



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

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET

Thursday, January 15, 2026 – 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: December 18, 2025
- 3.) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)
- 4.) MEETING SUMMARIES (since last Council meeting)
 - a. 01/06/2026 Waterloo Water & Light Commission
 - b. 01/15/2026 Finance Committee Meeting
- 5.) CONSENT AGENDA ITEMS
 - a. December 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.) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
 - a. Finance, Insurance and Personnel
 - i. December 2025 Financial Statements: Payroll \$122,924.64 , General Disbursements \$732,686.46 and Clerk/Treasurer's Reports[[see on municipal website](#)]
 - b. Water & Light
 - i. Portzen Pay #30 and #31
 - ii. Change Order #4
 - iii. City of Waterloo Project Tracking Budget and Funding Allocations for Wasterwater Remodel
 - iv. Town & Country Update – informational
- 7.) NEW BUSINESS
 - a. Resolution 2026-01 New Library Board Member
 - b. Resolution 2026-02 New WLOO Board Members
 - c. Minor Land Division W12295 State Rd 89
 - d. Van Buren St. and Taylor Street Mill and Overlay Project
- 8.) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS
- 9.) ADJOURNMENT

Jeanne Ritter
Clerk/Deputy Treasurer

Posted & Emailed: 01/12/2026.

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: December 18, 2025

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

- 1) CALL TO ORDER, PLEDGE OF ALLEGIANCE & ROLL CALL. Mayor Quimby called the meeting to order at 7:00 p.m. Alderpersons present: S.Cummings , A.Kuhl, C. Kuhl, Griffin, Thomas, and Weihert. Absent: Haseleu Others attending in-person: Police Chief Sorenson; Utilities Sorenson; DPW Director Yerges; Parks Haberkorn; Deputy Admin Knutson; Treasurer Nelson; Clerk Ritter; Lt 1 Butzine; EMT Ciha, D. Nell and WLOO Videographers. The Pledge of Allegiance was recited.
- 2) MEETING MINUTES APPROVAL: December 4, 2025 [Cummings/C.Kuhl] VOICE VOTE: Motion Carried.
- 3) CITIZEN INPUT / PUBLIC COMMENT none
- 4) MEETING SUMMARIES (since last Council meeting)
 - a) 12/16/2025 CDA
 - b) 12/18/2025 Finance
- 5) CONSENT AGENDA ITEMS Motion [A.Kuhl/Griffin] VOICE VOTE: Motion carried.
 - a) November Report 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
- 6) RECOMMENDATIONS OF BOARDS, COMMITTEES, AND COMMISSIONS
 - a) Finance, Insurance & Personnel
 - i) November 2025 Financial Statements: General Disbursements \$1,575,121.06; Payroll \$102,462.05 & Clerk/Treasurer's Reports [[available on municipal website](#)] Motion [C.Kuhl/Cummings] ROLL CALL: Yes 6 No 0 Haseleu absent. Motion carried.
 - ii) 2025-51 Resolution On-Call Policy for DPW Handbook Motion [C.Kuhl/Weihert] VOICE VOTE: Motion carried.
 - iii) 2025-14 Update Ordinance 340-2 Water & Light Utility Commission D.(7) Motion [C.Kuhl/Weihert] VOICE VOTE: Motion carried
 - iv) 2025-58 Resolution Employee Handbook Update to 6.2 Overtime Compensation. Motion [C.Kuhl/ Weihert] VOICE VOTE: Motion carried.
 - v) 2025-64 Resolution Approving the Fire/EMS By-Laws. Deferred to February.
 - vi) 2025-65 Resolution Approving the Fire Department/EMS Union Ratification. Motion [C.Kuhl/Thomas] ROLL CALL Yes 6 No 0 Motion carried. Haseleu absent
 - vii) Raises for Seasonal Park Workers-No action
 - viii) 2025-63 Resolution Approving Park Purchase of Turbine Blower. Motion from Undesignated Funds. (\$12,562.24) [Weihert/A.Kuhl] ROLL CALL: Yes 6 No 0 Motion carried. Haseleu absent.
 - b) Waterloo Water & Light
 - i) 2025-59 Resolution Approving Waterloo Utilities to Join LGIP. Motion [Weihert/Griffin] ROLL CALL: Yes 6 No 0 Motion carried. Haseleu absent.
 - ii) 2025-61 Resolution Approving Town & Country for Hwy 89 Utilities Design and Bidding Engineering Motion [Weihert/Griffin] ROLL CALL: Yes 6 No 0 Motion carried. Haseleu absent.
 - iii) 2025-62 Resolution Approving Town & Country for Bluegrass Trail Water Main. Extension Design and Bidding Engineering. Motion [Weihert/Thomas] ROLL CALL: Yes 6 No 0 Motion carried. Haseleu absent
 - c) CDA
 - i) 139-143 N. Monroe St. Façade Grant Motion to approve \$663.50 [A.Kuhl/Cummings] ROLL CALL: Yes 6 No 0 Motion carried. Haseleu absent
 - ii) CDA Year in Review. Motion [C.Kuhl/A.Kuhl] VOICE VOTE: Motion carried.
- 7) UNFINISHED BUSINESS- none
- 8) NEW BUSINESS

9) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

10) ADJOURNMENT [C.Kuhl/Weihert!] VOICE VOTE: Motion carried. Approx. 7:35 pm

Attest:

Jeanne Ritter Clerk/Deputy Treasurer



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PARKS COORDINATOR REPORT

Sept – Nov 2025

EVENTS AND HIGHLIGHTS

- W&K Day – Well Attended and lots of compliments

ONGOING PROJECTS

- RFP's for:
 - Bathroom Vanity (Countertops)
 - Lower Pavilion Floor

FINISHED PROJECTS

- UPPER PAVILION FLOORS
- UPPER PAVILION DOORS

CAROUSEL

- CAROUSEL WORKS (OHIO)
 - 2 more Crankshafts are in Ohio
 - Possible finish of the rest in 2026

PROJECTS FOR 2025

- None

UPCOMING EVENTS

- Wiener and Kraut Day – September 13, 2025

DONATION CAMPAIGNS

- None

GRANT OPPORTUNITIES

- None at the moment
 - Looking into – Skalitzky Field Historic Landmark Registration
 - Research has started on Carousel Grants

Waterloo Fire & Rescue Meeting Minutes

December 22nd, 2025

The meeting was called to order at 715pm

Roll Call: Sign in sheet was passed around.

Minutes from the last meeting were read by Kaitlin. Motion to approve as read by Garry, 2nd by Eric. Motion passed.

Public Comments/Items not on the agenda: none.

Old Business:

1. EMS Scheduling
 - a. Everything looks good for Dec, thank you to the membership for stepping up.
2. Training Log
 - a. Written excuses for missed training needs to be turned in. Members will need this completed before voting at the election in January.
3. Ambulance Update
 - a. The new ambulance should be finalized mid January. It will require multiple inspections in MO before it comes to WI.
4. Policy
 - a. Still on hold at the city.
5. Fire Siren
 - a. It is working. Please continue to set it off manually here at the station for calls, that process has not changed.
6. MABAS Cards
 - a. We will be making our own search card for our area.
7. Any other old business? None.

Motion by Dan, 2nd by Ryan to move onto new business.

New Business:

1. Critique past calls if needed
 - a. Alarm at 217 N. Monroe. The door closures have been fixed.
 - b. 206 Bishop Circle - EMS assist. Thank you to our members for going above and beyond.
 - c. Mutual aid to Beaver Dam with Chief and tender. 8,000 gallons of water dumped at the barn fire.
 - d. Lake Mills Cty Hwy G fire, no water dropped.
 - e. Lake Mills Cty Hwy A fire, no water dropped.
2. Updates
 - a. Bylaws - sent to the city, needs corrections.
3. Reminder for those who want to be voted on for officers
 - a. Eligibility list created by Garry and Aiden. Only 7-9 people are eligible.
 - b. Corrections and updates discussed by the membership.
4. Website and Facebook

- a. Discontinuing department website, being placed under a reference tab on the city's website.

Training Next Month:

EMS Training - CPR

Fire Training - Down FF CPR, gear inspections, and SCBA maintenance, and new Sensit training.

MPO Training - TBD

Upcoming trainings will be posted on the board

- b. Aerial class in Watertown, Watertown HOT May 1st, 2nd, 3rd

New members, probationary members, transfers?

- c. Voted on Kellan Smith (22 yes, 2 no - passed) and Nathaniel Kroll (12 yes, 11 no, 1 abstain - passed) Motion to destroy ballots by Wes, approved.

5. Any other new business?

- a. Kevin will run for Lt position.
- b. Ice Rescue training next Monday for 5th Monday training.
- c. CPR in January
- d. Discussion on holding both Lt and PIO positions simultaneously.

Truck starters for next month

- e. Fire: Garry, Brian, and Keegan
- f. EMS: Ron, Eric, and Aaron.

Motion to adjourn meeting by Eric, 2nd by Craig. The meeting was adjourned at 8:44pm.

Meeting minutes submitted by Kaitlin Butzine, Secretary.



Invoice

Invoice Number: 2892880
 Invoice Date: 11/30/2025
 Terms: Net 30 Days
 Due Date: 12/30/2025
 Customer #: 11-WATERL2
 Customer PO #:

Waterloo, WI, City of
 136 North Monroe Street
 Waterloo, WI 53594

Fee Type	Amt Paid	Paid Date	% Due to 3rd Party	Amt Due to 3rd Party
Permit # 25WTRC-B00011 161 Goehl Road, Waterloo, WI 53594 Demolition				
Razing Fee- Commercial	\$650.00	11/11/2025	60.00%	\$390.00
25WTRC-B00011 Subtotal				\$390.00
Permit # 25WTRC-B00020 740 Herron Court, Waterloo, WI 53594 Deck				
Other Fee- Residential	\$125.00	11/18/2025	60.00%	\$75.00
25WTRC-B00020 Subtotal				\$75.00
Permit # 25WTRC-E00010 575 West Madison Street, Waterloo, WI 53594 Electrical Permit - Commercial				
Electrical- Replacement & Misc. Items- Commercial	\$55.00	11/13/2025	60.00%	\$33.00
25WTRC-E00010 Subtotal				\$33.00
Permit # 25WTRC-F00012 213 Anna Street, Waterloo, WI 53594 Fence				
Other Fee- Residential	\$50.00	11/17/2025	60.00%	\$30.00
25WTRC-F00012 Subtotal				\$30.00
Permit # 25WTRC-H00021 506 East Madison Street, Waterloo, WI 53594 HVAC Permit				
HVAC- Replacement & Misc. Items- Residential	\$125.50	11/17/2025	60.00%	\$75.30
25WTRC-H00021 Subtotal				\$75.30
Permit # 25WTRC-H00022 271 Crestview Drive, Waterloo, WI 53594 HVAC Permit				
HVAC- Replacement & Misc. Items- Residential	\$175.50	11/24/2025	60.00%	\$105.30
25WTRC-H00022 Subtotal				\$105.30
Permit # 25WTRC-H00023 962 South Monroe Street, Waterloo, WI 53594 HVAC Permit				
HVAC- Replacement & Misc. Items- Residential	\$134.04	11/26/2025	60.00%	\$80.42
25WTRC-H00023 Subtotal				\$80.42
Permit # 25WTRC-P00016 325 East Madison Street, Waterloo, WI 53594 Plumbing Permit				
Plumbing- Replacement & Misc. Items- Residential	\$177.26	11/24/2025	60.00%	\$106.36
25WTRC-P00016 Subtotal				\$106.36
Permit # 25WTRC-PE00015 1055 Bluegrass Trail, Waterloo, WI 53594 Plumbing Permit				
Plumbing- Replacement & Misc. Items- Residential	\$223.84	11/7/2025	60.00%	\$134.30
Electrical- Replacement & Misc. Items- Residential	\$50.00	11/7/2025	60.00%	\$30.00
25WTRC-PE00015 Subtotal				\$164.30

Fee Type	Amt Paid	Paid Date	% Due to 3rd Party	Amt Due to 3rd Party
Permit # 25WTRC-PR00001 245 North Monroe Street, Waterloo, WI 53594 PR Only - Certified - BLDG - Alteration				
Plan Entry Fee	\$100.00	11/11/2025	90.00%	\$90.00
Building Plan Review Fees	\$250.00	11/11/2025	90.00%	\$225.00
25WTRC-PR00001 Subtotal				\$315.00

Summary by Fee Type

<u>Item Code</u>	<u>Amount</u>
Building Plan Review Fees	\$225.00
Electrical- Replacement & Misc. Items- Commercial	\$33.00
Electrical- Replacement & Misc. Items- Residential	\$30.00
HVAC- Replacement & Misc. Items- Residential	\$261.02
Other Fee- Residential	\$105.00
Plan Entry Fee	\$90.00
Plumbing- Replacement & Misc. Items- Residential	\$240.66
Razing Fee- Commercial	\$390.00
Total	\$1,374.68

Please remit to: **SAFEbuilt LLC Lockbox #88135**
PO Box 88135, Chicago, IL 60680-1135

Net Invoice:	\$1,374.68
Freight:	\$0.00
Sales Tax:	\$0.00
Invoice Total:	\$1,374.68

Machinery and Equipment Maintenance

2025 DPW

DECEMBER

			Mileage / Hours		TTI Fuel	GPH
Equipment			Start	End	Total	
End loader	544		4664	4687	23	0.44
John Deere Tractor	2555		5046	5046	0	#DIV/0!
Wood Chipper	CHIPPER		538	538	0	#DIV/0!
John Deere Lawn Tractor	1025R		482	505	23	0.58
John Deere	X758		148	148	0	0.58
John Deere	X750-R		437	437	0	0.58
Wacker Roller	ROLLER		453	453	0	#DIV/0!
2023 Frieghtliner Truck	#8		4572	4784	212	2.71
2020 International Truck	#2		9423	9613	190	1.57
Paint Gator	#1		2131	2131	0	#DIV/0!
2017 Chevrolet Truck	#4		78896	79355	459	5.76
2018 Frieghtliner Truck	#5		17143	17480	337	1.96
2006 Elgin Pelican Street Sweeper	SWEEPER		44599	44599	0	#DIV/0!
2011 Ford F-550 Truck	#6		54473	54505	32	1.49
2015 Frieghtliner Truck	#7		18670	18880	210	2.56
2023 Bobcat	S66		371	383	12	#DIV/0!
2023 Titan Leaf Vac	Pro Plus		131	131	0	#DIV/0!
2025 Ford F-550	# 9		1220	1270	50	#DIV/0!

MONTHLY TIME REPORT

2025

DECEMBER

JOB	DPW	Chad	Ryan	Chris	Travis
Police Adm		0	0	0	0
Fire Dept		0	0	0	0
Mach/Equip		23.25	52	8	1
Garage/Shed		24	15	24.25	54
Meeting/Seminars		8.75	0	0	0
Street Repair/Maintenance		1	0	0	0
Street Cleaning		0	0	0	0
Snow & Ice	Reg Hrs	82.25	78	73	78
	OT Hrs	15.25	9.5	15.25	15.5
Storm Sewer		0	2	0	0
Traffic Control		0	0	0	0
Bridges/Culvers		0	0	0	0
Tree/Brush		0	0	0	0
Refuse Collection		0	0	1	3
Sanitary Sewer		0	0	0	0
Insect Control		0	0	0	0
Animal Control		0	0	0	0
Cemetary		0	0	0	0
Library		1	1	1	1
Firemans Park		2	0	0	0
Other Parks		0	0	0	0
Trail Head		0	1	1	0
Celeb/Enter		3	4	5	0
Weed Control		0	0	0	0
Vac/Holiday/SL		42.75	32	68.75	47

WATERLOO POLICE DEPARTMENT OFFICER'S DAILY -DECEMBER

Patrol:	415	Office:	188
Investigative:	34	Special:	7
Radar:	125	School/Training:	10
Court:	3	On Call:	0
Total Hours Worked:		782	

COMPLAINTS	
Family:	3
Off Road Vehicles:	0
Vandalism:	0
Minor Theft - \$500:	0
Major Theft + \$500:	0
Burglary:	0
Doors Found Open:	1
Animal Case:	0
Late Bar Closings:	0
Alarms:	0
Loud Music/Parties:	0
Tavern Complaints:	0
Prowler Complaints:	0
Battery to Person:	0
Domestic Abuse:	1
Sexual Assault:	0
Runaways:	0
Worthless Checks:	0
All Other Complaints:	30
TOTAL COMPLAINTS:	35

INQUIRIES/CHECKS	
Registration Checks:	357
D.L. Checks:	290
NCIC/CIB/VIN Checks:	0
Check Welfare:	2
TOTAL INQUIRIES:	649

ACCIDENTS	
More than \$1,000:	0
Less than \$1,000:	0
Pedestrian Accidents:	0
Bicycle Accidents:	0
Number Injured:	0
Number Killed:	0
TOTAL ACCIDENTS:	0

ASSISTS	
Assist Jefferson County:	2
Assist Dodge County:	1
Assist Dane County:	0
Assist Marshall PD:	4
Assist Fire/Rescue:	24
Assist Other Agencies:	4
Assist Public:	42
Assist With Escort:	0
Assist All Others:	4
TOTAL ASSISTS:	80

MISCELLANEOUS	
Personal Contacts:	979
Investigations/Follow-up:	52
Traffic Control:	0
Radar Operations:	205
Special Assignment:	2
Speech/Presentation:	1
Serve Papers:	0
Other Miscellaneous:	7
TOTAL:	1246

	Warnings	Arrests
Speeding:	6	11
Too Fast For Conditions:	0	0
Inattentive Driving:	0	0
Failure to Yield:	0	0
Stop Sign Violation:	7	6
Illegal Passing:	0	0
No Driver's License:	1	4
Illegal Parking:	1	22
Left of Highway:	0	0
Drunk Driving:	0	0
Unregistered Vehicle:	7	0
Driving While Sus/Rev:	0	1
Hit And Run:	0	0
Off Road Vehicle:	0	0
Power Display:	0	0
Equipment:	8	0
Illegal "U" Turn:	3	3
Following Too Close:	0	0
Seatbelt Violation:	0	0
ALL OTHER TRAFFIC:	12	3
TOTAL	45	50

Disorderly Conduct:	0	0
Underage Alcohol:	0	0
Warrants:	0	0
Theft:	1	0
Trespassing:	0	0
Burglary/Break & Enter:	0	0
Vandalism:	0	0
ALL OTHER MIS/CRIM:	0	15
TOTALS:	1	15

Waterloo Police Department Fleet Maintenance Report

VIN Year Vehicle Description	1FM5K8AR4FGC07739	For Period	12/1-12/31
	2021	Fuel Cost	\$615.76
	Ford EXPLORER	Miles per gallon	11.74

Date	Fuel	Fuel Costs	Mileage	Maintenance Items	Main. Cost	Officer
12/1/2025	8.132	\$22.76	89375			18
12/2/2025	8.057	\$22.55	89479			18
12/3/2025	7.94	\$22.22	89570			18
12/4/2025	8.79	\$24.35	89669			12
12/5/2025	6.88	\$18.79	89746			12
12/6/2025	7.974	\$22.00	89830			11
12/7/2025	7.248	\$20.00	89918			11
12/8/2025	6.85	\$18.90	89997			18
12/9/2025	8.246	\$22.75	90093			18
12/9/2025	4.33	\$11.15	90140			12
12/10/2025	7.54	\$19.60	90224			10
12/11/2025	6.963	\$17.40	90310			10
12/12/2025	6.402	\$16.00	90376			11
12/13/2025	7.603	\$19.00	90471			11
12/14/2025	8.73	\$21.58	90572			12
12/15/2025	6.3	\$16.00	90637			10
12/16/2025	7.2	\$18.00	90717			10
12/17/2025	8.94	\$21.72	90836			12
12/18/2025	8.12	\$19.74	90942			12
12/19/2025	7.319	\$18.00	91020			10
12/20/2025	6.34	\$15.04	91104			12
12/21/2025	8.36	\$19.81	91191			12
12/22/2025	7.68	\$18.42	91298			18
12/23/2025	7.502	\$18.00	91387			20
12/24/2025	8.336	\$20.00	91512			10
12/25/2025	8.13	\$19.26				12

Monthly Incident Comparison Report

Report Criteria:

Current Month: 12/2025

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
No Category						
	Assist Columbia County Sheriff	0	0	1	0	0
	Blank Description	1	0	4	1	2
	speeding	0	0	0	0	1
	unlawful U-turn	1	0	1	0	0
	Total for No Category:	2	0	6	1	3
ASSIST						
	Assist Business	0	0	1	0	1
	Assist Citizen	2	2	9	0	18
	Assist DNR	0	0	0	0	1
	Assist Dane County Sheriff	0	0	4	0	6
	Assist Dodge County Sheriff	1	1	17	0	19
	Assist Jefferson County Sheriff	1	1	8	0	7
	Assist Marshall PD	4	5	39	0	27
	Assist Public Works	0	0	0	1	1
	Assist Social Services	0	0	12	1	23
	Assist Watertown PD	0	0	3	0	1
	Assist/School District	0	0	1	0	2
	Civil Dispute	1	1	4	0	1
	Custody for Other Department	0	1	1	0	3
	EMS Calls	1	1	4	0	3
	Fire Calls	0	0	2	0	3
	Neighbor Problems	0	0	1	0	2
	Other Mutual Aid Assists	1	0	1	0	1
	Sex Offender Registration	0	0	1	0	0
	Total for ASSIST:	11	12	108	2	119
CRIMINAL						
	Bail Jumping/Escapes	0	0	1	0	3
	Burglary - Attempted Non-Residential	0	0	1	0	0
	Child Enticement	1	0	2	0	0
	Criminal Damage To Property/vandalism	0	0	3	0	1
	Disorderly Conduct - All Other	0	1	5	0	7
	Disorderly Conduct - Fight, Disturbance	0	0	7	0	3
	Domestic Disturbance	1	0	13	1	19
	Domestic Offense - Child Abuse/Neglect	0	0	1	0	0
	Drug Investigations	0	0	3	0	5
	Drug Paraphernalia Possession	0	0	0	0	2
	Drug Possession	0	0	1	0	8
	Endanger Safety/Reckless Behavior	0	0	1	0	0
	Fraud	0	1	8	0	3
	Harassment - Harassing Telephone Calls	0	0	0	0	2

Monthly Incident Comparison Report

Report Criteria:

Current Month: 12/2025

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
CRIMINAL						
	Harassment - Stalking	0	0	1	0	0
	Harassment - Threats	1	0	2	0	3
	Indecent Language/Conduct	0	0	0	0	1
	Obstruct/Resist Police Officer	0	1	1	0	0
	Other Sex Offenses	0	0	1	0	4
	Postal Crime	0	0	0	0	1
	Probation/Parole Violation	0	0	1	0	0
	Simple Battery	0	0	0	0	2
	Theft - All Other	0	0	10	0	7
	Theft - Bicycles	0	0	0	0	1
	Theft - From Building	0	0	2	0	3
	Theft - From a Motor Vehicle	0	0	1	0	1
	Theft - Motor Vehicle Parts/Accessories	0	0	0	0	1
	Theft - Retail/Shoplifting	0	0	4	0	6
	Trespassing	0	0	0	0	3
	Violation of Court/Restraining Order	0	0	0	0	4
	Total for CRIMINAL:	3	3	69	1	90
ORDINANCE						
	Abandoned Property/Vehicle Violation	0	0	1	0	1
	Animal Bite	0	0	8	0	5
	Animal Licensing/Shots/Etc.	0	0	3	0	1
	Animal Noise Complaint	1	3	6	0	0
	Animal Running at Large	0	0	0	0	1
	Bicycle, Moped, etc. Violation	0	0	0	0	1
	Contributing to Delinquency of a Minor	0	0	1	0	0
	Disturbance	0	0	2	0	5
	Illegal Dumping	0	0	3	0	1
	Municipal Code Violation	0	3	8	0	10
	Possession of Tobacco by Minor	0	0	1	0	8
	Truancy	0	0	0	0	5
	Total for ORDINANCE:	1	6	33	0	38
Other						
	Investigation/Take Report	0	0	2	0	2
	Other Animal Calls - Dead, Etc.	0	0	2	0	8
	Receive Information	0	1	36	5	25
	Request Assist	0	0	1	0	0
	Total for Other:	0	1	41	5	35
SERVICE						
	911 Disconnect (Hang-Up)	0	0	0	0	1
	Death Investigation	0	1	11	0	3

Monthly Incident Comparison Report

Page: 3

Report Criteria:

Current Month: 12/2025

Category	Description	Current Month	Prior Month	Year To Date	Same Mo. Last Year	Last Year
SERVICE						
	Found Items/Property	1	3	17	3	13
	Lost Items/Property	0	0	1	0	0
	Other Service	0	0	0	0	1
	Paper Service/Civil Process	0	0	1	0	0
	Uncontrollable Adult	0	0	0	0	1
	Uncontrollable Juvenile	0	0	1	0	1
	Warrant Pickup - Other Agency	0	0	7	0	7
	Welfare Check	0	0	4	2	3
	Total for SERVICE:	1	4	42	5	30
TRAFFIC						
	Disobey Sign/Marker	0	0	0	0	1
	Driver's License Violations (Ex OAS/OAR)	7	5	65	0	80
	Illegal Turns	3	1	14	2	7
	Lane Violations - Left of Center, Etc.	0	1	1	1	2
	License/Permit Violation	0	1	4	0	2
	Miscellaneous Rules Violation	0	0	4	0	2
	Motor Vehicle Insurance Violation	0	2	10	0	9
	OAS/OAR/Other License Violations	0	0	6	0	6
	Operate Motor Vehicle While Intoxicated	0	0	5	2	29
	Operate Snowmobile While Intoxicated	0	0	0	0	2
	Other Traffic Violations	0	0	0	0	3
	Registration/Title Violation	0	1	6	0	3
	Seatbelt Violation	0	0	1	1	2
	Speeding - School Zone	0	0	0	0	1
	Speeding Violation	8	6	81	2	47
	Stop Sign/Signal Violation	5	2	18	5	19
	Traffic Accident - Hit and Run (Damage)	1	2	7	1	10
	Traffic Accident - Hit and Run (Injury)	0	0	2	0	0
	Traffic Accident - Non-Reportable	0	0	1	2	2
	Traffic Accident - Personal Injury	0	0	0	0	1
	Traffic Accident - Property Damage	0	0	21	3	27
	Vehicle Equipment Violation - Other	0	0	1	0	1
	Total for TRAFFIC:	24	21	247	19	256
Grand Totals:		42	47	546	33	571

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
12/16/2025	12/16/2025	ALL	ALL

Court Date	Name	Ticket	Officer/Court Type
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[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
125.07(4)(B)	UNDERAGE DRINKING-POSSESS-14-16	\$55.00	\$0.00

12/16/25	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

12/16/25	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

Charge	Description	Fine	Collected
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]

12/16/25	BRAUNSCHWEIG,BRUCE,W	DOB: 08/26/59	No: C-1F80DIJ9KL	BURNS,RANDY
11:00 AM	437 MINNETONKA WAY	Age: 66	Issued: 11/03/25	
	WATERLOO WI, 53594		Inc #: 25-000371	

Comments: OFFICER: BADGE #: 12, NAME: RANDY B BURNS

Charge	Description	Fine	Collected
261-6A(2)	UNLAWFUL STORAGE OF JUNK	\$175.30	\$0.00

12/16/25	BRAZZEL-WEEKS,DEMETRIUS,LAMAR	DOB: 02/24/93	No: T-BK704764-4	WARNER,DAVID,N
11:00 AM	2853 EGGIMAN RD	Age: 32	Issued: 11/21/25	
	FITCHBURG WI, 53713			

Comments: OFFICER: BADGE #: 11, NAME: DAVID N WARNER

Charge	Description	Fine	Collected
346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30	\$0.00

12/16/25	BUEHL,BROOKE,MAE MARIE	DOB: 11/08/01	No: C-1F80PBQ6Z7	BOLLIG,RANDY,P
11:00 AM	390 NIGHTENGALE CT	Age: 24	Issued: 11/20/25	
	ARENA WI, 53503		Inc #: 25-000495	

Comments: OFFICER: BADGE #: 10, NAME: RANDY P BOLLIG

Charge	Description	Fine	Collected
278-4B	POSSESSION OF MARIJUANA < 25 GRAMS	\$263.50	\$0.00

Court Calendar Report

Page: 2

Report Criteria:

Start Date	End Date	Officer	Court Type
12/16/2025	12/16/2025	ALL	ALL

Court Date	Name	DOB	Ticket No:	Officer/Court Type
12/16/25	BUEHL,BROOKE,MAE MARIE	11/08/01	C-1F80PBQ6Z8	BOLLIG,RANDY,P
11:00 AM	390 NIGHTENGALE CT ARENA WI, 53503	Age: 24	Issued: 11/20/25 Inc #: 25-000495	

Comments: OFFICER: BADGE #: 10, NAME: RANDY P BOLLIG

			Charge	Description	Fine	Collected
			278-4(D)(1)	POSSESSION OF DRUG PARAPHERNALIA	\$200.50	\$0.00
12/16/25	FORSMAN,LYNN,J	DOB: 10/04/77	No: T-BK704752-6	WARNER,DAVID,N		
11:00 AM	207 W GRANT ST APT 1 LAKE MILLS WI, 53551	Age: 48	Issued: 11/01/25 Inc #: 25-000467			
			346.46(1)	FAIL/STOP AT STOP SIGN	\$175.30	\$0.00
12/16/25	BAH,HOLLY,L	DOB: 08/04/81	No: T-BK704765-5	BOLLIG,RANDY,P		
11:00 AM	252 GOEHL RD WATERLOO WI, 53594	Age: 44	Issued: 11/22/25 Inc #: 25-000498	JEFFERSON CO CIRCUIT CT		
			346.57(5)	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	\$200.50	\$0.00
12/16/25	BERNAL,DAYANARA,JUDITH	DOB: 08/25/06	No: T-BK704767-0	WARNER,DAVID,N		
11:00 AM	862 ANNA CT WATERLOO WI, 53594	Age: 19	Issued: 11/23/25 Inc #: 25-000500	JEFFERSON CO CIRCUIT CT		
			343.07(1G)(A)1	OPERATE MOTOR VEHICLE BY PERMITTEE W/O INSTRUCTOR	\$200.50	\$0.00
12/16/25	BYERS,ISAIAH,JERMAINE	DOB: 04/03/03	No: T-BM594335-0	GIROUX,KEVIN		
11:00 AM	1926 SHERIDAN ST # 4 MADISON WI, 53704	Age: 22	Issued: 11/06/25 Inc #: 25-000478	JEFFERSON CO CIRCUIT CT		
			341.04(1)	NON-REGISTRATION OF AUTO, ETC	\$175.30	\$0.00
12/16/25	COMSTOCK,CYNTHIA,DIANE	DOB: 05/24/57	No: T-BK704747-1	BURNS,RANDY		
11:00 AM	N6763 WOODFIELD LA LAKE MILLS WI, 53551	Age: 68	Issued: 10/24/25 Inc #: 25-000459	JEFFERSON CO CIRCUIT CT		
			346.33(1)(B)	UNLAWFUL U/Y TURN-MIDBLOCK	\$175.30	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
12/16/2025	12/16/2025	ALL	ALL

Court Date	Name	DOB:	Ticket	Officer/Court Type
12/16/25	DIAZ SALAZAR,JUAN ARNULFO	05/18/04	No: T-BK704748-2	STORMOEN,KYLE,MATTHEW
11:00 AM	2929 CURRY PKWY	Age: 21	Issued: 10/28/25	JEFFERSON CO CIRCUIT CT
	MADISON WI, 53713		Inc #: 25-000462	
		Charge	Description	Fine Collected
		346.57(5)	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)	\$225.70 \$0.00

12/16/25	DIAZ SALAZAR,JUAN ARNULFO	DOB: 05/18/04	No: T-BK704749-3	STORMOEN,KYLE,MATTHEW
11:00 AM	2929 CURRY PKWY	Age: 21	Issued: 10/28/25	JEFFERSON CO CIRCUIT CT
	MADISON WI, 53713		Inc #: 25-000462	
		Charge	Description	Fine Collected
		343.05(3)(A)	OPERATE W/O VALID LICENSE	\$200.50 \$0.00

12/16/25	DORN,KEVIN,J	DOB: 02/10/81	No: T-BK704760-0	STORMOEN,KYLE,MATTHEW
11:00 AM	N1018 COUNTY ROAD T	Age: 44	Issued: 11/07/25	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 25-000479	
		Charge	Description	Fine Collected
		346.57(5)	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)	\$225.70 \$0.00

12/16/25	GRAY,ELLIAHNA,PARIS	DOB: 02/11/05	No: T-BK704753-0	BURNS,RANDY
11:00 AM	1153 BOUGHTON ST # 23F	Age: 20	Issued: 11/01/25	JEFFERSON CO CIRCUIT CT
	WATERTOWN WI, 53094		Inc #: 25-000468	
		Charge	Description	Fine Collected
		346.57(5)	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)	\$225.70 \$0.00

12/16/25	HARLSON,SAMUEL,ROBERT	DOB: 10/20/04	No: T-BK704769-2	WARNER,DAVID,N
11:00 AM	431 ROSENDALE ST	Age: 21	Issued: 11/24/25	JEFFERSON CO CIRCUIT CT
	BEAVER DAM WI, 53916		Inc #: 25-000502	
		Charge	Description	Fine Collected
		346.33(1)(B)	UNLAWFUL U/Y TURN-MIDBLOCK	\$175.30 \$0.00

12/16/25	HERNANDEZ CARRILLO,RAMON	DOB: 02/13/59	No: T-BK704756-3	BURNS,RANDY
11:00 AM	823 LUM AVE APT 2	Age: 66	Issued: 11/04/25	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594		Inc #: 25-000473	
		Charge	Description	Fine Collected
		343.44(1)(A)	OPERATING WHILE SUSPENDED	\$200.50 \$0.00

12/16/25	HOWE,HOLDEN,WILLIAM	DOB: 01/26/97	No: T-BK704761-1	STORMOEN,KYLE,MATTHEW
11:00 AM	266 CANAL RD	Age: 28	Issued: 11/13/25	JEFFERSON CO CIRCUIT CT
	MARSHALL WI, 53559		Inc #: 25-000484	
		Charge	Description	Fine Collected
		344.62(1)	OPERATE MOTOR VEHICLE W/O INSURANCE	\$200.50 \$0.00

Court Calendar Report

Page: 4

Report Criteria:

Start Date	End Date	Officer	Court Type
12/16/2025	12/16/2025	ALL	ALL

Court Date	Name	Ticket	Officer/Court Type
12/16/25	HUGHES,JENNIFER,GAY	DOB: 12/13/70 No: C-1F80DJJ9L0	BURNS,RANDY
11:00 AM	507 JACKSON ST	Age: 54 Issued: 11/19/25	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594	Inc #: 25-000492	
Charge	Description	Fine	Collected
126-4G(4)	DOG - HABITUALLY BARKING	\$175.30	\$0.00

12/16/25	HUGHES,JENNIFER,GAY	DOB: 12/13/70 No: C-1F80PBQ6Z0	GIROUX,KEVIN
11:00 AM	507 JACKSON ST	Age: 54 Issued: 11/10/25	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594	Inc #: 25-000482	
Charge	Description	Fine	Collected
126-4G(4)	DOG - HABITUALLY BARKING	\$175.30	\$0.00

12/16/25	LAROSILIERE,RAFAEL	DOB: 11/13/01 No: T-BK704759-6	BURNS,RANDY
11:00 AM	1244 CABELA DR APT 1406	Age: 23 Issued: 11/05/25	JEFFERSON CO CIRCUIT CT
	SUN PRAIRIE WI, 53590	Inc #: 25-000475	
Charge	Description	Fine	Collected
346.57(5)	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	\$200.50	\$0.00

12/16/25	QUALLS,LORENZO,JAMES	DOB: 02/19/93 No: T-BK704754-1	BURNS,RANDY
11:00 AM	312 E CENTER ST	Age: 32 Issued: 11/02/25	JEFFERSON CO CIRCUIT CT
	JUNEAU WI, 53039	Inc #: 25-000469	
Charge	Description	Fine	Collected
346.57(5)	EXCEEDING SPEED ZONES, ETC. (20-24 MPH)	\$225.70	\$0.00

12/16/25	REYES GARCIA,EDUARDO ANTONIO	DOB: 07/15/96 No: T-BK704757-4	STORMOEN,KYLE,MATTHEW
11:00 AM	580 KNOWLTON ST	Age: 29 Issued: 11/05/25	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594	Inc #: 25-000474	
Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE	\$200.50	\$0.00

12/16/25	REYES GARCIA,EDUARDO ANTONIO	DOB: 07/15/96 No: T-BK704758-5	STORMOEN,KYLE,MATTHEW
11:00 AM	580 KNOWLTON ST	Age: 29 Issued: 11/05/25	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594	Inc #: 25-000474	
Charge	Description	Fine	Collected
344.62(2)	OPERATE MOTOR VEHICLE W/O PROOF OF INSURANCE	\$10.00	\$0.00

12/16/25	ROTH,CHRISTOPHER,G	DOB: 09/08/82 No: C-1F80PBQ6Z6	BURNS,RANDY
11:00 AM	425 BRADFORD DR	Age: 43 Issued: 11/19/25	JEFFERSON CO CIRCUIT CT
	WATERLOO WI, 53594	Inc #: 25-000493	
Charge	Description	Fine	Collected
261-6A(1)	UNLAWFUL STORAGE OF VEHICLE	\$175.30	\$0.00

Court Calendar Report

Report Criteria:

Start Date	End Date	Officer	Court Type
12/16/2025	12/16/2025	ALL	ALL

Court Date	Name	Ticket	Officer/Court Type

Charge	Description	Fine	Collected
12/16/25	SOLIS GONZALEZ,ROMEO	DOB: 01/03/81	No: T-BK704768-1
11:00 AM	620 W MADISON ST # A	Age: 44	Issued: 11/24/25
	LAKE MILLS WI, 53551		Inc #: 25-000501

Charge	Description	Fine	Collected
343.05(3)(A)	OPERATE W/O VALID LICENSE	\$200.50	\$0.00

12/16/25	UTTECH,JEREMY,RAYMOND	DOB: 10/24/76	No: T-BK704763-3
11:00 AM	362 E MADISON ST	Age: 49	Issued: 11/17/25
	WATERLOO WI, 53594		Inc #: 25-000491

Charge	Description	Fine	Collected
346.05(1)	OPERATING LEFT OF CENTER	\$213.10	\$0.00

12/16/25	ZUMBACH,ALEX,JOHN	DOB: 01/11/00	No: T-BK704751-5
11:00 AM	2818 140TH AVE	Age: 25	Issued: 10/31/25
	RYAN IA, 52330		Inc #: 25-000466

Charge	Description	Fine	Collected
346.57(5)	EXCEEDING SPEED ZONES, ETC. (16-19 MPH)	\$200.50	\$0.00

Ticket Count: 30

Total Fines: \$5465.00
Total Payments: \$0.00
Total Due: \$5465.00

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
November 19, 2025 @ 5:30 pm

- I. Call to Order & Introductions
The meeting was called to order at 5:32 p.m. Present: Art Biermeier, Diane Graff, Leslie Fugate, Tracy Grant, Susan McDermott, Miriam Schilling, Cindy Kreuger, Sara Cummings, and Kelli Mountford.
- II. Approval of agenda
Cummings made a motion to move Unfinished Business Letter B. Budget 2026 above Letter A. Graff seconded. Motion passed unanimously.
- III. Approval of open minutes from October 22, 2025.
Fugate moved to approve the October 2025 minutes. Cummings seconded. The motion passed unanimously.
- IV. Correspondence, Appearance, Public Comments
Mountford presented all board with thank-you notes for Community Appreciation Day. Thank you to the board members for their volunteer service and dedication serving on the library board.
- V. Director's Report
Mountford reported that Jefferson Glass has been able to replace the glass in the window, and it did not take 3 to 4 weeks like initially stated.
- VI. Unfinished Business
 - A. **2026 Budget – Action**
City Tax Dollars stayed the same amount given from 2025 at \$208,000. Two employees opted out of insurance, allowing funds that were cut from line items to be placed back. Library Expenditures were down by \$15,617 from the City's posted budget. Total library revenue and expenditures balance out at \$403,666. Grant made a motion to approve the new 2026 budget. Krueger seconded. The motion passed unanimously.
 - B. **Financial monthly report for October 2025 - Action**
McDermott moved to approve the October 2025 monthly invoices as presented. Fugate seconded. The motion passed unanimously.
 - C. **Policy 503 Code of Conduct – Action**
Grant made a motion to approve Policy 503 with the updates. Schilling Seconded. The motion passed unanimously.
 - D. **Waterloo Utilities Substation update – Informational**
No updates to report at this time.
 - E. **Adult Fiction shelving update – Informational**
No updates to report at this time.

VII. New Business

A. December 2025 meeting – Action

Krueger made a motion to cancel the December Library Board meeting unless a Special meeting needs to be called. McDermott seconded. The motion passed unanimously.

B. Library email addresses – Informational

Mountford discussed that the board members may want to create email addresses that are used only for the library board and city use. Due to the open records law and the public has access to their email addresses.

C. Review Jefferson County Library Service Guidelines – Informational

D. Discuss web accessibility requirements – Informational

The KJM Library's website will need to be ADA accessible by April 2027 per Federal law. This is something that the library will need to hire someone to do, since it has to do with coding. Mountford will be looking into this. The website may need a complete overhaul.

E. 2026 Closed Dates: 1/1, 1/19(staff in-service), 4/3, 4/4/, 5/23, 5/25, 7/3, 7/4, 9/5, 9/7, 11/26, 11/27, 11/28, 12/24, 12/25, 12/26, 12/31 (open ½ day from 9 to 1) - Action

Fugate moved to approve the 2026 library closed dates. Grant seconded. The motion passed unanimously.

F. Review and Discuss Library board Trustee handbook Chapter 26 "The Public Library System Board – The Broad Viewpoint" and Chapter 27 "Trustee Orientation and Continuing Education" - Informational

VIII. Future agenda items – Budget 2025 and 2026, Adult Fiction shelving, Update on Substation, August In-Service closed date

IX. Date, place, and time of the next meeting: Wednesday, **January 28, 2026, at 5:30 p.m. in the Hyer Conference Room.**

X. Adjournment

Biermeier moved to adjourn at 6:32 p.m. Krueger seconded. The motion passed unanimously.

Respectfully submitted,
Cindy Krueger

DECEMBER Monthly Statistics		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Library Card Holders	2024	2370	2380	2391	2403	2415	2443	2470	2486	2436	2434	2274	2292
	2025	2301	2315	2317	2330	2353	2400	2422	2432	2439	2446	2460	2457
	% of Change	-2.91%	-2.73%	-3.09%	-3.04%	-2.57%	-1.76%	-1.94%	-2.17%	0.12%	0.49%	8.18%	7.20%
NEW Library Card Holders													
NEW TO 2025 STATS	2025	13	18	20	25	30	47	24	14	12	21	16	6
	% of Change	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Checkouts (Circulation)	2024	4024	4344	3645	4306	3595	5529	6002	4483	3947	4284	4186	4178
	2025	4662	4182	4539	4122	4134	6254	6777	4945	4562	4401	3783	4206
	% of Change	15.85%	-3.73%	24.53%	-4.27%	14.99%	13.11%	12.91%	10.31%	15.58%	2.73%	-9.63%	0.67%
eBook/Audio Checkouts (Circulation)	2024	986	887	914	826	785	710	875	778	762	882	723	747
	2025	868	856	840	909	935	950	1029	1041	1036	1111	1045	976
	% of Change	-11.97%	-3.49%	-8.10%	10.05%	19.11%	33.80%	17.60%	33.80%	35.96%	25.96%	44.54%	30.66%
Library Visits	2024	1759	1725	1864	2207	2299	3064	3030	2000	2052	2157	1922	1381
	2025	1956	1970	2384	2280	2387	3002	2997	2142	2048	2037	1854	1790
	% of Change	11.20%	14.20%	27.90%	3.31%	3.83%	-2.02%	-1.09%	7.10%	-0.19%	-5.56%	-3.54%	29.62%
Meeting Room Use BY PUBLIC	2024	8	12	8	14	13	9	9	9	11	11	11	6
	2025	9	17	20	18	9	13	13	18	8	11	9	10
	% of Change	12.50%	41.67%	150.00%	28.57%	-22.22%	44.44%	44.44%	100.00%	-27.27%	0.00%	-18.18%	66.67%
Public Computer Use	2024	101	130	91	118	106	74	75	73	87	75	82	77
	2025	77	73	105	100	108	97	80	72	75	80	80	86
	% of Change	-23.76%	-43.85%	15.38%	-15.25%	1.89%	31.08%	6.67%	-1.37%	-13.79%	6.67%	-2.44%	11.69%
WiFi Use	2024	135	181	182	200	204	203	202	221	254	208	188	165
	2025	230	232	200	217	202	209	202	179	190	179	171	119
	% of Change	70.37%	28.18%	9.89%	8.50%	-0.98%	2.96%	0.00%	-19.00%	-25.20%	-13.94%	-9.04%	-27.88%
Outreach to local schools, daycares, & residents Checkouts	2024	63	152	57	183	133	70	84	63	91	74	119	78
	2025	114	186	131	139	109	83	50	80	78	63	62	213
	% of Change	80.95%	22.37%	129.82%	-24.04%	-18.05%	18.57%	-40.48%	26.98%	-14.29%	-14.86%	-47.90%	173.08%
Adult Number of Programs	2024	20	20	20	21	18	19	20	16	19	22	18	15
	2025	15	14	18	15	15	16	18	17	14	16	19	15
	% of Change	-25.00%	-30.00%	-10.00%	-28.57%	-16.67%	-15.79%	-10.00%	6.25%	-26.32%	-27.27%	5.56%	0.00%
Adult Attendance	2024	162	153	201	161	121	265	188	159	153	244	122	147
	2025	197	103	188	119	197	261	153	117	79	196	116	100
	% of Change	21.60%	-32.68%	-6.47%	-26.09%	62.81%	-1.51%	-18.62%	-26.42%	-48.37%	-19.67%	-4.92%	-31.97%
Teen (12-18) Number of programs	2024	4	4	3	3	3	9	10	4	4	4	3	3
	2025	4	3	3	1	0	7	10	1	2	3	3	2
	% of Change	0.00%	-25.00%	0.00%	-66.67%	-100.00%	-22.22%	0.00%	-75.00%	-50.00%	-25.00%	0.00%	-33.33%
Attendance	2024	50	26	32	25	24	166	108	38	27	44	29	24
	2025	21	10	24	24	0	185	99	36	36	41	32	24
	% of Change	-58.00%	-61.54%	-25.00%	-4.00%	-100.00%	11.45%	-8.33%	-5.26%	33.33%	-6.82%	10.34%	0.00%
Children's Number of programs	2024	15	17	17	18	16	28	33	14	16	17	14	12
	2025	12	14	12	17	13	19	28	12	14	16	13	13
	% of Change	-20.00%	-17.65%	-29.41%	-5.56%	-18.75%	-32.14%	-15.15%	-14.29%	-12.50%	-5.88%	-7.14%	8.33%
Attendance	2024	367	264	425	465	1035	2016	1694	425	435	591	429	393
	2025	355	329	351	613	943	1715	1249	399	396	649	399	474
	% of Change	-3.27%	24.62%	-17.41%	31.83%	-8.89%	-14.93%	-26.27%	-6.12%	-8.97%	9.81%	-6.99%	20.61%
GENERAL ALL AGE PROGRAMS													
NEW 2025													
Number of Programs		1	1	1	4	4	4	4	1	2	3	2	2
Attendance		69	67	84	342	699	671	185	97	133	254	121	227

Regular meeting of the Waterloo Water & Light Commission held January 6, 2026

Meeting called to order by President Devin Schumann at 7:00pm at the Waterloo Utilities office. Present were Commissioners Vern Butzine, Pam Kuhl, Michael Tschanz, Richard Weihert, Superintendent Barry Sorenson, and OM Joy Bisco. Citizen Dick Blawush.

Minutes

Motion by Butzine, seconded by Weihert to approve the minutes of the December 2, 2025 meeting. Motion carried.

Expenditures

Motion by Schumann, seconded by Butzine to approve the December disbursements as presented. Motion carried.

Citizen Input

Citizen Blawush had questions regarding unpaid utility bills in the trailer park.

Portzen Pay Request and Change Order

Motion by Kuhl, seconded by Schumann to recommend to City Council payment request 30 in the amount of \$674,825.35, pay request 31 in the amount of \$122,421.02, and change order #4 in the amount of \$183,238. Motion carried.

Water Tower Dismantle

Motion by Schumann, seconded by Weihert, to approve Town & Country contract for Scope of Service for water tower dismantle in 2026. Motion carried.

Billing and Metering Specialist Position

Motion by Weihert, seconded by Schumann, to move to closed session to discuss the Billing and Metering Billing Specialist position per Wis. Stat. 19.85 (1)(c). Roll Call (5-0).

Motion by Weihert, seconded by Schumann, to reconvene to open session. Roll Call (5-0).

Motion by Butzine, seconded by Kuhl, to adjourn the meeting at 7:44pm. Motion carried.

Respectfully submitted,
Pam Kuhl - Secretary

<u>List of Bills</u>			
Aerzen USA Corp	6,653.52	MJ Electric	19,464.11
Associated Trust Company	950.00	Mutual Community Mission Group	380.00
Avestar	15.00	Northern Lake Service	92.70
Axley Brynelson	348.00	OpenPoint	5,060.00
Baker Tilly	4,305.00	Payment Service Network	101.95
Beaver of Wisconsin	4,527.00	Payroll	93,803.89
BMO	1,028.66	Peak Garage Doors	2,020.23
BMO Mastercard	5,013.55	Piggly Wiggly	15.96
Border States	3,124.75	Portland Sanitary District	22,690.42
Brothers Main	945.00	Prairie Glass Co	2,798.88
Vern Butzine	100.00	Resco	117.79
Caselle Inc	3,260.34	Rescue Dog Technology	3,500.00
City of Waterloo Treasurer	123,010.62	Devin Schumann	150.00
Crescent Electric Supply	7,498.92	Schweitzer Engineering Lab	400.25
DNR Operator Certification	50.00	Seera	1,301.81
Ehlers	20.23	SSM Health	53.00
Forster Electrical Engineering	1,401.25	Town & Country Engineering	26,260.00
Frontier	531.79	Michael Tschanz	150.00
GFC Leasing	127.00	US Cellular	264.32
GLS Utility LLC	1,767.95	Uline	203.72
Howie's Hardware	511.55	UPS	42.64
Infosend	1,117.68	United Liquid Waste Recycling	1,850.00
Irby	427.85	Waterloo Building Center	62.50
Kunkel Engineering Group	11,264.65	Waterloo Utilities	11,597.92
Pam Kuhl	150.00	WE Energies	136.15
Kwik Trip	291.36	Richard Weihert	150.00
Lakes Gas Co	72.01	Wisconsin Dept. of Revenue	5,212.79
Leader Independent	47.12	Wisconsin Rural Water Assn	505.00
Land Service Company	28,529.19	WPPI Energy	208,844.74
Total Disbursements			\$614,320.76

Checking Account

Balance 11/30/25	103,314.87
Deposits	1,066,217.90
Disbursements	(613,972.63)
Interest	236.77
Balance 12/31/25	<u><u>\$555,796.91</u></u>

WWTP DNR Replacement Fund

Balance 11/30/25	\$588,228.82
Deposit/ (Withdrawal)	(88.05)
Interest	994.38
Balance 12/31/25	<u><u>\$589,135.15</u></u>

Debt Service Account

Balance 11/30/25	\$563,957.40
Deposit	119,425.00
Bond Payment/Svc Fees	(72.60)
Interest	1,060.05
Balance 12/31/25	<u><u>\$684,369.85</u></u>

Money Market Account

Balance 11/30/25	1,621,165.10
Deposits	697,785.73
Transfer	(119,425.00)
Disbursements	(167.25)
Interest	3,425.21
Balance 12/31/25	<u><u>\$2,202,783.79</u></u>

Transportation Fund

Balance 11/30/25	\$12,586.00
Transfer	
Balance 12/31/25	<u><u>\$12,586.00</u></u>

WWTP USDA Bond Reserve:

Balance 11/30/25	\$123,359.19
Transferred in/out	
Interest	344.14
Service Charge	(20.23)
Balance 12/31/25	<u><u>\$123,683.10</u></u>

Avestar CD #3596 (Bond Reserve):

Balance 11/30/25	347,124.80
Interest	
Balance 12/31/25	<u><u>\$347,124.80</u></u>

F&M CD #613386 (Bond Reserve):

Balance 11/30/25	245,797.43
Interest	5,258.80
Disbursement	(251,056.23)
Balance 12/31/25	<u><u>\$0.00</u></u>

Construction Acct:

Balance 11/30/25	\$1,500.00
Transferred in	
Interest	
Balance 12/31/25	<u><u>\$1,500.00</u></u>

Jeanne Ritter

From: Watertown Humane Society <info@whsadopt.org>
Sent: Tuesday, January 13, 2026 10:43 AM
To: Jeanne Ritter
Subject: December 2025

December 2025

Feline Stray: 2
Feline Surrendered: 0

Canine Stray: 0
Canine Surrender: 0

From: Watertown Humane Society <info@whsadopt.org>
Sent: Wednesday, December 3, 2025 10:17 AM
To: Jeanne Ritter <jritter@waterloowi.us>
Subject: November 2025 numbers

November 2025

Feline Stray: 1
Feline Surrender: 0

Canine Stray: 0
Canine Surrender: 0

From: Watertown Humane Society <info@whsadopt.org>
Sent: Friday, November 7, 2025 2:43 PM
To: Jeanne Ritter <jritter@waterloowi.us>
Subject: October 2025 numbers

October 2025

Feline Stray: 5
Feline Surrender: 0

Canine Stray: 0
Canine Surrender: 0

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>30</u>	Application Date: <u>12/5/2025</u>
Application Period: From <u>11/1/2025</u>	to <u>11/30/2025</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)	\$ 22,212,582.54
5. Retainage	
a. <u>2.5%</u> X <u>\$ 22,212,582.54</u> Work Completed	\$ 555,314.56
b. <u>5%</u> X <u>\$ -</u> Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 555,314.56
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 21,657,267.98
7. Less previous payments (Line 6 from prior application)	\$ 20,982,442.63
8. Amount due this application	\$ 674,825.35
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 982,942.15


Contractor's Certification

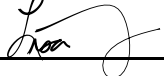
The undersigned Contractor certifies, to the best of its knowledge, the following:

(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>12/5/2025</u>

Recommended by Engineer	Approved by Owner
By: 	By: _____
Title: <u>Project Engineer</u>	Title: _____
Date: <u>12/10/2025</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

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.:		30	Application Period:		From	11/01/25	to	11/30/25	Application Date:		12/05/25
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	178,500.00	2,198.00		180,698.00	100%	-			
4	Project Management	\$ 466,830.00	461,100.00	2,500.00		463,600.00	99%	3,230.00			
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	512.00		12,812.00	100%	-			
8	Job trailer	\$ 17,325.00	17,100.00	225.00		17,325.00	100%	-			
9	Trash Disposal	\$ 31,500.00	30,802.00	698.00		31,500.00	100%	-			
10	Safety	\$ 15,750.00	15,500.00	250.00		15,750.00	100%	-			
11	Survey & Staking	\$ 10,500.00	10,500.00			10,500.00	100%	-			
12	Concrete Testing	\$ 26,250.00	26,250.00			26,250.00	100%	-			
13	Project Sign	\$ 1,575.00	1,575.00			1,575.00	100%	-			
14	Lodging	\$ 196,350.00	196,350.00			196,350.00	100%	-			
15	Temp. Utilities	\$ 105,000.00	105,000.00			105,000.00	100%	-			
16	Cleaning Site and Building	\$ 45,990.00	43,000.00	2,990.00		45,990.00	100%	-			
17	Equipment Rental	\$ 175,600.00	175,600.00			175,600.00	100%	-			
18	SITEWORK					-		-			
19	Selective Demolition	\$ 241,105.00	241,105.00			241,105.00	100%	-			
20	Site Demo	\$ 114,251.00	114,251.00			114,251.00	100%	-			
21	Erosion Control	\$ 5,250.00	5,250.00			5,250.00	100%	-			
22	Rammed Aggregate Piers	\$ 109,605.00	109,605.00			109,605.00	100%	-			
23	Paving Prep	\$ 182,735.00	182,735.00			182,735.00	100%	-			
24	Asphalt Paving	\$ 171,308.00	169,000.00	2,308.00		171,308.00	100%	-			
25	Concrete Paving	\$ 155,770.00	155,770.00			155,770.00	100%	-			
26	Site Furnishings	\$ 3,150.00	3,150.00			3,150.00	100%	-			
27	Temp Roads	\$ 7,875.00	7,875.00			7,875.00	100%	-			
28	Rough Grading	\$ 159,886.00	159,886.00			159,886.00	100%	-			
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	121,166.00			121,166.00	100%	-			
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	9,950.00	36,600.00		46,550.00	100%	-			
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	5,515.22		170,313.00	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.:	30	Application Period:	From	11/01/25	to	11/30/25	Application Date:	12/05/25
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	12,000.00		229,145.00	100%	-
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	130,546.00			130,546.00	100%	-
58	Finish Carentry	\$ 5,386.00	5,386.00			5,386.00	100%	-
59	THERMAL & MOISTURE					-		-
60	Dampproofing & Joint Sealants	\$ 78,250.00	78,250.00			78,250.00	100%	-
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	117,398.00			117,398.00	100%	-
64	ST 10 Roofing Labor	\$ 63,361.00	58,840.00			58,840.00	93%	4,521.00
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	35,140.00			35,140.00	100%	-
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	5,250.00			5,250.00	100%	-
84	FINISHES					-		-
85	Gyp Wall Board Assemblies	\$ 36,414.00	36,414.00			36,414.00	100%	-
86	Acoustical Ceilings	\$ 15,015.00	15,015.00			15,015.00	100%	-
87	Quarry Tile	\$ 72,420.00	72,420.00			72,420.00	100%	-
88	Vinyl Wall Base	\$ 693.00	693.00			693.00	100%	-
89	Painting	\$ 469,740.00	464,740.00	5,000.00		469,740.00	100%	-
90	SPECIALTIES	\$ 13,681.00	13,681.00			13,681.00	100%	-
91	FURNISHINGS					-		-
92	Plastic Laminate Casework	\$ 5,250.00	5,250.00			5,250.00	100%	-
93	Labor to install casework	\$ 2,194.00	2,194.00			2,194.00	100%	-
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	121,530.50	2,235.00		123,765.50	98%	2,234.50
99	STRUCTURE 10:					-		-
100	Plumbing/Hydronics Materials and Equipment	\$ 136,500.00	135,450.00	1,050.00		136,500.00	100%	-
101	Plumbing/Hydronics Labor	\$ 262,500.00	261,450.00	1,050.00		262,500.00	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.: 30		Application Period: From 11/01/25 to 11/30/25		Application Date: 12/05/25				
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 (\$)				
102	Plumbing Insulation Materials	\$ 6,898.00	6,898.00			6,898.00	100%	-
103	Plumbing Insulation Labor	\$ 5,515.00	5,515.00			5,515.00	100%	-
104	Excavation	\$ 11,550.00	11,550.00			11,550.00	100%	-
105	HVAC Equipment	\$ 312,841.00	312,841.00			312,841.00	100%	-
106	HVAC Sheetmetal	\$ 61,950.00	61,950.00			61,950.00	100%	-
107	HVAC Vent, Stands	\$ 6,720.00	6,720.00			6,720.00	100%	-
108	HVAC Misc. Materials	\$ 5,775.00	5,775.00			5,775.00	100%	-
109	HVAC Equipment Rental	\$ 9,450.00	9,450.00			9,450.00	100%	-
110	HVAC Labor	\$ 130,218.00	119,700.00	2,750.00		122,450.00	94%	7,768.00
111	HVAC Management	\$ 5,250.00	5,250.00			5,250.00	100%	-
112	HVAC Test and Balance	\$ 10,080.00				-	0%	10,080.00
113	HVAC Controls	\$ 168,000.00	136,500.00	15,750.00		152,250.00	91%	15,750.00
114	HVAC Submittals, Pre-Con and Mobilization	\$ 71,720.00	71,720.00			71,720.00	100%	-
115	HVAC Insulation Materials	\$ 16,810.00	16,810.00			16,810.00	100%	-
116	HVAC Insulation Labor	\$ 13,844.00	13,844.00			13,844.00	100%	-
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	2,703.00			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	36,267.00			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	25,856.00			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	1,120.00			1,120.00	100%	-
146	HVAC Insulation Labor	\$ 975.00	975.00			975.00	100%	-
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.:	30	Application Period:	From	11/01/25	to	11/30/25	Application Date:	12/05/25
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	9,450.00			9,450.00	100%	-
156	HVAC Misc. Materials	\$ 9,923.00	9,923.00			9,923.00	100%	-
157	HVAC Equipment Rental	\$ 3,150.00	3,150.00			3,150.00	100%	-
158	HVAC Labor	\$ 64,776.00	64,776.00			64,776.00	100%	-
159	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
160	HVAC Submittals, Pre-Con and Mobilization	\$ 12,600.00	12,600.00			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	55,650.00			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		1,260.00		1,260.00	100%	-
188	Process Labor	\$ 1,260.00		1,260.00		1,260.00	100%	-
189	ELECTRICAL					-		-
190	Mobilization	\$ 138,776.00	138,776.00			138,776.00	100%	-
191	Supervision	\$ 140,127.00	138,726.14			138,726.14	99%	1,400.86
192	Start-up & Commissioning	\$ 15,785.00	13,417.25			13,417.25	85%	2,367.75
193	Closeout Documents	\$ 12,050.00				-	0%	12,050.00
194	Demobilization	\$ 8,914.00	3,565.60			3,565.60	40%	5,348.40
195	General & Site					-		-
196	Temp Electric	\$ 34,643.00	34,643.00			34,643.00	100%	-
197	Electrical Labor	\$ 90,573.00	90,573.00			90,573.00	100%	-
198	Electrical Material	\$ 227,857.00	227,857.00			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	19,960.00			19,960.00	100%	-
201	Demo	\$ 17,690.00	17,690.00			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.:	30	Application Period:	From	11/01/25	to	11/30/25	Application Date:	12/05/25
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	17,326.00			17,326.00	100%	-
205	Electrical Raceway Material	\$ 107,165.00	105,019.00			105,019.00	98%	2,146.00
206	Electrical Raceway Labor	\$ 104,843.00	102,407.75			102,407.75	98%	2,435.25
207	Electrical Wire Material	\$ 18,490.00	18,116.68			18,116.68	98%	373.32
208	Electrical Wire Labor	\$ 25,925.00	23,285.00			23,285.00	90%	2,640.00
209	Electrical Labor - MCC, Gear & Equipment	\$ 9,806.00	9,806.00			9,806.00	100%	-
210	Electrical Lighting and Labor	\$ 62,270.00	61,000.00			61,000.00	98%	1,270.00
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	40,647.00			40,647.00	100%	-
220	Electrical Labor	\$ 41,110.00	41,110.00			41,110.00	100%	-
221	STR 35					-		-
222	Electrical Material	\$ 14,827.00	14,827.00			14,827.00	100%	-
223	Electrical Labor	\$ 23,100.00	23,100.00			23,100.00	100%	-
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	112,934.00			112,934.00	100%	-
232	Electrical Lighting and Labor	\$ 52,589.00	52,589.00			52,589.00	100%	-
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	12,235.00			12,235.00	100%	-
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	19,915.00			19,915.00	100%	-
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	5,893.00			5,893.00	100%	-
249	Electrical Lighting and Labor	\$ 6,666.00	6,666.00			6,666.00	100%	-
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	38,241.00			38,241.00	100%	-
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.:	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.:	30	Application Period:	From	11/01/25	to	11/30/25	Application Date:	12/05/25
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	30,000.00			30,000.00	100%	-
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 Sperator 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	13,092.85			13,092.85	65%	6,907.15
283	Lab Equipment	\$ 30,000.00	34,638.91	2,297.93		36,936.84	123%	(6,936.84)
284	Shop Tools and Storage	\$ 30,000.00	20,500.80	4,789.67		25,290.47	84%	4,709.53
285	Truck Lift	\$ 15,000.00	7,506.00			7,506.00	50%	7,494.00
286	Skid Steer	\$ 80,000.00	74,916.43			74,916.43	94%	5,083.57
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	75,000.00			75,000.00	100%	-
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	210,704.00			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 Sperator 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.:		30	Application Period:		From	11/01/25	to	11/30/25	Application Date:		12/05/25
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	17,680.00			17,680.00	100%	-			
312	Coarse Bubble Diffusers	\$ 12,500.00	12,500.00			12,500.00	100%	-			
313	Booster Station					-		-			
314	General Requirements	\$ 4,260.00	4,260.00			4,260.00	100%	-			
315	Selective Demolition	\$ 30,610.00	30,610.00			30,610.00	100%	-			
316	Sitework	\$ 25,000.00	25,000.00			25,000.00	100%	-			
317	Asphalt Pavement	\$ 5,250.00		5,250.00		5,250.00	100%	-			
318	Seeding	\$ 2,835.00		2,835.00		2,835.00	100%	-			
319	Concrete	\$ 4,000.00	4,000.00			4,000.00	100%	-			
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	17,700.00			17,700.00	100%	-			
323	Painting	\$ 12,350.00	7,350.00	5,000.00		12,350.00	100%	-			
324	Process Materials	\$ 198,450.00	198,450.00			198,450.00	100%	-			
325	Process Labor	\$ 120,750.00	120,750.00			120,750.00	100%	-			
326	HVAC Equipment	\$ 19,591.00	19,591.00			19,591.00	100%	-			
327	HVAC Misc. Materials	\$ 2,940.00	2,940.00			2,940.00	100%	-			
328	HVAC Labor	\$ 18,637.00	18,637.00			18,637.00	100%	-			
329	HVAC Management	\$ 1,050.00	1,050.00			1,050.00	100%	-			
330	HVAC Submittals, Pre-Con and Mobilization	\$ 1,102.00	1,102.00			1,102.00	100%	-			
331	Electrical Material	\$ 64,303.00	64,303.00			64,303.00	100%	-			
332	Electrical Labor	\$ 44,340.00	41,777.00			41,777.00	94%	2,563.00			
333	Electrical Lighting and Labor	\$ 12,132.00	12,132.00			12,132.00	100%	-			
334	Electrical Labor - MCC, Gear & Equipment	\$ 31,615.00	31,615.00			31,615.00	100%	-			
335	Horizontal Split Case Centrifugal Pump	\$ 89,425.00	89,425.00			89,425.00	100%	-			
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	\$ 21,650,222.84	\$ 116,323.82	\$ -	\$ 21,766,546.66	99%	\$ 181,776.09			

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.:	30	Application Period:	From	11/01/25	to	11/30/25	Application Date:	12/05/25
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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	109,000.00	9,477.00		118,477.00	94%	7,213.00
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
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						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
Change Order Totals		\$ 418,872.38	\$ 402,182.38	\$ 9,477.00	\$ -	\$ 411,659.38	98%	\$ 7,213.00
Original Contract and Change Orders								
Project Totals		\$ 22,481,810.13	\$ 22,052,405.22	\$ 125,800.82	\$ -	\$ 22,178,206.04	99%	\$ 188,989.09

Contractor's Application for Payment

Unit Price

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.:	30	Application Period:	From	11/01/25	to	11/30/25	Application Date:	12/05/25			
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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.: 30		Application Period: From 11/01/25 to 11/30/25		Application Date: 12/05/25								
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	\$ -

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>31</u>	Application Date: <u>12/30/2025</u>
Application Period: From <u>12/1/2025</u>	to <u>12/31/2025</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)	\$ 22,338,142.56
5. Retainage	
a. <u>2.5%</u> X <u>\$ 22,338,142.56</u> Work Completed	\$ 558,453.56
b. <u>5%</u> X <u>\$ -</u> Stored Materials	\$ -
c. Total Retainage (Line 5.a + Line 5.b)	\$ 558,453.56
6. Amount eligible to date (Line 4 - Line 5.c)	\$ 21,779,689.00
7. Less previous payments (Line 6 from prior application)	\$ 21,657,267.98
8. Amount due this application	\$ 122,421.02
9. Balance to finish, including retainage (Line 3 - Line 4)	\$ 860,521.13


Contractor's Certification

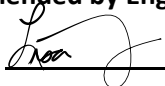
The undersigned Contractor certifies, to the best of its knowledge, the following:

(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>12/30/2025</u>

Recommended by Engineer	Approved by Owner
By: 	By: _____
Title: <u>Project Engineer</u>	Title: _____
Date: <u>1/5/2026</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

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.:		31	Application Period:		From	12/01/25	to	12/31/25	Application Date:		12/30/25
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	180,698.00			180,698.00	100%				
4	Project Management	\$ 466,830.00	463,600.00			463,600.00	99%	3,230.00			
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	12,812.00			12,812.00	100%	-			
8	Job trailer	\$ 17,325.00	17,325.00			17,325.00	100%	-			
9	Trash Disposal	\$ 31,500.00	31,500.00			31,500.00	100%	-			
10	Safety	\$ 15,750.00	15,750.00			15,750.00	100%	-			
11	Survey & Staking	\$ 10,500.00	10,500.00			10,500.00	100%	-			
12	Concrete Testing	\$ 26,250.00	26,250.00			26,250.00	100%	-			
13	Project Sign	\$ 1,575.00	1,575.00			1,575.00	100%	-			
14	Lodging	\$ 196,350.00	196,350.00			196,350.00	100%	-			
15	Temp. Utilities	\$ 105,000.00	105,000.00			105,000.00	100%	-			
16	Cleaning Site and Building	\$ 45,990.00	45,990.00			45,990.00	100%	-			
17	Equipment Rental	\$ 175,600.00	175,600.00			175,600.00	100%	-			
18	SITEWORK					-		-			
19	Selective Demolition	\$ 241,105.00	241,105.00			241,105.00	100%	-			
20	Site Demo	\$ 114,251.00	114,251.00			114,251.00	100%	-			
21	Erosion Control	\$ 5,250.00	5,250.00			5,250.00	100%	-			
22	Rammed Aggregate Piers	\$ 109,605.00	109,605.00			109,605.00	100%	-			
23	Paving Prep	\$ 182,735.00	182,735.00			182,735.00	100%	-			
24	Asphalt Paving	\$ 171,308.00	171,308.00			171,308.00	100%	-			
25	Concrete Paving	\$ 155,770.00	155,770.00			155,770.00	100%	-			
26	Site Furnishings	\$ 3,150.00	3,150.00			3,150.00	100%	-			
27	Temp Roads	\$ 7,875.00	7,875.00			7,875.00	100%	-			
28	Rough Grading	\$ 159,886.00	159,886.00			159,886.00	100%	-			
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	121,166.00			121,166.00	100%	-			
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	46,550.00			46,550.00	100%	-			
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	170,313.00			170,313.00	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.:	31	Application Period:	From	12/01/25	to	12/31/25	Application Date:	12/30/25
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	229,145.00			229,145.00	100%	-
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	130,546.00			130,546.00	100%	-
58	Finish Carentry	\$ 5,386.00	5,386.00			5,386.00	100%	-
59	THERMAL & MOISTURE					-		-
60	Dampproofing & Joint Sealants	\$ 78,250.00	78,250.00			78,250.00	100%	-
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	117,398.00			117,398.00	100%	-
64	ST 10 Roofing Labor	\$ 63,361.00	58,840.00			58,840.00	93%	4,521.00
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	35,140.00			35,140.00	100%	-
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	5,250.00			5,250.00	100%	-
84	FINISHES					-		-
85	Gyp Wall Board Assemblies	\$ 36,414.00	36,414.00			36,414.00	100%	-
86	Acoustical Ceilings	\$ 15,015.00	15,015.00			15,015.00	100%	-
87	Quarry Tile	\$ 72,420.00	72,420.00			72,420.00	100%	-
88	Vinyl Wall Base	\$ 693.00	693.00			693.00	100%	-
89	Painting	\$ 469,740.00	469,740.00			469,740.00	100%	-
90	SPECIALTIES	\$ 13,681.00	13,681.00			13,681.00	100%	-
91	FURNISHINGS					-		-
92	Plastic Laminate Casework	\$ 5,250.00	5,250.00			5,250.00	100%	-
93	Labor to install casework	\$ 2,194.00	2,194.00			2,194.00	100%	-
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	123,765.50			123,765.50	98%	2,234.50
99	STRUCTURE 10:					-		-
100	Plumbing/Hydronics Materials and Equipment	\$ 136,500.00	136,500.00			136,500.00	100%	-
101	Plumbing/Hydronics Labor	\$ 262,500.00	262,500.00			262,500.00	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.: 31		Application Period: From 12/01/25 to 12/31/25		Application Date: 12/30/25				
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 (\$)				
102	Plumbing Insulation Materials	\$ 6,898.00	6,898.00			6,898.00	100%	-
103	Plumbing Insulation Labor	\$ 5,515.00	5,515.00			5,515.00	100%	-
104	Excavation	\$ 11,550.00	11,550.00			11,550.00	100%	-
105	HVAC Equipment	\$ 312,841.00	312,841.00			312,841.00	100%	-
106	HVAC Sheetmetal	\$ 61,950.00	61,950.00			61,950.00	100%	-
107	HVAC Vent, Stands	\$ 6,720.00	6,720.00			6,720.00	100%	-
108	HVAC Misc. Materials	\$ 5,775.00	5,775.00			5,775.00	100%	-
109	HVAC Equipment Rental	\$ 9,450.00	9,450.00			9,450.00	100%	-
110	HVAC Labor	\$ 130,218.00	122,450.00			122,450.00	94%	7,768.00
111	HVAC Management	\$ 5,250.00	5,250.00			5,250.00	100%	-
112	HVAC Test and Balance	\$ 10,080.00				-	0%	10,080.00
113	HVAC Controls	\$ 168,000.00	152,250.00			152,250.00	91%	15,750.00
114	HVAC Submittals, Pre-Con and Mobilization	\$ 71,720.00	71,720.00			71,720.00	100%	-
115	HVAC Insulation Materials	\$ 16,810.00	16,810.00			16,810.00	100%	-
116	HVAC Insulation Labor	\$ 13,844.00	13,844.00			13,844.00	100%	-
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	2,703.00			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	36,267.00			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	25,856.00			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	1,120.00			1,120.00	100%	-
146	HVAC Insulation Labor	\$ 975.00	975.00			975.00	100%	-
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.:	31	Application Period:	From	12/01/25	to	12/31/25	Application Date:	12/30/25
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	9,450.00			9,450.00	100%	-
156	HVAC Misc. Materials	\$ 9,923.00	9,923.00			9,923.00	100%	-
157	HVAC Equipment Rental	\$ 3,150.00	3,150.00			3,150.00	100%	-
158	HVAC Labor	\$ 64,776.00	64,776.00			64,776.00	100%	-
159	HVAC Management	\$ 2,625.00	2,625.00			2,625.00	100%	-
160	HVAC Submittals, Pre-Con and Mobilization	\$ 12,600.00	12,600.00			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	55,650.00			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	1,260.00			1,260.00	100%	-
188	Process Labor	\$ 1,260.00	1,260.00			1,260.00	100%	-
189	ELECTRICAL					-		-
190	Mobilization	\$ 138,776.00	138,776.00			138,776.00	100%	-
191	Supervision	\$ 140,127.00	138,726.14			138,726.14	99%	1,400.86
192	Start-up & Commissioning	\$ 15,785.00	13,417.25			13,417.25	85%	2,367.75
193	Closeout Documents	\$ 12,050.00				-	0%	12,050.00
194	Demobilization	\$ 8,914.00	3,565.60			3,565.60	40%	5,348.40
195	General & Site					-		-
196	Temp Electric	\$ 34,643.00	34,643.00			34,643.00	100%	-
197	Electrical Labor	\$ 90,573.00	90,573.00			90,573.00	100%	-
198	Electrical Material	\$ 227,857.00	227,857.00			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	19,960.00			19,960.00	100%	-
201	Demo	\$ 17,690.00	17,690.00			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.: 31		Application Period: From 12/01/25 to 12/31/25		Application Date: 12/30/25				
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	17,326.00			17,326.00	100%	-
205	Electrical Raceway Material	\$ 107,165.00	105,019.00			105,019.00	98%	2,146.00
206	Electrical Raceway Labor	\$ 104,843.00	102,407.75			102,407.75	98%	2,435.25
207	Electrical Wire Material	\$ 18,490.00	18,116.68			18,116.68	98%	373.32
208	Electrical Wire Labor	\$ 25,925.00	23,285.00			23,285.00	90%	2,640.00
209	Electrical Labor - MCC, Gear & Equipment	\$ 9,806.00	9,806.00			9,806.00	100%	-
210	Electrical Lighting and Labor	\$ 62,270.00	61,000.00			61,000.00	98%	1,270.00
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	40,647.00			40,647.00	100%	-
220	Electrical Labor	\$ 41,110.00	41,110.00			41,110.00	100%	-
221	STR 35					-		-
222	Electrical Material	\$ 14,827.00	14,827.00			14,827.00	100%	-
223	Electrical Labor	\$ 23,100.00	23,100.00			23,100.00	100%	-
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	112,934.00			112,934.00	100%	-
232	Electrical Lighting and Labor	\$ 52,589.00	52,589.00			52,589.00	100%	-
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	12,235.00			12,235.00	100%	-
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	19,915.00			19,915.00	100%	-
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	5,893.00			5,893.00	100%	-
249	Electrical Lighting and Labor	\$ 6,666.00	6,666.00			6,666.00	100%	-
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	38,241.00			38,241.00	100%	-
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.:	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.: 31		Application Period: From 12/01/25 to 12/31/25		Application Date: 12/30/25				
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	30,000.00			30,000.00	100%	-
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	743.52		1,806.50	9%	18,193.50
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	13,092.85	793.00		13,885.85	69%	6,114.15
283	Lab Equipment	\$ 30,000.00	36,936.84			36,936.84	123%	(6,936.84)
284	Shop Tools and Storage	\$ 30,000.00	25,290.47			25,290.47	84%	4,709.53
285	Truck Lift	\$ 15,000.00	7,506.00			7,506.00	50%	7,494.00
286	Skid Steer	\$ 80,000.00	74,916.43			74,916.43	94%	5,083.57
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	75,000.00			75,000.00	100%	-
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	210,704.00			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.:	31	Application Period:	From	12/01/25	to	12/31/25	Application Date:	12/30/25
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	17,680.00			17,680.00	100%	-
312	Coarse Bubble Diffusers	\$ 12,500.00	12,500.00			12,500.00	100%	-
313	Booster Station					-		-
314	General Requirements	\$ 4,260.00	4,260.00			4,260.00	100%	-
315	Selective Demolition	\$ 30,610.00	30,610.00			30,610.00	100%	-
316	Sitework	\$ 25,000.00	25,000.00			25,000.00	100%	-
317	Asphalt Pavement	\$ 5,250.00	5,250.00			5,250.00	100%	-
318	Seeding	\$ 2,835.00	2,835.00			2,835.00	100%	-
319	Concrete	\$ 4,000.00	4,000.00			4,000.00	100%	-
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	17,700.00			17,700.00	100%	-
323	Painting	\$ 12,350.00	12,350.00			12,350.00	100%	-
324	Process Materials	\$ 198,450.00	198,450.00			198,450.00	100%	-
325	Process Labor	\$ 120,750.00	120,750.00			120,750.00	100%	-
326	HVAC Equipment	\$ 19,591.00	19,591.00			19,591.00	100%	-
327	HVAC Misc. Materials	\$ 2,940.00	2,940.00			2,940.00	100%	-
328	HVAC Labor	\$ 18,637.00	18,637.00			18,637.00	100%	-
329	HVAC Management	\$ 1,050.00	1,050.00			1,050.00	100%	-
330	HVAC Submittals, Pre-Con and Mobilization	\$ 1,102.00	1,102.00			1,102.00	100%	-
331	Electrical Material	\$ 64,303.00	64,303.00			64,303.00	100%	-
332	Electrical Labor	\$ 44,340.00	41,777.00			41,777.00	94%	2,563.00
333	Electrical Lighting and Labor	\$ 12,132.00	12,132.00			12,132.00	100%	-
334	Electrical Labor - MCC, Gear & Equipment	\$ 31,615.00	31,615.00			31,615.00	100%	-
335	Horizontal Split Case Centrifugal Pump	\$ 89,425.00	89,425.00			89,425.00	100%	-
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	\$ 21,766,546.66	\$ 1,536.52	\$ -	\$ 21,768,083.18	99%	\$ 180,239.57

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.:	31	Application Period:	From	12/01/25	to	12/31/25	Application Date:	12/30/25
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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	118,477.00			118,477.00	94%	7,213.00
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
						-	-	-
Change Order Totals		\$ 418,872.38	\$ 411,659.38	\$ -	\$ -	\$ 411,659.38	98%	\$ 7,213.00
Original Contract and Change Orders								
Project Totals		\$ 22,481,810.13	\$ 22,178,206.04	\$ 1,536.52	\$ -	\$ 22,179,742.56	99%	\$ 187,452.57

Contractor's Application for Payment

Unit Price

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.:	31	Application Period:	From	12/01/25	to	12/31/25	Application Date:	12/30/25			
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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	\$	158,400.00	\$	-	\$	158,400.00
										100%	\$	-

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.: 31		Application Period:		From 12/01/25	to 12/31/25	Application Date: 12/30/25						
A	B	C	D	E	F	G	H	I	J	K	L	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	Materials Stored			Incorporated in Work			Materials Remaining in Storage (I-L) (\$)
						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) (\$)	
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	15	<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	38,992.31		
Construction / Equipment	27,771.13		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	66,763.44		

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			

Page 3 of 4

Payment Request Worksheet

*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
 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	4962-06	12	<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	4,941.54		
Construction / Equipment	57,757.60		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	62,699.14		

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 12		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		
12/05/2025	Portzen	PAY APP 30	674,825.35						25,857.55			648,967.80	CWF DR #15 & USDA RD DR #23		
11/13/2025	Town & Country Engineering	28959	15,500.00					593.92				14,906.08	CWF		
11/13/2025	Town & Country Engineering	28960	2,503.65					95.93				2,407.72	CWF		
12/11/2025	Town & Country Engineering	29108	25,900.00					992.42				24,907.58	CWF		
10/31/2023	Portzen	PAY APP 6	\$1,485,537.40						1,070.65			\$1,484,466.75	USDA RD		
05/29/2025	Portzen	PAY APP 24	468,264.04						30,829.40			437,434.64	CWF		
05/08/2025	Town & Country Engineering	28198	26,000.00					3,229.07				22,770.93	CWF		
10/12/2023	Town & Country Engineering	25907	26,250.00					18.92				26,231.08	USDA RD		
10/12/2023	Town & Country Engineering	25908	15,650.00					11.28				15,638.72	USDA RD		
(SUB) TOTAL			\$2,740,430.44					4,941.54	57,757.60			\$2,677,731.30			

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

Date of Issuance:	1/6/2026	Effective Date:	1/6/2026
Owner:	Waterloo Utilities	Owner's Contract No.:	N/A
Contractor:	Portzen Construction, Inc.	Contractor's Project No.:	23-04
Engineer:	Town & Country Engineering, Inc.	Engineer's Project No.:	WW-47
Project:	2023 Water and Wastewater Improvements	Contract Name:	N/A

This change order changes the construction contract based on the following Work Change Directives:

Bid Item 1

Description:	Quant.	Unit	Unit Price	Amount
WCD No. 48 Flagpole	1	LS	\$1,967.00	\$1,967.00
WCD No. 50 Str. 10 Dumpster Room Floor	1	LS	\$53,499.00	\$53,499.00
WCD No. 51 Grit Classifier Platform	1	LS	\$32,505.00	\$32,505.00
WCD No. 52 Str. 30 Platform	1	LS	\$43,265.00	\$43,265.00
WCD No. 53 Str. 10 Showers	1	LS	\$1,402.00	\$1,402.00
WCD No. 54 Overhead Door Remote System	1	LS	\$4,445.00	\$4,445.00
WCD No. 56 Misc. T&M	1	LS	\$12,647.00	\$12,647.00
WCD No. 57 Ex. Water Leak	1	LS	\$7,341.00	\$7,341.00
WCD No. 60 Str. 50 Crack Injection	1	LS	\$1,478.00	\$1,478.00
WCD No. 62 Str. 30 Overhang	1	LS	\$5,199.00	\$5,199.00
WCD No. 63 Landscape Edging & Stone	1	LS	\$14,741.00	\$14,741.00
WCD No. 64 Str. 70 Coating post-grade	1	LS	\$3,795.00	\$3,795.00
WCD No. 65 Extra OHD Remotes	1	LS	\$954.00	\$954.00

Bid Item 1 Total: \$183,238.00

Attachments: Work Change Directives Nos. 48, 50-54, 56-57, 60, 62-65

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES
Original Contract Price:	Original Contract Times:
<u>\$22,221,337.75</u>	Substantial Completion: <u>5/31/2025</u>
	Ready for Final Payment: <u>8/29/2025</u>
	Dates
[Increase] [Decrease] from previously approved Change-Order No. <u>1</u> to No. <u>3</u> :	[Increase] [Decrease] from previously approved Change Orders No. <u> </u> to No. <u> </u> :
<u>\$418,872.38</u>	Substantial Completion: <u>125</u> days
	Ready for Final Payment: <u>125</u> days
Contract Price prior to this Change Order:	Contract Times prior to this Change Order:
<u>\$22,640,210.13</u>	Substantial Completion (WWTP): <u>10/3/2025</u>
	Ready for Final Payment (WWTP): <u>1/1/2026</u>
	Substantial Completion (Booster): <u>11/28/2025</u>
	Ready for Final Payment (Booster): <u>2/26/2026</u>
[Increase] [Decrease] of this Change Order:	[Increase] [Decrease] of this Change Order:
<u>\$183,238.00</u>	Substantial Completion: <u>49</u> days
	Ready for Final Payment: <u>125</u> days
Contract Price incorporating this Change Order:	Contract Times with all approved Change Orders:
<u>\$22,823,448.13</u>	Substantial Completion (WWTP): <u>11/21/2025</u>
	Substantial Completion (Booster): <u>11/21/2025</u>
	Ready for Final Payment (WWTP): <u>5/6/2026</u>
	Ready for Final Payment (Booster): <u>2/19/2026</u>
	Dates

RECOMMENDED:

ACCEPTED:

ACCEPTED:

By: [Signature]
Engineer (Authorized Sign.)
Title: Project Engineer
Date: 12/30/2025

By:
Owner (Authorized Sign.)
Title:
Date:

By: [Signature]
Contractor (Authorized Sign.)
Title: Senior PM
Date: 12/30/25

Approved by Funding Agency (if applicable)

By: Date:
Title:

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
48.	8/27/2025	New Flagpole	\$1,967.00
49.	9/2/2025	Dewatering Equipment	Time & Materials
50.	9/8/2025	Str. 10 Dumpster Room	\$53,499.00
51.	9/24/2025	Grit Classifier Platform	\$32,505.00
52.	9/24/2025	Str. 30 Platform	\$43,265.00
53.	9/24/2025	Str. 10 Showers	\$1,402.00
54.	11/19/2025	Overhead Door Remote System	\$4,445.00
55.	11/19/2025	Concrete Curb	\$0.00
56.	11/19/2025	Misc. T&M	\$12,647.00
57.	11/19/2025	Ex. Water Leak	\$7,341.00
58.	11/19/2025	Cascade Weir Elevation	\$0.00
59.	11/19/2025	Filter Fillet Removal	\$0.00
60.	11/19/2025	Str. 50 Crack Injection	\$1,478
61.	12/30/2025	Overexcavation	\$0.00
62.	12/30/2025	Str. 30 Overhang	\$5,199
63.	12/30/2025	Landscape Edging & Stone	\$14,741.00
64.	12/30/2025	Str. 70 Coating post-grade	\$3,795.00
65.	12/30/2025	Extra OHD Remotes	\$954.00

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

		CO No. 4	\$183,238
		TOTAL	\$602,110



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

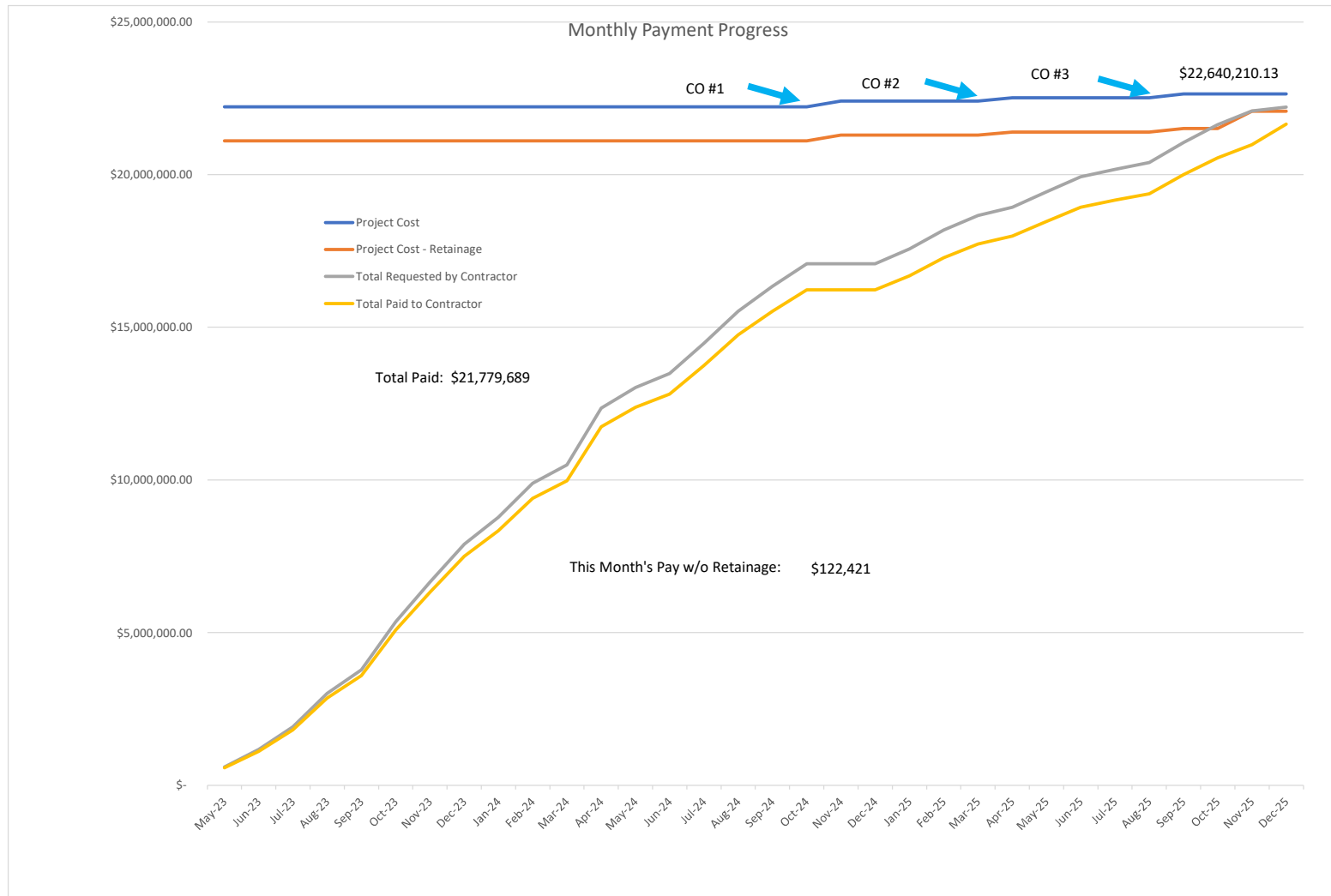
Monthly Report

General Construction Activities by Structure			
Structure	Activity		
05 - Site	- Seeding complete		
Vac Dump			
10	- Dumpster Room Floor - Punchlist items		
20	- Punchlist items		
25	- Punchlist items		
30	- Hinged grating installed south of splitter box gates - Punchlist items		
35	- Punchlist items		
40			
45			
50	- Startup of existing Digester blowers - Punchlist items		
55	- Punchlist items		
60	- Punchlist items		
65			
70	- Punchlist items		
75	- Punchlist items		
Booster Station	- Punchlist items		
Contractors/Firms On-Site		This Month's Work Change Directives	
Portzen	12/30/2025	Overexcavation	\$ -
Pieper (Electrical)	12/30/2025	Str. 30 Overhang	\$ 5,199
Thermodynamics (HVAC)	12/30/2025	Landscape Edging & Stone	\$ 14,741
Dubuque Plumbing & Heating (Plumbing)	12/30/2025	Str. 70 Coating post-grade	\$ 3,795
Altronex (Controls)	12/30/2025	Extra OHD Remotes	\$ 954
		Monthly Total:	\$ 24,689
		Project Total	\$602,110
RFI's/Clarifications/Issues			
Significant Meetings			
Date	Topic	Participants	Action Items
12/16/2025	Punchlist Walkthrough	Portzen, T&C, Waterloo Utilities	
12/1/2025	Filter Performance Test Follow-up	Aqua Aerobics, T&C	
Anticipated Work Next Month			
Structure	Activity		
Site			
Vac Dump			
10	- Punchlist items		
20	- Punchlist items		
25	- Punchlist items		
30	- Punchlist items		
35			
40	- Punchlist items		
45			
50	- Punchlist items		
55	- Punchlist items		
60	- Punchlist items		
65			
70	- Punchlist items		
75			
Booster	- Punchlist items		



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

Monthly Payment Progress



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

Monthly Progress Pictures



Str. 10
New breakroom



Str. 30
Finished North end



Str. 10
Dumpster Room floor



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

RESOLUTION #2026-01

**CONFIRMATION OF MAYORAL APPOINTMENT OF Claire Jones as
KARL JUNGINGER MEMORIAL LIBRARY BOARD** (filling remaining term of M. Schilling April
2026)

The Common Council of the City of Waterloo, Wisconsin does hereby ordain as follows:

WHEREAS, Claire Jones has submitted an application for appointment to the Library Board ;

WHEREAS, Mayor Quimby, has determined that Claire Jones would be the best selection for the Board at this time;

THEREFORE, BE IT RESOLVED, the City Council of the City of Waterloo, Wisconsin, does hereby confirm the appointment of Claire Jones to the Karl Junginger Memorial Library at the January 15, 2026 meeting. (to complete the remainder of M. Schilling appointment.)

Passed and adopted: _____

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

Attest: _____
Jeanne Ritter, Clerk/Deputy Treasurer



136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
Fax (920) 478-2021

RESOLUTION #2026-02

**CONFIRMATION OF MAYORAL APPOINTMENT OF Jordyn Kovacs and Glenna McKay
as Cable Board Members**

(Kovacs filling remaining term of Abitz 4-2026 and McKay filling vacant term expiring in 2028)

The Common Council of the City of Waterloo, Wisconsin does hereby ordain as follows:

WHEREAS, Jordyn Kovacs and Glenna McKay have submitted applications for appointment to the Cable Board ;

WHEREAS, Mayor Quimby, has determined that Kovacs and McKay would be the best selections for the Board at this time;

THEREFORE, BE IT RESOLVED, the City Council of the City of Waterloo, Wisconsin, does hereby confirm the appointment of Jordyn Kovacs and Glenna McKay to the Cable Board at the January 15, 2026 meeting.

Passed and adopted: _____

City of Waterloo

Signed: _____
Jenifer Quimby, Mayor

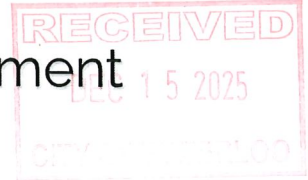
Attest: _____
Jeanne Ritter, Clerk/Deputy Treasurer



DODGE COUNTY
WISCONSIN

Dodge County Land Resources and Parks Department

127 East Oak Street • Juneau, WI 53039
PHONE: (920) 386-3700 • EMAIL: landresources@co.dodge.wi.us
WEBSITE: co.dodge.wi.gov



DATE SENT TO CITY:

DECEMBER 11, 2025

DEADLINE FOR CITY RESPONSE:

JANUARY 10, 2026

LETTER OF INTENT NOTIFICATION

Please find attached a copy of the minor subdivision letter of intent(s)
submitted to our department for approval.

NAME
BRENT COX & PATRICIA
BURLEW

CITY
WATERLOO
(TOWN OF PORTLAND)

ACTIVITY NUMBER
2025-1176

Please notify our department of your City's position on the enclosed letter of intent. If your City does not return the completed form by the above deadline or file a request that the County review be delayed until a date after which your City has reviewed the proposal, we will assume that the City is in favor of the land division request.

CONTACT: Land Resources & Parks Department
ATTN: Land Division
127 E. Oak Street
Juneau, WI 53039

Phone: (920) 386-3700 x2
E-mail: landresources@co.dodge.wi.us

CITY RECOMMENDATION

APPROVE ☐

DENY ☐

NO RECOMMENDATION ☐

LAYOVER TO DATE: _____ ☐

COMMENTS: _____

CITY REPRESENTATIVE

**DODGE COUNTY LAND RESOURCES AND PARKS DEPARTMENT**

127 E OAK STREET • JUNEAU, WI 53039
PHONE: (920) 386-3700 • FAX: (920) 386-3979
E-MAIL: landresources@co.dodge.wi.us

**MINOR LAND DIVISION
LETTER OF INTENT FORM**

THIS AREA FOR OFFICE USE ONLY	
Activity No. 251176	Expiration Date
Application Date: 12-9-25	Receipt #: 13033-0005

Application Fee: \$75 (Non-Refundable)

①

land PIN 036-0913-2131-000

NAMES & MAILING ADDRESSES		PROPERTY DESCRIPTION					
Applicant (Agent) Brent Cox and Patricia Burlew		Parcel Identification Number (PIN) residential PIN 036-0913-3121-001					
Street Address W12295 State Road 89		Town Portland		T	N	R	E
City • State • ZipCode Waterloo, WI 53594		1/4	1/4	Section	Acreage of Parent Parcel	Acreage of Proposed Lot(s)	
Property Owner (If different from applicant) sane		Subdivision (Name, lot and block) or CSM # (Volume/Page/Lot)					
Street Address		Site Address Of Property (DO NOT include City/State/ZipCode)					
City • State • ZipCode		Is this property connected to public sewer? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					

CONTACT PERSON

Name and daytime phone number (include area code) of a person we can contact if we have any questions about your application.

Name **Brent Cox** Daytime Phone **(920) 390-9401**

CURRENT PROPERTY USE	PROPOSED USE
<input type="checkbox"/> Vacant Property <input checked="" type="checkbox"/> Single Family Residential <input type="checkbox"/> Duplex (Two-Family Residential) <input type="checkbox"/> Multi-Family Residential • Number of residential units: _____ <input checked="" type="checkbox"/> Active Working Farm Operation (30 acres) <input checked="" type="checkbox"/> Recreational / Wetlands / Wooded Parcel <input type="checkbox"/> Business / Industrial / Commercial Use (Describe Below) <input type="checkbox"/> Other (Describe Below)	<input checked="" type="checkbox"/> Single Family Residential - new 2 acre residential <input type="checkbox"/> Duplex (Two-family Residential) parcel from land + <input type="checkbox"/> Multi-Family Residential small silver from residential • Number of residential units: _____ <input type="checkbox"/> Agricultural Use Only - No residential structures <input checked="" type="checkbox"/> Open Space Recreational / Wetlands - No residential structures - to be <input type="checkbox"/> Business / Industrial / Commercial Use (Describe Below) added to <input type="checkbox"/> Other (Describe Below) current residential parcel - area wooded/recreational

A SKETCH PLAN SHOWING THE PROPOSED LAND DIVISION IS REQUIRED TO BE SUBMITTED WITH THIS APPLICATION.

CERTIFICATE

I, the undersigned, hereby apply for Minor Land Division approval and certify that all the information both above and attached is true and correct to the best of my knowledge. I hereby authorize members of the Dodge County Land Resources and Parks Department to enter the above-described property for purposes of obtaining information pertinent to my request.

Contact Person (Print) **Brent Cox** Daytime Contact Phone **(920) 390-9401** Email: **lostmarblefactory@gmail.com**
Signature **[Signature]** Date **11/11/25**

OFFICE USE ONLY

<input type="checkbox"/> CUP Required (App _____)	<input type="checkbox"/> REZONE Required (App _____)	<input type="checkbox"/> Restriction Release Required
Notes: TZONE		
APPROVED <input type="checkbox"/>	DENIED <input type="checkbox"/>	LAND RESOURCES AND PARKS DEPARTMENT Date _____

SKETCH MAP

Sketch the proposed land division in the space provided below or attach a sketch map or aerial photo of the proposed land division to the application. The sketch map or aerial photo shall be at a scale of 1" = 200' or other appropriate scale. This sketch map or aerial photo shall include the following information:

1. North arrow, date and scale;
2. Reference to a section corner or existing lot line;
3. The dimensions of the existing parcel;
4. The location and dimensions of the proposed lot(s);
5. The location of the existing and proposed lot lines;
6. The location and dimensions of any existing or proposed easements;
7. The location of any existing buildings, water wells, septic systems, water courses, drainage ditches and other features pertinent to proper division;
8. The location and name of existing roads, easements of record, public access to navigable waters and dedicated areas;
9. The location of existing and proposed driveways;
10. Any other additional information pertinent to this land division;

N
↓

(north arrow)

Length

H = house
B = barn
M = mailboxes

Length

279'

312'

300

12

IX
easement to
agricultural
land

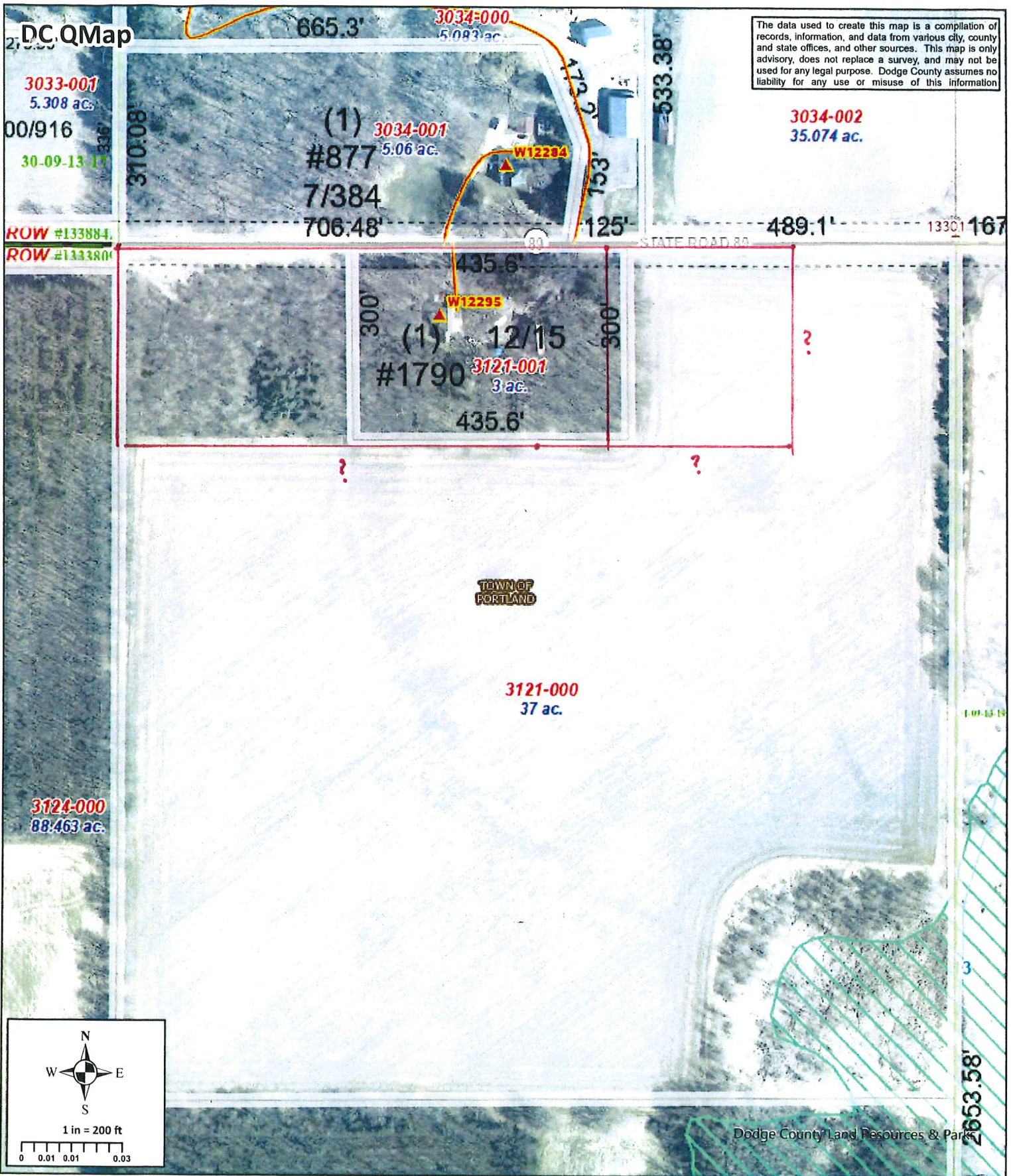
σ Right-of-Way Line of Road/Highway σ

Width

τ Center(line) of Road/Highway τ

Name Of Road/Highway

89



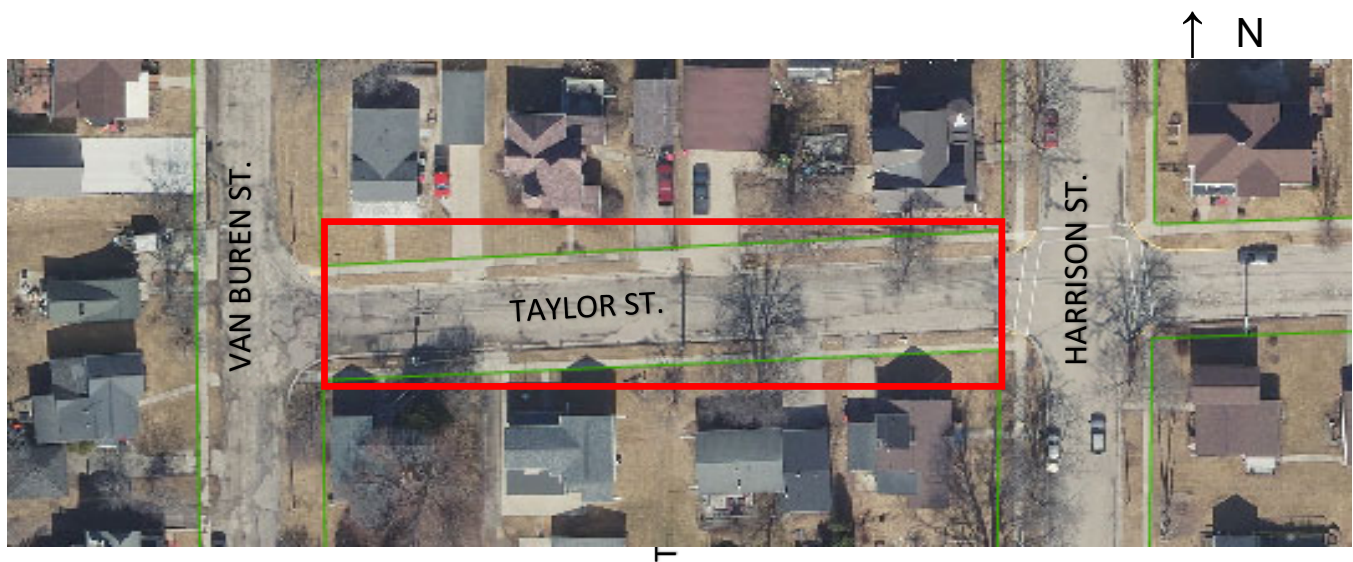
General		WI Historical Society		Floodplain / Wetland		County Zoning	
Urbanized Roads		Historic Structures		FEMA Floodplain/Storage/Dam Shadow		Planned Unit Development	General Commercial
Soils		Archaeological Sites		DNR Wetland Areas/Points		Hartford Extraterritorial	Extensive Commercial
Airport Ordinance 3-Mile Buffer		Survey Areas		Shoreland Zoning		General Agricultural	Light Industrial
Sewer Service Areas		Non-Metallic Mining		Shoreland Zoning Buffer		Prime Agricultural	Industrial
Highly Developed Shoreline		Active Mining Area		Lakes/Ponds/Sloughs		One Family Residential	Waterbody
Elevation Contours		Approved Mining Area		Rivers/Streams/Creeks		Two Family Residential	ROW/City/Village
		Mine Property Boundaries				Multi-Family Residential	

City of Waterloo, WI
Taylor Street - 4-Inch Pulverize & Overlay

ZA 8/21/2025

From Van Buren St. to Harrison St.

Quantity	Unit	Item	Unit Cost	Item Cost
850	SY	4-Inch Pulverize Asphalt Pavement	\$6.00	\$5,100.00
80	CY	Undercutting, including excavation and base course material	\$65.00	\$5,200.00
200	TN	4-Inch Asphalt Overlay	\$200.00	\$40,000.00
150	LF	Remove & Replace Curb & Gutter	\$40.00	\$6,000.00
550	SF	Remove & Replace 4" Curb Ramps & Sidewalk	\$15.00	\$8,250.00
1	LS	Erosion Control	\$2,500.00	\$2,500.00
1	LS	Traffic Control	\$5,000.00	\$5,000.00
Total Estimated Construction Cost				\$72,050.00



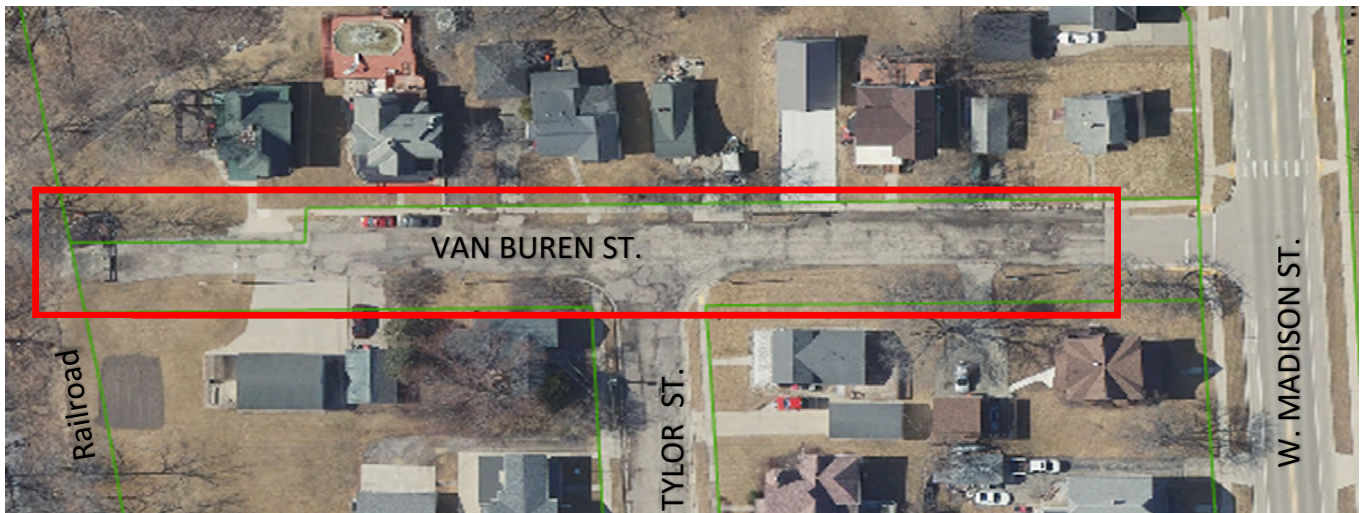
City of Waterloo, WI
Van Buren Street - 4-Inch Pulverize & Overlay

ZA 8/21/2025

From W. Madison St. to Railroad Dead-End

Quantity	Unit	Item	Unit Cost	Item Cost
1,400	SY	4-Inch Pulverize Asphalt Pavement	\$5.00	\$7,000.00
140	CY	Undercutting, including excavation and base course material	\$65.00	\$9,100.00
350	TN	4-Inch Asphalt Overlay	\$150.00	\$52,500.00
150	LF	Remove & Replace Curb & Gutter	\$40.00	\$6,000.00
500	SF	Remove & Replace 4" Curb Ramps & Sidewalk	\$15.00	\$7,500.00
1	LS	Erosion Control	\$2,500.00	\$2,500.00
1	LS	Traffic Control	\$5,000.00	\$5,000.00
Total Estimated Construction Cost				\$89,600.00

→ N





January 9, 2026

Jenifer Quimby, Mayor
City of Waterloo
163 North Monroe Street
Waterloo, Wisconsin 53594

107 PARALLEL STREET
BEAVER DAM, WI 53916

1115 S. MAIN STREET
WEST BEND, WI 53095

920-356-9447
FAX 920-356-9454
KUNKELENGINEERING.COM

Re: Engineering Services | 2026 Van Buren & Taylor Street Resurfacing

Dear Mayor,

Please consider this letter a formal proposal for Kunkel Engineering Group to provide professional engineering services for the resurfacing of Van Buren Street and Taylor Street. The proposed services include design, construction-related services, and resident inspection associated with the project.

It is understood that the scope of work includes milling and resurfacing Van Buren Street from W. Madison Street to its terminus, and Taylor Street from Van Buren Street to Harrison Street. As part of the milling operations, the existing base course will be evaluated and, where necessary, undercut and replaced with new base material. Curb and gutter improvements will be completed in areas with drainage deficiencies or where existing concrete has failed. Additionally, all ADA ramps will be upgraded to meet current federal accessibility standards.

As an alternate to the base scope of services and potential alternate within the construction documents, Kunkel Engineering Group also proposes to provide engineering services for Anna Street, from N. Monroe Street to Lum Avenue. This work would include full-depth milling of the existing asphalt, evaluation and repair of the base course, curb and gutter repairs as needed, and resurfacing of the roadway.

For Van Buren Street and Taylor Street, Kunkel Engineering Group proposes to provide the services described above to the City of Waterloo for a maximum not-to-exceed fee of \$22,620.00. This fee includes services through December 2026 to ensure coverage through final project completion and is intended to be comprehensive.

Should the City of Waterloo elect to include the alternate for Anna Street, Kunkel Engineering Group proposes to provide engineering services for an additional fee of \$17,930.00.

Upon your direction, work efforts will be initiated and completed in accordance with this proposal. Should you or the Common Council have any questions regarding this transmittal, please do not hesitate to contact me at your convenience. We appreciate the opportunity to serve the City of Waterloo and look forward to working on this important project.

Sincerely,

KUNKEL ENGINEERING GROUP

A handwritten signature in black ink, appearing to read 'Mitchell Leisses', with a long horizontal flourish extending to the right.

Mitchell Leisses
Office/Project Manager

X

City of Waterloo, WI

Date

City of Waterloo, WI
Van Buren and Taylor Street - 4-Inch Pulverize & Overlay

From W. Madison St. to Railroad Dead-End
From Van Buren St. to Harrison St.

ZA 11/10/2025

Quantity	Unit	Item	Unit Cost	Item Cost
2,250	SY	4-Inch Pulverize Asphalt Pavement	\$5.00	\$11,250.00
220	CY	Undercutting, including excavation and base course material	\$65.00	\$14,300.00
550	TN	4-Inch Asphalt Overlay	\$150.00	\$82,500.00
300	LF	Remove & Replace Curb & Gutter	\$40.00	\$12,000.00
1,050	SF	Remove & Replace 4" Curb Ramps & Sidewalk	\$15.00	\$15,750.00
1	LS	Erosion Control	\$5,000.00	\$5,000.00
1	LS	Traffic Control	\$10,000.00	\$10,000.00
Estimated Construction Cost				\$150,800.00
Engineering Cost (15%)				\$22,620.00
Total Estimated Cost				\$173,420.00



City of Waterloo, WI
Anna Street - Full Depth Mill & Overlay

ML 1/9/2026

From N. Monroe Street to Jaystone Terrace

Quantity	Unit	Item	Unit Cost	Item Cost
1,700	SY	4-Inch Pulverize Asphalt Pavement	\$5.00	\$8,500.00
170	CY	Undercutting, including excavation and base course material	\$65.00	\$11,050.00
400	TN	4-Inch Asphalt Overlay	\$150.00	\$60,000.00
120	LF	Remove & Replace Curb & Gutter	\$40.00	\$4,800.00
300	SF	Remove & Replace 4" Curb Ramps & Sidewalk	\$15.00	\$4,500.00
1	LS	Pavement Markings	\$1,400.00	\$1,400.00
1	LS	Erosion Control	\$1,000.00	\$1,000.00
1	LS	Traffic Control	\$2,500.00	\$2,500.00
Total Estimated Construction Cost				\$93,750.00



From Jaystone Terrace to Lum Ave

Quantity	Unit	Item	Unit Cost	Item Cost
1,400	SY	4-Inch Pulverize Asphalt Pavement	\$5.00	\$7,000.00
140	CY	Undercutting, including excavation and base course material	\$65.00	\$9,100.00
350	TN	4-Inch Asphalt Overlay	\$150.00	\$52,500.00
120	LF	Remove & Replace Curb & Gutter	\$40.00	\$4,800.00
500	SF	Remove & Replace 4" Curb Ramps & Sidewalk	\$15.00	\$7,500.00
1	LS	Pavement Markings	\$1,400.00	\$1,400.00
1	LS	Erosion Control	\$1,000.00	\$1,000.00
1	LS	Traffic Control	\$2,500.00	\$2,500.00
Total Estimated Construction Cost				\$85,800.00



Summary of Anna Street Cost

From N Monroe Street to Jaystone Terrace	\$93,750.00
From Jaystone Terrace to Lum Ave	\$85,800.00
Total Construction Cost	\$179,550.00

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](#)