



136 North Monroe Street
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CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, September 4, 2025 – 7:00 p.m.

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

- 1.) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL
- 2.) MEETING MINUTES APPROVAL: August 21, 2025
- 3.) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4.) MEETING SUMMARIES (since last Council meeting)
 - a. 08/25/2025 Fire-EMS
 - b. 08/26/2025 Plan Commission-Canceled
 - c. 08/27/2025 Library
 - d. 09/02/2025 Water & Light
 - e. 09/04/2025 Public Safety
 - f. 09/04/2025 Public Works
- 5.) NEW BUSINESS
 - a. Resolution 2025-37 Resolution of Support WisDOT 2026-2030 Transportation Alternatives Program (TAP) Award Cycle
- 6.) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Waterloo Utilities
 - i. Portzen Pay #27 – action
 - ii. City of Waterloo Project Tracking Budget and funding Allocations for Wastewater Remodel - informational
 - iii. Town & Country Update -informational
- 7.) OLD BUSINESS
- 8.) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 9.) ADJOURNMENT

Jeanne Ritter
Clerk/Deputy Treasurer

Posted & Emailed: 08/29/2025.

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 noted. 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 COMMON COUNCIL - MEETING MINUTES: August 21, 2025

[a digital recording of this meeting also serves as the official record]

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Jeni Quimby called the regular meeting to order at 7:02 p.m. Alderpersons present: S. Cummings, A. Kuhl, C. Kuhl, Griffin, Thomas, Weihert, and Haseleu. Absent: none Others attending in-person: Police Chief Sorenson; Lt Warner; DPW Supervisor Yerges; Fire Chief Butzine; Parks Coordinator Haberkorn; Utility B. Sorenson; Librarian Mountford; DPW Rostad; Administrative Assistant Davison, and WLOO Videographers. The Pledge of Allegiance was recited.
- 2) MEETING MINUTES APPROVAL: August 7, 2025 Motion [A Kuhl/C Kuhl] VOICE VOTE: 4 Yes 3 Abstain Motion Carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4) MEETING SUMMARIES (since last Council meeting)
 - a) 08/13/2025 Cable Board – Canceled
 - b) 08/19/2025 CDA- Canceled
 - c) 08/21/2025 Finance
- 5) CONSENT AGENDA ITEMS Motion [Cummings/A.Kuhl] VOICE VOTE: Motion Carried.
 - a) Reports of City Officials & Contract Service Providers
 - i) Parks
 - ii) Fire & Emergency Medical Services
 - iii) Building Inspections
 - iv) Public Works
 - v) Police
 - vi) Library Board
 - vii) Water & Light Utility Commission
 - viii) Watertown Humane Society
 - ix) Cable TV
- 6) NEW BUSINESS
 - a) Resolution 2025-35 Rescinding Resolution 2025-02 Approval of CORRE Beginning Design Work on Pedestrian Bridge Motion [Thomas/Griffin] ROLL CALL Y-7 N-0 Motion carried.
- 7) RECOMMENDATIONS OF BOARDS, COMMITTEES, and COMMISSIONS
 - a) Finance
 - i) June 2025 Financial Statements: Payroll \$100,948.59 General Disbursements \$290,344.92, and Clerk/Treasurers Reports [\[see on municipal website\]](#) Motion [C. Kuhl/Cummings] ROLL CALL Y-7 N-0 Motion carried.
 - ii) Repairs to City Hall Water Fountain approved not to exceed \$2,950.00 [C. Kuhl/Weihert] VOICE VOTE: Motion carried.
 - iii) Update Ordinance for Fire Inspection 2025-09 §200-1 Fire Inspector and 2025-10 §200-2 Adoption of WFD Code [C. Kuhl/Weihert] VOICE VOTE: Motion carried.
 - iv) 2026 Wheel Tax Motion [C. Kuhl/A. Kuhl] ROLL CALL Y-5 N-2
- 8) OLD BUSINESS
 - a) Operator's License Appeal [NOTES: The council may convene in closed session per Wis. Stat. 119.85 (1)(a) Deliberating concerning a case which was the subject of any judicial or quasi-judicial or hearing before that governmental body. Not present, denied operator's license [Thomas/Griffin] VOICE VOTE: Motion carried.
- 9) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 10) ADJOURNMENT [Weihert/Cummings] VOICE VOTE: Motion carried. 7:16 pm

Attest:

Jeanne Ritter Clerk/Deputy Treasurer

City of Waterloo, Wisconsin

PRELIMINARY COST ESTIMATE

203 East Madison Street - Phase 3

August 29, 2025



Construction of a hot mix asphalt pedestrian path, extending north of the 203 E Madison Street parking lot, constructed of 3-inches of asphalt on eight inches of aggregate base, connecting to existing pedestrian path located northwest of the Mill Street Termini. All other disturbed areas to be restored in kind.

Estimated Quantities

Quantity	Unit	Item	Unit Cost	Item Cost
1	LS	Unclassified Excavation	\$25,000.00	\$25,000.00
1	LS	Clearing & Grubbing	\$8,000.00	\$8,000.00
725	TN	Aggregate Base Dense, 1 1/4-Inch	\$42.00	\$30,450.00
420	TN	Hot Mix Asphalt Path, 3-Inch Depth	\$250.00	\$105,000.00
1,620	SY	Landscape Restoration	\$14.00	\$22,680.00
1	LS	Push-button LED Pedestrian Crossing Sign	\$25,000.00	\$25,000.00
1	LS	Erosion Control	\$15,000.00	\$15,000.00
1	LS	Traffic Control and Access	\$1,500.00	\$1,500.00
		Contingencies (10%)		\$23,263.00

Total Construction Cost

\$255,893.00

Cost Share Breakdown (Design)

WisDOT (80%)

Waterloo (20%)

Design Engineering (\$17,500)

\$14,000.00

\$3,500.00

State Design Review (\$10,000)

\$8,000.00

\$2,000.00

Subtotal

\$22,000.00

\$5,500.00

\$27,500.00

Cost Share Breakdown (Construction)

WisDOT (80%)

Waterloo (20%)

Construction Engineering (\$17,500)

\$14,000.00

\$3,500.00

State Construction Review (\$10,000)

\$8,000.00

\$2,000.00

Construction (\$158,818)

\$204,714.40

\$51,178.60

Subtotal

\$226,714.40

\$56,678.60

\$283,393.00

Total Costs

\$248,714.40

\$62,178.60

\$310,893.00

RESOLUTION # 2025-37

RESOLUTION OF SUPPORT
WISCONSIN DEPARTMENT OF TRANSPORTATION (WisDOT)
2026-2030 TRANSPORTATION ALTERNATIVES PROGRAM (TAP) AWARD CYCLE

WHEREAS, the City of Waterloo intends to submit an application to WisDOT for the 2026-2030 award cycle for the City of Waterloo – 203 East Madison Street Phase 3 Pedestrian Path Project; and

WHEREAS, the City of Waterloo is committed to creating physical improvements to streets and neighborhoods that makes walking and bicycling safer, more comfortable, and more convenient; and

WHEREAS, the City of Waterloo encourages increased access and connection to the natural environment through a modal shift to biking, walking or transit from utilitarian vehicle; and

WHEREAS, the City of Waterloo recognizes that WisDOT reimburses project sponsors up to 80% of the approved TAP project costs, up to the limit of the federal award amount; and

WHEREAS, the City of Waterloo has secured match funding and/or commits to securing matching funds up to 20% of the project costs.

BE IT RESOLVED, if the City of Waterloo is awarded funding by WisDOT for the 2026-2030 TAP award cycle, the City of Waterloo is authorized to and agrees to accept the award and enter into all necessary agreements with WisDOT for the above-referenced project; and

NOW, THEREFORE BE IT FURTHER RESOLVED, that the City of Waterloo agrees to comply with all applicable laws, requirements, and regulations as outlined in the WisDOT 2026-2030 TAP application materials, the State Municipal Agreement between WisDOT and the City of Waterloo, and any other program and/or project documentation.

Passed and adopted by the City of Waterloo Common Council on September 4, 2025.

CITY OF WATERLOO

Jenifer Quimby, Mayor

Charles Kuhl, Common Council President

ATTEST:


Jeanne Ritter, Clerk


Contractor's Application for Payment

Owner: <u>Waterloo Utilities</u>	Owner's Project No.: _____
Engineer: <u>Town & Country Engineering</u>	Engineer's Project No.: <u>WW-62</u>
Contractor: <u>Portzen</u>	Contractor's Project No.: <u>23-04</u>
Project: <u>2023 Water and Wastewater Improvements</u>	
Contract: <u>Wastewater Treatment Facility and Water Booster Station</u>	
Application No.: <u>27</u>	Application Date: <u>8/25/2025</u>
Application Period: <u>From</u> <u>8/1/2025</u> <u>to</u> <u>8/31/2025</u>	

1. Original Contract Price	\$ 22,221,337.75
2. Net change by Change Orders	\$ 418,872.38
3. Current Contract Price (Line 1 + Line 2)	\$ 22,640,210.13
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$ 21,054,739.55
5. Retainage	
a. <u>5%</u> X <u>\$ 20,779,795.69</u> Work Completed	\$ 1,038,989.78
b. <u>5%</u> X <u>\$ 274,943.86</u> Stored Materials	\$ 13,747.19
c. Total Retainage (Line 5.a + Line 5.b)	\$ 1,052,736.97
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 20,002,002.58
7. Less previous payments (Line 6 from prior application)	\$ 19,374,604.77
8. Amount due this application	\$ 627,397.81
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 1,585,470.58

Contractor's Certification
The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: <u>Portzen Construction Inc.</u>	
Signature: 	Date: <u>8/25/2025</u>

Recommended by Engineer By:  Title: <u>Project Engineer</u> Date: <u>8/29/2025</u>	Approved by Owner By: _____ Title: _____ Date: _____
Approved by Funding Agency By: _____ Title: _____ Date: _____	By: _____ Title: _____ Date: _____

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

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Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.: 27		Application Period: From 08/01/25 to 08/31/25		Application Date: 08/25/25				
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Original Contract								
1	GENERAL REQUIREMENTS					-		-
2	Bonds	\$ 111,350.00	111,350.00			111,350.00	100%	-
3	Mobilization	\$ 180,698.00	174,500.00	2,000.00		176,500.00	98%	4,198.00
4	Project Management	\$ 466,830.00	455,100.00	3,000.00		458,100.00	98%	8,730.00
5	Project Management Software	\$ 27,562.00	27,562.00			27,562.00	100%	-
6	Temporary Construction Fence	\$ 20,000.00	20,000.00			20,000.00	100%	-
7	Port-a-potty rental	\$ 12,812.00	12,300.00			12,300.00	96%	512.00
8	Job trailer	\$ 17,325.00	17,100.00			17,100.00	99%	225.00
9	Trash Disposal	\$ 31,500.00	30,202.00	600.00		30,802.00	98%	698.00
10	Safety	\$ 15,750.00	15,500.00			15,500.00	98%	250.00
11	Survey & Staking	\$ 10,500.00	7,500.00	3,000.00		10,500.00	100%	-
12	Concrete Testing	\$ 26,250.00	25,350.00	900.00		26,250.00	100%	-
13	Project Sign	\$ 1,575.00	1,575.00			1,575.00	100%	-
14	Lodging	\$ 196,350.00	195,800.00			195,800.00	100%	550.00
15	Temp. Utilities	\$ 105,000.00	102,500.00	2,500.00		105,000.00	100%	-
16	Cleaning Site and Building	\$ 45,990.00	41,000.00	2,000.00		43,000.00	93%	2,990.00
17	Equipment Rental	\$ 175,600.00	173,150.00	2,000.00		175,150.00	100%	450.00
18	SITEWORK					-		-
19	Selective Demolition	\$ 241,105.00	241,105.00			241,105.00	100%	-
20	Site Demo	\$ 114,251.00	105,866.00	4,385.00		110,251.00	96%	4,000.00
21	Erosion Control	\$ 5,250.00	4,520.00	730.00		5,250.00	100%	-
22	Rammed Aggregate Piers	\$ 109,605.00	109,605.00			109,605.00	100%	-
23	Paving Prep	\$ 182,735.00	142,000.00	40,735.00		182,735.00	100%	-
24	Aphalt Paving	\$ 171,308.00				-	0%	171,308.00
25	Concrete Paving	\$ 155,770.00	104,800.00	50,970.00		155,770.00	100%	-
26	Site Furnishings	\$ 3,150.00				-	0%	3,150.00
27	Temp Roads	\$ 7,875.00	7,875.00			7,875.00	100%	-
28	Rough Grading	\$ 159,886.00	132,900.00			132,900.00	83%	26,986.00
29	Building Excavation and Backfill	\$ 190,756.00	190,756.00			190,756.00	100%	-
30	Sanitary Systems	\$ 1,515,690.00	1,515,690.00			1,515,690.00	100%	-
31	Storm Systems	\$ 121,166.00	116,138.00			116,138.00	96%	5,028.00
32	Water Systems	\$ 214,044.00	214,044.00			214,044.00	100%	-
33	Site Air Piping	\$ 245,980.00	245,980.00			245,980.00	100%	-
34	Landscaping WWTF	\$ 46,550.00				-	0%	46,550.00
35	CONCRETE					-		-
36	Concrete	\$ 938,579.00	938,579.00			938,579.00	100%	-
37	Precast Concrete	\$ 41,583.00	41,583.00			41,583.00	100%	-
38	MASONRY					-		-
39	Masonry Materials ST 10	\$ 155,608.00	155,608.00			155,608.00	100%	-
40	Masonry Labor ST10	\$ 301,146.00	301,146.00			301,146.00	100%	-
41	Masonry Materials ST 25	\$ 93,952.00	93,952.00			93,952.00	100%	-
42	Masonry Labor ST25	\$ 156,675.00	156,675.00			156,675.00	100%	-
43	Masonry Materials ST 50	\$ 8,515.00	8,515.00			8,515.00	100%	-
44	Masonry Labor ST50	\$ 19,753.00	19,753.00			19,753.00	100%	-
45	Masonry Materials ST 55	\$ 44,533.00	44,533.00			44,533.00	100%	-
46	Masonry Labor ST55	\$ 75,320.00	75,320.00			75,320.00	100%	-
47	METALS					-		-
48	Structural Steel Framing	\$ 24,267.00	24,267.00			24,267.00	100%	-
49	Metal Fabrications	\$ 110,144.00	110,144.00			110,144.00	100%	-
50	Guard & Hand Rail	\$ 170,313.00	164,797.78			164,797.78	97%	5,515.22

Progress Estimate - Lump Sum Work
Contractor's Application for Payment

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Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:	27	Application Period:	From	08/01/25	to	08/31/25	Application Date:	08/25/25
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
51	Bar Grating	\$ 384,672.00	384,672.00			384,672.00	100%	-
52	Labor to install	\$ 229,145.00	217,145.00			217,145.00	95%	12,000.00
53	Access Hatches	\$ 12,600.00	12,600.00			12,600.00	100%	-
54	CARPENTRY					-		-
55	Trusses	\$ 39,108.00	39,108.00			39,108.00	100%	-
56	Truss Labor	\$ 22,460.00	22,460.00			22,460.00	100%	-
57	Rough Carpentry	\$ 130,546.00	127,500.00	3,046.00		130,546.00	100%	-
58	Finish Carentry	\$ 5,386.00				-	0%	5,386.00
59	THERMAL & MOISTURE					-		-
60	Dampproofing & Joint Sealants	\$ 78,250.00	75,317.00			75,317.00	96%	2,933.00
61	Thermal Insulation	\$ 21,854.00	21,854.00			21,854.00	100%	-
62	Weather barrier	\$ 5,250.00	5,250.00			5,250.00	100%	-
63	ST 10 Roofing Materials	\$ 117,398.00	110,232.00			110,232.00	94%	7,166.00
64	ST 10 Roofing Labor	\$ 63,361.00	38,840.00			38,840.00	61%	24,521.00
65	ST 25 Roofing Materials	\$ 23,610.00	23,610.00			23,610.00	100%	-
66	ST 25 Roofing Labor	\$ 14,857.00	14,857.00			14,857.00	100%	-
67	ST 35 Roofing Materials	\$ 7,954.00	7,954.00			7,954.00	100%	-
68	ST 35 Roofing Labor	\$ 3,512.00	3,512.00			3,512.00	100%	-
69	ST 50 Roofing Materials	\$ 41,764.00	41,764.00			41,764.00	100%	-
70	ST 50 Roofing Labor	\$ 17,556.00	17,556.00			17,556.00	100%	-
71	ST 55 Roofing Materials	\$ 21,510.00	21,510.00			21,510.00	100%	-
72	ST 55 Roofing Labor	\$ 12,755.00	12,755.00			12,755.00	100%	-
73	DOORS & WINDOWS					-		-
74	Structure 10 Doors, Frames & Hardware	\$ 46,925.00	46,925.00			46,925.00	100%	-
75	Structure 25 Doors, Frames & Hardware	\$ 11,887.00	11,887.00			11,887.00	100%	-
76	Structure 35 Doors, Frames & Hardware	\$ 9,161.00	9,161.00			9,161.00	100%	-
77	Structure 50 Doors, Frames & Hardware	\$ 25,080.00	25,080.00			25,080.00	100%	-
78	Structure 55 Doors, Frames & Hardware	\$ 5,863.00	5,863.00			5,863.00	100%	-
79	Labor to install	\$ 35,140.00	21,817.00	7,500.00		29,317.00	83%	5,823.00
80	Sectional Overhead Doors	\$ 62,450.00	62,450.00			62,450.00	100%	-
81	Aluminum Windows and Galzing	\$ 21,169.00	21,169.00			21,169.00	100%	-
82	Aluminum Access Doors	\$ 14,490.00	14,490.00			14,490.00	100%	-
83	Attic Access	\$ 5,250.00	4,900.00	350.00		5,250.00	100%	-
84	FINISHES					-		-
85	Gyp Wall Board Assemblies	\$ 36,414.00	30,500.00	5,914.00		36,414.00	100%	-
86	Acoustical Ceilings	\$ 15,015.00				-	0%	15,015.00
87	Quarry Tile	\$ 72,420.00	42,553.00			42,553.00	59%	29,867.00
88	Vinyl Wall Base	\$ 693.00	693.00			693.00	100%	-
89	Painting	\$ 469,740.00	441,340.00			441,340.00	94%	28,400.00
90	SPECIALTIES	\$ 13,681.00	1,240.95		7,582.36	8,823.31	64%	4,857.69
91	FURNISHINGS					-		-
92	Plastic Laminate Casework	\$ 5,250.00				-	0%	5,250.00
93	Labor to install casework	\$ 2,194.00				-	0%	2,194.00
94	Laboratory Casework	\$ 67,568.00	67,568.00			67,568.00	100%	-
95	Labor to install casework	\$ 9,118.00	9,118.00			9,118.00	100%	-
96	Engineering for Casework	\$ 2,100.00	2,100.00			2,100.00	100%	-
97	MECHANICAL					-		-
98	Plumbing& Process Project Management	\$ 126,000.00	106,095.50	6,615.00		112,710.50	89%	13,289.50
99	STRUCTURE 10:					-		-
100	Plumbing/Hydronics Materials and Equipment	\$ 136,500.00	77,400.00	48,600.00		126,000.00	92%	10,500.00
101	Plumbing/Hydronics Labor	\$ 262,500.00	216,665.00	30,715.00		247,380.00	94%	15,120.00

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

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Contractor:	Portzen	Contractor's Project No.:	23-04
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			(D + E) From Previous Application (\$)	This Period (\$)				
102	Plumbing Insulation Materials	\$ 6,898.00	5,848.00			5,848.00	85%	1,050.00
103	Plumbing Insulation Labor	\$ 5,515.00	4,465.00			4,465.00	81%	1,050.00
104	Excavation	\$ 11,550.00	10,200.00	1,350.00		11,550.00	100%	-
105	HVAC Equipment	\$ 312,841.00	82,361.00	230,480.00		312,841.00	100%	-
106	HVAC Sheetmetal	\$ 61,950.00	14,700.00	21,000.00		35,700.00	58%	26,250.00
107	HVAC Vent, Stands	\$ 6,720.00	2,625.00	4,095.00		6,720.00	100%	-
108	HVAC Misc. Materials	\$ 5,775.00	3,150.00	1,575.00		4,725.00	82%	1,050.00
109	HVAC Equipment Rental	\$ 9,450.00	5,775.00	3,675.00		9,450.00	100%	-
110	HVAC Labor	\$ 130,218.00	50,925.00	31,500.00		82,425.00	63%	47,793.00
111	HVAC Management	\$ 5,250.00	4,200.00			4,200.00	80%	1,050.00
112	HVAC Test and Balance	\$ 10,080.00				-	0%	10,080.00
113	HVAC Controls	\$ 168,000.00	61,950.00			61,950.00	37%	106,050.00
114	HVAC Submittals, Pre-Con and Mobilization	\$ 71,720.00	20,475.00	46,200.00		66,675.00	93%	5,045.00
115	HVAC Insulation Materials	\$ 16,810.00	11,379.00			11,379.00	68%	5,431.00
116	HVAC Insulation Labor	\$ 13,844.00	12,415.00			12,415.00	90%	1,429.00
117	STRUCTURE 20					-		-
188	Process Materials	\$ 42,000.00	42,000.00			42,000.00	100%	-
119	Process Labor	\$ 37,800.00	37,800.00			37,800.00	100%	-
120	STRUCTURE 25:					-		-
121	Plumbing/Process Materials	\$ 36,750.00	36,750.00			36,750.00	100%	-
122	Plumbing/Process Labor	\$ 49,350.00	49,350.00			49,350.00	100%	-
123	Plumbing Insulation Material	\$ 3,555.00	3,555.00			3,555.00	100%	-
124	Plumbing Insulation Labor	\$ 2,703.00	2,575.00	128.00		2,703.00	100%	-
125	HVAC Sheet Metal	\$ 15,750.00	15,750.00			15,750.00	100%	-
126	HVAC Vent, Stands	\$ 4,200.00	4,200.00			4,200.00	100%	-
127	HVAC Misc. Materials	\$ 3,150.00	3,150.00			3,150.00	100%	-
128	HVAC Equipment Rental	\$ 4,200.00	4,200.00			4,200.00	100%	-
129	HVAC Labor	\$ 36,267.00	33,600.00	2,667.00		36,267.00	100%	-
130	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
131	HVAC Insulation Materials	\$ 2,241.00	2,241.00			2,241.00	100%	-
132	HVAC Insulation Labor	\$ 1,839.00	1,839.00			1,839.00	100%	-
133	STRUCTURE 30					-		-
134	Process Materials	\$ 89,250.00	89,250.00			89,250.00	100%	-
135	Process Labor	\$ 140,700.00	140,700.00			140,700.00	100%	-
136	STRUCTURE 35:					-		-
137	Plumbing/ Process Materials	\$ 5,250.00	5,250.00			5,250.00	100%	-
138	Plumbing/Process Labor	\$ 1,050.00	1,050.00			1,050.00	100%	-
139	HVAC Sheet Metal	\$ 5,250.00	5,250.00			5,250.00	100%	-
140	HVAC Misc. Materials	\$ 2,100.00	2,100.00			2,100.00	100%	-
141	HVAC Equipment Rental	\$ 2,100.00	2,100.00			2,100.00	100%	-
142	HVAC Labor	\$ 25,856.00	23,625.00	2,231.00		25,856.00	100%	-
143	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
144	HVAC Submittals, Pre-Con and Mobilization	\$ 6,300.00	6,300.00			6,300.00	100%	-
145	HVAC Insulation Materials	\$ 1,120.00				-	0%	1,120.00
146	HVAC Insulation Labor	\$ 975.00				-	0%	975.00
147	STRUCTURE 40					-		-
148	Process Materials	\$ 14,700.00	14,700.00			14,700.00	100%	-
149	Process Labor	\$ 30,450.00	30,450.00			30,450.00	100%	-
150	STRUCTURE 50:					-		-
151	Plumbing/Process Materials	\$ 299,250.00	299,250.00			299,250.00	100%	-
152	Plumbing/Process Labor	\$ 893,231.00	893,231.00			893,231.00	100%	-

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Waterloo Utilities	Owner's Project No.:	
Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:		27	Application Period:		From	08/01/25	to	08/31/25	Application Date:		08/25/25
A	B		C	D	E		F	G	H	I	
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)			
			(D + E) From Previous Application (\$)	This Period (\$)							
	153	Plumbing Insulation Material	\$ 2,440.00	2,440.00			2,440.00	100%	-		
	154	Plumbing Insulation Labor	\$ 1,730.00	1,730.00			1,730.00	100%	-		
	155	HVAC Sheet Metal	\$ 9,450.00	8,400.00			8,400.00	89%	1,050.00		
	156	HVAC Misc. Materials	\$ 9,923.00	8,873.00			8,873.00	89%	1,050.00		
	157	HVAC Equipment Rental	\$ 3,150.00	3,150.00			3,150.00	100%	-		
	158	HVAC Labor	\$ 64,776.00	59,850.00			59,850.00	92%	4,926.00		
	159	HVAC Management	\$ 2,625.00	1,575.00			1,575.00	60%	1,050.00		
	160	HVAC Submittals, Pre-Con and Mobilization	\$ 12,600.00	10,500.00	2,100.00		12,600.00	100%	-		
	161	HVAC Insulation Materials	\$ 1,120.00	1,120.00			1,120.00	100%	-		
	162	HVAC Insulation Labor	\$ 975.00	975.00			975.00	100%	-		
163	STRUCTURE 55						-	-	-		
	164	Plumbing/Process Materials	\$ 168,000.00	168,000.00			168,000.00	100%	-		
	165	Plumbing/Process Labor	\$ 115,500.00	115,500.00			115,500.00	100%	-		
	166	Plumbing Insulation Materials	\$ 1,837.00	1,837.00			1,837.00	100%	-		
	167	Plumbing Insulation Labor	\$ 1,405.00	1,405.00			1,405.00	100%	-		
	168	HVAC Sheet Metal	\$ 12,600.00	12,600.00			12,600.00	100%	-		
	169	HVAC Vent, Stands	\$ 6,300.00	6,300.00			6,300.00	100%	-		
	170	HVAC Misc. Materials	\$ 2,362.00	2,362.00			2,362.00	100%	-		
	171	HVAC Equipment Rental	\$ 2,100.00	2,100.00			2,100.00	100%	-		
	172	HVAC Labor	\$ 25,331.00	25,331.00			25,331.00	100%	-		
	173	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-		
	174	HVAC Submittals, Pre-Con and Mobilization	\$ 15,750.00	15,750.00			15,750.00	100%	-		
	175	HVAC Insulation Materials	\$ 1,120.00	1,120.00			1,120.00	100%	-		
	176	HVAC Insulation Labor	\$ 975.00	975.00			975.00	100%	-		
177	STRUCTURE 60						-	-	-		
	178	Process Materials	\$ 55,650.00	54,600.00	1,050.00		55,650.00	100%	-		
	179	Process Labor	\$ 44,100.00	44,100.00			44,100.00	100%	-		
180	STRUCTURE 70						-	-	-		
	181	Process Materials	\$ 44,100.00	44,100.00			44,100.00	100%	-		
	182	Process Labor	\$ 162,750.00	162,750.00			162,750.00	100%	-		
183	STRUCTURE 75						-	-	-		
	184	Plumbing/Process Materials	\$ 31,415.00	31,415.00			31,415.00	100%	-		
	185	Plumbing/Process Labor	\$ 68,250.00	68,250.00			68,250.00	100%	-		
186	Indian Hills Booster Station						-	-	-		
	187	Process Materials	\$ 1,260.00				-	0%	1,260.00		
	188	Process Labor	\$ 1,260.00				-	0%	1,260.00		
189	ELECTRICAL						-	-	-		
	190	Mobilization	\$ 138,776.00	138,776.00			138,776.00	100%	-		
	191	Supervision	\$ 140,127.00	113,502.52	16,816.00		130,318.52	93%	9,808.48		
	192	Start-up & Commissioning	\$ 15,785.00	11,049.50	1,578.50		12,628.00	80%	3,157.00		
	193	Closeout Documents	\$ 12,050.00				-	0%	12,050.00		
	194	Demobilization	\$ 8,914.00				-	0%	8,914.00		
195	General & Site						-	-	-		
	196	Temp Electric	\$ 34,643.00	34,643.00			34,643.00	100%	-		
	197	Electrical Labor	\$ 90,573.00	86,039.93	4,533.07		90,573.00	100%	-		
	198	Electrical Material	\$ 227,857.00	227,838.46	18.54		227,857.00	100%	-		
	199	Electrical Lighting and Labor	\$ 9,548.00	9,548.00			9,548.00	100%	-		
	200	Generator Install	\$ 19,960.00	17,962.00	1,998.00		19,960.00	100%	-		
	201	Demo	\$ 17,690.00	14,836.00	2,854.00		17,690.00	100%	-		
	202	Electrical Excavation & ductbank	\$ 95,592.00	95,592.00			95,592.00	100%	-		
203	STR 10						-	-	-		

Progress Estimate - Lump Sum Work
Contractor's Application for Payment

Owner:	Waterloo Utilities	Owner's Project No.:	
Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:	27	Application Period:	From	08/01/25	to	08/31/25	Application Date:	08/25/25
A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
204	Temp Electric	\$ 17,326.00	14,726.10	2,599.90		17,326.00	100%	-
205	Electrical Raceway Material	\$ 107,165.00	69,656.00	23,576.00		93,232.00	87%	13,933.00
206	Electrical Raceway Labor	\$ 104,843.00	62,585.75	18,872.00		81,457.75	78%	23,385.25
207	Electrical Wire Material	\$ 18,490.00	16,638.68			16,638.68	90%	1,851.32
208	Electrical Wire Labor	\$ 25,925.00	16,845.00	2,300.00		19,145.00	74%	6,780.00
209	Electrical Labor - MCC, Gear & Equipment	\$ 9,806.00	6,885.00	2,300.00		9,185.00	94%	621.00
210	Electrical Lighting and Labor	\$ 62,270.00	46,700.00			46,700.00	75%	15,570.00
211	STR 20					-		-
212	Electrical Material	\$ 6,190.00	6,190.00			6,190.00	100%	-
213	Electrical Labor	\$ 6,160.00	6,160.00			6,160.00	100%	-
214	STR 25					-		-
215	Electrical Material	\$ 56,170.00	56,170.00			56,170.00	100%	-
216	Electrical Labor	\$ 56,725.00	56,725.00			56,725.00	100%	-
217	Electrical Lighting and Labor	\$ 24,694.00	24,694.00			24,694.00	100%	-
218	STR 30					-		-
219	Electrical Material	\$ 40,647.00	40,620.00	27.00		40,647.00	100%	-
220	Electrical Labor	\$ 41,110.00	40,287.85			40,287.85	98%	822.15
221	STR 35					-		-
222	Electrical Material	\$ 14,827.00	14,827.00			14,827.00	100%	-
223	Electrical Labor	\$ 23,100.00	21,945.00			21,945.00	95%	1,155.00
224	Electrical Lighting and Labor	\$ 9,190.00	9,190.00			9,190.00	100%	-
225	STR 40					-		-
226	Electrical Material	\$ 16,622.00	16,622.00			16,622.00	100%	-
227	Electrical Labor	\$ 14,581.00	14,581.00			14,581.00	100%	-
228	Electrical Lighting and Labor	\$ 12,091.00	12,091.00			12,091.00	100%	-
229	STR 50					-		-
230	Electrical Material	\$ 133,977.00	133,977.00			133,977.00	100%	-
231	Electrical Labor	\$ 112,934.00	101,640.00	3,386.00		105,026.00	93%	7,908.00
232	Electrical Lighting and Labor	\$ 52,589.00	18,406.00	27,345.00		45,751.00	87%	6,838.00
233	Electrical Labor - MCC, Gear & Equipment	\$ 13,705.00	13,705.00			13,705.00	100%	-
234	STR 55					-		-
235	Electrical Material	\$ 37,762.00	37,762.00			37,762.00	100%	-
236	Electrical Labor	\$ 53,015.00	53,015.00			53,015.00	100%	-
237	Electrical Lighting and Labor	\$ 8,388.00	8,388.00			8,388.00	100%	-
238	STR 60					-		-
239	Electrical Material	\$ 7,497.00	7,497.00			7,497.00	100%	-
240	Electrical Labor	\$ 12,235.00	11,536.00			11,536.00	94%	699.00
241	Electrical Lighting and Labor	\$ 2,910.00	2,910.00			2,910.00	100%	-
242	STR 70					-		-
243	Electrical Material	\$ 27,350.00	27,350.00			27,350.00	100%	-
244	Electrical Labor	\$ 19,915.00	18,907.00			18,907.00	95%	1,008.00
245	Electrical Lighting and Labor	\$ 30,410.00	30,410.00			30,410.00	100%	-
246	STR 75					-		-
247	Electrical Material	\$ 6,165.00	6,165.00			6,165.00	100%	-
248	Electrical Labor	\$ 5,893.00	5,304.00			5,304.00	90%	589.00
249	Electrical Lighting and Labor	\$ 6,666.00	4,985.00			4,985.00	75%	1,681.00
250	PROCESS INTERCONNECTIONS					-		-
251	Installation of Stop Plates and Logs	\$ 3,717.00	3,717.00			3,717.00	100%	-
252	Installation of Slide and Weir Gates	\$ 38,241.00	36,100.00			36,100.00	94%	2,141.00
253	Prefabricated Flumes	\$ 3,087.00	3,087.00			3,087.00	100%	-
254	Installation of Flumes	\$ 2,955.00	2,955.00			2,955.00	100%	-

Progress Estimate - Lump Sum Work
Contractor's Application for Payment

Owner: Waterloo Utilities						Owner's Project No.:			
Engineer: Town & Country Engineering						Engineer's Project No.:			
Contractor: Portzen						Contractor's Project No.:			
Project: 2023 Water and Wastewater Improvements									
Contract: Wastewater Treatment Facility and Water Booster Station									
Application No.: 27		Application Period:		From	08/01/25	to	08/31/25	Application Date:	08/25/25
A	B	C	D		E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)	
			(D + E) From Previous Application (\$)	This Period (\$)					
255	MATERIAL PROCESSING AND HANDLING EQUIPMENT					-		-	
256	Cranes and Hoist	\$ 73,952.00	73,952.00			73,952.00	100%	-	
257	Labor to install Cranes and Hoist	\$ 19,948.00	19,948.00			19,948.00	100%	-	
258	PROCESS GAS & LIQUID HANDLING, PURIFICATION & STORAGE EQUIPMENT					-		-	
259	Air Sparging Blowers	\$ 30,000.00	28,571.43			28,571.43	95%	1,428.57	
260	Labor to install Air Sparging Blowers	\$ 3,192.00	3,192.00			3,192.00	100%	-	
261	Labor to install High Speed Blowers	\$ 9,975.00	9,975.00			9,975.00	100%	-	
262	Labor to install Rotary Lobe Blowers	\$ 9,975.00	9,975.00			9,975.00	100%	-	
263	Aluminum Domes	\$ 456,750.00	456,750.00			456,750.00	100%	-	
264	Labor for Aluminum Domes	\$ 204,750.00	204,750.00			204,750.00	100%	-	
265	Electrical Motors Install	\$ 3,990.00	3,990.00			3,990.00	100%	-	
266	WATER & WASTEWATER EQUIPMENT					-		-	
267	Installation of step Screen and Washer	\$ 4,788.00	4,788.00			4,788.00	100%	-	
268	Installation of Vortex Grit Chamber	\$ 6,384.00	6,384.00			6,384.00	100%	-	
269	Installation of Grit Seperator Classifier	\$ 6,384.00	6,384.00			6,384.00	100%	-	
270	Installation of Mixers	\$ 11,172.00	11,172.00			11,172.00	100%	-	
271	Density Current Baffles	\$ 61,950.00	61,950.00			61,950.00	100%	-	
272	Labor to install	\$ 15,960.00	15,960.00			15,960.00	100%	-	
273	Labor to install TERTIARY DISC FILTERS	\$ 12,768.00	12,768.00			12,768.00	100%	-	
274	Labor to install UV System	\$ 6,384.00	6,384.00			6,384.00	100%	-	
275	Labor to install Samplers	\$ 798.00	798.00			798.00	100%	-	
276	Budget Allowances					-		-	
277	Soils Testing Services	\$ 20,000.00	1,062.98			1,062.98	5%	18,937.02	
278	Electrical Service	\$ 75,000.00	84,487.47			84,487.47	113%	(9,487.47)	
279	Natural Gas Service	\$ 20,000.00		2,221.22		2,221.22	11%	17,778.78	
280	Internet Service	\$ 5,000.00				-	0%	5,000.00	
281	SCADA Computers	\$ 40,000.00	29,572.93			29,572.93	74%	10,427.07	
282	Office Furniture	\$ 20,000.00	2,420.50	4,989.85		7,410.35	37%	12,589.65	
283	Lab Equipment	\$ 30,000.00	34,638.91			34,638.91	115%	(4,638.91)	
284	Shop Tools and Storage	\$ 30,000.00	12,342.50	3,971.57		16,314.07	54%	13,685.93	
285	Truck Lift	\$ 15,000.00	7,506.00			7,506.00	50%	7,494.00	
286	Skid Steer	\$ 80,000.00	38,500.00	7,900.00		46,400.00	58%	33,600.00	
287	Algae Cloth	\$ 5,000.00				-	0%	5,000.00	
288	Landscaping	\$ 20,000.00				-	0%	20,000.00	
289	Plaque	\$ 5,000.00				-	0%	5,000.00	
290	Blower Temporary Air	\$ 75,000.00	50,938.87			50,938.87	68%	24,061.13	
291	Pre-negotiated Items					-		-	
292	Diesel Engine Driven Generator/ Transfer Switch	\$ 298,618.00	298,618.00			298,618.00	100%	-	
293	Process Integration & Control	\$ 1,371,706.00	1,361,973.80			1,361,973.80	99%	9,732.20	
294	Process Valves	\$ 368,967.00	368,967.00			368,967.00	100%	-	
295	Stop Plates & Logs / Slide & Weir Gates	\$ 349,387.00	349,387.00			349,387.00	100%	-	
296	High Speed Blowers & Rotary Lobe Blowers	\$ 299,746.88	299,746.88			299,746.88	100%	-	
297	Dry Pit Pumps	\$ 66,040.00	66,040.00			66,040.00	100%	-	
298	Torque Flow Grit Pumps	\$ 26,285.00	26,285.00			26,285.00	100%	-	
299	Submersible Waste Water Pumps	\$ 210,704.00	200,000.00	10,704.00		210,704.00	100%	-	
300	Step Screen with Washer Compact	\$ 128,593.49	128,593.49			128,593.49	100%	-	
301	Mechanical Vortex Grit Chamber	\$ 72,750.00	72,750.00			72,750.00	100%	-	
302	Grit Seperator Classifier	\$ 68,860.00	68,860.00			68,860.00	100%	-	
303	Submersible Mixers	\$ 80,885.00	80,885.00			80,885.00	100%	-	
304	Flexible Membrane Disc Diffuses	\$ 151,200.00	151,200.00			151,200.00	100%	-	
305	Tertiary Filters	\$ 654,186.38	654,186.38			654,186.38	100%	-	

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner:	Waterloo Utilities					Owner's Project No.:			
Engineer:	Town & Country Engineering					Engineer's Project No.:		WW-62	
Contractor:	Portzen					Contractor's Project No.:		23-04	
Project:	2023 Water and Wastewater Improvements								
Contract:	Wastewater Treatment Facility and Water Booster Station								
Application No.:	27		Application Period:	From	08/01/25	to	08/31/25	Application Date:	08/25/25
A	B	C	D		E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)	
			(D + E) From Previous Application (\$)	This Period (\$)					
306	Open Channel UV Treatment	\$ 169,720.00	169,720.00			169,720.00	100%	-	
307	Waste Water Samplers	\$ 16,293.00	16,293.00			16,293.00	100%	-	
308	STR 75 Prenegotiated Items					-	-	-	
309	Process Integration & Control	\$ 44,606.00	36,090.00			36,090.00	81%	8,516.00	
310	Process Valves	\$ 4,742.00	4,742.00			4,742.00	100%	-	
311	Submersible Waste Water Pumps	\$ 17,680.00	15,912.00	1,768.00		17,680.00	100%	-	
312	Coarse Bubble Diffusers	\$ 12,500.00	11,250.00	1,250.00		12,500.00	100%	-	
313	Booster Station					-	-	-	
314	General Requirements	\$ 4,260.00	1,200.00			1,200.00	28%	3,060.00	
315	Selective Demolition	\$ 30,610.00	2,500.00			2,500.00	8%	28,110.00	
316	Sitework	\$ 25,000.00	25,000.00			25,000.00	100%	-	
317	Asphalt Pavement	\$ 5,250.00				-	0%	5,250.00	
318	Seeding	\$ 2,835.00				-	0%	2,835.00	
319	Concrete	\$ 4,000.00				-	0%	4,000.00	
320	Masonry	\$ 3,180.00	3,180.00			3,180.00	100%	-	
321	Metal Fabrications	\$ 5,350.00	5,350.00			5,350.00	100%	-	
322	Doors and Hardware	\$ 17,700.00	1,127.00			1,127.00	6%	16,573.00	
323	Painting	\$ 12,350.00				-	0%	12,350.00	
324	Process Materials	\$ 198,450.00			164,000.00	164,000.00	83%	34,450.00	
325	Process Labor	\$ 120,750.00	13,650.00			13,650.00	11%	107,100.00	
326	HVAC Equipment	\$ 19,591.00				-	0%	19,591.00	
327	HVAC Misc. Materials	\$ 2,940.00				-	0%	2,940.00	
328	HVAC Labor	\$ 18,637.00				-	0%	18,637.00	
329	HVAC Management	\$ 1,050.00				-	0%	1,050.00	
330	HVAC Submittals, Pre-Con and Mobilization	\$ 1,102.00	1,000.00			1,000.00	91%	102.00	
331	Electrical Material	\$ 64,303.00	22,500.00	32,795.00		55,295.00	86%	9,008.00	
332	Electrical Labor	\$ 44,340.00	4,877.00	23,900.00		28,777.00	65%	15,563.00	
333	Electrical Lighting and Labor	\$ 12,132.00		10,150.00		10,150.00	84%	1,982.00	
334	Electrical Labor - MCC, Gear & Equipment	\$ 31,615.00	7,903.00	7,903.00		15,806.00	50%	15,809.00	
335	Horizontal Split Case Centrifugal Pump	\$ 89,425.00			74,596.50	74,596.50	83%	14,828.50	
336	Booster Station Pre-negotiated Items					-	-	-	
337	Diesel Engine Drive Generator	\$ 68,019.00	68,019.00			68,019.00	100%	-	
338	Instrumentation and Control	\$ 146,342.00	34,290.00			34,290.00	23%	112,052.00	
339	Process Valves	\$ 28,765.00			28,765.00	28,765.00	100%	-	
								-	
								-	
Original Contract Totals		\$ 22,062,937.75	\$ 19,602,869.16	\$ 779,367.65	\$ 274,943.86	\$ 20,657,180.67	94%	\$ 1,040,294.58	

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner: Waterloo Utilities		Owner's Project No.:			
Engineer: Town & Country Engineering		Engineer's Project No.:		WW-62	
Contractor: Portzen		Contractor's Project No.:		23-04	
Project: 2023 Water and Wastewater Improvements					
Contract: Wastewater Treatment Facility and Water Booster Station					

Application No.:	27	Application Period:	From	08/01/25	to	08/31/25	Application Date:	08/25/25
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A	B	C	D	E	F	G	H	I
Item No.	Description	Scheduled Value (\$)	Work Completed		Materials Currently Stored (not in D or E) (\$)	Work Completed and Materials Stored to Date (D + E + F) (\$)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Change Orders								
	Change Order #1	188,613.00	188,613.00			188,613.00	100%	-
	Change Order #2	104,569.38	104,569.38			104,569.38	100%	-
	Change Order #3	125,690.00		70,000.00		70,000.00	56%	55,690.00
						-	-	-
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						-	-	-
Change Order Totals		\$ 418,872.38	\$ 293,182.38	\$ 70,000.00	\$ -	\$ 363,182.38	87%	\$ 55,690.00
Original Contract and Change Orders								
Project Totals		\$ 22,481,810.13	\$ 19,896,051.54	\$ 849,367.65	\$ 274,943.86	\$ 21,020,363.05	93%	\$ 1,095,984.58

Progress Estimate - Unit Price Work
Contractor's Application for Payment

Owner:	Waterloo Utilities						Owner's Project No.:					
Engineer:	Town & Country Engineering						Engineer's Project No.: WW-62					
Contractor:	Portzen						Contractor's Project No.: 23-04					
Project:	2023 Water and Wastewater Improvements											
Contract:	Wastewater Treatment Facility and Water Booster Station											

Application No.:	27	Application Period:	From	08/01/25	to	08/31/25	Application Date: 08/25/25				
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A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract											
B-1	Excavation	1,000.00	CY	20.00	20,000.00	468.00	9,360.00		9,360.00	47%	10,640.00
B-2	Structural Fill	1,000.00	CY	58.00	58,000.00	403.00	23,374.00		23,374.00	40%	34,626.00
B-3	Breaker Run	300.00	CY	58.00	17,400.00		-		-	0%	17,400.00
B-4	Fencing	50.00	LF	60.00	3,000.00		-		-	0%	3,000.00
B-5	Reinforced Concrete	100.00	CY	450.00	45,000.00		-		-	0%	45,000.00
B-6	Asphalt	300.00	SY	30.00	9,000.00		-		-	0%	9,000.00
B-7	Pipe Bollards	5.00	EA	750.00	3,750.00		-		-	0%	3,750.00
B-8	Geotextile Fabric	250.00	SY	5.00	1,250.00	328.50	1,642.50		1,642.50	131%	(392.50)
B-9	Silt Fencing	250.00	LF	4.00	1,000.00		-		-	0%	1,000.00
					-		-		-		-
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					-		-		-		-
Original Contract Totals					\$ 158,400.00		\$ 34,376.50	\$ -	\$ 34,376.50	22%	\$ 124,023.50

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner:	Waterloo Utilities	Owner's Project No.:	
Engineer:	Town & Country Engineering	Engineer's Project No.:	WW-62
Contractor:	Portzen	Contractor's Project No.:	23-04
Project:	2023 Water and Wastewater Improvements		
Contract:	Wastewater Treatment Facility and Water Booster Station		

Application No.:	27	Application Period:	From	08/01/25	to	08/31/25	Application Date:	08/25/25
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A	B	C	D	E	F	G	H	I	J	K	L
Bid Item No.	Description	Contract Information				Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) (\$)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Change Orders											
					-		-		-		-
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Change Order Totals					\$ -		\$ -	\$ -	\$ -		\$ -
Original Contract and Change Orders											
Project Totals					\$ 158,400.00		\$ 34,376.50	\$ -	\$ 34,376.50	22%	\$ 124,023.50

Stored Materials Summary
Contractor's Application for Payment

Owner: Waterloo Utilities Engineer: Town & Country Engineering Contractor: Portzen Project: 2023 Water and Wastewater Improvements Contract: Wastewater Treatment Facility and Water Booster Station						Owner's Project No.: Engineer's Project No.: WW-62 Contractor's Project No.: 23-04						
Application No.: 27		Application Period:		From 08/01/25	to 08/31/25	Application Date: 08/25/25						
A	B	C	D	E	F	Materials Stored			Incorporated in Work			M
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Previous Amount Stored (\$)	Amount Stored this Period (\$)	Amount Stored to Date (G+H) (\$)	Amount Previously Incorporated in the Work (\$)	Amount Incorporated in the Work this Period (\$)	Total Amount Incorporated in the Work (J+K) (\$)	Materials Remaining in Storage (I-L) (\$)
263	P000014525		Materials ready for shipment	CST	9	95,817.00		95,817.00	95,817.00		95,817.00	-
								-			-	-
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Totals						\$ 95,817.00	\$ -	\$ 95,817.00	\$ 95,817.00	\$ -	\$ 95,817.00	\$ -

State of Wisconsin
 Department of Natural Resources
 Bureau of Community Financial Assistance
 101 S. Webster St., PO Box 7921
 Madison WI 53707-7921
 FAX (608) 267-0496
DNRCFELDisbursements@wisconsin.gov

Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 1 of 4

☒ Clean Water Fund Program ☐ Safe Drinking Water Loan Program

Notice: This form is authorized by ss. 281.58, 281.59, and 281.61, Wis. Stats. Submittal of a completed form to the Department is mandatory for all applicants seeking payments from the Clean Water Fund Program, the Environmental Improvement Fund or the Safe Drinking Water Loan Program. Failure to submit a completed form to the Department shall be grounds for denial of payment. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Law [ss. 19.31-19.39, Wis. Stats.]. **See page 2 for instructions and payment cycles.**

1. Municipality	2. Project Number	3. Request Number	4. Type of Request
City of Waterloo	4682-04	13	<input checked="" type="radio"/> Partial <input type="radio"/> Final

Disbursement worksheet must be completed and invoices must be attached for all costs.	This Claim	For DNR Use Only	
		Adjustments	Claim Amount Paid
Force Account Complete worksheet on page 3	\$	\$	\$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management	20,250.50		
Construction / Equipment	556,387.21		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	576,637.71		

Municipal Certification

I certify: (The following boxes must be marked before this request will be processed.)

- ☒ The amounts requested are in accordance with the terms of the Financial Assistance Agreement (FAA) and are for eligible project costs that have been incurred and have not been reimbursed on any previous request.
- ☒ I am the municipal representative authorized to complete this request and that all necessary approvals by consultants and municipal governing officials have been obtained.
- ☒ The Project complies with the Davis-Bacon and Related Acts, which require that all laborers and mechanics employed by the contractors, and subcontractors, were paid wages at rates not less than those listed on the prevailing wage rate contained in the contract documents.
- ☒ The Davis-Bacon poster was posted at all times by the contractor and subcontractors at the work site.
- ☒ All contractors have provided the municipality or engineer with certified weekly payrolls for labor performed for all costs requested with this Request for Disbursement for Financial Assistance Programs Form.

Date Signed _____

Signature of Municipal Representative _____

Title Mayor

Telephone Number (920) 478-3025

DO NOT WRITE BELOW THIS LINE - DNR USE ONLY

Received Date	DNR Approval and Date	DOA Approval and Date	Project At %
Comments			

Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 3 of 4

See instructions on last page 4 .
Invoices must be attached for all costs.

Payment Request Worksheet

<input checked="" type="radio"/> Clean Water Fund Program <input type="radio"/> Safe Drinking Water Loan Program				Municipality City of Waterloo								6. Other Funding Indicate Dollar Amount and Fund Source, i.e., CDBG, RD, internal funds	
				Project Number 4682-04				Request Number 13					
				5. Budget Categories (Requesting EIF funds for incurred eligible costs.)									
1. Date of Invoice	2. Payee	3. Invoice Number	4. Total Invoice Amount	Force Account	Interim Financing	Preliminary Design/ Engineering	Land or Easement Acquisition	Engineering/ Construction Management	Construction /Equipment*	Misc. Costs	Closing Costs	Amt.	Source
06/01/2013	Sample		250,000.00						200,000.00			50,000.00	CDBG
08/31/2025	Portzen	PAY APP 27	627,397.81						556,387.21			71,010.60	SDWLP DR 10
07/17/2025	Town & Country Engineering	28449	4,554.40					4,415.67				138.73	SDWLP DR 10
08/14/2025	Town & Country Engineering	28583	14,500.00					12,858.85				1,641.15	SDWLP DR 10
08/14/2025	Town & Country Engineering	28584	3,355.80					2,975.98				379.82	SDWLP DR 10
(SUB) TOTAL			649,808.01					20,250.50	556,387.21			73,170.30	

*Change orders must be approved by the Construction Management Engineer prior to disbursement.

State of Wisconsin
 Department of Natural Resources
 Bureau of Community Financial Assistance
 101 S. Webster St., PO Box 7921
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Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 1 of 4

☐ Clean Water Fund Program ☒ Safe Drinking Water Loan Program

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1. Municipality	2. Project Number	3. Request Number	4. Type of Request
City of Waterloo	4962-06	10	<input checked="" type="radio"/> Partial <input type="radio"/> Final

Disbursement worksheet must be completed and invoices must be attached for all costs.	This Claim	For DNR Use Only	
		Adjustments	Claim Amount Paid
Force Account Complete worksheet on page 3	\$	\$	\$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management	2,159.70		
Construction / Equipment	71,010.60		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	73,170.30		

Municipal Certification

I certify: (The following boxes must be marked before this request will be processed.)

- ☒ The amounts requested are in accordance with the terms of the Financial Assistance Agreement (FAA) and are for eligible project costs that have been incurred and have not been reimbursed on any previous request.
- ☒ I am the municipal representative authorized to complete this request and that all necessary approvals by consultants and municipal governing officials have been obtained.
- ☒ The Project complies with the Davis-Bacon and Related Acts, which require that all laborers and mechanics employed by the contractors, and subcontractors, were paid wages at rates not less than those listed on the prevailing wage rate contained in the contract documents.
- ☒ The Davis-Bacon poster was posted at all times by the contractor and subcontractors at the work site.
- ☒ All contractors have provided the municipality or engineer with certified weekly payrolls for labor performed for all costs requested with this Request for Disbursement for Financial Assistance Programs Form.

Date Signed _____

Signature of Municipal Representative _____

Title Mayor

Telephone Number (920) 478-3025

DO NOT WRITE BELOW THIS LINE - DNR USE ONLY

Received Date	DNR Approval and Date	DOA Approval and Date	Project At %
Comments			

Request for Disbursement for Financial Assistance Programs

Form 8700-215 (R 12/22)

Page 3 of 4

See instructions on last page 4 .
Invoices must be attached for all costs.

Payment Request Worksheet

<input type="radio"/> Clean Water Fund Program <input checked="" type="radio"/> Safe Drinking Water Loan Program				Municipality City of Waterloo Project Number 4962-06								Request Number 10		6. Other Funding Indicate Dollar Amount and Fund Source, i.e., CDBG, RD, internal funds	
1. Date of Invoice	2. Payee	3. Invoice Number	4. Total Invoice Amount	5. Budget Categories (Requesting EIF funds for incurred eligible costs.)								Amt.	Source		
				Force Account	Interim Financing	Preliminary Design/ Engineering	Land or Easement Acquisition	Engineering/ Construction Management	Construction /Equipment*	Misc. Costs	Closing Costs				
06/01/2013	Sample		250,000.00						200,000.00			50,000.00	CDBG		
08/31/2025	Portzen	PAY APP 27	627,397.81						71,010.60			556,387.21	CWF DR #13		
07/17/2025	Town & Country Engineering	28449	4,554.40					138.73				4,415.67	CWF DR #13		
08/14/2025	Town & Country Engineering	28583	14,500.00					1,641.15				12,858.85	CWF DR #13		
08/14/2025	Town & Country Engineering	28584	3,355.80					379.82				2,975.98	CWF DR #13		
(SUB) TOTAL			649,808.01					2,159.70	71,010.60			576,637.71			

*Change orders must be approved by the Construction Management Engineer prior to disbursement.



Project Name:	Waterloo - 2023 Water and Wastewater Improvements
Project No.:	WW-47
Month of:	August 2025
Completed By:	Lisa Twarog

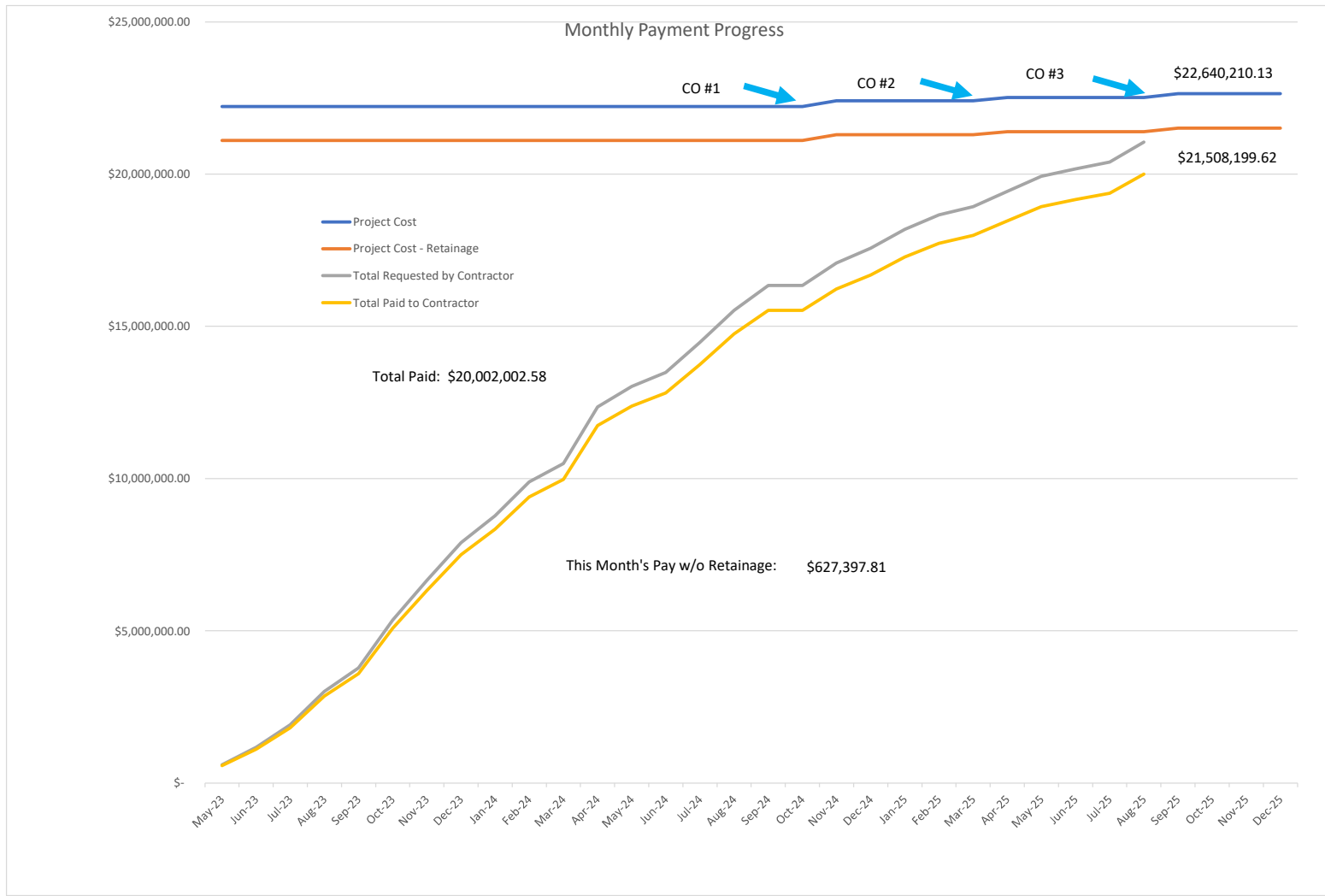
Monthly Report

General Construction Activities by Structure				
Structure	Activity			
05 - Site	- All site concrete poured, including curb and gutter			
Vac Dump	- Complete			
10	- Stud wall framing			
20	- Old gate frames removed			
25	- Influent sampler started up			
30	- South gate and south trough infill complete			
35	- Paint prep work			
40				
45				
50	- Orthophosphate sampler started up			
55				
60	- Effluent sampler started up			
65				
70				
75	- Blower, pumps, and diffusers started up			
Booster Station	- Lighting and intrusion alarms wired			
	- HVAC equipment installed			
Contractors/Firms On-Site		This Month's Work Change Directives		
Portzen	8/27/2025	New Flagpole	\$	1,967
Pieper (Electrical)				
Thermodynamics (HVAC)				
Dubuque Plumbing & Heating (Plumbing)				
Altronex (Controls)				
			Monthly Total:	\$ 1,967
			Project Total	\$420,839
RFI's/Clarifications/Issues				
CC No. 210 - Str. 50 Polyurethane Injection				
CC No. 211 - Suction Diffuser on pumps 10-HWP-01 & 02				
CC No. 212 - Concrete Curb				
CC No. 213 - Str. 10 Showers				
Significant Meetings				
Date	Topic	Participants	Action Items	
8/6/2025 8/13/2025 8/20/2025	Subcontractor coordination meeting	T&C, Portzen, Waterloo, Pieper, LW Allen, DPH		
8/27/2025	Monthly Construction Meeting	T&C, Portzen, Waterloo, Pieper, LW Allen, DPH, USDA RD, DNR		
Anticipated Work Next Month				
Structure	Activity			
Site	- Asphalt paving			
Vac Dump	- Complete			
10	- Tiling of bathrooms			
	- Breakroom			
	- Drop ceiling			
20				
25				
30				
35				
40				
45				
50	- Polyurethane injection and epoxy flooring			
55				
60				
65				
70				
75				
Booster	- Booster pump replacement			



Project Name: Waterloo - 2023 Water and Wastewater Improvements
Project No.: WW-47
Month of: August 2025
Completed By: Lisa Twarog

Monthly Payment Progress



Monthly Progress Pictures



Site
North side of infiltration trench



Booster Station
New lighting

Work Change Directives
City of Waterloo / Waterloo Utilities
2023 WWTF/Booster Construction

1.	04/07/2023	Samplers	\$0.00
2.	04/10/2023	Transformer Pad	\$0.00
3.	04/24/2023	Str. 35 Eyewash Station	\$1,143.00
4.	05/03/2023	Booster Pumps	(\$22,551.00)
5.	05/12/2023	BIL Signage	\$1,277.00
6.	06/29/2023	Buried Structure	\$0.00
7.	06/29/2023	Lab Casework	(\$6,000)
8.	08/10/2023	Transformer Pad Basements	\$0.00
9.	08/10/2023	Str. 55 Backwater Valve	\$494.00
10.	09/08/2023	Casework Additions	\$679.00
11.	09/22/2023	AB 1 Valve	\$0.00
12.	11/13/2023	Str. 10 Fire Damper	\$799.00
13.	01/23/2024	Str. 10 Roof Overflow Drains	\$25,384.00
14.	01/23/2024	Str. 30 Valve Extensions	\$16,130.00
15.	02/02/2024	Str. 60 Pumps – Chains	\$0.00
16.	02/07/2024	Flow Conditioners	\$4,160.00
17.	02/07/2024	MLSS Line 14E	\$1,822.00
18.	03/26/2024	Exit & Egress Lighting – Bid Item 1	\$43,667.00
19.	03/26/2024	Exit & Egress Lighting – Bid Item 2	\$8,640.00
20.	4/17/2024	Sealed Light Fixtures	\$4,575.00
21.	5/31/2024	Anodized Aluminum	(\$28,525.00)
22.	6/27/2024	Str. 35 Electrical/Water/NG Conflict	\$2,291.00

Work Change Directives
City of Waterloo / Waterloo Utilities
2023 WWTF/Booster Construction

23.	8/1/2024	Str. 70 Coating (T&M)	\$134,628.00
		CO No. 1	\$188,613
24.	12/5/2024	Str. 30 Hinged Grating	\$429.50
25.	12/5/2024	Aluminum Dome Doors	\$2,693.00
26.	12/5/2024	Vac Dump Hydrant	\$17,660.88
27.	12/12/2024	Str. 30 Piping to AB 1	\$25,919.00
28.	12/12/2024	Str. 50 Gate Valves	\$1,850.00
29.	12/12/2024	Str. 60 Gates	\$6,928.00
30.	12/12/2024	Concrete Pad for Well 2 Bladder Tanks	\$0.00
31.	1/9/2025	Booster Station Piping	\$26,581.00
32.	1/27/2025	Str. 50 Drain Valves	\$5,817.00
33.	1/27/2025	Str. 55 Valves	\$16,691.00
		CO No. 2	\$104,569
34.	2/19/2025	Str. 20 Gates	\$6,447.00
35.	3/28/2025	Str. 70 BFVs	\$6,883.00
36.	3/28/2025	KSB Wiring	\$7,612.00
37.	3/28/2025	MCC Comments	\$10,959.00
38.	3/28/2025	Flow Meters	\$6,081.00
39.	3/28/2025	Wall Mounted Cranes	\$5,058.00
40.	4/18/2025	Existing UV Diamond Plate	\$6,728.00
41.	5/7/2025	Str. 55 Valve Ext.	\$1,297.00
42.	5/7/2025	2 nd Phosphate Analyzer	\$43,491.00
43.	5/7/2025	CV Hold Open Device	\$3,560.00

Work Change Directives
City of Waterloo / Waterloo Utilities
2023 WWTF/Booster Construction

44.	5/7/2025	Dry Pit Filter Floor	\$16,657.00
45.	6/4/2025	Str. 30 Removable Guardrail	\$7,213.00
46.	7/14/2025	Str. 30 Sidewalks	\$0.00
47.	7/21/2025	Str. 10 Additional Vac Turrets	\$3,704.00
		CO No. 3	\$125,690.00
48.	8/27/2025	New Flagpole	\$1,967.00
		TOTAL	\$420,839.38

Waterloo City Council - Annual Calendar Announcements & Recognition

Meeting nights: 1st & 3rd Thursdays at 7:00 pm

JANUARY
FEBRUARY - Audit Prep
MARCH - Review Appointed Committee Assignments - Waterloo incorporated March 19, 1859 (Village status)
APRIL - Anniversary April 11, 1962 (City status) - National Library Week (generally 2 nd full week in April) 1 st mtg - National Linework Day 18 th 1 st mtg - Annual Organizational Mtg & Appointments - 2nd mtg after regular election - Update Emergency Response Plan - Audit Presentation 2 nd mtg
MAY - National Firefighters Day (always May 4 th) 1 st mtg - National Police Week (w/o May 15 th) 1 st mtg - National EMS Week (3 rd full week of May Sat-Sun) 2 nd mtg - National Public Works Day (3 rd full week of May) 2 nd mtg
JUNE
JULY - Budget Kick off
AUGUST
SEPTEMBER - Annual Wheel Tax Ordinance – 1 st mtg
OCTOBER - National Government Week (2 nd week)
NOVEMBER - Budget public hearing and consideration of a Finance, Insurance & Personnel Committee budget recommendation
DECEMBER

ONLINE LINKS

- [Municipal Code Chapter 30 -- CITY COUNCIL](#)
- [2021-2026 Comprehensive Plan Update](#)