

WATERLOO CITY COUNCIL

Regular Meeting Agenda

Location: Waterloo City Hall - Council Chambers
100 W. Fourth St., Waterloo, IL
Date: January 18, 2022
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 Subdivision and 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.
 1. Presentation of Mayor's Commendation to Mr. Ken Valentine, owner of Valentine Auto Body, in Recognition of 43 Years of Business and Community Goodwill.
 2. Appointment of Mr. Ronald Spielman to the Zoning Board of Appeals to fill the remainder of a term vacated by Mr. Ronald Hagenow that will expire on February 01, 2025.
 3. Re-Appointment of Mr. Ken Gibbs to the Zoning Board of Appeals for a 5-Year Term to expire on February 01, 2027.
8. Report of Standing Committees.
9. Report of Special Committees.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Resolution No. 22-01 Approving an Agreement between the County of Monroe, Illinois and the City of Waterloo, Illinois for the Rogers Street North Project.
11. Unfinished Business.
 - A. Consideration and Action on a Special Event Permit Application from Waterloo Citizens for a Pool for their Annual 5K Walk/Run to be held on March 19, 2022, 6:00 a.m. to 2:00 p.m., to include the closure of Third Street between Main and back corner of the Oddfellows Building from 7:00 a.m. to 11:00 a.m.
12. Miscellaneous Business.
 - A. Consideration and Action on Approval of the Scooter's Site Plan.
 - B. Consideration and Action on a Special Event Permit Application from Crafted In The Loo for a Pop-Up Coffee Bar at 111 N. Main Street, on February 05, 2022, 8 a.m. to 4 p.m., with the closure of two front parking spots at that location.
 - C. Consideration and Action on the Proposed Collective Bargaining Agreement Between the Illinois Fraternal Order of Police Labor Council and the City of Waterloo, Illinois for the Term of January 1, 2022 through December 31, 2024.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
14. Motion to Adjourn.

DATES TO REMEMBER

Feb. 07, 2022 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 08, 2022 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Feb. 09, 2022 – Park District Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
Feb. 14, 2022 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 17, 2022 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 21, 2022 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Feb. 22, 2022 – American Legion Meeting, Waterloo City Hall: 2nd Floor, 7:00 p.m.

**MINUTES OF THE
CITY COUNCIL MEETING
JANUARY 03, 2022**

1. The meeting was called to order by Mayor Smith at 7:30 p.m.
2. The following Aldermen were present: Matt Buettner, Hopkins, Trantham, Darter, Kyle Buettner, Row and Heller.
Absent: Notheisen
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.
Approval of City Council Meeting Minutes dated 12-20-21. Motion made by Alderman Kyle Buettner and seconded by Alderman Darter to approve the City Council Meeting Minutes from 12-20-21. Motion passed unanimously with Aldermen Kyle Buettner, Row, Heller, Matt Buettner, Hopkins, Trantham and Darter 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 Subdivision and 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. Presentation of Mayor's Commendation to Burris Management in Recognition of their 28 Years of Business.
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. None.
11. Unfinished Business. None.

12. Miscellaneous Business.

A. Consideration and Action on Warrant No. 609.

Motion made by Alderman Darter and seconded by Alderman Matt Buettner to approve Warrant No. 609. Motion passed unanimously with Aldermen Darter, Kyle Buettner, Row, Heller, Matt Buettner, Hopkins and Trantham voting 'yea'.

B. Consideration and Action on Approval of Exterior Building Materials for property located at 217 West Mill Street.

Motion made by Alderman Hopkins and seconded by Alderman Heller to approve exterior building materials for property located at 217 West Mill Street. Motion passed unanimously with Aldermen Hopkins, Trantham, Darter, Kyle Buettner, Row, Heller and Matt Buettner voting 'yea'.

C. Consideration and Action on Approval of Change Order No. 1 from DMS Contracting, in the amount of \$32,900.00, for the Moore Street Phase V & VI Project.

Motion made by Alderman Row and seconded by Alderman Hopkins to approve Change Order No. 1 from DMS Contracting, in the amount of \$32,900.00, for the Moore Street Phase V & VI Project. Motion passed unanimously with Aldermen Row, Heller, Matt Buettner, Hopkins, Trantham, Darter and Kyle Buettner voting 'yea'.

D. Consideration and Action on Executive Session for the Discussion of Contract Negotiations as allowed per 5 ILCS 120/2(c)(2).

Motion to move into Executive Session made by Alderman Kyle Buettner and seconded by Alderman Hopkins. Motion passed unanimously to enter into Executive Session with Aldermen Kyle Buettner, Row, Heller, Matt Buettner, Hopkins, Trantham and Darter voting 'yea'.

Entered into Executive Session at 7:38 p.m.

Adjourned Executive Session at 7:44 p.m.

Motion to Resume Session made by Alderman Matt Buettner and seconded by Alderman Row. Motion passed by unanimous voice vote.

Returned to regular session at 7:45 p.m.

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

Alderman Hopkins reported that the Illinois Department of Health will be having a vaccination clinic at the Morrison-Talbott Library on January 8, 2022 from 11 to 2. No appointments are required. In addition, the Morrison-Talbott Library is hiring a part-time Circulation Assistant.

14. Motion to Adjourn made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner. Motion passed by unanimous voice vote. Mayor Smith adjourned the meeting at 7:47 p.m.

Mechelle Childers - City Clerk

**CITY OF WATERLOO, ILLINOIS
COLLECTION REPORT**

	2020-2021	2021-2022	%			%	2020-2021	2021-2022	%
	ACTUAL	BUDGETED	INCREASE/	2020	2021	INCREASE/	FISCAL	FISCAL	INCREASE/
	AMOUNT	AMOUNT	DECREASE	DEC	DEC	DECREASE	YTD	YTD	DECREASE
ELEC SALES	11,120,157.12	11,188,000.00	0.61%	891,019.70	839,018.08	-5.84%	7,562,720.14	7,620,955.45	0.77%
ELEC TAX	264,157.05			21,519.64	21,212.77	-1.43%	182,228.04	186,810.64	2.51%
ELECT MISC.	<u>381,724.00</u>	<u>290,400.00</u>	<u>-23.92%</u>	<u>27,003.00</u>	<u>(5,931.00)</u>	<u>-121.96%</u>	<u>301,760.00</u>	<u>136,985.00</u>	<u>-54.60%</u>
SUBTOTAL	11,766,038.17	11,478,400.00	-2.44%	939,542.34	854,299.85	-9.07%	8,046,708.18	7,944,751.09	-1.27%
BEGINNING UNAPPLIED	640,604.06			71,926.18	50,386.64	-29.95%	389,229.23	401,785.93	3.23%
UNAPPLIED CASH REC'D	189,024.23			22,538.67	14,159.30	-37.18%	141,125.53	97,188.09	-31.13%
UNAPPLIED DISBURSED	<u>163,715.86</u>			<u>8,450.39</u>	<u>7,958.93</u>	<u>-5.82%</u>	<u>78,426.72</u>	<u>89,225.10</u>	<u>13.77%</u>
ENDING UNAPPLIED	665,912.43			86,014.46	56,587.01	-34.21%	451,928.04	409,748.92	-9.33%
GAS SALES	2,577,188.26	3,019,000.00	17.14%	185,634.67	213,291.99	14.90%	994,204.64	1,127,317.49	13.39%
GAS TAX	76,960.64			5,445.15	4,467.81	-17.95%	26,539.97	25,972.73	-2.14%
GAS MISC.	<u>135,303.00</u>	<u>148,000.00</u>	<u>9.38%</u>	<u>12,550.00</u>	<u>-2,001.00</u>	<u>-115.94%</u>	<u>114,378.00</u>	<u>84,905.00</u>	<u>-25.77%</u>
SUBTOTAL	2,789,451.90	3,167,000.00	13.53%	203,629.82	215,758.80	5.96%	1,135,122.61	1,238,195.22	9.08%
WATER SALES	2,434,747.94	2,469,000.00	1.41%	230,071.93	208,456.20	-9.40%	1,701,409.01	1,698,903.80	-0.15%
WATER MISC.	<u>84,363.00</u>	<u>84,500.00</u>	<u>0.16%</u>	<u>8,052.00</u>	<u>6,132.00</u>	<u>-23.85%</u>	<u>62,160.00</u>	<u>768,517.00</u>	<u>1136.35%</u>
SUBTOTAL	2,519,110.94	2,553,500.00	1.37%	238,123.93	214,588.20	-9.88%	1,763,569.01	2,467,420.80	39.91%
SEWER SALES	1,795,863.83	1,815,000.00	1.07%	167,440.60	153,203.30	-8.50%	1,237,842.85	1,241,520.68	0.30%
SEWER MISC.	<u>224,071.00</u>	<u>200,500.00</u>	<u>-10.52%</u>	<u>19,417.00</u>	<u>18,861.00</u>	<u>-2.86%</u>	<u>165,570.00</u>	<u>141,490.00</u>	<u>-14.54%</u>
SUBTOTAL	2,019,934.83	2,015,500.00	-0.22%	186,857.60	172,064.30	-7.92%	1,403,412.85	1,383,010.68	-1.45%
CITY TAX	516,082.12	499,000.00	-3.31%	41,972.07	41,927.38	-0.11%	320,836.40	331,066.99	3.19%
MISC.	<u>24,130.00</u>	<u>26,500.00</u>	<u>9.82%</u>	<u>1,575.00</u>	<u>782.00</u>	<u>-50.35%</u>	<u>15,860.00</u>	<u>13,763.00</u>	<u>-13.22%</u>
SUBTOTAL	540,212.12	525,500.00	-2.72%	43,547.07	42,709.38	-1.92%	336,696.40	344,829.99	2.42%
REFUSE FEE	833,254.84	886,850.00	6.43%	75,215.87	74,395.91	-1.09%	555,313.53	568,906.73	2.45%
VEHICLE STICKER	-	-		-	-		-	-	
FINES	33,077.00	40,000.00	20.93%	2,265.00	1,665.00	-26.49%	19,975.00	24,246.00	21.38%
PERMITS	113,801.00	110,000.00	-3.34%	9,665.00	9,152.00	-5.31%	73,576.00	78,624.00	6.86%
INSPECTION FEES	15,000.00	15,000.00	0.00%	1,575.00	600.00	-61.90%	9,525.00	7,800.00	-18.11%
FRANCHISE FEES	120,443.00	122,000.00	1.29%	-	-		21,995.00	21,995.00	0.00%
LIQUOR LICENSE	21,770.00	22,000.00	1.06%	-	10.00		21,950.00	21,580.00	-1.69%
INFRASTRUCTURE FEE	170,798.00	172,000.00	0.70%	13,201.00	11,752.00	-10.98%	117,392.00	101,373.00	-13.65%
HOTEL/MOTEL TAX	15,210.00	13,000.00	-14.53%	1,982.00	1,140.00	-42.48%	11,236.00	11,594.00	3.19%
MISC.	617,895.00	169,580.00	-72.56%	18,844.00	2,652.00	-85.93%	559,618.00	139,409.00	-75.09%
REPLACEMENT TAX	67,771.00	63,000.00	-7.04%	2,221.00	5,738.00	158.35%	35,554.00	74,877.00	110.60%
COUNTY TAX	417,676.00	294,750.00	-29.43%	-	-		404,444.00	288,376.00	-28.70%
SALES TAX	2,477,441.00	2,460,000.00	-0.70%	214,822.00	234,088.00	8.97%	1,609,582.00	1,848,294.00	14.83%
BUSINESS DISTRICT TAX	59,910.00	97,000.00	61.91%	7,876.00	9,284.00	17.88%	25,151.00	71,080.00	182.61%
CANNABIS USE TAX	8,887.00	8,000.00	-9.98%	522.00	1,270.00	143.30%	4,531.00	10,742.00	137.08%
VIDEO GAMING	95,786.00	152,500.00	59.21%	15,282.00	20,466.00	33.92%	63,450.00	163,726.00	158.04%
INCOME TAX	<u>1,732,737.00</u>	<u>1,700,000.00</u>	<u>-1.89%</u>	<u>113,424.00</u>	<u>120,358.00</u>	<u>6.11%</u>	<u>1,092,325.00</u>	<u>1,246,288.00</u>	<u>14.09%</u>
SUBTOTAL	6,801,456.84	6,325,680.00	-7.00%	476,894.87	492,570.91	3.29%	4,625,617.53	4,678,910.73	1.15%
MOTOR FUEL TAX	781,859.00	704,000.00	-9.96%	34,739.00	38,160.00	9.85%	534,354.00	439,219.00	-17.80%
MISC	<u>2,690.00</u>	<u>3,000.00</u>	<u>11.52%</u>	<u>230.00</u>	<u>123.00</u>	<u>-46.52%</u>	<u>1,819.00</u>	<u>743.00</u>	<u>-59.15%</u>
SUBTOTAL	784,549.00	707,000.00	-9.88%	34,969.00	38,283.00	9.48%	536,173.00	439,962.00	-17.94%
UTILITY DEPOSITS	115,375.00	-		10,075.00	7,675.00	-23.82%	83,725.00	71,250.00	-14.90%
TOTAL DEPOSITS	27,525,153.03	26,772,580.00	-2.73%	2,156,178.30	2,052,108.74	-4.83%	18,072,150.11	18,665,518.60	3.28%

January 18, 2022

To: Mayor Tom Smith
City Attorney
City Aldermen

Re: Treasurer's Report

Attached, please find the December 31, 2021 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 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, 2021

CHECKING ACCOUNT	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
Petty Cash	\$ 497.98	\$ -	\$ -	\$ 497.98
Utility Deposit	41,519.46	7,675.00	9,350.00	39,844.46
General Fund	(2,479,520.87)	197,925.44	598,589.61	(2,880,185.04)
Motor Fuel Tax	71,674.05	45.96	1,002.38	70,717.63
Water Fund	654,134.94	218,186.56	165,402.59	706,918.91
Sewer Fund	477,972.73	176,643.08	108,764.90	545,850.91
Gas Fund	182,499.51	226,663.98	330,954.96	78,208.53
Electric Fund	1,989,660.10	892,335.23	1,043,585.73	1,838,409.60
Capital Improvements	630,018.74	44,336.03	6.03	674,348.74
D.A.R.E.	1,971.25	-	-	1,971.25
Interest	5,873.21	1,436.70	-	7,309.91
Hotel/Motel Tax	147,907.58	1,139.95	250.00	148,797.53
TOTALS:	\$1,724,208.68	\$1,766,387.93	\$2,257,906.20	\$1,232,690.41

INVESTED FUNDS				
Capital Improvements	\$ 494,668.95	-	975.77	493,693.18
Electric	10,170,873.41	-	20,062.82	10,150,810.59
E-Pay Utility Bills	12,639.23	154,134.50	131,961.76	34,811.97
Farm Account Income	194,025.29	10,076.74	-	204,102.03
Gas	4,170,381.51	-	8,226.40	4,162,155.11
General Fund	9,936,782.26	386,088.81	-	10,322,871.07
Motor Fuel	1,573,202.04	38,236.92	-	1,611,438.96
Pension Reserve	1,703,090.15	144.64	-	1,703,234.79
Sewer	1,084,826.08	-	2,139.90	1,082,686.18
Utility Deposits	326,363.45	-	643.78	325,719.67
Water	922,414.77	-	1,819.53	920,595.24
Total Invested Funds:	\$30,589,267.14	\$588,681.61	\$165,829.96	\$31,012,118.79
Total All City Funds:	\$32,313,475.82	\$2,355,069.54	\$2,423,736.16	\$32,244,809.20

Pension Obligations	As of Date	Amount
Unfunded Actuarial Accrued Liability - IMRF	12/31/2019	\$523,741.00
Unfunded Actuarial Accrued Liability - Police	4/30/2020	\$4,453,816.00
Total Unfunded Liability		\$4,977,557.00

Respectfully Submitted,

Brad A. Papenberg

Brad A. Papenberg
City Treasurer

Zoning Department Monthly Report 12/31/2021													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Residential Building Permits Issued:													
2021	5	4	3	2	5	5	9	2	3	9	3	5	55
2020	2	6	3	5	6	5	4	5	5	9	6	6	62
2019	2	3	9	5	5	1	2	5	2	1	2	2	39
Accessory/Addition Building Permits Issued:													
2021	3	4	11	12	10	6	8	10	6	7	6	3	86
2020	2	2	4	9	10	12	10	9	2	6	5	1	72
2019	0	2	5	15	7	13	3	9	3	4	5	2	68
Commercial/Industrial Building Permits Issued:													
2021	1	2	3	2	2	2	0	5	6	1	1	0	25
2020	3	1	0	0	2	1	1	0	1	3	5	2	19
2019	5	4	2	3	1	1	6	1	3	3	1	3	33
Excavation Permits Issued:													
2021	0	1	4	5	4	3	8	6	0	5	1	4	41
Sign Permits Issued:													
2021	1	0	1	1	3	0	1	1	1	1	2	2	14
2021 TOTAL	10	11	22	22	24	16	26	24	16	23	13	14	221

Building Inspector/Code Administrator Monthly Report 12/31/2021													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
New Construction Inspections:													
2021	37	23	36	27	31	37	40	39	30	37	33	24	394
2020	22	23	33	21	29	40	42	29	35	41	27	43	385
New Construction Re-Inspections:													
2021	5	3	4	2	3	5	2	4	6	5	3	3	45
Rental Inspections:													
2021	13	15	14	19	18	17	16	18	13	11	12	9	175
2020	21	22	20	16	23	12	14	24	13	15	9	17	206
2019	19	17	26	20	13	15	25	26	17	19	16	21	234
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
Rental Re-Inspections:													
2021	8	9	6	10	8	10	7	10	6	4	6	2	86
Dumpster/POD Permits Issued:													
2021	11	10	12	10	18	8	12	10	16	14	6	11	138
2020	15	5	13	17	18	10	11	18	18	13	10	10	158
Motor Vehicle Violation Notices:													
2021	1	1	2	2	1	3	1	0	2	1	3	0	17
2020	14	9	0	0	0	0	3	5	1	0	8	0	40
Property Violation Notices:													
2021	3	5	4	3	6	6	4	3	10	3	6	6	59
2020	12	9	6	7	19	7	18	23	7	12	5	2	127
Ordinance Violation Tickets Issued:													
2021	0	0	0	0	1	1	3	0	0	0	1	0	6

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 18, 2022
(Date)
2. Description of matter to be placed on agenda:
Presentation of Mayor's Commendation to Ken Valentine, owner of Valentine Auto Body, in Recognition of 43 Years of Business and Community Goodwill.
3. Relief or action to be requested:
Presentation of Commendation.
4. Submittal date: January 12, 2022

Submitted by:
Sarah Deutch

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

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 18, 2022
(Date)
2. Description of matter to be placed on agenda:
Appointment of Mr. Ronald Spielman to the Zoning Board of Appeals to fill the
remainder of a term vacated by Mr. Ronald Hagenow that will expire on February
01, 2025.

3. Relief or action to be requested:
Appointment.

4. Submittal date: 01-11-22

Submitted by: _____
Mayor Tom Smith

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

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 18, 2022
(Date)
2. Description of matter to be placed on agenda:
Re-Appointment of Mr. Ken Gibbs to the Zoning Board of Appeals for a 5-Year
Term to expire on February 01, 2027.

3. Relief or action to be requested:
Appointment.

4. Submittal date: 01-11-22

Submitted by: _____
Mayor Tom Smith

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

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 18, 2022
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on Resolution No. 22-01 Approving an Agreement
between the County of Monroe, Illinois and the City of Waterloo, Illinois for the
Rogers Street North Project.
3. Relief or action to be requested:
Approval.
4. Submittal date: 01-13-22

Submitted by:
Tim Birk, Director of Public Works

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

RESOLUTION NO. 22-01

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE COUNTY OF MONROE, ILLINOIS AND THE CITY OF WATERLOO, ILLINOIS FOR THE ROGERS STREET NORTH PROJECT.

WHEREAS, attached is a proposed Agreement for the Rogers Street North Project, between the County of Monroe, Illinois and the City of Waterloo, Illinois; and,

WHEREAS, it is in the best interest of the City of Waterloo, Illinois to sign said Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the City Council and the Mayor that the City of Waterloo, Illinois does hereby direct and authorize the Mayor to execute said Agreement as attached.

PASSED by the City Council and approved by the Mayor of the City of Waterloo, Illinois this 18th day of January, 2022.

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAINED: _____

APPROVED:

Thomas Smith, Mayor
City of Waterloo, IL

ATTESTED:

Mechelle Childers, City Clerk
City of Waterloo, IL

AGREEMENT
ROGERS STREET NORTH
SECTION 21-00086-XX-FP
BETWEEN COUNTY OF MONROE & CITY OF WATERLOO

THIS AGREEMENT entered into this _____ day of _____, 20____ by and between The County of Monroe (County) and The City of Waterloo (City):

WHEREAS, the parties to this Agreement, in order to facilitate the free flow of traffic, to decrease traffic congestion and in the interest of safety to the motoring public wish to cooperate in the extension of Rogers Street Northerly from the intersection of Rogers and Country Club Lane to the Easterly extension of Rose Lane. Improvements also to include the realignment/extension of Country Club Lane West to the New Rogers Street and the extension of Rose Lane East to Rogers Street and the addition of a traffic signal at Rose Lane and Illinois Route 3. Said improvement is shown by drawing attached hereto, with a preliminary alignment and;

WHEREAS said improvement will be of immediate benefit to the residents of The City of Waterloo and rural Monroe County, and permanent in nature and shall be constructed in two phases;

NOW, THEREFORE, in consideration of the covenants contained herein, the parties hereto agree as follows:

1. The County agrees to prepare or cause to be prepared plans and specifications, furnish engineering during construction, and cause the improvement to be built in accordance with the plans, specifications, and contract.
2. The County agrees to prepare or cause to be prepared the plats, deeds, and appraisals, and perform all negotiations necessary to acquire all needed right of way (this includes acquisition by eminent domain, if necessary).
3. The County and City agree to cause utilities located within the project to be relocated or adjusted, if necessary.
4. The County and City will share in the project cost on the following percentage (%) basis with the actual amount dependent on the final cost for each line item.

<u>Type Work</u>	<u>City(%)</u>	<u>County(%)</u>	<u>Federal (%)*</u>	<u>Total</u>
Engineering	150,000 (50%)	150,000 (50%)	-----	300,000
Environmental	15,000 (50%)	15,000 (50%)	-----	30,000
Right of Way	325,000 (50%)	325,000 (50%)	-----	650,000
Utilities	20,000 (50%)	20,000 (50%)	-----	40,000
Construction:				
Phase I	810,000 (50%)	810,000 (50%)	-----	1,620,000
Phase II	<u>633,500 (10.7%)</u>	<u>633,500 (10.7%)</u>	<u>1,000,000 (78.6%)</u>	<u>2,267,000</u>
TOTAL	1,953,500	1,953,500	1,000,000	4,907,000

* Federal funds to be City STU and County STR at \$500,000 each and may vary based on availability of funds.

The amounts shown shall be allowed to increase up to 25% based on the actual costs. Any expenditures for line items above the 25% amount will require prior approval of the County and City before work on that item can proceed.

PAGE 2/AGREEMENT/ROGERS STREET EXTENSION/SECTION 21-00086-XX-FP/
BETWEEN COUNTY OF MONROE & CITY OF WATERLOO

5. The County and City agree that plans for this improvement will be prepared in accordance with the rules and guidelines of The State of Illinois for MFT and federal participation:
Phase I – MFT, Local Let and Executed
Phase II – Federal, State Let and Executed
6. The County will be the contracting agency for all work provided for by this Agreement and will invoice the City for its participating share of payments when due.
7. Upon completion of the improvement maintenance/jurisdiction of Rogers Street and Country Club Lane shall be the responsibility of the County and maintenance/jurisdiction of Rose Lane shall be the responsibility of the City.
8. The new roadway shall be designated as County Highway 2 (FAS 850) with Country Club Lane West of Rogers Street being renamed C.H. 2A and Rose Lane being C.H. 2 Ext.
9. As portions of Rogers Street become contiguous and/or annexed to The City of Waterloo, Rogers Street shall become the maintenance responsibility of The City, upon jurisdictional transfer.
10. This agreement, as it pertains to the traffic signal installation, is binding only if the signal is installed as part of Phase II of this Agreement. In the event The City wishes to construct the signal sooner, a separate Agreement shall be executed.
11. This agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assignees.

Attachments:

Estimate of Costs – Phase I
Estimate of Costs – Phase II
Preliminary Alignment Drawing
Typical Sections

APPROVED BY THE CITY OF WATERLOO THIS _____ DAY OF _____,
20____.

CITY
SEAL

Mayor

Attested: _____
City Clerk

APPROVED BY THE COUNTY OF MONROE THIS _____ DAY OF _____,
20____.

COUNTY
SEAL

Chairman
County Board of Commissioners

Attested: _____
County Clerk



Local Public Agency

Monroe County Highway

County

Monroe

Section Number

21-00086-00-FP

Route(s)/Street-Road Name

Rogers Street North - Phase I

Project Length

~4900 Ft

Project Termini

Country Club Lane Oil & Chip

Item Number	Item	Unit of Measure	Quantity	Unit Price	Total Estimated Cost
	Rogers Street Roadway Items ~ 2400 Ft				
	Earth Excavation	Cu Yd	3,600	\$10.00	\$36,000.00
	Pavement Removal	Sq Yd	1,500	\$20.00	\$30,000.00
	Sub-Base Granular Material - 10"	Ton	3,948	\$45.00	\$177,660.00
	Aggregate Base - 8"	Ton	3,158	\$45.00	\$142,110.00
	Prime & Tack Coats	LB	15,840	\$2.00	\$31,680.00
	HMA Binder Course - 4"	Ton	1,434	\$100.00	\$143,400.00
	HMA Surface Course - 2"	Ton	717	\$100.00	\$71,700.00
	HMA Shoulders (3' wide) - 6"	Ton	538	\$120.00	\$64,560.00
	Aggregate Shoulders (3' wide) - 6"	Ton	547	\$45.00	\$24,615.00
	Pavement Markings	Ft	9,600	\$0.75	\$7,200.00
	Drainage	L. Sum	1	\$50,000.00	\$50,000.00
	Country Club Lane Improvements ~ 2500 Ft				
	Earth Excavation	Cu Yd	3,750	\$10.00	\$37,500.00
	Pavement Removal	Sq Yd	3,800	\$20.00	\$76,000.00
	Aggregate Base - 20"	Ton	7,593	\$45.00	\$341,685.00
	A-3 Surface Bituminous Materials	Gal	13,335	\$5.00	\$66,675.00
	A-3 Surface Aggregates	Ton	250	\$20.00	\$5,000.00
	Drainage	L. Sum	1	\$50,000.00	\$50,000.00
	Miscellaneous				
	Mobilization	L. Sum	1	\$70,000.00	\$70,000.00
	Traffic Control and Protection	L. Sum	1	\$20,000.00	\$20,000.00
	Erosion Control	L. Sum	1	\$10,000.00	\$10,000.00
	Seeding	L. Sum	1	\$15,000.00	\$15,000.00
	Contingent	%	0.1	\$1,470,785.00	\$147,078.50
	Right of Way	Acre	10	\$20,000.00	\$200,000.00
	Right of Way & Structure Removal	L. Sum	1	\$250,000.00	\$250,000.00

Local Public Agency

County

Section Number

Monroe County Highway

Monroe

21-00086-00-FP

Item Number	Item	Unit of Measure	Quantity	Unit Price	Total Estimated Cost
	Engineering	L. Sum	1	\$150,000.00	\$150,000.00
	Utility Adjustments	L. Sum	1	\$20,000.00	\$20,000.00
Total Overall Estimated Cost:					\$2,237,863.50

Prepared By

Date

CLC

(Rev. 12/3/21)

11/15/21

Signature

Date

AWM

12/3/21



Local Public Agency

Monroe County Highway

County

Monroe

Section Number

21-00086-01-FP

Route(s)/Street-Road Name

Rogers Street North - Phase II

Project Length

~4000 Ft

Project Termini

Rose Lane Concrete

Item Number	Item	Unit of Measure	Quantity	Unit Price	Total Estimated Cost
	Rogers Street Roadway Items ~ 2400 Ft				
	Earth Excavation	Cu Yd	3,600	\$10.00	\$36,000.00
	Sub-Base Granular Material - 10"	Ton	3,948	\$45.00	\$177,660.00
	Aggregate Base - 8"	Ton	3,158	\$45.00	\$142,110.00
	Prime & Tack Coats	LB	15,840	\$2.00	\$31,680.00
	HMA Binder Course - 4"	Ton	1,434	\$100.00	\$143,400.00
	HMA Surface Course - 2"	Ton	717	\$100.00	\$71,700.00
	HMA Shoulders (3' wide) - 6"	Ton	538	\$120.00	\$64,560.00
	Aggregate Shoulders (3' wide) - 6"	Ton	547	\$45.00	\$24,615.00
	Pavement Markings	Ft	9,600	\$0.75	\$7,200.00
	Drainage	L. Sum	1	\$50,000.00	\$50,000.00
	Rose Lane Extension ~ 1600 ft				
	Earth Excavation	Cu Yd	2,667	\$10.00	\$26,670.00
	Aggregate Base - 6"	Ton	2,065	\$45.00	\$92,925.00
	7" Concrete Pavement	Sq Yd	5,689	\$100.00	\$568,900.00
	Curb & Gutter	Ft	3,200	\$40.00	\$128,000.00
	Drainage	L. Sum	1	\$80,000.00	\$80,000.00
	Traffic Signal @ Rose Lane & Rte 3	L. Sum	1	\$300,000.00	\$300,000.00
	Miscellaneous				
	Mobilization	L. Sum	1	\$70,000.00	\$70,000.00
	Traffic Control and Protection	L. Sum	1	\$20,000.00	\$20,000.00
	Erosion Control	L. Sum	1	\$10,000.00	\$10,000.00
	Seeding	L. Sum	1	\$15,000.00	\$15,000.00
	Contingent	%	0.1	\$2,060,420.00	\$206,042.00
	Right of Way	Acre	10	\$20,000.00	\$200,000.00
	Engineering	L. Sum	1	\$150,000.00	\$150,000.00
	Utility Adjustments	L. Sum	1	\$20,000.00	\$20,000.00

Local Public Agency

County

Section Number

Monroe County Highway

Monroe

21-00086-01-FP

Item Number	Item	Unit of Measure	Quantity	Unit Price	Total Estimated Cost
Total Overall Estimated Cost:					\$2,636,462.00

Prepared By

Date

CLC

12/03/21

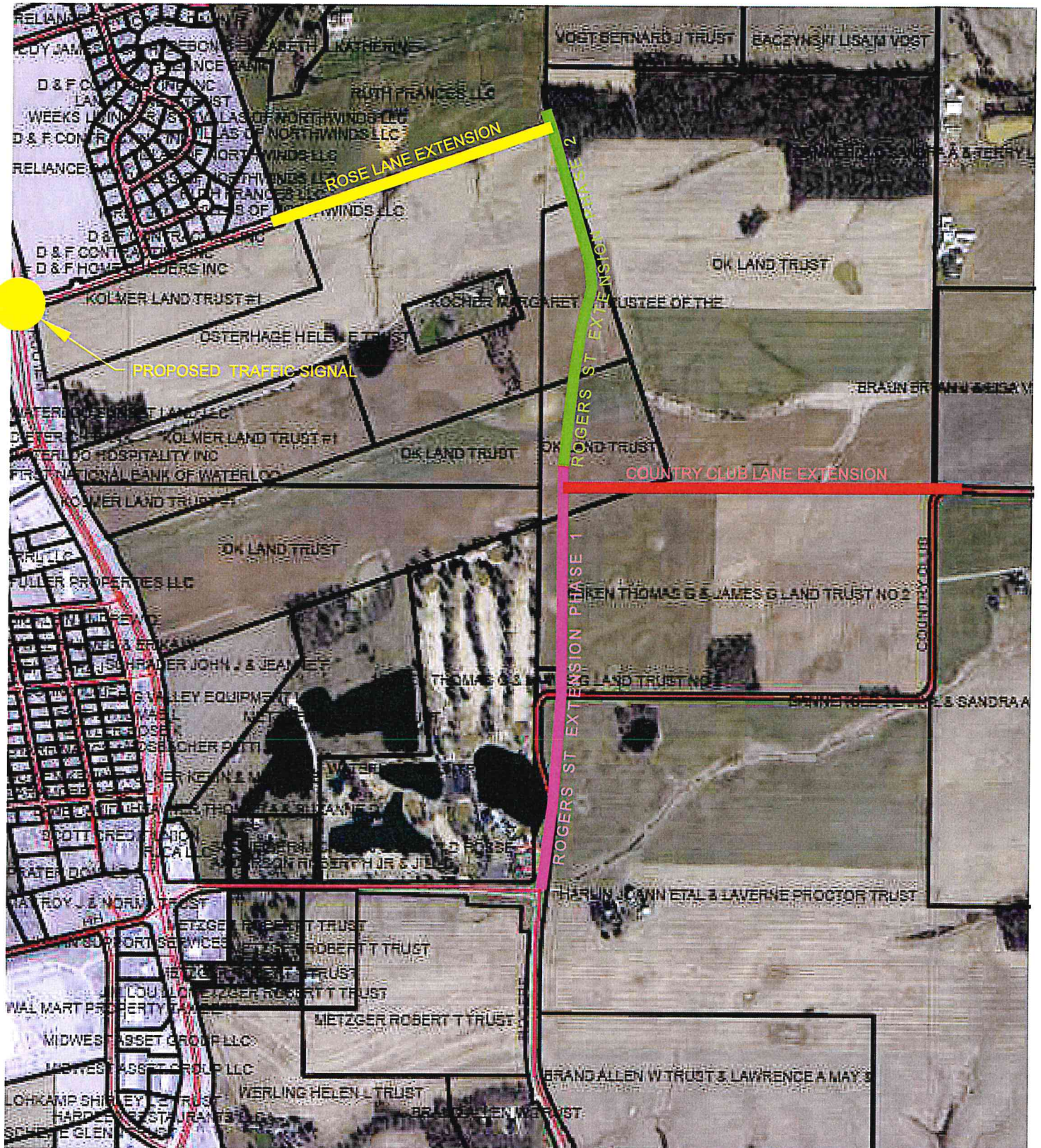
Signature

Date

AWM

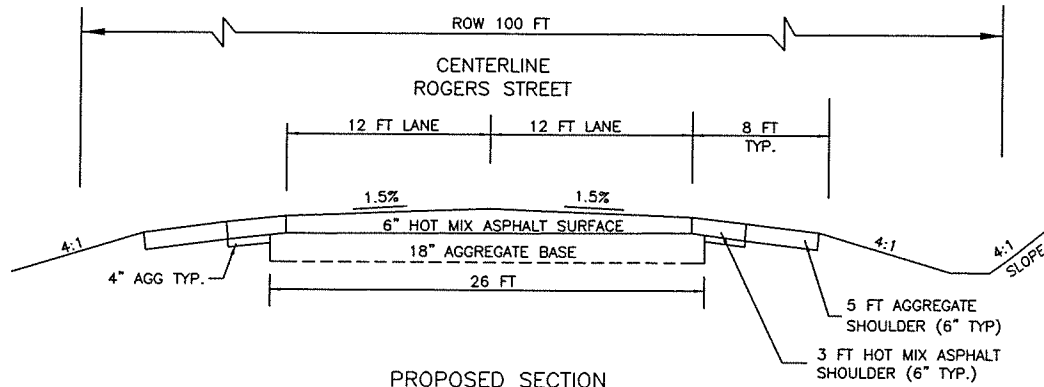
12/03/21

MONROE COUNTY HIGHWAY

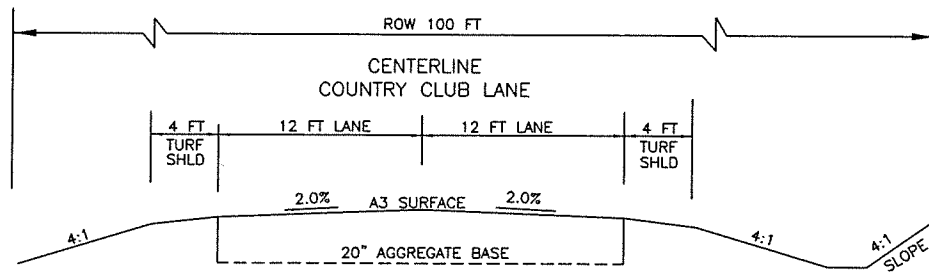


0 1,000 Feet

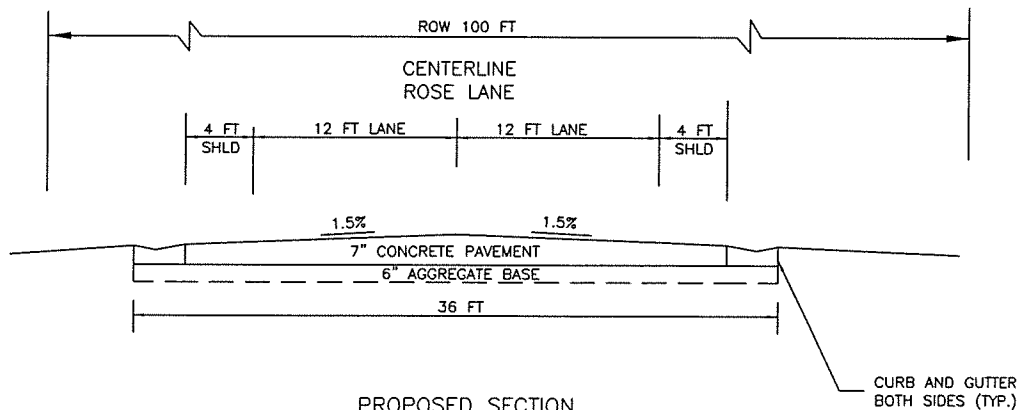
THIS MAP IS NOT A LEGAL SURVEY
USE FOR LOCATION PURPOSES ONLY
PHOTOGRAPHY AS OF SPRING 2015
PARCEL BOUNDARIES AS OF DEC 2014



PROPOSED SECTION
ROGERS STREET
APPROXIMATELY 4800 FT



PROPOSED SECTION
COUNTRY CLUB LANE
APPROXIMATELY 2500 FT



PROPOSED SECTION
ROSE LANE
APPROXIMATELY 1600 FT

ROGERS STREET NORTH
TYPICAL SECTIONS
SECTION: 21-00086-XX-FP
MONROE COUNTY, IL

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 18, 2022
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on a Special Event Permit Application from Waterloo Citizens for a Pool for their Annual 5K Walk/Run to be held on March 19, 2022, 6:00 a.m. to 2:00 p.m., to include the closure of Third Street between Main and back corner of the Oddfellows Building from 7:00 a.m. to 11:00 a.m.

3. Relief or action to be requested:
Approval.

4. Submittal date: Tabled from 12-20-21

Submitted by: _____
Celeste Breitwiser, WCP Treasurer

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

SPECIAL EVENT PERMIT APPLICATION

Instructions to Applicant:

- The following information must be completed and submitted to the City Clerk's Office at the Waterloo City Hall.
- **Application Fee: None**
- Special Event Permit Applications **must be submitted sixty (60) days prior to the date of requested event** to allow for proper time to process with all city departments.
- All damages to property and equipment shall be billed to the applicant and shall be paid by said applicant upon receipt.
- A **Pre-Event Meeting** may be required prior to approval by City Council.

1. Event Name / Type: Waterloo Citizens for a Pool 5k / Walk
 Location of Event: Various Streets; and, Third Street closure between Market/main.
2. Set-Up Clean-Up
 Date / Time: 3/19/22 6:00am Date / Time: 3/19/22 2:00pm
DATE TIME DATE TIME
3. Event Beginning Event Ending
 Date / Time: 3/19/22 6:00am Date / Time: 3/19/22 2:00pm
DATE TIME DATE TIME
4. Organization Name: Waterloo Citizens for a Pool (WCP)
 Mailing Address: PO Box 116 Waterloo IL 62298
Street City State Zip
 Phone Number: _____ Email Address: Waterloocitizensforapool@gmail.com
 Not For Profit Status: Yes ☒ No _____ ID # 17053132331017 (DLN)
 EIN 81-5673926
5. Person in Charge of Event: Celeste Breitwiser - WCP Treasurer
 Mailing Address: _____
Street City State Zip
 Cell Phone Number: _____ Email Address: _____
6. Secondary Contact Person: Amy Grandcolas - WCP President
 Mailing Address: _____
Street City State Zip
 Cell Phone Number: _____ Email Address: _____

THE FOLLOWING INFORMATION MUST BE PROVIDED BEFORE APPLICATION WILL BE PROCESSED.

A. Narrative of Event: <u>5K & Fun Run</u>	
B. Number of People Expected: <u>300</u>	
C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans / dumpster, sanitary facilities, barricades and street closures. Attached <input checked="" type="checkbox"/>	
D. Will there be inflatable jumpers/bounce houses or amusement rides: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> • If yes, <u>Proof of Liability Insurance must include inflatables.</u>	
E. Liquor License information for beer sales (hours of sale and license number):	
F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system): <u>- Third Street closed between market & main</u> <u>- Police Car to help with traffic at Section (12) on map</u>	


Proof of Liability Insurance must be provided 14 days after approval or 14 days prior to the event whichever is sooner. If the event is held on City property, the City of Waterloo **must** be named as an additional insured with Comprehensive General Liability limits of not less than \$1,000,000 combined single limit, each occurrence / \$2,000,000 aggregate.

Received _____ Date _____

Special Event Organizer(s) must also provide for the sanitary collection of all refuse, litter, and garbage generated by patrons attending the event, and removal of all such waste materials from the location of the event and surrounding areas, including Courthouse trash cans if applicable, on the day of the event.

Signage: As part of the approval of this Special Event Permit, temporary signs for said Special Event shall be permitted as provided for in the City Sign Ordinance.

I agree to abide by the rules and certify that I, on behalf of the applicant or organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Waterloo. I also understand that acceptance of application should in no way be construed as a final approval/confirmation of this request.


Signature of person in charge of event

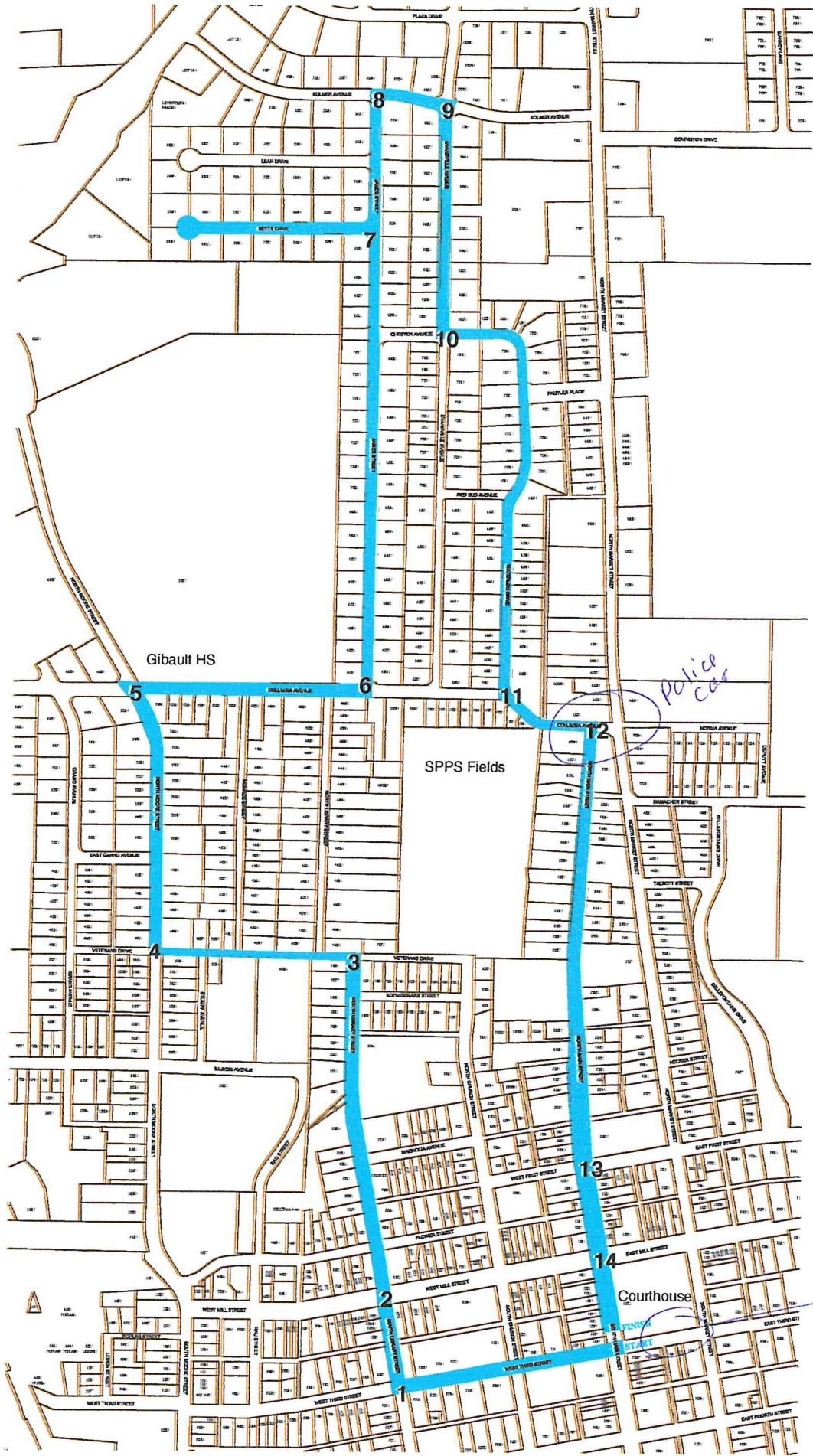
12.8.21
Date of Submission

For office use only

"Special Events Permits" shall go before the City Council for approval.

Approved by City Council: Yes ☐ No ☐ Date _____

Zoning Department ☐ Mayor's Office ☐ Police Department ☐
DPW / Street Department (for street closings, signalization, and detour routes) ☐ / Electric Department ☐



Police car

street closed.



CERTIFICATE OF INSURANCE

This certifies that

- ☒ STATE FARM FIRE AND CASUALTY COMPANY, Bloomington, Illinois
☐ STATE FARM GENERAL INSURANCE COMPANY, Bloomington, Illinois
☐ STATE FARM FIRE AND CASUALTY COMPANY, Scarborough, Ontario
☐ STATE FARM FLORIDA INSURANCE COMPANY, Winter Haven, Florida
☐ STATE FARM LLOYDS, Dallas, Texas

insures the following policyholder for the coverages indicated below:

Policyholder Waterloo Citizens for a Pool

Address of policyholder PO Box 116

Location of operations Waterloo, Illinois 62298

Description of operations Business Policy

The policies listed below have been issued to the policyholder for the policy periods shown. The insurance described in these policies is subject to all the terms, exclusions, and conditions of those policies. The limits of liability shown may have been reduced by any paid claims.

POLICY NUMBER	TYPE OF INSURANCE	POLICY PERIOD		LIMITS OF LIABILITY (at beginning of policy period)
		Effective Date	Expiration Date	
93-KH-X794-8	Comprehensive Business Liability	09/01/2021	09/01/2022	BODILY INJURY AND PROPERTY DAMAGE
This insurance includes:	<input checked="" type="checkbox"/> Products - Completed Operations			Each Occurrence \$ 1,000,000.00
	<input checked="" type="checkbox"/> Contractual Liability			General Aggregate \$ 2,000,000.00
	<input checked="" type="checkbox"/> Personal Injury			Products - Completed Operations Aggregate \$ 2,000,000.00
	<input checked="" type="checkbox"/> Advertising Injury			
	<input type="checkbox"/>			
	EXCESS LIABILITY	POLICY PERIOD		BODILY INJURY AND PROPERTY DAMAGE (Combined Single Limit)
	<input type="checkbox"/> Umbrella	Effective Date	Expiration Date	Each Occurrence \$
	<input type="checkbox"/> Other			Aggregate \$
	Workers' Compensation and Employers Liability	POLICY PERIOD		Part I - Workers Compensation - Statutory
		Effective Date	Expiration Date	Part II - Employers Liability
				Each Accident \$
				Disease - Each Employee \$
				Disease - Policy Limit \$
POLICY NUMBER	TYPE OF INSURANCE	POLICY PERIOD		LIMITS OF LIABILITY (at beginning of policy period)
		Effective Date	Expiration Date	

THE CERTIFICATE OF INSURANCE IS NOT A CONTRACT OF INSURANCE AND NEITHER AFFIRMATIVELY NOR NEGATIVELY AMENDS, EXTENDS OR ALTERS THE COVERAGE APPROVED BY ANY POLICY DESCRIBED HEREIN.

Name and Address of Certificate Holder

mailing to mail a written notice to the certificate holder.

30 days before cancellation. If however, we fail to mail such notice, no obligation or liability will be imposed on State Farm or its agents or representatives.

Signature of Authorized Representative

Chuck Pittman

07/22/2021

Title

Date

Agent

Agent Name

Telephone Number (618) 939-9555

Agent's Code Stamp

Agent Code 13-9B8E

AFO Code 03

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.



ADDITIONAL INSURED — DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM

SCHEDULE

Policy Number: 93-KH-X794-8

Named Insured:

WATERLOO CITIZENS FOR A POOL

PO BOX 116

WATERLOO IL 62298-0116

Name And Address Of Additional Insured Person Or Organization:

CITY OF WATERLOO

100 S Main St

Waterloo IL 62298-1322

1. **SECTION II — WHO IS AN INSURED** of **SECTION II — LIABILITY** is amended to include, as an additional insured, any person or organization shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

- a. **Premises And Ongoing Operations**

Your acts or omissions or the acts or omissions of those acting on your behalf:

- (1) In connection with your premises; or
 - (2) In the performance of your ongoing operations; or

- b. **Products-Completed Operations**

"Your work" performed for that additional insured and included in the "products-completed operations hazard".

2. Any insurance provided to the additional insured shall only apply with respect to a claim made or a "suit" brought for damages for which you are provided coverage.
3. **Primary Insurance.** The insurance afforded the additional insured shall be primary insurance. Any insurance carried by the additional insured shall be noncontributory with respect to coverage provided by you.

All other policy provisions apply.

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 18, 2022
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on Approval of the Scooter's Site Plan.

3. Relief or action to be requested:
Approval.

4. Submittal date: 01-10-22

Submitted by: _____
Nathan Krebel, Subdivision & 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

THOMAS G. SMITH, Mayor
MECHELLE CHILDERS, Clerk
BRAD A. PAPENBERG, Treasurer



Nathan Krebel
Zoning Administrator
Building Inspector
100 West Fourth Street
Waterloo, Illinois 62298
(618) 939-8600 ext. 212

To: Mayor Smith – City Council

From: Nathan Krebel

Date: 1-14-2022

Re: Scooter's Site Plan

The 1/07/2022 commercial site plan for Scooter's Coffee Drive-Thru has met the following building/zoning regulations:

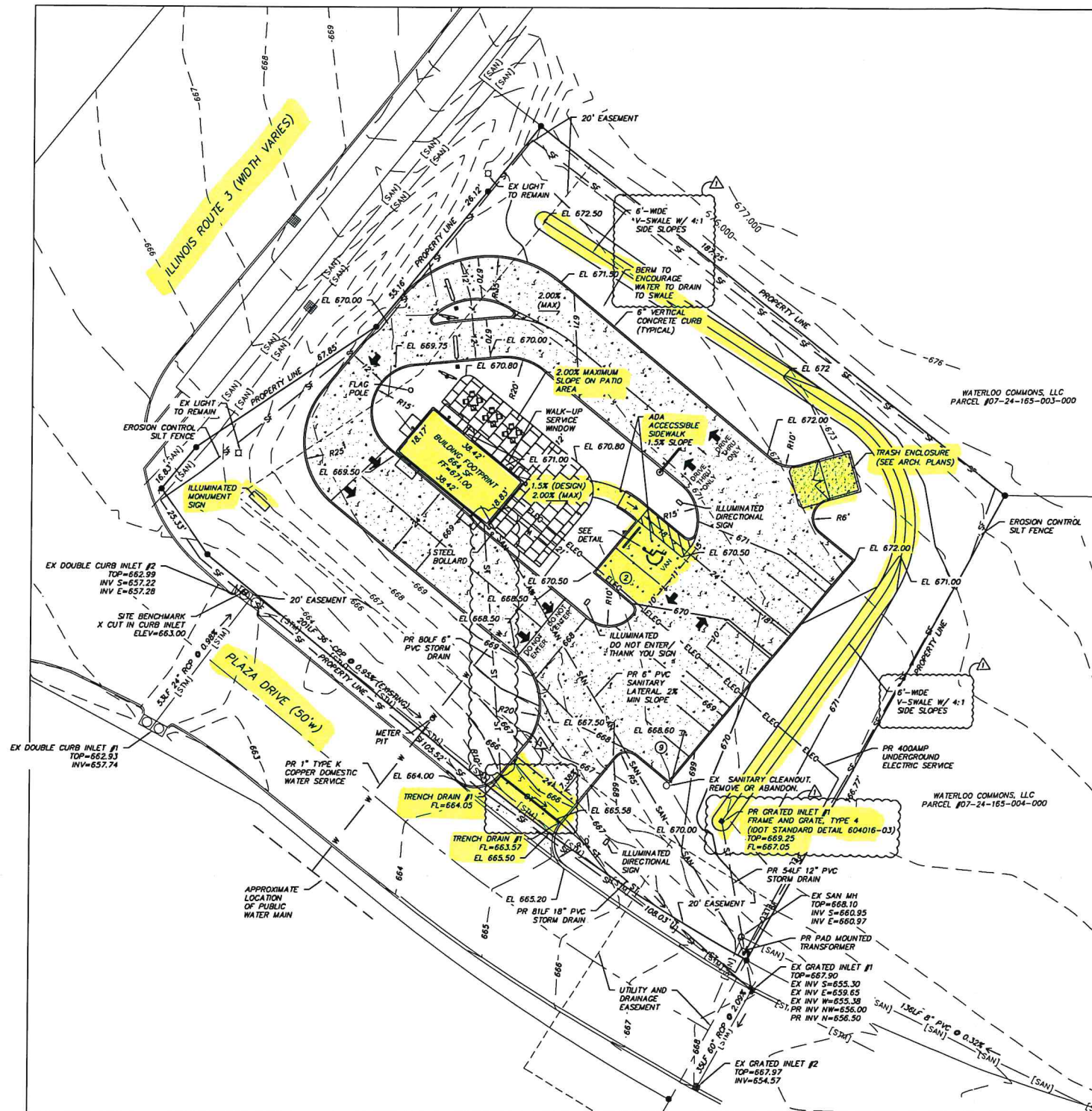
- Building is located in correct setback locations.
- Storm water drainage has been reviewed and approved by HMG and IDOT.
- Entrance has correct minimum width and has been IDOT approved.
- Minimum required parking spaces.
- Minimum accessible parking spaces.
- Accessible path of travel to building from the accessible parking space.
- Minimum stackable parking.
- Outdoor seating meets ADA requirements.
- Refuse enclosure area.
- Monument sign is located in correct setback locations.

I recommend approval of the Scooter's site plan.

Respectfully,

A handwritten signature in black ink that reads "Nathan Krebel". The signature is written in a cursive style with a horizontal line underneath it.

Nathan Krebel
Zoning/Subdivision Administrator



PROPOSED SITE

20'-SCALE
0' 10' 20'
SCALE: 1"=20'

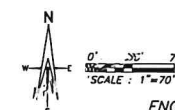
UTILITIES NOTE
UNDERGROUND FACILITIES, STRUCTURES AND UTILITIES HAVE BEEN PLOTTED FROM AVAILABLE SURVEYS AND RECORDS, AND THEREFORE THEIR LOCATIONS MUST BE CONSIDERED APPROXIMATE ONLY. IT IS POSSIBLE THERE MAY BE OTHERS, THE EXISTENCE OF WHICH IS NOT KNOWN OR SHOWN.

811
Know what's below. 811 before you dig.

TOTAL AREA
35,644± S.F.
0.82± AC.

LEGEND

- PROPOSED CONCRETE PAVEMENT
- ELEC- PROPOSED ELECTRIC SERVICE
- W- PROPOSED WATER SERVICE
- SAN- PROPOSED SANITARY SERVICE
- ST- PROPOSED STORM DRAIN
- SF- EROSION CONTROL SILT FENCE



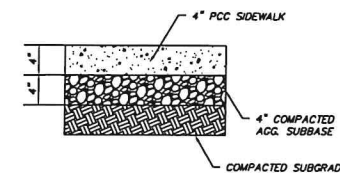
ENGINEER'S CERTIFICATE

THIS IS TO CERTIFY THAT SHERRILL ASSOCIATES, INC. AT THE REQUEST AND FOR THE EXCLUSIVE USE OF SCHWARTZ GROUNDS LLC HAS PREPARED THIS PROPOSED SITE PLAN FROM RECORD SOURCES AND ACTUAL FIELD SURVEY PERFORMED IN SEPTEMBER 2021.

Wilson D. Waggoner 1/7/22
WILSON D. WAGGONER, P.E. 062-070011
IN THE STATE OF ILLINOIS
EXPIRES 02-28-2022

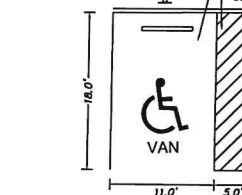


PROVIDE TOoled CONTROL JOINTS AT 4' O.C. (25% SLAB THICKNESS) & CONSTRUCTION JOINTS AT 24' O.C. UNLESS OTHERWISE NOTED



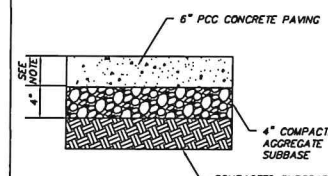
CONCRETE SIDEWALK SECTION
NOT TO SCALE

HANDICAP VAN ACCESSIBLE SIGN
HANDICAP STALL AISLE AND ACCESSIBLE PATH TO MEET ADA COMPLIANCE WITH MAXIMUM 2.00% SLOPES

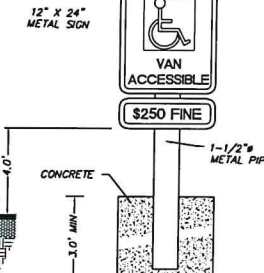


ADA STALL AND SIDEWALK DETAIL
NOT TO SCALE

NOTE:
5" PCC CONCRETE PAVING AT PARKING STALLS
6" PCC CONCRETE PAVING AT DRIVE AISLES



CONCRETE PAVING SECTION
NOT TO SCALE



ACCESSIBLE PARKING SIGN
NOT TO SCALE

PROPOSED SITE PLAN
808 NORTH ILLINOIS ROUTE 3
WATERLOO, ILLINOIS 62298

SCHWARTZ GROUNDS, LLC
443 BRELLINGER ST.
COLUMBIA, IL 62236

Title:



SHERRILL ASSOCIATES

Surveyors - Engineers
- Planners

ILLINOIS DESIGN FIRM
#184-001238

MISSOURI DESIGN FIRM
#001332

316 N Main Street
Edwardsville, IL 62025
TEL: (618) 656-9251

DISCLAIMER OF RESPONSIBILITY
I hereby specify that the documents intended to be authenticated by my seal are limited to this sheet, and I hereby disclaim any responsibility for all other Drawings, Specifications, Estimates, Reports or other Documents or instruments relating to or intended to be used for any part or parts of the engineering project or survey.

REVISION	DATE	CODE	COMMENTS
1	1/7/22		

PROJECT NO. 2163001

DRAWN AJN SCALE SEE PLAN

CHECKED WDW DATE 11/29/2021

C1.0

SHEET 2 OF 4

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 18, 2022
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on a Special Event Permit Application from Crafted In
The Loo for a Pop-Up Coffee Bar at 111 N. Main Street, on February 05, 2022,
8 a.m. to 4 p.m., with the closure of two front parking spots at that location.

3. Relief or action to be requested:
Approval.

4. Submittal date: 01-13-22

Submitted by:
Summer Jackson, Crafted In The Loo

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



CITY OFFICES
100 West Fourth Street
Waterloo, Illinois 62298
(618) 939-8600

SPECIAL EVENT PERMIT APPLICATION

Instructions to Applicant:

- The following information must be completed and submitted to the City Clerk's Office at the Waterloo City Hall.
- **Application Fee: None**
- Special Event Permit Applications **must be submitted sixty (60) days prior to the date of requested event** to allow for proper time to process with all city departments.
- All damages to property and equipment shall be billed to the applicant and shall be paid by said applicant upon receipt.
- A **Pre-Event Meeting** may be required prior to approval by City Council.

1. Event Name / Type: Open House
Location of Event: 111 N Main Street, Waterloo, IL 62298
2. Set-Up
Date / Time: 02 /05/22 9:00AM Clean-Up
Date / Time: 02 /05/22 3:00 PM
DATE TIME DATE TIME
3. Event Beginning
Date / Time: 02 /05/22 10:00AM Event Ending
Date / Time: 02 /05/22 2:00PM
DATE TIME DATE TIME
4. Organization Name: Crafted In The Loo
Mailing Address: 111 N Main Street, Waterloo, IL 62298
Street City State Zip
Phone Number: (618) 504-2205 Email Address: craftedintheloo@gmail.com
Not For Profit Status: Yes ☐ No ☒ ID #
5. Person in
Charge of Event: Summer Jackson
Mailing Address:
Street City State Zip
Cell Phone Number: Email Address: craftedintheloo@gmail.com
6. Secondary
Contact Person: Paige Hewett
Mailing Address:
Street City State Zip
Cell Phone Number: Email Address:

THE FOLLOWING INFORMATION MUST BE PROVIDED BEFORE APPLICATION WILL BE PROCESSED.

A. Narrative of Event:	
Pop up coffee trailer in the front 2 parking spots of Crafted in the Loo. The trailer is 17 feet long. The trailer will serve specialty coffee and hot chocolate to guest shopping at Crafted in the Loo.	
B. Number of People Expected:	
C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans / dumpster, sanitary facilities, barricades and street closures. Attached <input checked="" type="checkbox"/>	
D. Will there be inflatable jumpers/bounce houses or amusement rides: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> • If yes, <u>Proof of Liability Insurance must include inflatables.</u>	
E. Liquor License information for beer sales (hours of sale and license number): n/a	
F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system): Electrical -if not available we can bring a generator	

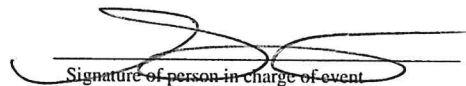
Proof of Liability Insurance must be provided 14 days after approval or 14 days prior to the event whichever is sooner. If the event is held on City property, the City of Waterloo **must** be named as an additional insured with Comprehensive General Liability limits of not less than \$1,000,000 combined single limit, each occurrence / \$2,000,000 aggregate.

Received _____ Date _____

Special Event Organizer(s) must also provide for the sanitary collection of all refuse, litter, and garbage generated by patrons attending the event, and removal of all such waste materials from the location of the event and surrounding areas, including Courthouse trash cans if applicable, on the day of the event.

Signage: As part of the approval of this Special Event Permit, temporary signs for said Special Event shall be permitted as provided for in the City Sign Ordinance.

I agree to abide by the rules and certify that I, on behalf of the applicant or organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Waterloo. I also understand that acceptance of application should in no way be construed as a final approval/confirmation of this request.


Signature of person in charge of event

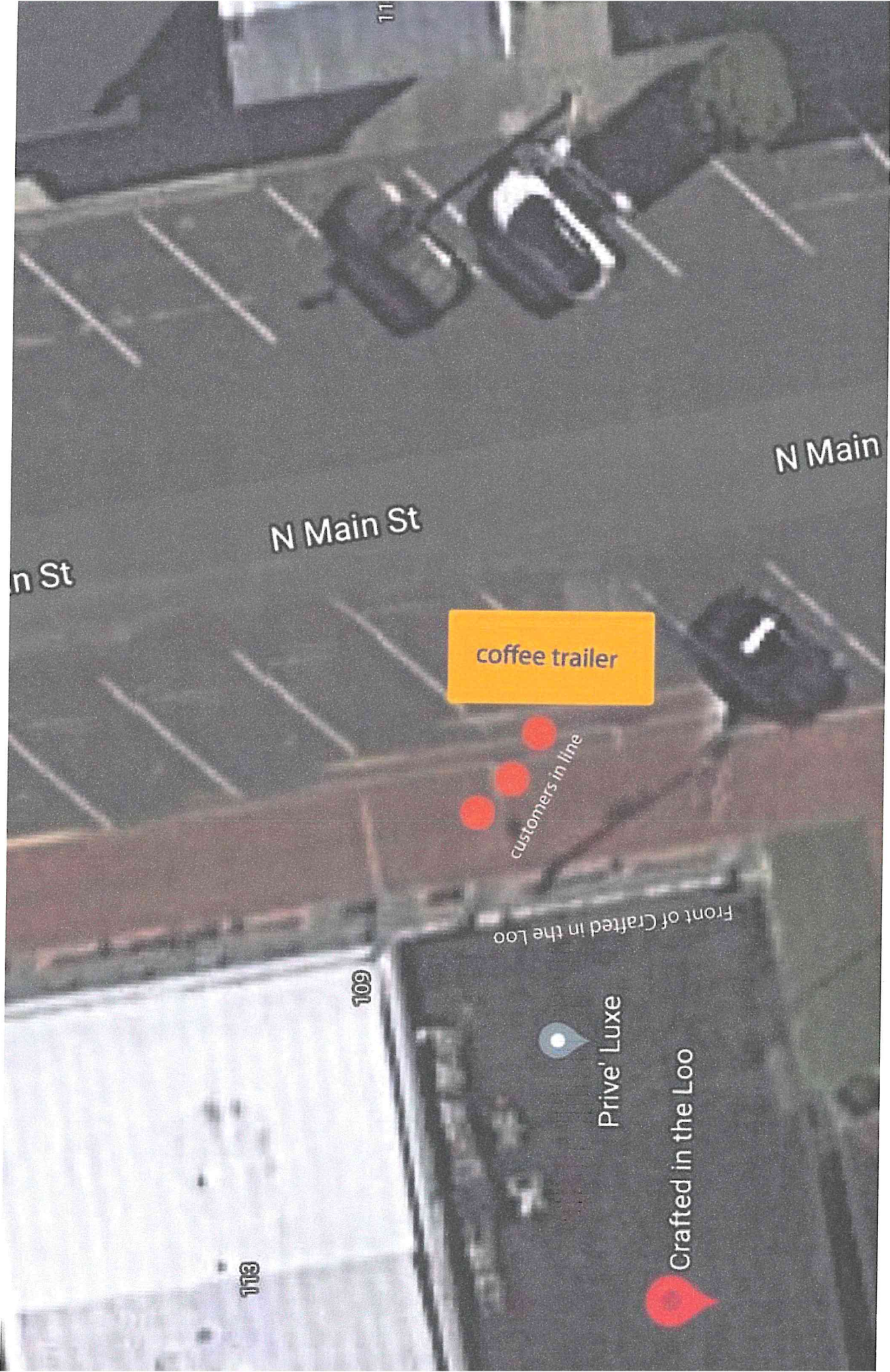
11/13/22
Date of Submission

For office use only

"Special Events Permits" shall go before the City Council for approval.

Approved by City Council: Yes ☐ No ☐ Date _____

Zoning Department <input type="checkbox"/>	Mayor's Office <input type="checkbox"/>	Police Department <input type="checkbox"/>
DPW / Street Department (for street closings, signalization, and detour routes) <input type="checkbox"/> / Electric Department <input type="checkbox"/>		





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/26/2021

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

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


PRODUCER Hiscox Inc. 520 Madison Avenue 32nd Floor New York, NY 10022	CONTACT NAME: PHONE (A/C, No, Ext): (888) 202-3007 E-MAIL ADDRESS: contact@hiscox.com FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Hiscox Insurance Company Inc INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 10200
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COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		UDC-4941916-CGL-21	08/26/2021	08/26/2022	EACH OCCURRENCE \$ 1,000,000
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000						
	MED EXP (Any one person) \$ 5,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$
							AGGREGATE \$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Waterloo as additional insured

CERTIFICATE HOLDER City of Waterloo 100 West 4th St Waterloo IL 62298	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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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 18, 2022
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on the Proposed Collective Bargaining Agreement
Between the Illinois Fraternal Order of Police Labor Council and the City of
Waterloo, Illinois for the Term of January 1, 2022 through December 31, 2024.

3. Relief or action to be requested:
Approval.

4. Submittal date: 01-14-22

Submitted by: _____
Mayor Tom Smith

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