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

CITY OF WATERLOO COUNCIL AGENDA
COUNCIL CHAMBER OF THE MUNICIPAL BUILDING – 136 N. MONROE STREET
Thursday, August 20, 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: August 6, 2026

3.) CITIZEN INPUT / PUBLIC COMMENT (3-Minute time limit)

4.) MEETING SUMMARIES (since last Council meeting)
- a. 08/04/2026 Water and Light
- b. 08/12/2026, 08/17/2026, 08/18/2026 Special Finance
- c. 08/13/2026 Cable Board
- d. 08/18/2026 CDA

5.) CONSENT AGENDA ITEMS
- a. Reports of City Officials & Contract Service Providers
  - i. Parks
  - ii. Fire & Emergency Medical Services
  - iii. Building Inspections
  - iv. Public Works
  - v. Police
  - vi. Library Board
  - vii. Water & Light Utility Commission
  - viii. Watertown Humane Society
  - ix. Cable TV

6.) RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS
- a. Finance, Insurance and Personnel
  - i. July 2026 Financial Statements: Payroll $__________, General Disbursements $______________ and Clerk/Treasurer's Reports[see on municipal website]
  - ii. Resolution 2026-43 Authorizing to act on behalf of the City of Waterloo
- b. Parks
  - i. Resolution 2026-41 Rescind Resolution 2013-50 Loan of Artwork
- c. Public Works
  - i. RFP Approval for Waste Management
- d. Waterloo Water & Light
  - i. Portzen Pay #35

7.) FUTURE AGENDA ITEMS AND ANNOUNCEMENTS

8.) ADJOURNMENT

Denise Knutson
Interim City Clerk

Posted & Emailed: 08/17/2026.

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

136 North Monroe Street
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Phone: (920) 478-3025
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www.waterloowi.us

PARKS COORDINATOR REPORT

June 2026 – July 2026

EVENTS AND HIGHLIGHTS

- July 4th Event
- DCL Playoffs
- Summer Outdoor Concert – Myles Wangerin

ONGOING PROJECTS

- RFP's for:
  - Sidewalk Replacement

FINISHED PROJECTS

- Bathroom Vanities
- New Coolers
- Field Lazer S100 Field Liner
- Skalitzky Field Sound System
- 3040 Sand Pro Toro Replacement

CAROUSEL

- Carousel and Carvings (Ohio) – Out to 2027

PROJECTS FOR 2026

- Upper Pavilion Walls
- Lower Pavilion Renovation
- Sidewalk Replacement

UPCOMING EVENTS

- Fill the Squad – August 11
- Summer Concert – August 13 (Universal Sound)
- W&K Day – September 12

DONATION CAMPAIGNS

- Lions Fountain Head
- Dog Park

GRANT OPPORTUNITIES

- Carousel Grants
  - Save America's Treasure, Paul Bruhn Historic Revitalization, NCA
- Antique Grants – Lions Fountain
  - Wisconsin Antiques Dealers Association
- RTP Trail Grant

SAFEbuilt®

Invoice

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

Invoice Number: 4322992
Invoice Date: 7/31/2026
Terms: Net 30 Days
Due Date: 8/30/2026
Customer #: 11-WATERL2
Customer PO #:

Fee Type	Amt Paid	Paid Date	% Due to 3rd Party	Amt Due to 3rd Party
Permit # 26WTRC-B00017 | 402 South Washington Street, Waterloo, WI 53594 | Residential Alteration				
Remodel- Residential	$600.00	7/14/2026	60.00%	$360.00
26WTRC-B00017 Subtotal				**$360.00**
Permit # 26WTRC-BZ00020 | 602 Pierce Street, Waterloo, WI 53594 | New Commercial				
Occupancy Permit- Commercial	$70.00	7/27/2026	60.00%	$42.00
Commerical New Structure/Addition	$483.00	7/27/2026	60.00%	$289.80
26WTRC-BZ00020 Subtotal				**$331.80**
Permit # 26WTRC-E00007 | 901 West Madison Street, Waterloo, WI 53594 | Electrical Permit - Commercial				
Electrical- Replacement & Misc. Items- Commercial	$420.00	7/1/2026	60.00%	$252.00
26WTRC-E00007 Subtotal				**$252.00**
Permit # 26WTRC-E00008 | 223 East Madison Street, Waterloo, WI 53594 | Electrical Permit				
Electrical- Replacement & Misc. Items- Residential	$120.00	7/30/2026	60.00%	$72.00
26WTRC-E00008 Subtotal				**$72.00**
Permit # 26WTRC-F00008 | 820 Anna Court, Waterloo, WI 53594 | Fence				
Other Fee- Residential	$50.00	7/2/2026	60.00%	$30.00
26WTRC-F00008 Subtotal				**$30.00**
Permit # 26WTRC-H00016 | 906 East Madison Street, Waterloo, WI 53594 | HVAC Permit				
HVAC- Replacement & Misc. Items- Residential	$122.03	7/1/2026	60.00%	$73.22
26WTRC-H00016 Subtotal				**$73.22**
Permit # 26WTRC-H00017 | 109 Hickory Lane, Waterloo, WI 53594 | HVAC Permit				
HVAC- Replacement & Misc. Items- Residential	$147.06	7/22/2026	60.00%	$88.24
26WTRC-H00017 Subtotal				**$88.24**
Permit # 26WTRC-H00018 | 1120 Lexington Way, Waterloo, WI 53594 | HVAC Permit				
HVAC- Replacement & Misc. Items- Residential	$82.04	7/22/2026	60.00%	$49.22
26WTRC-H00018 Subtotal				**$49.22**
Permit # 26WTRC-P00006 | 415 Edison Street, Waterloo, WI 53594 | Plumbing Permit				
Plumbing- Replacement & Misc. Items- Residential	$67.25	7/8/2026	60.00%	$40.35
26WTRC-P00006 Subtotal				**$40.35**

Summary by Fee Type

Item Code	Amount
Commerical New Structure/Addition	$289.80
Electrical- Replacement & Misc. Items- Commercial	$252.00
Electrical- Replacement & Misc. Items- Residential	$72.00
HVAC- Replacement & Misc. Items- Residential	$210.68
Occupancy Permit- Commercial	$42.00
Other Fee- Residential	$30.00
Plumbing- Replacement & Misc. Items- Residential	$40.35
Remodel- Residential	$360.00
Total	**$1,296.83**

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

Net Invoice:	$1,296.83
Freight:	$0.00
Sales Tax:	$0.00
Invoice Total:	**$1,296.83**

Machinery and Equipment Maintenance		JULY				
2026 DPW		Mileage / Hours			TTI Fuel	GPH
Equipment		Start	End	Total		
End loader	544	4731	4737	6	0	#DIV/0!
John Deere Tractor	2555	5060	5063	3	0	#DIV/0!
Wood Chipper	200XP	647	663	16	21.143	0.76
John Deere Lawn Tractor	1025R	562	562	0	41.074	0.63
John Deere	X758	233	249	16	41.074	0.63
John Deere	X750-R	467	477	10	41.074	0.63
Wacker Roller	Roller	454	4564	4110	0	#DIV/0!
2023 FreightlinerTruck	#8	5604	5804	200	25.418	7.87
2020 International Truck	#2	10287	10287	0	0	#DIV/0!
Paint Gator	#1	2140	2140	0	0	#DIV/0!
2017 Chevrolet Truck	#4	83408	84222	814	49.757	16.36
2018 Freightliner Truck	#5	18535	18547	12	0	#DIV/0!
2006 Elgin Pelican Street Sweeper	Sweeper	44818	44893	75	0	
2011 Ford F-550 Truck	#6	55321	55460	139	19.088	67.87
2015 Freightliner Truck	#7	19637	19637	0	0	0.00
2023 Bobcat	S66	482	494	12	0	0.00
2023 Titan Leaf Vac	Pro Plus	131	131	0	0	
2025 Ford F-550	#9	2721	2845	124	0	

MONTHLY TIME REPORT

2026	JULY			
JOB DPW	**Chad**	**Open**	**Chris**	**Travis**
Police Adm	9	0	0	0
Fire Dept	0	0	0	0
Mach/Equip	1	0	7	0
Garage/Shed	13	0	25	19
Meeting/Seminars	6	0	0	0
Street Repair/Maintenance	21	0	0	14
Street Cleaning	2.25	0	2	3.75
Snow & Ice Reg Hrs	0	0	0	0
OT Hrs	0	0	0	0
Storm Sewer	2	0	0	0
Traffic Control	2	0	15	7.5
Bridges/Culvers	0	0	0	0
Tree/Brush	34	0	15	25
Refuse Collection	12.5	0	5	20
Sanitary Sewer	0	0	0	0
Insect Control	0	0	0	0
Animal Control	0	0	0	2
Cemetary	0	0	4	4
Library	0	0	5	0
Firemans Park	4	0	0	8
Other Parks	15	0	19	18
Trail Head	0	0	2	2
Celeb/Enter	3	0	0	0
Weed Control	7.5	0	3	4
Vac/Holiday/SL	51.5	20	80	44

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
July 22, 2026 @ 5:30 pm

I. Call to Order & Introductions
The meeting was called to order at 5:34 p.m. Present: Art Biermeier, Diane Graff, Tracy Grant, Claire Jones, Leslie Fugate, Cindy Krueger, and visitors.

II. Approval of agenda
The agenda was approved as written

III. Approval of open minutes from June 24, 2026.
Fugate moved to approve the June 2026 minutes. Graff seconded. The motion passed unanimously.

IV. Correspondence, Appearance, Public Comments –
Tom Poehling from Poehling Capital Management, Inc., and Bryant Ray for the Bank of Sun Prairie spoke about the Evelyn Kading Clark Trust fund.

V. Director's Report

VI. Unfinished Business

A. **Financial monthly report for June 2026 - *Action***
Grant moved to approve the June 2026 monthly invoices as presented. Krueger seconded. The motion passed unanimously.

B. **Masonry Project – *Informational***

C. **Roof and Gutter - Informational**

D. **Policy 401 Selection of Materials – *Action***
Grant moved to approve Policy 401 Selection of Materials. Jones seconded. The motion passed unanimously.

VII. New Business

A. ***Staff in-service day in August (moved to August 25 – Action***
Graff moved change the date of the August staff in-service with the library being closed August 25th. Krueger seconded. The motion passed unanimously.

B. **Read and Discuss the Library Board Trustee Handbook Introduction and Chapter 3, *"Bylaws – Organizing the Board for Effective Action"* – Informational**

VIII. Future agenda items – Budget 2027, Roof/Gutters, Masonry work, Director's evaluation

IX. Date, place, and time of the next meeting: **Monday, August 24 at 5:30 p.m**. in the Hyer Conference Room

X. Adjournment
Grant moved to adjourn at 6:42 p.m. Graff seconded. The motion passed unanimously.

Respectfully submitted
Cindy Krueger

JULY Monthly Statistics		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC
Library Card Holders	2025	2301	2315	2317	2330	2353	2400	2422	2432	2439	2446	2460	2457
	2026	2465	2365	2377	2388	2388	2423	2451					
	% of Change	7.13%	2.16%	2.59%	2.49%	1.46%	0.96%	1.20%					
NEW Library Card Holders	NEW STATS 2025	13	18	20	25	30	47	24	14	12	21	16	6
	2026	12	8	17	13	6	34	16					
	% of Change	-7.69%	-55.56%	-15.00%	-48.00%	-80.00%	-27.66%	-33.33%					
Checkouts (Circulation)	2025	4662	4182	4539	4122	4134	6254	6777	4945	4562	4401	3783	4206
	2026	4616	4470	4379	4021	3730	5948	5747					
	% of Change	-0.99%	6.89%	-3.53%	-2.45%	-9.77%	-4.89%	-15.20%					
eBook/Audio Checkouts (Circulation)	2025	868	856	840	909	935	950	1029	1041	1036	1111	1045	976
	2026	1081	963	1069	1106	928	968	1079					
	% of Change	24.54%	12.50%	27.26%	21.67%	-0.75%	1.89%	4.86%					
Library Visits	2025	1956	1970	2384	2280	2387	3002	2997	2142	2048	2037	1854	1790
	2026	1785	2021	2231	2129	2140	2745	2869					
	% of Change	-8.74%	2.59%	-6.42%	-6.62%	-10.35%	-8.56%	-4.27%					
Meeting Room Use	2025	9	17	20	18	9	13	13	18	8	11	9	10
BY PUBLIC	2026	20	17	18	18	12	14	14					
Community & Conference	% of Change	122.22%	0.00%	-10.00%	0.00%	33.33%	7.69%	7.69%					
Public Computer Use	2025	77	73	105	100	108	97	80	72	75	80	80	86
	2026	85	98	90	95	59	78	76	1				
	% of Change	10.39%	34.25%	-14.29%	-5.00%	-45.37%	-19.59%	-5.00%					
WiFi Use	2025	230	232	200	217	202	209	202	179	190	179	171	119
	2026	134	150	152	195	160	192	175					
	% of Change	-41.74%	-35.34%	-24.00%	-10.14%	-20.79%	-8.13%	-13.37%					
Outreach to local schools,	2025	114	186	131	139	109	83	50	80	78	63	62	213
daycares, & residents	2026	62	209	63	99	123	66	49					
Checkouts	% of Change	-45.61%	12.37%	-51.91%	-28.78%	12.84%	-20.48%	-2.00%					
Adult Number of Programs	2025	15	14	18	15	15	16	18	17	14	16	19	15
	2026	18	19	16	15	16	19	14					
	% of Change	20.00%	35.71%	-11.11%	0.00%	6.67%	18.75%	-22.22%					
Adult Attendance	2025	197	103	188	119	197	261	153	117	79	196	116	100
	2026	188	136	109	119	164	281	85					
	% of Change	-4.57%	32.04%	-42.02%	0.00%	-16.75%	7.66%	-44.44%					
Teen (12-18)	2025	4	3	3	1	0	7	10	1	2	3	3	2
Number of programs	2026	3	3	2	2	2	6	10					
	% of Change	-25.00%	0.00%	-33.33%	100.00%	200.00%	-14.29%	0.00%					
Attendance	2025	21	10	24	24	0	185	99	36	36	41	32	24
	2026	52	50	47	28	47	167	139					
	% of Change	52.38%	400.00%	95.83%	16.67%	4700.00%	-9.73%	40.40%					
Children's	2025	12	14	12	17	13	19	28	12	14	16	13	13
Number of programs	2026	11	11	8	9	7	15	20					
	% of Change	-8.33%	-21.43%	-33.33%	-47.06%	-46.15%	-21.05%	-28.57%					
Attendance	2025	286	254	267	281	244	1044	1064	302	263	395	278	247
	2026	323	270	242	265	230	975	1097					
	% of Change	12.94%	6.30%	-9.36%	-5.69%	-5.74%	-6.61%	3.10%					
GENERAL ALL AGE PROGRAMS													
Number of Programs	NEW 2025	1	1	1	4	4	4	4	1	2	3	2	2
	2026	1	1	3	3	3	5	4					
	% of Change	0.00%	0.00%	200.00%	-94.23%	-25.00%	25.00%	0.00%					
Attendance	NEW 2025	69	67	84	342	699	671	185	97	133	254	121	227
	2026	122	70	250	140	697	615	132					
	% of Change	76.81%	4.48%	197.62%	-59.06%	-0.29%	-8.35%	-28.65%					

Regular meeting of the Waterloo Water & Light Commission held August 4, 2026
Meeting called to order by Vice President Tschanz at 7:00pm at the Waterloo Utilities office. Present were Commissioners Vern Butzine, Pam Kuhl, Richard Weihert, Superintendent Barry Sorenson, and Charlie Kuhl. Absent Devin Schumann.

Minutes
Motion by Butzine, seconded by Weihert, to approve the minutes of the July 7, 2026 meeting. Motion carried. Motion by Weihert, seconded by Tschanz, to approve the closed session minutes of the July 7, 2026 meeting. Motion carried.

Expenditures
Motion by Kuhl, seconded by Butzine, to approve the July disbursements as presented. Motion carried.

Citizen Input
None.

Portzen Pay Request
Motion by Weihert, seconded by Kuhl, to recommend to City Council Portzen pay request #35 in the amount of $437,872.73. Motion carried.

2Q Financials
The Commission discussed the 2Q financials.

Customer Compliant
The Commission discussed the customer complaint.

Customer Applications
The Commission discussed the PSC requirements for customer applications.

PFAS
The Commission was made aware of PFAS present at the treatment plant. There are no PFAS present in our well water. Validation testing is being conducted. A Source Reduction Measures plan and additional testing every other month for two years are the next steps if the validation testing confirms the initial tests.

General Information
Fill the Squad 8/11.

Motion by Kuhl, seconded by Weihert, to adjourn the meeting at 8:11pm. Motion carried.

Respectfully submitted,
Pam Kuhl - Secretary

List of Bills

Accurate Powerwashing LLC	4,250.00	Northern Lake Service	262.89
BMO	1,267.39	North Central Lab	1257.17
BMO Mastercard	8,645.46	OpenPoint	650.00
Border States	3,613.11	Portland Sanitary District	19,714.76
C&M Hydraulic Tool Supply	1,502.12	Payment Service Network	12.95
City of Waterloo Treasurer	57,907.06	Payroll	96,780.88
Crescent Electric Supply	3,720.00	Piggly Wiggly	4.17
DOA	3,899.69	Resco	135,632.91
DNR Operator Certification	100.00	Sergenian's Floor Coverings	10,025.00
Ehler's	61.87	Seera	1,308.21
Electric Testing Lab	2,554.72	Signs by Tomorrow	250.00
Frontier	389.21	Town & Country Engineering	13,313.00
Forster Electrical Engineering	4,104.50	USA	292.34
GFC Leasing	207.41	Uline	502.86
GLS Utility	1,628.85	Utility Sales and Service	372.06
Howie's Hardware	601.29	US Cellular	264.32
Infosend	1,440.52	UPS	260.99
Irby	1,346.27	United Liquid Waste Recycling	1,153.99
Kwik Trip	1,692.38	Universal Recycling Technologies	745.62
Lake Country Heating & Cooling	8,935.10	Wastewater Training Solutions	700.00
Leader Independent	33.71	Waterloo Building Center	77.50
Lou's Gloves Inc	99.00	Waterloo Utilities	10,130.91
Mid-State Equipment	15,750.00	WE Energies	158.19
Midwest Chemical & Equipment	4,806.00	Wisconsin Dept. of Revenue	6,104.15
Midwest Meter	1,467.32	WPPI Energy	272,916.94
MWSCO	72.60		
NAPA	6.99		
		Total Disbursements	$702,994.38

Checking Account	
Balance 6/30/26	398,618.58
Deposits	750,191.52
Disbursements	(702,450.06)
Interest	205.33
Balance 7/31/26	$446,565.37
WWTP DNR Replacement Fund	
Balance 6/30/26	$753,824.30
Deposit/ (Withdrawal)	(112.95)
Interest	1,227.86
Balance 7/31/26	$754,939.21
Debt Service Account	
Balance 6/30/26	$540,324.25
Deposit	117,930.00
Bond Payment/Svc Fees	(73.30)
Interest	911.09
Balance 7/31/26	$659,092.04
Money Market Account	
Balance 6/30/26	1,840,447.62
Deposits	
Transfer	(117,930.00)
Disbursements	(296.20)
Interest	3,066.57
Balance 7/31/26	$1,725,287.99
Transportation Fund	
Balance 6/30/26	$61,257.00
Transfer	
Balance 7/31/26	$61,257.00
WWTP USDA Bond Reserve:	
Balance 6/30/26	$185,313.82
Transferred in/out	
Interest	967.30
Service Charge	(61.87)
Balance 7/31/26	$186,219.25
Avestar CD #3596 (Bond Reserve):	
Balance 6/30/26	353,629.15
Interest	
Balance 7/31/26	$353,629.15
LGIP (Bond Reserve):	
Balance 6/30/26	$254,565.15
Interest	$767.52
Balance 7/31/26	$255,332.67
Construction Acct:	
Balance 6/30/26	$1,500.00
Transferred in	
Balance 7/31/26	$1,500.00

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RESOLUTION #2026-43

Authorizing to act on behalf of the City of Waterloo

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

WHEREAS, the City of Waterloo utilizes municipal credit card accounts to facilitate efficient financial operations, procurement of necessary goods and services, and authorized travel expenses for official City business; and

WHEREAS, financial institutions require explicit authorization from the governing body of the City of Waterloo to designate specific municipal officials who possess the legal authority to open, manage, maintain, and execute transactions on such credit card accounts; and

WHEREAS, the positions of Mayor, Treasurer, and City Clerk are executive administrative officers responsible for the oversight of City operations and financial management, making them the appropriate individuals to serve as authorized agents for the City's financial accounts;

THEREFORE, BE IT RESOLVED, by the Common Council of the City of Waterloo, Wisconsin, as follows:

1. Authorization of Individuals: The individuals holding the offices of Mayor, Treasurer, and City Clerk are hereby designated and approved as the official Authorized Individuals on behalf of the City of Waterloo for all municipal credit card accounts.

2. Scope of Authority: The Authorized Individuals are granted full power and authority to act on behalf of the City of Waterloo to open new credit card accounts, modify existing accounts, request or cancel cards for designated City employees, establish credit limits within approved budgetary guidelines, and execute all necessary financial agreements with providing banking institutions.

3. Compliance and Oversight: All actions taken by the Authorized Individuals regarding City credit cards shall comply strictly with established municipal purchasing policies, state statutes, and subject to regular financial auditing procedures.

4. Effective Date: This Resolution shall take effect immediately upon its passage and adoption by the Common Council.

PASSES AND ADOPTED this _____ day of ______ 2026

City of Waterloo

Signed: ____
Jenifer Quimby, Mayor

Attest: ___________________________________
Charles Kuhl, Council President

Sponsor(s): City of Waterloo Finance, Insurance, and Personnel Committee

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RESOLUTION #2026-41

Rescind Resolution 2013-50 Acceptance of a Rotating Loan of Artwork from the Ellis Family Trust for Display at the Waterloo Regional Trailhead

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

WHEREAS, The Waterloo Parks Department, Waterloo Parks Commission and the City Council of the City of Waterloo, Wisconsin, rescind resolution 2013-50 relating to acceptance of a rotating loan of artwork from the Ellis Family Trust for display at the Waterloo Regional Trailhead;

WHEREAS, City Council of the City of Waterloo, WI, has determined that the circumstances and needs of the city have changed, and that the continuation of said resolution is no longer in the public interest or aligned with current municipal policy at this time;

THEREFORE, BE IT RESOLVED, the City Council of the City of Waterloo, Wisconsin, the Resolution No. 2013-50, adopted on November 7, 2013, is hereby rescinded and declared null, void, and of no further force or effect.

Passed and adopted: __________

City of Waterloo

Signed: ______________________________
Jenifer Quimby, Mayor

Attest: ______________________________
Charles Kuhl, Council President

Sponsor(s): Waterloo Parks Commission

136 North Monroe Street, Waterloo, Wisconsin 53594-1198
Phone (920) 478-3025
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RESOLUTION #2013-50

ACCEPTANCE OF A ROTATING LOAN OF ARTWORK FROM THE ELLIS FAMILY TRUST FOR DISPLAY AT THE WATERLOO REGIONAL TRAILHEAD FACILITY

Whereas, the Ellis Family Trust has offered to loan twenty-one works of art from local artists to the City of Waterloo for public display at the Waterloo Regional Trailhead; and,

Whereas, conditions for the loan and an artwork list are presented this evening,

Therefore Be It Resolved, by the Common Council of the City of Waterloo, Wisconsin, that it thanks the Ellis Family Trust for its generous loan and accepts the terms and conditions as spelled out on the associated documents presented on this night.

PASSED AND ADOPTED this 7th day of November 2013.

City of Waterloo

Signed: Robert H. Thompson
Robert H. Thompson, Mayor

Attest: Mo Hansen

Morton J. Hansen, Clerk/Treasurer

SPONSOR(S) – Alderperson Cotting
FISCAL IMPACT – none.

<u>Loaned Art on Display at the Waterloo Regional Trailhead as of 5-10-26</u>

Please note Art is a volatile market. “Estimated Worth” is for insurance purposes only.

Caryl Yasko 1985
Figure gazing toward rolling hills, prairie plants in foreground.
80” x 64” oil painting, wood frame. Estimated worth $5,000-$10,000.
Yasko’s studio is in Fort Atkinson. She is known for her very large-scale murals on buildings. Paintings are rare.
This painting was created during Yasko’s “Japanese Period”.
Crazed patch in a lower corner, so restoration experts recommend the painting not be moved.
The painting was permanently mounted at the WRT by Waterloo Common Council approval in 2013.

Terrill Knaack

Knaack's studio is in Beaver Dam. He is known for his wildlife and native plant photographic prints.

Burr Oak Reflected in Pond

24" x 28" autographed Limited Edition Print, matted, wood frame.

Estimated worth $300.

Red Breasted Nuthatches with Red Trilliums

27" x 28" autographed Limited Edition Print

Wood frame, lower left corner of frame chipped.

Estimated worth $400

Leslie DeMuth

The DeMuth studio is in the former Waterloo Town Hall. Leslie's oil paintings of rural Wisconsin scenery are highly regarded. Leslie has passed, however her husband maintains the studio and displays their work there.

Woods in Winter

33" x 14"

Original Oil, wood frame

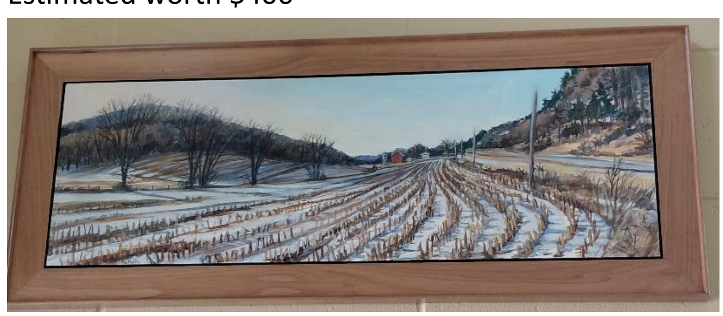
Estimated worth $400

Winter Cornfield

33" x 14"

Original Oil, wood frame

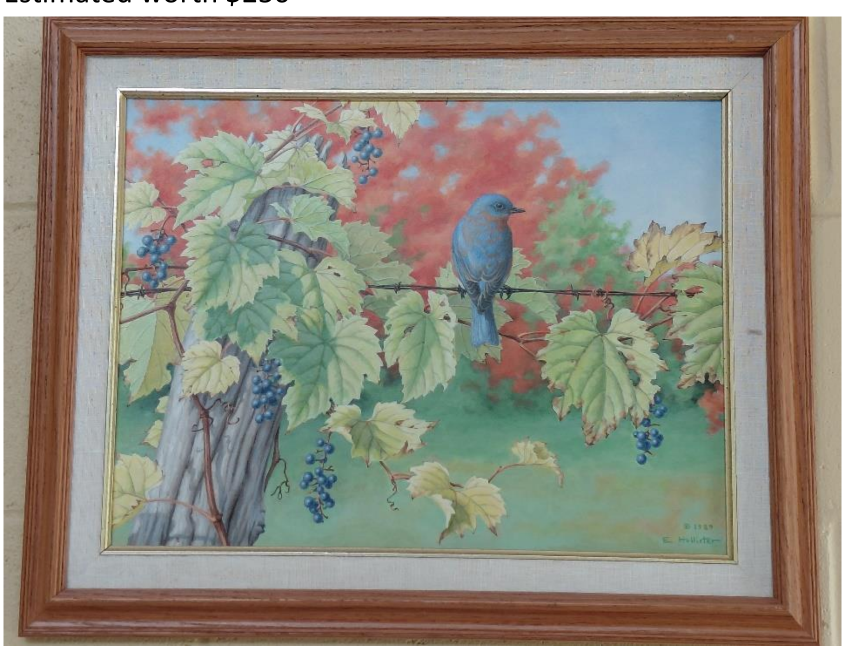
Estimated worth $400



E Hollister
Hollister's studio is on Red Cedar Lake in the Cambridge area. Her subjects are usually native birds.

Lesser Scaup, male in breeding plumage 1986
28" x 21", acrylic/print. Signed, Matted and framed
Estimated worth $200

Indigo Bunting on Barbed Wire with Wild Grape 1984
20" x 16", acrylic/print. Signed, Matted and framed
Estimated worth $250



Ron Van Gilder

A Minnesotan who is an avid sportsman and paints from life.

Buck Resting by Downed Snag 1984

26” x 24” Limited edition print, Numbered and signed, matted and framed

Estimated worth $400

Laura,

I am sorry that it has taken a bit for me to get back to you. It was a busy week, and I was out of town on Thursday and Friday.

I have had conversations with the Mayor and Finance/Personal Chair.

For the artwork, I will be putting this on the Parks Commission agenda for the next meeting here in a couple of weeks on what they would like to do moving forward and have further discussions about it. If you feel that this is not what you are looking for, please attend that meeting and have a discussion there.

In either case, at this point I would like the keys to be returned to the Parks Department.

Gabe Haberkorn
City of Waterloo – Parks Coordinator
136 N. Monroe Street
Waterloo, WI 53594

Office: (920) 478-3025 ext. 3
Work Cell: (920) 941-8260
E-Mail: parks@waterloowi.us
Website: http://www.waterloowi.us/

From: Laura Cotting <cottingel@gmail.com>
Sent: Friday, May 8, 2026 2:34 PM
To: Gabe Haberkorn <parks@waterloowi.us>
Cc: Jeanne Ritter <clerk@waterloowi.us>; Jeni Quimby <mayor@waterloowi.us>
Subject: Re: Concerned About Waterloo Trailhead Art

Hi Gabe,

Thank you for telling me you didn't know I had a set of keys. I was truly bewildered by you insisting I give them to you after I had custody for 13 years! That explains a lot. You may have been just as shocked to learn I had a set of trailhead keys as I was to discover that unlocked lobby door last weekend.

I'm going to go out on a limb here and suggest we have two things in common:
1) We take our responsibilities very seriously.
2) We are perfectionists.

The fact that I have custody of a set of keys which you didn't know about and that you didn't take part in the decision to give me custody bothers you and will continue to do so due to 1&2.

The fact that I found that lobby door unlocked and Mom's art stuffed in various places in janitor's closets bothers me and will continue to do so due to 1&2.

I took a few days to pray over this matter, asking for a path forward.

Firstly, Thank you for giving me the space to do that without badgering me. Also thank you for the dialogue and your attempts at negotiation.

This is my proposal:

I'm going keep the art I removed.

I'm going to leave the remaining art at the Trailhead under the following conditions:

1) Your offer to wrap art that was in the way of an event in blankets before storing it was very considerate and I appreciate it. However, I propose a simpler solution. Since I removed over half the art, many mounting bolts are now available. I suggest that if or when the remaining pieces need to be moved, that they be moved to other mounting bolts on the wall. If none of the currently open mounting bolts are available then PLEASE don't put them in the janitor's closets. Call me and I will gladly take them home temporarily until they can be put back on the wall.

2) I want a number or numbers I can call if I find the Trailhead rental space unlocked and unattended, ones that will work on weekends as well as weekdays.

Although I truly believe I rightfully have custody of a set of trailhead keys, and although I am persistent and determined enough to go through the official authorization process all over again (because of 1&2), I also believe this matter is causing you genuine psychological stress (also because of 1&2).

Clearly we both want what's best for the Trailhead, and clearly you want a solution we both can live with as much as I do, so I hope you find my compromise proposal acceptable.

If you agree with my proposal I will put "my" set in an envelope with your name on it and put that in the municipal drop box in front of City Hall as soon as possible.

However, if I find the Trailhead rental space unlocked and unattended again, I will go before the Parks Commission about getting custody of a set of keys. After all, I've had custody for 13 years so that's a decent track record.

I respectfully await your response.

Laura

On Wed, May 6, 2026, 12:25 PM Gabe Haberkorn <parks@waterloowi.us> wrote:
I am sorry you have a different opinion than I do about the keys. I did not issue you your keys. I didn't even know you had keys to the facility. That was done by a different administration.

I am requesting that you please turn in your keys and any duplicates you may or may not have.

If you have a problem with this decision, you can request that we put you on the agenda for the next Parks Commission meeting and if they want me to let you have a key, they can certainly make that decision.

Sent from my T-Mobile 5G Device
Get Outlook for Android

From: Laura Cotting <cottingel@gmail.com>
Sent: Wednesday, May 6, 2026 12:06:31 PM
To: Gabe Haberkorn <parks@waterloowi.us>
Cc: Jeanne Ritter <clerk@waterloowi.us>; Jeni Quimby <mayor@waterloowi.us>
Subject: Re: Concerned About Waterloo Trailhead Art

Gabe,

I appreciate the change in your tone.

You would be disturbed if you found the place your baseball cards were hypothetically on display unlocked and your cards in a pile.

Neither Mayor or Council members have personal collections on display in Parks buildings. They have nothing to check on or maintain.

Why do you have an issue with me retaining keys I was given custody of? I am honestly bewildered.

Laura

On Wed, May 6, 2026, 11:58 AM Gabe Haberkorn <parks@waterloowi.us> wrote:
Laura,

As the Parks Coordinator, I am requesting the keys you have. I am sorry you feel different about this, but that is my decision, not yours. The City Clerk's office, the Mayor, City Council members, etc. do not have their own keys to Park buildings. I am requesting yours.

Per example, I was an avid baseball card collector. If I loaned out my most expensive card to put on display at a card shop or museum for that matter, I wouldn't expect to be a key holder for the facility it is at. I am sorry you feel you should.

The artwork has been handled like this for 10 years since I have taken over. If you feel we should have some sort of blanket to fold in between pieces, I can certainly do that. It has never been an issue for us to handle this and therefore not an issue in the future.

My comment about the City Council and rescinding the resolution is about: if you want to have all the pieces removed, I will then request the City Council to rescind the resolution as it would then not be needed. I am not the one making this decision on whether to keep the artwork on display or not, that is your decision.

Please turn in your keys and if you decide to continue to have the artwork on display, you will need to request the keys to get in and inspect the items. I have no problem with you inspecting the items. I completely understand that.

Sent from my T-Mobile 5G Device
Get Outlook for Android

From: Laura Cotting <cottingel@gmail.com>
Sent: Wednesday, May 6, 2026 11:31:47 AM
To: Gabe Haberkorn <parks@waterloowi.us>
Cc: Jeanne Ritter <clerk@waterloowi.us>; Jeni Quimby <mayor@waterloowi.us>
Subject: Re: Concerned About Waterloo Trailhead Art

Gabe,

I stopped at the Trailhead to use the restroom. The lobby door was clearly unlocked. The deadbolt was sticking out. No one was in the building. My first thought was to check on the art. I entered the room and saw the "Office" door wide open and the walls bare. My first thought was that the art had been stolen.

I looked further and saw most of it stacked against the wall in the "Office" and a couple of pieces on top of a bookshelf. There wasn't anything, not even a paper towel, in between the stacked pieces. I was relieved the art hadn't been stolen but upset by the way it had been stored. I took them out of the office and spread them on a table. I noticed pieces were unaccounted for, so I checked the utility closet. Two more pieces were stuffed into it.

My concern in a nutshell: Totally unlocked (ie unsecured) plus careless storage.

What do I want? I want to be sure the art is safe yet able to be enjoyed by the public. I want to be sure that if/when it needs to be moved it will be stored carefully and securely and then put back on display. If that is too much effort I am offering to move it, store it, and put it back myself on request.

I'm glad you found the original resolution from 2013. I'm puzzled by why you think it must include making me what you call "an authorized key holder". The art inventory, insurance paperwork, and giving me custody of keys was all handled by Mo Hansen and Lois Baird. The Mayor had no issue with it.

The security cameras are still working. You'd know if I held unpaid revelries there. What on earth is the problem? What conclusions are you jumping to? I'm trying not to take this personally but...

I find your remarks about using the Council concerning. You seemed to imply that you could make them order the art be removed. Reluctantly I decided to reach out toTrek HR. They are major stakeholders and should be consulted if there's a significant change in the decor of a facility they donated $250K toward and rent frequently.

Sorrowfully,

Laura Cotting

On Wed, May 6, 2026, 10:32 AM Gabe Haberkorn <parks@waterloowi.us> wrote:

Laura,

I have found the resolution and paperwork for the artwork to be on loan from the Ellis Family (Attached).

I am coming up with some assumptions, so I would like to find some common ground or be on the same page:

Do you think that I should check on the WRT on a Saturday Night/Sunday Morning to make sure that it is properly locked up and the artwork is back on display? That waiting until Monday morning during regular business hours is not soon enough?

1. Do you think that the artwork should never be taken down for any reason by someone who has rented the property?
2. Are you under the impressions that since this is your artwork that you should be in possession of a key for the facility so you can check in on it at any time?

You are jumping to conclusions, as to what I think you are thinking . . . . that the artwork was permanently removed and put in the closet, or you think that it should never be removed? That is an assumption, so please tell me if I am wrong.

*The artwork was not removed permanently, it was removed by the parties on Saturday and as I said previously, there were two events there on Saturday. Parties have the option to remove the artwork and safely store it in the closet/office. They are supposed to replace it when they are done and if they do not, when I check on the facility on Monday, I put it back up. The only piece that is never removed is the large oil painting. All of this is allowed according to the specifications and requirements you provided in the resolution from November 7, 2013.

*If you feel that the artwork should never be removed, then we will need to have a discussion with the Parks Commission board about it.

*What is the actual cost of the artwork for Insurance purposes. I have a detailed list with the resolution, but there is not a price for the artwork on the list. We would need that for our records.

*I understand you wanting to inspect the artwork, but that does not give the authorization for you to be a key holder for the facility, nor does it state that in any of the paperwork. If you have paperwork that disputes that, I will need a copy of that. Therefore, I will need back any keys that you have for the facility in the next 24 hours. In the future, if you decide to put the artwork back, take all the artwork out, want to keep the existing artwork at the facility, or at anytime would like to inspect the artwork, you will have to contact myself to let you into the facility to do so. Please return the key to City Hall by noon on May 7th, 2026.

*If you would like to remove all artwork after all of this, then we can look into rescinding the resolution from 2013.

Anything else, please let me know.

Gabe Haberkorn

City of Waterloo – Parks Coordinator

136 N. Monroe Street

Waterloo, WI 53594

Office: (920) 478-3025 ext. 3

Work Cell: (920) 941-8260

E-Mail: parks@waterloowi.us

Website: http://www.waterloowi.us/

From: Laura Cotting <cottingel@gmail.com>
Sent: Monday, May 4, 2026 9:33 AM
To: Gabe Haberkorn <parks@waterloowi.us>
Cc: Jeanne Ritter <clerk@waterloowi.us>
Subject: Re: Concerned About Waterloo Trailhead Art

Gabe,

This is exactly the answer I expected.

I became an authorized key holder before you or Jeanne were hired. That was part of the indefinite loan process and went through the proper channels when the agreement was finalized.

Yes, the door from the lobby side was unlocked. The deadbolt was obviously sticking out. That's what got my attention in the first place. I took photographs.

You lost me with the "jumping to conclusions" part. Unlocked door, bare walls, art stuffed in janitor's closets. No conclusions to jump to, just hard evidence.

I will check on the remaining art more often and expect to be contacted if it needs to be moved.

Laura

On Mon, May 4, 2026, 12:09 AM Gabe Haberkorn <parks@waterloowi.us> wrote:

Laura,

First, I am sorry you feel "slighted", feel like we have done something wrong, or if you have any feelings that are hurt with the pictures being removed.

I believe you are jumping to conclusions on this as the pictures have not been removed permanently or what you think has happened with the pictures. For the most part, when parties are being held at the WRT, when decorating, renters remove the pictures and store them safely in the closet. This weekend, there were 2 events on Saturday. They are supposed to put them back up if they do remove them when they clean before turning in the key. And when they don't, I come in the week after and put them back up myself. This happens almost every weekend.

If there was one in another closet, then I must have missed that in the past.

I checked the cameras tonight as well. It looks as though the Conference Room door is closed when you come into the building, so I am a bit confused as to it being open. Do you mean unlocked? If so, that can happen from time to time and the same goes with the inside closet/office door. It can happen after a rental. I also see when you left and locked the door from the lobby side. Thank you for that.

Since you have taken the artwork, and you are not an authorized key holder for the WRT, I will expect to have in my office by the end of the work week any keys for the facility that you may have.

If you ever have a problem, please call and I will give you an answer instead of coming to assumptions.

Again, I am sorry for any feelings that may have been hurt.

Sent from my T-Mobile 5G Device
Get Outlook for Android

From: Laura Cotting <cottingel@gmail.com>
Sent: Sunday, May 3, 2026 1:23:14 PM
To: Gabe Haberkorn <parks@waterloowi.us>; Jeanne Ritter <clerk@waterloowi.us>
Subject: Concerned About Waterloo Trailhead Art

Gabe and Jeanne,

I stopped in at the Waterloo Regional Trailhead about 11 am this morning to take a break from my walk.

I was dismayed when I saw the door to the rental space open. I went inside and was alarmed to see bare walls.

I saw the "Office" door was wide open. I saw art stacked against the wall and on top of a metal set of shelves.

The art at the Trailhead is part of my late mother's collection. My late father loaned part of her collection indefinitely to the City of Waterloo to display at the Trailhead to honor her memory. We went through the official process as outlined by Mo Hansen. That process included the City insuring the art for $15,000 in 2014 dollars and also included granting me permission to check on the art periodically. After my father passed in 2018, I inherited the art collection. I continued the loan arrangement to honor his wishes. I checked the art about once a year. The pieces were occasionally rearranged but still in great condition.

However, in March of this year I noticed a large framed print was missing. I found it in the janitors closet! I took it home. No one said anything.

This time I checked the janitors closet again and found two prints in it.

What the heck guys? Why were these pieces taken down? Why were they stuffed in janitorial closets? Were they in the way? If so, why wasn't I contacted? I would have moved them and brought them back, if asked, no problem. Janitor's closets? Seriously?

This situation is unacceptable. I took the 11 pieces of "janitor art" home and will not bring them back. I sincerely hope the remaining 7 pieces stay on the walls and out of the janitor's closet. They are actually among the most valuable ones that were loaned. I will check on them much more often now.

Oh, and I locked the door behind me as I left.

Sorrowfully,

Laura Cotting

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

BIDDER'S COMPANY NAME: ____

CITY OF WATERLOO
REQUEST FOR PROPOSALS

Solid Waste Disposal and Recycling Services

City of Waterloo
136 N. Monroe Street
Waterloo, WI 53594

Submittal Deadline:
October 17, 2026, at 11:00 A.M.

Prepared By:

Gabe Haberkorn
Waterloo Parks Coordinator
City of Waterloo
136 North Monroe Street
Waterloo, WI 53594

v- 920-478-3025
f- 920-478-2021
email – cityhall@waterloowi.us
web – www.waterloowi.us

REQUEST FOR PROPOSAL REQUIREMENTS
The City of Waterloo ("City") is committed to providing excellent service to the residents and businesses that choose to live and operate within our community. The City invites each firm ("Contractor") who shares this commitment to excellence to submit sealed proposals.

1. **CONTRACT TERMS:** The contract term will be for an initial period of five years with two, two-year renewal options at the end of the initial term. The initial five-year term would begin January 1, 2027.

2. **MUNICIPAL FACILITIES:** Municipal facilities shall receive solid waste and recycling services at no direct charge.

3. **TAX EXEMPTION:** The City of Waterloo is exempt from federal excise taxes and state sales taxes. Do not add sales tax to rate proposals.

4. **COST OF SERVICES:** The proposal should include the total cost of services. No additional customer charges or service fees shall be allowed.

5. **COMPLIANCE WITH LAW:** The Contractor shall comply with all laws and regulations of the State of Wisconsin and Ordinances of the City of Waterloo relating to the collection, disposal, storage, treatment, processing and marketing of refuse and recyclables. The Contractor shall also obtain and maintain all necessary municipal, state and federal permits, licenses and approvals necessary to carry out its obligations under the Contract.

6. **DISPOSAL AND PROCESSING:** The Contractor shall provide at its own expense a suitable disposal site for all refuse and a processing facility for recyclables, complying with all state and federal laws and regulations, local ordinances, as well as the regulations of the Wisconsin Department of Natural Resources. All refuse shall be hauled and disposed of outside of the limits of the City of Waterloo and in such a manner that shall not result in and shall not cause offensive or unsanitary conditions or create a public nuisance during transportation.

7. **CONTRACTOR'S INSURANCE:** The Contractor shall not commence work under the Contract until it has obtained all insurance required under this subsection and such insurance has been approved by the City of Waterloo, nor shall the Contractor allow any subcontractor to commence work until all the same insurance required on the subcontractor has been approved.

Workers Compensation Insurance: The Contractor shall take out and maintain during the term of the Contract and before any work is commenced, Workers Compensation Insurance for all of its employees employed to do the work; in case any work is sublet, the Contractor shall require the subcontractor to provide Workers Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. In case any class of employees engaged in work under the Contract is not protected under the Workers Compensation Statute, the Contractor shall provide Employer's Liability Insurance for the protection of its employees not protected by the Workers Compensation Statute.

Public Liability and Property Damage Insurance
The Contractor shall take out and maintain during the term of the Contract Public Liability and Property Damage Insurance to protect Contractor, any subcontractor, and the City of Waterloo during the performance of work covered by the Contract, from claims for damages for personal injury, including accidental death as well as claims for property damages which may arise from performance under the Contract, whether such operations

be by the Contractor, by any subcontractor, or by anyone directly or indirectly employed by either of them in such manner as to impose liability on the City of Waterloo. The amounts of such insurance shall be as required by law.

If persons or property of others sustain loss, damage or injury resulting directly or indirectly from the work of the Contractor or its subcontractors in their performance of the work or from the Contractor's failure to comply with any of the provisions of the Contract or of law, the Contractor shall indemnify and hold the City of Waterloo harmless from any and all claims and judgments for damages, and from costs and expenses to which the Village may be subject or which it may suffer or incur by reason thereof.

The Contractor shall not commence its work until it has obtained all insurance required under this section and filed Certificates of Insurance thereof with the City of Waterloo Clerk's Office.

Comprehensive General Liability and Property Damage Insurance (subject to the following limits):
Bodily Injury: $2,000,000 / $5,000,000
Property Damage: $2,000,000 / $5,000,000

Comprehensive Automobile Liability and Property Damage (Owned, hired and non-owned motor vehicles):
Bodily Injury: $2,000,000 / $5,000,000
Property Damage: $1,000,000

Excess Liability (Umbrella):
General Aggregate: $10,000,000
Each Occurrence: $10,000,000

ASSIGNMENT OF CONTRACT: No assignment by the Contractor of the Contract or any part thereof or the funds to be received hereunder by the Contractor will be recognized unless prior written approval of such assignment by the City of Waterloo and the surety has been obtained. Such written approval by the City of Waterloo should not relieve the Contractor of its obligations under the Contract. Any such assignment shall include the following language:
"It is agreed that the funds to be paid to the Assignee under this Assignment are subject to a prior lien for services rendered or materials supplied for the performance of the work called for in said Contract in favor of all persons, firms or corporations rendering such services or supplying such materials."

Assignment for the purposes of the Contract shall also mean sale of the Contractor's business to other than its current principal owners and/or stockholders.

8. **PAYMENTS.** The Contractor may submit monthly a request for payment for work to be performed under the Contract. The City of Waterloo will pay Contractor within fifteen (15) days after receipt of its invoice for work performed under the Contract. The Contractor agrees to cooperate with the City of Waterloo as to the form and content of the invoice to accommodate the administrative needs of the city. The parties acknowledge that the credit and/or costs associated with the collected recyclables and the landfill diversion credits have already been included as part of the fixed rates for services as outlined.

9. **COMPLAINTS.** Contractor should maintain telephone service at its office for receiving calls or complaints regarding its work and shall maintain an official address for said purpose.

10. **TIME AND LOCATION OF PICKUP.** All refuse and recycling shall be collected by the Contractor at regular intervals, which shall be at each unit once a week for refuse and either weekly or every-other-week for recycling.

    All pickups shall be on a regularly scheduled basis, with each unit being served on the same day of each week at approximately the same time of day unless adjustments in the schedule are approved by the City of Waterloo designee. All pickups shall be between the hours of 6:00 a.m. and 6:00 p.m. All refuse and recyclables shall be picked up at either the driveway entrance within three (3) feet of the curb line or edge of city approved streets or roads as well as all private roads. There may requests for “walk ups” for some residents who cannot get their refuse and recycle cans to the curb, and the contractor will accommodate these requests.

11. **HOLIDAY COLLECTION.** In any week in which a holiday occurs on a collection day, collection will commence on the next business day following the holiday. Normal schedule collections will commence the following week. Contractor will provide the City of Waterloo Clerk’s Office with a list of applicable holidays. In the event of inclement weather that prohibits normal collection, the collection will be delayed with the notification to and consent of the City of Waterloo, but in no event more than three (3) days. Under no circumstances shall collections be made on Sunday or Holiday except with express written permission of the City of Waterloo designee.

12. **TERMINATION OF CONTRACT:** The City of Waterloo reserves the right to terminate the Contract if the city determines that the Contractor has failed to satisfactorily perform the work required as determined by the City of Waterloo or any commission of any breach (material or otherwise) of the terms of the Contract or upon the bankruptcy or insolvency of the Contractor. In the event the City of Waterloo decides to terminate the Contract, the city shall give the Contractor no less than ninety (90) days written notice before the termination takes effect. The ninety (90) day period will begin upon the certified mailing of notice by the city. After receipt of a notice of termination, the Contractor shall cease to perform any further work and satisfy all outstanding obligations. Following termination of the Contract, the City of Waterloo shall not be responsible for, and the Contractor hereby expressly waives any right or entitlement to any costs, fees or damages of whatever nature, either legal or equitable, that arises or may arise from the unilateral right of the City of Waterloo to terminate the Contract.

    Either party may terminate the Contract upon the breach of the other party, if the non-breaching party has given written notice of the violations and the violation continues unremedied for sixty (60) days after such notice. The Contract may not be terminated because of causes beyond its reasonable control such as change in government regulation, strike or labor action, extraordinary weather conditions, etc.

13. **INDEMNIFICATION:** Contractor shall indemnify, defend, and hold the City of Waterloo harmless from any and all claims and liabilities whatsoever, including, but not limited to judgments, costs, damages, expenses, and attorneys’ fees in any way arising out of or caused by the work performed or provided by the Contractor under the Contract.

14. **QUALIFIED CONTRACTOR:** Any proposals submitted in response to this Request for Proposals must be submitted by a Qualified Contractor. Each Contractor must be in business for a minimum of five (5) years in the State of Wisconsin and provide references from other comparable municipal or large commercial accounts. No proposals will be considered by the City of Waterloo if submitted by a company who has not been in business for a minimum of five (5) years.

15. **BASIS OF AWARD OF PROPOSAL:** The City of Waterloo may award the Contract to the Contractor whom the city finds to be competent, reliable, responsible and qualified and whose proposal is the most favorable for the City of Waterloo as determined by the City Council in its absolute and sole discretion.

    The City of Waterloo will review responsiveness to the qualification's requirements and compliance with the specifications and submittal requirements. The Contractor will be required to demonstrate that it is responsible, reliable, and capable of performing the work to be performed as requested in these specifications and that it possessed the necessary financial resources to perform the work in a proper and satisfactory manner. The information contained in the proposals should be detailed, clear and fully responsive to every material requirement of the specifications.

    In the event the Contractor that is initially selected is determined to be non-responsive or unqualified to perform the work required, the proposal will be rejected. The City of Waterloo shall then select its next qualified Contractor. This process shall be repeated until a responsive, competent, reliable, and qualified Contractor is identified. The City of Waterloo may waive minor, non-material irregularities in any proposal. The City of Waterloo determination regarding whether a proposal irregularity is minor and non-material shall be final.

The proposal shall include all the following Contractor information:
a) Qualifications – Provide a brief description and history of the firm including current size, how many persons are directly engaged in solid waste collection and disposal and recycling processing. Also, include the names, qualifications, years of experience and other background information of the local management team directly responsible for local operations.

b) References – Discuss the firm's prior service experience in providing the proposed service. Provide a list of all municipal customers.

c) Residential Collection Schedule – Submit a proposed residential collection service plan. Presently, trash collection is weekly on Fridays with recycling for alternating sections of the community every other week.

d) Regulatory Compliance – Please provide a history of any regulatory compliance notifications received within the last three years, along with final dispositions.

e) Equipment Listing – Provide a description of equipment to be used to provide services.

f) Recycling – Provide a statement describing the range of recycling programs your company currently offers. Offer your assessment on how best Waterloo can maximize its recycling opportunity.

g) Collection Details – Provide a description of how your company will collect recyclable material. For instance, do you collect recyclables and solid waste in separate containers, or are recyclables commingled with solid waste? What types of containers are provided for recyclable material?

h) Reporting – The City requires that tonnage be reported to the Department of Natural Resources and other entities. Please explain how your company will track, record and submit these data.

i) Proposed Contract – Please provide a proposed contract for services.

Contact us should you have specific questions regarding the information we are requesting. The City of Waterloo is willing to meet with you in a pre-submittal meeting to address questions.

AREA AND POPULATION
Waterloo is in the northwest corner of Jefferson County. The area of the municipality is four square miles. The population is 3,633.

SCOPE OF SERVICES
1. Properties/Customers Served: As of August 3, 2026, the City solid waste customer base was comprised of 63 commercial customers and 1,276 residential customers, each with two 90-gallon totes, one for trash and a second for recycling.
Eight municipal properties are to receive service at no charge:

- Municipal Building, 136 N. Monroe Street
- Karl Junginger Memorial Library, 625 N. Monroe Street
- Public Works Department, 211 Hendricks Street
- Fire Department, 900 Industrial Lane
- Waterloo Utilities, 575 Commercial Avenue
- Waterloo Treatment Plant, 401 Hendricks Street
- Firemen's Park, 500 Park Avenue
- Waterloo Regional Trailhead, 760 McKay Way

Total "Customer Units" is defined as the sum of commercial customers, residential customers and municipal properties. The total number will vary from time to time but is calculated at 1347 at this time.

2. Exclusivity: The City will grant an exclusive right to the Contractor -- and the Contractor will be responsible -- for the collection, transportation and disposal of solid waste generated by the customer base in accordance with all local, state and federal laws.

3. Collection Details: Service shall be curbside. Residential and commercial properties shall have no more than the equivalent of six 30-gallon waste containers per week as part of their regular waste removal service. Any residential or commercial customer exceeding this amount will contract separately, at their own expense for additional services. Except as otherwise provided in the final contract, solid waste collection will be "full service" and will include collection of couches, furniture, tables and other large items manageable by one person, in addition "white goods" such as refrigerators, freezers, ovens, stoves and water heaters will be collected as a call-in service, at no additional charge. Building or demolition material is not required to be picked up. Collection is to take place between 6:00 a.m. and 6:00 p.m.

Tonnage reports are attached to the documents.

4. Recyclable Items: The recyclable items that will be collected under the contract are as follows:
- Aluminum cans
- Corrugated Cardboard & other container board
- Glass containers (green, clean & brown)
- Newspaper
- Steel, tin and bi-metal cans
- Plastic containers, types 1-7
- Waste oil in a leak proof container no larger than 1 gallon
- Lead acid car/truck batteries in an undamaged casing
- Magazines, advertising circulars and office paper
- Appliances (all white goods)
- Tires (2 tires per week, maximum of 8 tires per year)

BID PRICE SECTION

Rate per Customer Unit per month for weekly solid waste service: ______________________________

Rate per Customer Unit per month for weekly recycling service: ________________________________

SIGNATURE SECTION

_______________________________	____
Signature	Company Name
_______________________________	____
Print Name	Company Address
_______________________________	____
Title	City State Zip
_______________________________	____
Telephone #	Fax #
_______________________________	
URL/Email Address	

Proposals must be signed by an official authorized to bind the provider to its provisions for at least a period of 90 days.

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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Date:** 7/2/2026

Application Period: **From** 6/10/2026 **to** 7/2/2026

1. Original Contract Price	$	22,221,337.75
2. Net change by Change Orders	$	602,110.38
3. Current Contract Price (Line 1 + Line 2)	$	22,823,448.13
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	22,833,644.77
5. Retainage		
a. 0.5% X $ 22,833,644.77 Work Completed	$	114,168.22
b. 5% X $ - Stored Materials	$	-
c. Total Retainage (Line 5.a + Line 5.b)	$	114,168.22
6. Amount eligible to date (Line 4 - Line 5.c)	$	22,719,476.55
7. Less previous payments (Line 6 from prior application)	$	22,281,603.82
8. Amount due this application	$	437,872.73
9. Balance to finish, including retainage (Line 3 - Line 4)	$	103,971.58

Contractor's Certification

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

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: Portzen Construction Inc.

Signature: **Date:** 7/2/2026

Recommended by Engineer		**Approved by Owner**	
By:		**By:**	
Title:	Project Engineer	**Title:**	
Date:	8/4/2026	**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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** From 06/10/26 to 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I
			Work Completed					
Item No.	**Description**	**Scheduled Value ($)**	**(D + E) From Previous Application ($)**	**This Period ($)**	**Materials Currently Stored (not in D or E) ($)**	**Work Completed and Materials Stored to Date (D + E + F) ($)**	**% of Scheduled Value (G / C) (%)**	**Balance to Finish (C - G) ($)**
	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	466,830.00			466,830.00	100%	-
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	Aphalt 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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 | **Application Period:** **From** 06/10/26 **to** 07/02/26 | **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I
			Work Completed					
Item No.	Description	Scheduled Value ($)	(D + E) From Previous Application ($)	This Period ($)	Materials Currently Stored (not in D or E) ($)	Work Completed and Materials Stored to Date (D + E + F) ($)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) ($)
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	63,361.00			63,361.00	100%	-
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	**SPECALTIES**	$ 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	126,000.00			126,000.00	100%	-
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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** **From** 06/10/26 **to** 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I
			Work Completed					
Item No.	**Description**	**Scheduled Value ($)**	**(D + E) From Previous Application ($)**	**This Period ($)**	**Materials Currently Stored (not in D or E) ($)**	**Work Completed and Materials Stored to Date (D + E + F) ($)**	**% of Scheduled Value (G / C) (%)**	**Balance to Finish (C - G) ($)**
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	130,218.00			130,218.00	100%	-
111	HVAC Management	$ 5,250.00	5,250.00			5,250.00	100%	-
112	HVAC Test and Balance	$ 10,080.00	10,080.00			10,080.00	100%	-
113	HVAC Controls	$ 168,000.00	168,000.00			168,000.00	100%	-
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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** From 06/10/26 to 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I
			Work Completed					
Item No.	Description	Scheduled Value ($)	(D + E) From Previous Application ($)	This Period ($)	Materials Currently Stored (not in D or E) ($)	Work Completed and Materials Stored to Date (D + E + F) ($)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) ($)
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	140,127.00			140,127.00	100%	-
192	Start-up & Commissioning	$ 15,785.00	15,785.00			15,785.00	100%	-
193	Closeout Documents	$ 12,050.00	6,025.00			6,025.00	50%	6,025.00
194	Demobilization	$ 8,914.00	8,914.00			8,914.00	100%	-
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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** From 06/10/26 to 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I
			Work Completed					
Item No.	Description	Scheduled Value ($)	(D + E) From Previous Application ($)	This Period ($)	Materials Currently Stored (not in D or E) ($)	Work Completed and Materials Stored to Date (D + E + F) ($)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) ($)
204	Temp Electric	$ 17,326.00	17,326.00			17,326.00	100%	-
205	Electrical Raceway Material	$ 107,165.00	107,165.00			107,165.00	100%	-
206	Electrical Raceway Labor	$ 104,843.00	104,843.00			104,843.00	100%	-
207	Electrical Wire Material	$ 18,490.00	18,490.00			18,490.00	100%	-
208	Electrical Wire Labor	$ 25,925.00	25,925.00			25,925.00	100%	-
209	Electrical Labor - MCC, Gear & Equipment	$ 9,806.00	9,806.00			9,806.00	100%	-
210	Electrical Lighting and Labor	$ 62,270.00	62,270.00			62,270.00	100%	-
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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** From 06/10/26 to 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I
			Work Completed			Work Completed		
Item No.	Description	Scheduled Value ($)	(D + E) From Previous Application ($)	This Period ($)	Materials Currently Stored (not in D or E) ($)	and Materials Stored to Date (D + E + F) ($)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) ($)
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	20,000.00			20,000.00	100%	-
278	Electrical Service	$ 75,000.00	84,487.47			84,487.47	113%	(9,487.47)
279	Natural Gas Service	$ 20,000.00	20,000.00			20,000.00	100%	-
280	Internet Service	$ 5,000.00	5,000.00			5,000.00	100%	-
281	SCADA Computers	$ 40,000.00	40,000.00	3,119.21		43,119.21	108%	(3,119.21)
282	Office Furniture	$ 20,000.00	20,000.00			20,000.00	100%	-
283	Lab Equipment	$ 30,000.00	36,280.84			36,280.84	121%	(6,280.84)
284	Shop Tools and Storage	$ 30,000.00	25,290.47			25,290.47	84%	4,709.53
285	Truck Lift	$ 15,000.00	12,666.88			12,666.88	84%	2,333.12
286	Skid Steer	$ 80,000.00	87,305.58			87,305.58	109%	(7,305.58)
287	Algae Cloth	$ 5,000.00				-	0%	5,000.00
288	Landscaping	$ 20,000.00		21,748.19		21,748.19	109%	(1,748.19)
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	9,732.20		1,371,706.00	100%	-
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%	-

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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** From 06/10/26 to 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I
			Work Completed					
Item No.	Description	Scheduled Value ($)	(D + E) From Previous Application ($)	This Period ($)	Materials Currently Stored (not in D or E) ($)	Work Completed and Materials Stored to Date (D + E + F) ($)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) ($)
306	Open Channel UV Treatment	$ 169,720.00	169,720.00			169,720.00	100%	-
307	Waste Water Samplers	$ 16,293.00	24,179.00			24,179.00	148%	(7,886.00)
308	**STR 75 Prenegotiated Items**					-		-
309	Process Integration & Control	$ 44,606.00	36,090.00	8,516.00		44,606.00	100%	-
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	112,052.00		146,342.00	100%	-
339	Process Valves	$ 28,765.00	28,765.00			28,765.00	100%	-
								-
								-
	Original Contract Totals	**$ 22,062,937.75**	**$ 21,917,966.79**	**$ 155,167.60**	**$ -**	**$ 22,073,134.39**	**100%**	**$ (10,196.64)**

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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** **From** 06/10/26 **to** 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I
			Work Completed					
Item No.	Description	Scheduled Value ($)	(D + E) From Previous Application ($)	This Period ($)	Materials Currently Stored (not in D or E) ($)	Work Completed and Materials Stored to Date (D + E + F) ($)	% of Scheduled Value (G / C) (%)	Balance to Finish (C - G) ($)
	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	125,690.00			125,690.00	100%	-
	Change Order #4	183,238.00	183,238.00			183,238.00	100%	-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
						-		-
	Change Order Totals	**$ 602,110.38**	**$ 602,110.38**	**$ -**	**$ -**	**$ 602,110.38**	**100%**	**$ -**
	Original Contract and Change Orders							
	Project Totals	**$ 22,665,048.13**	**$ 22,520,077.17**	**$ 155,167.60**	**$ -**	**$ 22,675,244.77**	**100%**	**$ (10,196.64)**

EJCDC C-620 Contractor's Application for Payment

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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** From 06/10/26 to 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	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) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
					Original Contract						
B-1	Excavation	1,000.00	CY	20.00	20,000.00	1,000.00	20,000.00		20,000.00	100%	-
B-2	Structural Fill	1,000.00	CY	58.00	58,000.00	1,000.00	58,000.00		58,000.00	100%	-
B-3	Breaker Run	300.00	CY	58.00	17,400.00	300.00	17,400.00		17,400.00	100%	-
B-4	Fencing	50.00	LF	60.00	3,000.00	50.00	3,000.00		3,000.00	100%	-
B-5	Reinforced Concrete	100.00	CY	450.00	45,000.00	100.00	45,000.00		45,000.00	100%	-
B-6	Asphalt	300.00	SY	30.00	9,000.00	300.00	9,000.00		9,000.00	100%	-
B-7	Pipe Bollards	5.00	EA	750.00	3,750.00	5.00	3,750.00		3,750.00	100%	-
B-8	Geotextile Fabric	250.00	SY	5.00	1,250.00	250.00	1,250.00		1,250.00	100%	-
B-9	Silt Fencing	250.00	LF	4.00	1,000.00	250.00	1,000.00		1,000.00	100%	-
					-		-		-		-
					-		-		-		-
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					-		-		-		-
					-		-		-		-
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					-		-		-		-
					-		-		-		-
					-		-		-		-
					-		-		-		-
				Original Contract Totals	$ 158,400.00		$ 158,400.00	$ -	$ 158,400.00	100%	$ -

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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** From 06/10/26 to 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I	J	K	L
		Contract Information				Work Completed					
Bid Item No.	Description	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) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
					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	**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:	Wastwater Treatment Facility and Water Booster Station		

Application No.: 35 **Application Period:** **From** 06/10/26 **to** 07/02/26 **Application Date:** 07/02/26

A	B	C	D	E	F	G	H	I	J	K	L	M
						Materials Stored			Incorporated in Work			
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**	**$ -**

EJCDC C-620 Contractor's Application for Payment

City of Waterloo Project Tracking - Budget & Funding Allocations

A. Municipality	B. Project Number	C. Date	D. Type of Request (Partial or Final)	E. Request Number	
City of Waterloo	WW-47/49/55/56/62/65	8/4/2026	Partial	27	
Budget Allocations	**Budget Amount**	**Amount Previously Requested**	**This Claim**	**Claimed to Date**	**Percent of Budget**
E1 Land & Rights	$60,000.00	$45,680.93	$0.00	$45,680.93	76.1%
E2 Legal Services	$10,000.00	$3,057.00	$0.00	$3,057.00	30.6%
E3 Engineering - Design	$1,060,100.00	$1,060,100.00	$0.00	$1,060,100.00	100.0%
E4 Engineering - Construction Admin	$858,300.00	$483,647.39	$19,000.00	$502,647.39	58.6%
E5 Engineering - Inspections	$570,800.00	$333,736.21	$465.60	$334,201.81	58.5%
E6 Engineering - Additional Services	$25,000.00	$12,269.26	$0.00	$12,269.26	49.1%
E7 Development	$15,878,600.00	$16,650,645.28	$56,243.55	$16,706,888.83	105.2%
E8 Bond Counsel	$52,500.00	$44,500.00	$0.00	$44,500.00	84.8%
E9 Interim Financing Interest	$1,438,000.00	$1,020,386.94	$0.00	$1,020,386.94	71.0%
E10 Other - Administrative/RD Coordination	$27,500.00	$43,924.27	$0.00	$43,924.27	159.7%
E11 Contingency	$1,133,200.00	$9,837.00	$0.00	$9,837.00	0.9%
E12 Supplemental Funding	$7,325,037.55	$6,835,364.81	$381,629.18	$7,216,993.99	98.5%
Total Costs	$28,439,037.55	$26,543,149.09	$457,338.33	$27,000,487.42	94.9%
Funding Sources					
1. City Contribution Amount	$0.00	$2,270,095.24	$0.00	$2,270,095.24	
2. USDA Loan Amount	$17,114,000.00	$17,114,000.00	$0.00	$17,114,000.00	100.0%
3. USDA Grant Amount	$4,000,000.00	$2,593,784.28	$75,709.15	$2,669,493.43	66.7%
4. Supplemental Funding	$7,325,037.55	$6,835,364.81	$381,629.18	$7,216,993.99	98.5%
Total Funding	$28,439,037.55	$26,543,149.09	$457,338.33	$27,000,487.42	94.9%

Lisa Twarog 8/4/2026

Engineer Date

Rural Development Date

Owner Date

Notes:

Project Tracking Worksheet
Cost Allocations

Municipality

City of Waterloo Project Tracking

Project Numbers: WW-47/49/55/56 | Request Number **27** | **DATE 8/4/2026**

A. Date of Invoice	B. Payee, Inv. No., Job No.				C. Amount		E1 Land & Rights	E2 Legal Services	E3 Engineering - Design	E4 Engineering - Construction Admin	E5 Engineering - Inspections	E6 Engineering - Additional Services	E7 Development	E8 Bond Counsel	E9 Interim Financing Interest	E10 Other - Administrative/ RD Coordination	E11 Contingency	E12 Supplementary	E13 City
7/2/26	Portzen	23-04	Inv. #	PAY APP 35	$ 437,872.73								$56,243.55					$381,629.18	
7/11/26	Town & Country	WW-62	Inv. #	30010	$ 19,000.00					$19,000.00									
7/11/26	Town & Country	WW-65	Inv. #	30011	$ 465.60						$465.60								
			Inv. #																
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			Inv. #		$ -														
TOTALS					**$457,338.33**		**$0.00**	**$0.00**	**$0.00**	**$19,000.00**	**$465.60**	**$0.00**	**$56,243.55**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$381,629.18**	**$0.00**

Project Tracking Worksheet
Funding Sources

Municipality

City of Waterloo Project Tracking

Project Numbers: WW-47/49/55/56

Request Number **27**

DATE **8/4/2026**

A. Date of Inv.	B. Payee, Inv. No., Job No.				C. Amount	1. City Contribution Amount	2. USDA Loan Amount	3. USDA Grant Amount	4. Supplemental Funding							
7/2/26	Portzen	23-04	Inv. #	PAY APP 35	$ 437,872.73			$56,243.55	$381,629.18							
7/11/26	Town & Country	WW-62	Inv. #	30010	$ 19,000.00			$19,000.00								
7/11/26	Town & Country	WW-65	Inv. #	30011	$ 465.60			$465.60								
			Inv. #													
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			Inv. #													
			Inv. #													
			Inv. #													
TOTALS					**$457,338.33**	**$0.00**	**$0.00**	**$75,709.15**	**$381,629.18**							

Clear Data | Print... | Save...

Note: In order to fill and save this form electronically, it must be opened using Adobe Reader or Acrobat software. Save a copy of the file, open Adobe Reader, select File > Open and browse for the file you saved.

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

○ 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	14	◉ Partial ○ Final

Disbursement worksheet must be completed and invoices must be attached for all costs.	**This Claim**	***For DNR Use Only*** Adjustments	***For DNR Use Only*** Claim Amount Paid
Force Account — Complete worksheet on page 3	$	$	$
Interim Financing			
Preliminary Design/Engineering			
Land or Easement Acquisition			
Engineering / Construction Management			
Construction / Equipment	123,421.10		
Miscellaneous Costs			
EIF Closing Costs			
Total Requested	123,421.10		

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.

Signature of Municipal Representative ____________________ Date Signed ____________

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)

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

Payment Request Worksheet

- ○ Clean Water Fund Program
- ◉ Safe Drinking Water Loan Program

Municipality: City of Waterloo

Project Number: 4962-06

Request Number: 14

1. Date of Invoice	2. Payee	3. Invoice Number	4. Total Invoice Amount	5. Budget Categories (Requesting EIF funds for incurred eligible costs.) Force Account	Interim Financing	Preliminary Design/ Engineering	Land or Easement Acquisition	Engineering/ Construction Management	Construction /Equipment*	Misc. Costs	Closing Costs	6. Other Funding (Indicate Dollar Amount and Fund Source, i.e., CDBG, RD, internal funds) Amt.	Source
06/01/2013	Sample		250,000.00						200,000.00			50,000.00	CDBG
07/02/2026	Portzen	PAY APP 35	437,872.73						123,421.10			314,451.63	CWF, RD
		(SUB) TOTAL	437,872.73						123,421.10			314,451.63	

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

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