 53594	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

**ADDITIONAL REMARKS SCHEDULE**

AGENCY Fairly Consulting Group, LLC		NAMED INSURED USA Cycling, Inc. 210 USA Cycling Point, Suite 100 Colorado Springs, CO 80919
POLICY NUMBER SEE PAGE 1		
CARRIER SEE PAGE 1	NAIC CODE SEE P 1	EFFECTIVE DATE: SEE PAGE 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
Event Location: **Waterloo, WI**
Event Date(s): **10/04/2024, 10/05/2024, 10/06/2024**

BLIGHT LIST updated 08.29.2024

Street	Property #	Open Date	Owner of Property	Who Complained /follow up with	Notes	Who is follow up	Warning was given	Ticket was issued
Streator	210	08.29.2024	John Eggert	PD/DPW	Boat	PD		
W Porter	130	08.29.2024	Jay Killary	PD/DPW	Camper	PD		
Herron Drive	860	08.29.2024	Rick Nahrstadt	PD/DPW	Camper	PD		
Herron Drive	915	08.29.2024	Pascal Assine	PD/DPW	Car	PD		
Indian Hills	516	08.29.2024	United Methodist Church	PD/DPW	Camper	PD		
Indian Hills	513	08.29.2024	Brain Bartaszewicz	PD/DPW	Boat	PD		
Indian Hills	504	08.29.2024	Mary Mikalson	PD/DPW	Boat	PD		
Minnetonka	437	08.29.2024	Bruce Braunschweig	PD/DPW	Car	PD		
McKay Way	641	08.29.2024	David Ring	PD/DPW	Boat	PD		
McKay Way	540	08.29.2024	Wisco Properties	PD/DPW	Trailer	PD		
Jackson	595	08.29.2024	Shyla Davis	PD/DPW	Tree	DPW		
W Polk	366	08.29.2024	Teri Kovacs	PD/DPW	2 Cars	PD		
Harrison St	423	08.29.2024	Mark Farla	PD/DPW	Car	PD		
Knowlton St	571	08.29.2024	St Johns Lutheran	PD/DPW	Boat	PD		
VanBuren	560	08.29.2024	John Stiver	PD/DPW	Trailer	PD		
Taylor St	339	08.29.2024	Battenberg Properties	PD/DPW	Bread Truck	PD		
S Monroe St	445	08.29.2024	Brain Steinweg	PD/DPW	Wood	DPW		
S Washington St	134	08.29.2024	Michelle Marceau	PD/DPW	Boat	PD		
S Washington St	146	08.29.2024	David Lemke	PD/DPW	Red Car	PD		
E Madison	362	08.29.2024	Jeremy Uttech	PD/DPW	2 Cars	PD		
Leschinger	460	08.29.2024	Michael Kent	PD/DPW	Tree	DPW		
Adams	380	08.29.2024	Jeanette Petts	PD/DPW	Car & Car Parts	PD		
Oak	1210	08.29.2024	Deborah Dorn	PD/DPW	Camper	PD		
Goehl	254	08.29.2024	Jeremy Hayes	PD/DPW	Boat	PD		
Bluegrass Trail	1060	08.29.2024	Ethan Quimby	PD/DPW	Camper	PD		
Bluegrass Trail	1055	08.29.2024	Bruce Senti	PD/DPW	Trailer	PD		
Sunrise Ct	921	08.29.2024	Kyle Kling	PD/DPW	Junk in Driveway	PD		
Lum	920	08.29.2024	Kenneth Frandle	PD/DPW	Cars	PD		