

WATERLOO CITY COUNCIL

Regular Meeting Agenda

Date: January 21, 2019

Time: 7:30 p.m.

1. Call to Order.
2. Roll Call.
3. Pledge of Allegiance.
4. Correction or Withdrawal of Agenda Items by Sponsor.
5. Approval of Minutes as Written or Amended.
6. Petitions by Citizens on Non-Agenda Items.
7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector.
 - B. Report of Treasurer.
 - C. Report of Zoning Administrator.
 - D. Report of Building Inspector / Code Administrator.
 - E. Report of Director of Public Works.
 - F. Report of Chief of Police.
 - G. Report of City Attorney
 - H. Report and Communication by Mayor.
8. Report of Standing Committees.
9. Report of Special Committees.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
11. Unfinished Business.
12. Miscellaneous Business.
 - A. Consideration and Action on Six-Month Extension for Downtown Beautification Grant at 343 W. Fourth Street to July 23, 2019.
 - B. Consideration and Action on Approval of the Backyard Daycare Center Site Plan to be located on Lot #3, Remlok Professional Park.
 - C. Consideration and Action on Approval of Dog Grooming Business to be Located at 411 Park Street, Suite E, as per the Central Overlay District Regulations.
 - D. Consideration and Action on Waterloo Police Department Sergeant Promotions:
 - Officer Dane Luke promoted to rank of Sergeant.
 - Officer Eric Zaber promoted to rank of Sergeant.
 - Officer Trinity Daws promoted to rank of Sergeant.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
14. Motion to Adjourn.

DATES TO REMEMBER

- Jan. 22, 2019 – American Legion Meeting, Waterloo City Hall: Second Floor, 7:00 p.m.
Feb. 04, 2019 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 11, 2019 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 12, 2019 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Feb. 13, 2019 – Minister’s Meeting, Waterloo City Hall: Second Floor, 8:00 a.m.
Feb. 13, 2019 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Feb. 14, 2019 – Violence Prevention Meeting, Waterloo City Hall: Second Floor, 4:00 p.m.
Feb. 14, 2019 – Cemetery Board Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Feb. 16 & 18, 2019 – City Offices Closed for President’s Day Holiday.
Feb. 19, 2019 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 21, 2019 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 26, 2019 – American Legion Meeting, Waterloo City Hall: Second Floor, 7:00 p.m.

**MINUTES OF THE
CITY COUNCIL MEETING
JANUARY 07, 2019**

1. The meeting was called to order by Mayor Smith at 7:30 p.m.
2. The following Aldermen were present: Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller.
3. Pledge of Allegiance led by Mayor Tom Smith.
4. Correction or Withdrawal of Agenda Items by Sponsor.
None.
5. Approval of Minutes as Written or Amended.
Motion made by Alderman Darter and seconded by Alderman Row to approve the December 17, 2018, 7:30 p.m., City Council Minutes. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins and Trantham voting yea.
6. Petitions by Citizens on Non-Agenda Items. None.
7. Reports and Communications from the Mayor and other City Officers.
 - A. Report of Collector. No report.
 - B. Report of Treasurer. No report.
 - C. Report of Zoning Administrator. No report.
 - D. Report of Director of Public Works. No report.
 - E. Report of Chief of Police. No report.
 - F. Report of City Attorney. No report.
 - G. Report and Communication by Mayor.
 1. Governor's Hometown Award Presentation by the Waterloo Lion's Club. The Lions Club president George Obernagel presented the City with the 2018 Project Winner Governor's Hometown Award. He stated the award was for the Lions Club's successful Share the Feast event which takes place every Thanksgiving. He thanked the City for all they do in supporting the Lions Club.
8. Report of Standing Committees. No report.
9. Report of Special Committees. No report.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Resolution No. 19-01 Authorizing the Execution of an Amended and Restated Transportation Service Agreement for Rate Schedule FTS, Contract #305, between the City of Waterloo, Illinois and Enable Mississippi River Transmission, LLC (MRT), to expire October 31, 2020.
Motion made by Alderman Notheisen and seconded by Alderman Darter to approve Resolution No. 19-01 authorizing the execution of an Amended and Restated Transportation Service Agreement for Rate Schedule FTS, Contract #305, between the City of Waterloo, Illinois and Enable Mississippi River Transmission, LLC (MRT), to expire October 31, 2020. Motion passed unanimously with Aldermen Notheisen, Thomas, Hopkins, Trantham, Darter, Buettner, Row and Heller voting yea.
11. Unfinished Business. None.

12. Miscellaneous Business.

- A. Consideration and Action on Warrant No. 573.
Motion made by Alderman Darter and seconded by Alderman Heller to approve Warrant No. 573. Motion passed unanimously with Aldermen Darter, Buettner, Row, Heller, Notheisen, Thomas, Hopkins and Trantham voting yea.
- B. Consideration and Action on Approval of the Low Bidders from the 2019 MFT Bid Opening held on January 03, 2019 at 9:30 a.m.
Motion made by Alderman Hopkins and seconded by Alderman Darter to approve the low bidders from the 2019 MFT Bid Opening held on January 03, 2019 at 9:30 a.m. Motion passed unanimously with Aldermen Hopkins, Trantham, Darter, Buettner, Row, Heller, Notheisen and Thomas voting yea.
- C. Consideration and Action on Approval of Signing the IEPA Load Application Environmental Checklist for the Water Treatment Facility Project.
Motion made by Alderman Buettner and seconded by Alderman Darter to approve signing the IEPA Loan Application Environmental Checklist for the Water Treatment Facility Project. Motion passed unanimously with Aldermen Buettner, Row, Heller, Notheisen, Thomas, Hopkins, Trantham and Darter voting yea.

13. Discussion of Matters by Council Members Arising After Agenda Deadline.

Alderman Darter stated there were rave reviews all over the City for the Santa Float.

Alderman Notheisen thanked George Obernagel and the Lion's Club for all they do for the City with their charitable activities.

Mayor Smith thanked everyone who helped with the Lion's Club.

He thanked all who helped with the Santa Float and announced bigger and better plans for next year's float.

14. Motion to Adjourn. Motion made by Alderman Notheisen and seconded by Alderman Hopkins. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 7:40 p.m.

Barbara Pace,
CITY CLERK

**CITY OF WATERLOO, ILLINOIS
COLLECTION REPORT**

	2017-2018 ACTUAL AMOUNT	2018-2019 BUDGETED AMOUNT	% INCREASE/ DECREASE	2017 DEC	2018 DEC	% INCREASE/ DECREASE	2017-2018 FISCAL YTD	2018-2019 FISCAL YTD	% INCREASE/ DECREASE
ELEC SALES	11,374,889.69	11,282,000.00	-0.82%	760,163.60	778,123.08	2.36%	7,860,182.65	8,005,825.49	1.85%
ELEC TAX	272,696.74			18,252.38	19,209.51	5.24%	188,613.06	198,003.35	4.98%
ELECT MISC.	311,492.00	189,280.00	-39.23%	77,770.00	44,197.00	-43.17%	223,324.00	187,731.00	-15.94%
SUBTOTAL	11,959,078.43	11,471,280.00	-4.08%	856,185.98	841,529.59	-1.71%	8,272,119.71	8,391,559.84	1.44%
BEGINNING UNAPPLIED	421,005.50			36,537.95	37,938.94	3.83%	253,501.56	279,935.90	10.43%
UNAPPLIED CASH REC'D	113,557.31			12,153.25	17,105.05	40.74%	72,349.20	85,306.74	17.91%
UNAPPLIED DISBURSED	109,328.98			5,743.64	6,872.37	19.65%	59,789.10	71,750.91	20.01%
ENDING UNAPPLIED	425,233.83			42,947.56	48,171.62	12.16%	266,061.66	293,491.73	10.31%
GAS SALES	2,649,237.71	2,615,000.00	-1.29%	136,966.37	183,140.51	33.71%	1,013,303.95	1,187,942.48	17.23%
GAS TAX	74,281.38			3,569.38	5,407.40	51.49%	25,526.46	31,227.71	22.33%
GAS MISC.	114,945.00	82,800.00	-27.97%	32,748.00	26,221.00	-19.93%	87,629.00	95,438.00	8.91%
SUBTOTAL	2,838,464.09	2,697,800.00	-4.96%	173,283.75	214,768.91	23.94%	1,126,459.41	1,314,608.19	16.70%
WATER SALES	2,398,117.55	2,463,000.00	2.71%	175,798.79	182,835.99	4.00%	1,671,470.16	1,588,664.49	-4.95%
WATER MISC.	104,341.00	95,950.00	-8.04%	4,599.00	17,684.00	284.52%	69,794.00	75,960.00	8.83%
SUBTOTAL	2,502,458.55	2,558,950.00	2.26%	180,397.79	200,519.99	11.15%	1,741,264.16	1,664,624.49	-4.40%
SEWER SALES	1,780,174.39	1,845,000.00	3.64%	132,446.64	139,972.53	5.68%	1,227,551.71	1,169,365.43	-4.74%
SEWER MISC.	265,464.00	243,200.00	-8.39%	9,932.00	23,467.00	136.28%	165,138.00	129,451.00	-21.61%
SUBTOTAL	2,045,638.39	2,088,200.00	2.08%	142,378.64	163,439.53	14.79%	1,392,689.71	1,298,816.43	-6.74%
CITY TAX	521,024.56	504,000.00	-3.27%	34,176.73	37,816.43	10.65%	323,449.97	340,865.06	5.38%
MISC.	17,071.00	30,150.00	76.62%	1,659.00	12,938.00	679.87%	14,975.00	52,029.00	247.44%
SUBTOTAL	538,095.56	534,150.00	-0.73%	35,835.73	50,754.43	41.63%	338,424.97	392,894.06	16.09%
REFUSE FEE	744,854.09	779,850.00	4.70%	58,659.74	62,579.33	6.68%	492,919.17	505,415.94	2.54%
VEHICLE STICKER	-	-		-	-		-	-	
FINES	71,970.00	75,000.00	4.21%	5,359.00	4,507.00	-15.90%	50,801.00	29,857.00	-41.23%
PERMITS	128,676.00	125,000.00	-2.86%	5,034.00	7,659.00	52.15%	85,254.00	54,705.00	-35.83%
INSPECTION FEES	17,275.00	20,000.00	15.77%	1,275.00	1,050.00	-17.65%	12,600.00	11,900.00	-5.56%
FRANCHISE FEES	124,668.00	125,000.00	0.27%	17,996.00	-	-100.00%	70,740.00	71,362.00	0.88%
LIQUOR LICENSE	9,806.00	14,000.00	42.77%	15.00	20.00	33.33%	7,215.00	20,080.00	178.31%
INFRASTRUCTURE FEE	239,509.00	235,000.00	-1.88%	18,956.00	19,015.00	0.31%	162,026.00	153,779.00	-5.09%
HOTEL/MOTEL TAX	20,538.00	22,000.00	7.12%	374.00	2,924.00	681.82%	15,166.00	15,377.00	1.39%
MISC.	241,826.00	170,515.00	-29.49%	12,372.00	12,943.00	4.62%	152,642.00	156,026.00	2.22%
REPLACEMENT TAX	51,943.00	55,250.00	6.37%	1,811.00	1,986.00	9.66%	29,057.00	31,503.00	8.42%
COUNTY TAX	400,461.00	418,000.00	4.38%	127,455.00	87,916.00	-31.02%	390,108.00	87,916.00	-77.46%
SALES TAX	2,184,317.00	2,250,000.00	3.01%	168,959.00	184,919.00	9.45%	1,424,419.00	1,460,130.00	2.51%
BUSINESS DISTRICT TAX	91,963.00	90,000.00	-2.13%	7,197.00	7,107.00	-1.25%	61,918.00	56,722.00	-8.39%
VIDEO GAMING	102,878.00	104,000.00	1.09%	9,329.00	10,113.00	8.40%	67,258.00	75,214.00	11.83%
INCOME TAX	1,328,455.00	1,328,000.00	-0.03%	72,736.00	89,667.00	23.28%	877,375.00	884,201.00	0.78%
SUBTOTAL	5,759,139.09	5,811,615.00	0.91%	507,527.74	492,405.33	-2.98%	3,899,498.17	3,614,187.94	-7.32%
MOTOR FUEL TAX	268,215.00	292,000.00	8.87%	22,093.00	24,528.00	11.02%	173,429.00	203,300.00	17.22%
MISC	8,746.00	8,500.00	-2.81%	743.00	1,359.00	82.91%	5,095.00	9,703.00	90.44%
SUBTOTAL	276,961.00	300,500.00	8.50%	22,836.00	25,887.00	13.36%	178,524.00	213,003.00	19.31%
UTILITY DEPOSITS	128,925.00	-		9,000.00	9,350.00	3.89%	86,025.00	82,450.00	-4.16%
TOTAL DEPOSITS	26,162,317.42	25,462,495.00	-2.67%	1,939,598.88	2,015,759.83	3.93%	17,107,354.33	17,057,450.69	-0.29%

January 21, 2019

To: Mayor Tom Smith
City Attorney
City Aldermen

Re: Treasurer's Report

Attached, please find the December 31, 2018 Treasurer's Report for the City of Waterloo.

I welcome any questions or comments you may have about this report. I can be reached at State Bank of Waterloo weekdays from 8:00 AM – 5:00 PM. The phone number is 618-939-7194.

Sincerely,

Brad A. Papenberg

Brad A Papenberg
City Treasurer

**TREASURER'S REPORT
CITY OF WATERLOO**

For the month ending
December 31, 2018

CHECKING ACCOUNT	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
Petty Cash	\$ 497.98	\$ -	\$ -	\$ 497.98
Utility Deposit	72,760.37	9,350.00	14,950.00	67,160.37
General Fund	147,751.77	433,596.56	615,856.61	(34,508.28)
Motor Fuel Tax	56,163.18	33.38	10,913.00	45,283.56
Water Fund	(22,158.97)	190,252.47	281,054.81	(112,961.31)
Sewer Fund	651,197.05	155,129.01	241,050.80	565,275.26
Gas Fund	(498,174.77)	196,546.23	242,634.54	(544,263.08)
Electric Fund	1,624,713.80	850,668.08	864,941.63	1,610,440.25
Capital Improvements	528,301.04	40,118.31	-	568,419.35
D.A.R.E.	624.01	-	-	624.01
Interest	5,516.17	2,039.06	-	7,555.23
Hotel/Motel Tax	124,129.92	2,924.33	1,074.50	125,979.75
TOTALS:	\$2,691,321.55	\$1,880,657.43	\$2,272,475.89	\$2,299,503.09

INVESTED FUNDS

Capital Improvements	\$ 2,264,390.45	11,277.19	-	\$ 2,275,667.64
Electric	\$ 6,199,266.94	30,873.79	-	\$ 6,230,140.73
E-Pay Utility Bills	6,139.47	42,319.71	43,352.56	5,106.62
Farm Account Income	141,694.88	2,711.71	-	144,406.59
Gas	4,203,164.74	20,932.74	-	4,224,097.48
General Fund	5,568,122.59	324,882.46	-	5,893,005.05
Motor Fuel	676,395.68	25,853.51	-	702,249.19
Pension Reserve	1,691,382.78	359.13	-	1,691,741.91
Sewer	1,994,406.88	9,932.61	-	2,004,339.49
Utility Deposits	305,825.40	1,523.08	-	307,348.48
Water	2,360,557.34	11,756.12	-	2,372,313.46

Total Invested Funds:	\$25,411,347.15	\$482,422.05	\$43,352.56	\$25,850,416.64
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Total All City Funds:	\$28,102,668.70	\$2,363,079.48	\$2,315,828.45	\$28,149,919.73
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Debt and Pension Obligations	Date Opened	Original Balance	Current Balance	Rate	Payment Dates
IEPA Sewer Loan	5/24/2007	\$12,372,060.00	\$6,146,994.56	2.50%	Jan and July
Unfunded Actuarial Accrued Liability - IMRF			\$1,684,152.00		
Unfunded Actuarial Accrued Liability - Police			<u>\$3,084,088.00</u>		
Total Liabilities		\$12,372,060.00	\$10,915,234.56		

Respectfully Submitted,

Brad A. Papenberg

Brad A. Papenberg
City Treasurer

Building Inspector/Code Administrator Monthly Report 12/31/18

	January	February	March	April	May	June	July	August	September	October	November	December	Total
New Construction Inspections:													
2018	20	30	33	45	42	57	41	45	27	45	23	27	435
2017	29	33	47	45	40	58	51	69	70	42	38	36	558
2016	12	14	23	30	49	26	44	21	42	35	20	23	339
2015	21	16	19	32	19	37	13	47	26	29	19	15	293
New Construction Re-Inspections:													
2018	3	8	4	10	3	9	6	12	5	19	5	8	92
2017	8	5	6	11	4	9	5	7	9	8	5	7	84
Rental Inspections:													
2018	17	12	16	15	10	26	14	31	19	21	23	10	214
2017	12	15	19	11	8	23	19	16	28	26	25	20	222
2016	21	15	12	18	26	23	26	23	20	22	17	16	239
2015	11	16	15	29	20	26	28	22	21	25	17	17	247
Rental Re-Inspections:													
2018	6	6	10	7	4	13	9	20	8	15	9	7	114
2017	9	8	13	1	8	13	14	9	17	11	13	14	130
Dumpster/POD Permits Issued:													
2018	8	6	6	11	9	14	9	13	14	12	12	6	120
2017	9	7	13	16	10	13	13	9	13	6	9	5	123
2016	5	12	8	15	13	14	14	10	11	15	8	5	130
2015	7	5	9	9	11	6	4	10	6	6	5	6	84
Motor Vehicle Violation Notices:													
2018	9	6	2	3	2	2	1	2	0	1	7	3	38
2017	12	2	15	2	3	5	3	6	1	1	0	4	54
Property Violation Notices:													
2018	14	14	9	19	26	14	10	20	5	8	20	8	167
2017	7	11	10	14	22	8	15	11	4	3	7	4	116
Ordinance Violation Tickets Issued:													
2018	0	0	3	0	7	0	5	6	0	0	4	5	30
2017	1	0	5	1	3	1	4	2	3	7	3	1	31

AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:
January 21, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Six-Month Extension for Downtown Beautification Grant at 343 W. Fourth Street to July 23, 2019.

3. Relief or action to be requested:
Approval.

4. Submittal date: 01/09/19

Submitted by: _____
Nathan Krebel, Building Inspector / Code Administrator

DISPOSITION

5. _____ Matter to be placed on agenda for meeting date requested.
_____ Matter to be placed on agenda for meeting to be held on _____
_____ Matter referred to _____



Mayor

WATERLOO DOWNTOWN BEAUTIFICATION PROGRAM

APPLICATION INSTRUCTIONS AND REVIEW PROCESS

The building owner must complete the attached Waterloo Downtown Beautification Program Application.

Please include the following in your description:

1. A clear, detailed description including diagrams of what will be done, materials used, colors, etc.;
2. Official cost estimates from contractors, vendors or the owner;
3. Two photographs of the existing building showing current conditions;
4. Any other architectural or site plan drawings required to fully describe the project.

All applications will be reviewed first for completeness. The Downtown Beautification Committee will make a recommendation to approve or disapprove the application to the Waterloo City Council within sixty (60) days. Approval by the City Council shall authorize the applicant to apply for any permits and begin work. All improvements must be made in compliance with the Waterloo Municipal Code and must be completed within six (6) months of City Council approval, unless extended. Upon completion, City staff will perform a site visit and review the project. Invoices demonstrating approved costs may be submitted at that time and the reimbursement will be processed for payment. Should an applicant fail to gain approval, the applicant may request a written record of deficiencies and reapply for funding.

Following approval, funding and completion of the project, the building owner, not the City of Waterloo, is responsible for maintaining improvements. Maintenance includes, but is not limited to; painting, repair, etc.

Applicant Name: Colleen Stratton
Name Telephone #

Applicant Address: _____
No. Street City State Zip Code

Name of Business: Stratton Chiropractic and Family Health Center

Business Description: Chiropractic office 618-939-5585
Business Phone #

Business Address: 343 W. 4th Street Waterloo IL 62298

Please check "Yes" or "No" for each question below:	Yes	No
Are you or your business delinquent on any fee obligations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Are you or your business delinquent on any tax obligations?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Total project cost: \$ 47,862.00

Funds requested: \$ 10,000.00
(\$10,000.00 maximum reimbursement - see matching reimbursement rules)

Start date: 8/6/18

Completion date: 9/15/18

Project description: (attach additional pages if necessary)

See attached

I affirm that the information provided in this application is true and accurate and that I am the authorized owner and agent of the subject property. I affirm that the improvements detailed will be made and maintained at my expense and hold harmless the City of Waterloo from any liability or damage resulting from the improvements. I understand that this is a reimbursement program, and **I have received and read the attached document - Waterloo Downtown Beautification Program, under which matching funds may be provided.**

Colin Stratton

Applicant signature

7/16/18

Date

CITY OF WATERLOO USE ONLY

APPROVED - BUILDING INSPECTOR

Nath Hill

Authorized signature

7-23-18

Date

APPROVED - DOWNTOWN BEAUTIFICATION COMMITTEE

Authorized signature

Date

AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:
January 21, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Approval of the Backyard Daycare Center Site Plan
to be located on Lot #3, Remlok Professional Park.

3. Relief or action to be requested:
Approval.

4. Submittal date: 01/15/19

Submitted by: _____
Jim Nagel, Subdivision and Zoning Administrator

DISPOSITION

5. _____ Matter to be placed on agenda for meeting date requested.
_____ Matter to be placed on agenda for meeting to be held on _____
_____ Matter referred to _____



Mayor

CORPORATE OFFICE
9360 Holy Cross Lane
Breese, IL 62230
(P) 618.526.9611
(F) 866.666.7213

TROY OFFICE
409 Edwardsville Road
Suite A
Troy, IL 62294
(P) 618.667.5940
(F) 618.667.5946

METROPOLIS OFFICE
504A Market Street
Metropolis, IL 62960
(P) 618.524.1085
(F) 618.524.3902

MURPHYSBORO OFFICE
1032 N. 6th Street
Murphysboro, IL 62966
(P) 618.684.9355
(F) 618.565.1079

www.hmgengineers.com



January 7, 2019

City of Waterloo
100 West Fourth Street
Waterloo, Illinois 62298-1333

Attention: Backyard Child Care Center, LLC
In Remlok Professional Park
Douglas E. Briggs, Engineer/Developer

Re: December 19, 2018 Submittal

We received a PDF attachment of revised Drainage Calculations from Douglas Briggs on January 2, 2019. As noted previously, we consider that this is a "single-tract development" subject to current Code requirements. Our review is limited to predominately drainage issues only.

Mr. Briggs re-arranged the outlet for the detention to drain away from the inlet behind Sylvan's building, straddling both properties. He re-directed it such that it remains on the daycare tract rather than going into the described inlet, thereby affording a larger pre-development drainage area as opposed to the 0.15 acres to the described inlet.

The aforementioned treatment and disposition letter by Mr. Briggs addresses all the issues raised in the 12-21-18 letter and we recommend the City approve the submitted drainage calculations.

We hope this helps.

Sincerely,
HMG Engineers, Inc.

Chris Wilson, P.E.

Cc Mayor Tom Smith (email to Jim and Tammy only)
Council Members (email to Jim and Tammy only)
City Clerk Barbara Pace (email to Jim and Tammy only)
Tim Birk (email of letter)
Tammy Kujawa (email of letter)
Kelli Pace (email of letter)

File 6592_033

CIVIL
ENVIRONMENTAL
STRUCTURAL
SURVEYING/GIS
TRANSPORTATION
WASTEWATER
WATER SUPPLY

AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:
January 21, 2019
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Approval of Dog Grooming Business to be Located
at 411 Park Street, Suite E, as per the Central Overlay District Regulations.

3. Relief or action to be requested:
Approval.

4. Submittal date: 01/15/19

Submitted by: _____
Jim Nagel, Subdivision and Zoning Administrator

DISPOSITION

5. _____ Matter to be placed on agenda for meeting date requested.
_____ Matter to be placed on agenda for meeting to be held on _____
_____ Matter referred to _____



Mayor



MEMORANDUM

To: Mayor and Aldermen

From: Jim Nagel

Date: January 18, 2019

Subject: 411 Park St., Suite E – Dog Grooming Business

Justine Fahey and Kelsie Adams are asking the council to allow them to operate a dog grooming business at 411 Park St., Suite E. While this property is zoned R3 Single Family Residential, it is located within the Central Overlay District, and Section 40-13-3(D) allows the council to approve compatible uses for this property. The applicants have sent out the required certified receipt letters to the adjacent property owners as required.

A previous dog grooming business has operated at this property and there were no complaints made that I am aware of.

In order to be considered compatible, several factors should be considered;

- If this is an appropriate site for such a business
- That it will not adversely affect the neighborhood
- Nuisance or adverse health concerns
- Appropriate facilities can be provided
- The qualifications, health and background of the operator.

AGENDA REQUEST

(Submit by 12:00 p.m. on Wednesday before the meeting date requested.)

1. Request is made for placement on the agenda for meeting to be held on:
January 21, 2019
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on :Waterloo PD Police Sergeant Promotions -
Officer Dane Luke promoted to rank of Sergeant
Officer Eric Zaber promoted to rank of Sergeant
Officer Trinity Daws promoted to rank of Sergeant

3. Relief or action to be requested:
Approval.

4. Submittal date: 01/17/19

Submitted by:

DISPOSITION

5. Matter to be placed on agenda for meeting date requested.
 Matter to be placed on agenda for meeting to be held on
 Matter referred to



Mayor