

WATERLOO CITY COUNCIL

Regular Meeting Agenda

Location: Waterloo City Hall - Council Chambers
100 W. Fourth St., Waterloo, IL
Date: Monday, March 18, 2024
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. Beautification Check Presentation to Michelle Miller for Property Located at 106 Plaza Drive.
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. 24-09 Approving MFT Funds in the Amount of Five Hundred Thousand Dollars (\$500,000.00) for the period of May 01, 2024 through April 30, 2025.
11. Unfinished Business.
12. Miscellaneous Business.
 - A. Consideration and Action on Approval of the Reappointment of Mr. Allen Jacobs as Trustee to the Waterloo Cemetery Board for a Three-Year Term to Expire 04-01-27.
 - B. Consideration and Action on a Solicitation Request from the Waterloo Lions Club for their Annual Diabetes Day Fundraiser to be held on Friday, April 26, 2024, 7:00 a.m. to 3:00 p.m., at the Intersections of Main / Mill and Rogers / Hamacher.
 - C. Consideration and Action on a Special Event Permit Application from the Monroe County Arts Alliance for their Annual Chalk-A-Lot Event to be held on Saturday, September 14, 2024, 8:00 a.m. to 5:00 p.m., including the closure of Mill Street between Main and Market beginning on Friday, September 13, 2024 at 5:00 p.m. for set-up until Sunday, September 15, 2024 at 5:00 p.m. for viewing.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
14. Motion to Adjourn.

DATES TO REMEMBER

Mar. 21, 2024 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
Mar. 26, 2024 – American Legion Meeting, Waterloo City Hall: 2nd Floor Meeting Room, 7:00 p.m.
Mar. 29, 2024 – City Offices Closed in Observance of Good Friday.
April 01, 2024 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
April 08, 2024 – Planning Commission Meeting, Waterloo City Hall: Council Chambers, 7:00 p.m.
April 09, 2024 – Sister Cities Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
April 10, 2024 – Park District Meeting, Waterloo City Hall: 2nd Floor Meeting Room, 7:00 p.m.
April 15, 2024 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
April 18, 2024 – Zoning Board of Appeals Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
April 23, 2024 – American Legion Meeting, Waterloo City Hall: 2nd Floor Meeting Room, 7:00 p.m.

**MINUTES OF THE
CITY COUNCIL MEETING
MARCH 04, 2024**

1. The meeting was called to order by Mayor Darter at 7:30 p.m.
2. The following Aldermen were present: Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Row, and Most.
3. Pledge of Allegiance led by Mayor Stan Darter.
4. Correction or Withdrawal of Agenda Items by Sponsor. None.
5. Approval of Minutes as Written or Amended.
Approval of the February 20, 2024, City Council Meeting Minutes.
Motion made by Alderman Kyle Buettner and seconded by Alderman Row to approve the February 20, 2024, City Council Meeting Minutes.
Motion passed unanimously with Aldermen Kyle Buettner, Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting 'aye'.
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.
All work has been completed at the West Mill Trailer Park.
 - 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. Waterloo Beautification Check Presentation to Petri Insurance Agency.
 2. Appointment of Mrs. Sarah Craig as Human Resources Coordinator effective March 15, 2024. The appointment was approved unanimously with Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Row, and Most voting 'aye'.
8. Report of Standing Committees. None.
9. Report of Special Committees. None.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Resolution No. 24-08 Ratifying and Authorizing the Disbursement of \$3,399.26 for the Payment of Unpaid Real Estate Taxes on City-Owned Property Located at 500-506 W. Mill Street, Waterloo, Illinois.
Motion made by Alderman Hopkins and seconded by Alderman Matt Buettner to

accept Resolution No. 24-08 Ratifying and Authorizing the Disbursement of \$3,399.26 for the Payment of Unpaid Real Estate Taxes on City-Owned Property Located at 500-506 W. Mill Street, Waterloo, Illinois.

Comments: The property was purchased with the understanding that the City would pay the real estate taxes.

Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Row, Most, Vogt, and Matt Buettner voting ‘aye’.

11. Unfinished Business. None.

12. Miscellaneous Business.

A. Consideration and Action on Warrant No. 635.

Motion made by Alderman Most and seconded by Alderman Vogt to approve Warrant No. 635. Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Row voting ‘aye’.

B. Consideration and Action on Fair Solar Credit Rate of \$0.0536 for the Period of March 01, 2024 through February 28, 2025.

Motion made by Alderman Row and seconded by Alderman Hopkins to approve the Fair Solar Credit Rate of \$0.0536 for the Period of March 01, 2024 through February 28, 2025.

Comments: The Fair Solar Credit is calculated by the IMEA and is given to customers who produce more energy than they consume.

Motion passed unanimously with Aldermen Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting ‘aye’.

C. Consideration and Action on Approval of the City of Waterloo’s Annual \$7,500.00 Contribution to Western Egyptian.

Motion made by Alderman Kyle Buettner and seconded by Alderman Hopkins to approve the City of Waterloo’s Annual \$7,500.00 Contribution to Western Egyptian.

Comments: None.

Motion passed unanimously with Aldermen Kyle Buettner, Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, and Charron voting ‘aye’.

D. Consideration and Action on a Solicitation Request from the Metzger-Crook VFW Post #6504 for their Annual Buddy Poppy Collection to be held on Saturday, April 20, 2024, 8:00 a.m. till 12 noon at the Intersection of Rogers and Hamacher.

Motion made by Alderman Charron and seconded by Alderman Matt Buettner to approve a Solicitation Request from the Metzger-Crook VFW Post #6504 for their Annual Buddy Poppy Collection to be held on Saturday, April 20, 2024, 8:00 a.m. till 12 noon at the Intersection of Rogers and Hamacher.

Comments: None.

Motion passed unanimously with Aldermen Charron, Kyle Buettner, Row, Most, Vogt, Matt Buettner, Hopkins, and Trantham voting ‘aye’.

- E. Consideration and Action on a Special Event Permit Application from Gallagher's Restaurant for a St. Patrick's Day Celebration to be held on March 16 and 17, 2024, 11:00 a.m. to 11:00 p.m., including the Closure of the Parking Spaces in front of 114 W. Mill Street.
Motion made by Alderman Row and seconded by Alderman Kyle Buettner to approve a Special Event Permit Application from Gallagher's Restaurant for a St. Patrick's Day Celebration to be held on March 16 and 17, 2024, 11:00 a.m. to 11:00 p.m., including the Closure of the Parking Spaces in front of 114 W. Mill Street.
Comments: None.
Motion passed unanimously with Aldermen Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting 'aye'.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
Alderman Trantham welcomed Mrs. Sarah Craig as Human Resources Coordinator.
Mayor Darter also welcomed Mrs. Sarah Craig to the City of Waterloo and expressed his pleasure with the cleanup of the West Mill property.
14. Motion to Adjourn made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner.
Motion passed with a unanimous voice vote.
Mayor Darter adjourned the meeting at 7:42 p.m.

Minutes respectfully submitted by Mechelle Childers – City Clerk

**CITY OF WATERLOO, ILLINOIS
COLLECTION REPORT**

	2022-2023	2023-2024	%			%	2022-2023	2023-2024	%
	ACTUAL	BUDGETED	INCREASE/	2023	2024	INCREASE/	FISCAL	FISCAL	INCREASE/
	AMOUNT	AMOUNT	DECREASE	FEB	FEB	DECREASE	YTD	YTD	DECREASE
ELEC SALES	10,848,137.04	11,390,000.00	4.99%	930,085.93	792,946.90	-14.74%	9,373,322.13	9,126,731.41	-2.63%
ELEC TAX	265,144.28			22,024.72	18,332.79	-16.76%	228,199.00	222,245.60	-2.61%
ELECT MISC.	360,074.00	262,000.00	27.24%	-34,899.00	-32,337.00	7.34%	151,372.00	597,873.00	294.97%
SUBTOTAL	11,473,355.32	11,652,000.00	1.56%	917,211.65	778,942.69	-15.07%	9,752,893.13	9,946,850.01	1.99%
BEGINNING UNAPPLIED	696,363.28			71,661.58	68,921.40	-3.82%	589,139.41	539,065.35	-8.50%
UNAPPLIED CASH REC'D	180,143.31			6,926.10	11,063.97	59.74%	156,149.32	145,752.72	-6.66%
UNAPPLIED DISBURSED	193,443.19			22,291.94	14,387.27	-35.46%	144,937.27	111,938.43	-22.77%
ENDING UNAPPLIED	683,063.40			56,295.74	65,598.10	16.52%	600,351.46	572,879.64	-4.58%
GAS SALES	3,537,645.77	3,671,000.00	3.77%	645,167.70	431,884.69	-33.06%	2,559,154.36	1,850,479.16	-27.69%
GAS TAX	71,517.14			13,215.39	10,245.94	-22.47%	50,219.93	43,466.62	-13.45%
GAS MISC.	123,806.00	106,700.00	13.82%	-12,570.00	-12,041.00	4.21%	47,413.00	185,884.00	292.05%
SUBTOTAL	3,732,968.91	3,777,700.00	1.20%	645,813.09	430,089.63	-33.40%	2,656,787.29	2,079,829.78	-21.72%
WATER SALES	2,783,427.40	3,420,000.00	22.87%	211,848.81	267,448.98	26.25%	2,300,051.64	3,231,757.79	40.51%
WATER MISC.	803,982.00	73,000.00	-90.92%	-5,387.00	-1,697.00	68.50%	771,280.00	73,302.00	-90.50%
SUBTOTAL	3,587,409.40	3,493,000.00	-2.63%	206,461.81	265,751.98	28.72%	3,071,331.64	3,305,059.79	7.61%
SEWER SALES	1,964,383.08	2,165,000.00	10.21%	149,369.47	158,901.06	6.38%	1,674,758.44	1,862,568.93	11.21%
SEWER MISC.	151,485.00	165,500.00	9.25%	-1,195.00	-4,519.00	-278.16%	104,994.00	132,178.00	25.89%
SUBTOTAL	2,115,868.08	2,330,500.00	10.14%	148,174.47	154,382.06	4.19%	1,779,752.44	1,994,746.93	12.08%
CITY TAX	580,493.06	663,000.00	14.21%	63,210.99	52,381.01	-17.13%	471,788.32	477,781.36	1.27%
MISC.	42,624.00	42,000.00	-1.46%	-8,393.00	-1,945.00	76.83%	19,607.00	89,314.00	355.52%
SUBTOTAL	623,117.06	705,000.00	13.14%	54,817.99	50,436.01	-7.99%	491,395.32	567,095.36	15.41%
REFUSE FEE	891,938.68	989,750.00	10.97%	72,193.74	77,375.93	7.18%	743,510.16	799,415.04	7.52%
VEHICLE STICKER	-	-		-	-		-	-	
FINES	36,524.00	37,000.00	1.30%	3,011.00	2,759.00	-8.37%	30,865.00	32,592.00	5.60%
PERMITS	100,480.00	115,000.00	14.45%	7,438.00	16,912.00	127.37%	82,747.00	76,135.00	-7.99%
INSPECTION FEES	15,100.00	15,000.00	-0.66%	525.00	1,100.00	109.52%	11,575.00	11,275.00	-2.59%
FRANCHISE FEES	125,916.00	120,000.00	-4.70%	-	-		62,938.00	57,301.00	-8.96%
LIQUOR LICENSE	23,612.00	25,000.00	5.88%	501.00	20.00	-96.01%	20,905.00	20,238.00	-3.19%
INFRASTRUCTURE FEE	136,307.00	135,000.00	-0.96%	11,195.00	10,521.00	-6.02%	113,431.00	109,352.00	-3.60%
HOTEL/MOTEL TAX	16,839.00	15,000.00	-10.92%	146.00	1,784.00	1121.92%	11,738.00	28,948.00	146.62%
MISC.	454,779.00	361,005.00	-20.62%	41,223.00	44,749.00	8.55%	353,359.00	522,288.00	47.81%
REPLACEMENT TAX	204,223.00	143,200.00	-29.88%	-	-		165,091.00	127,081.00	-23.02%
COUNTY TAX	320,919.00	341,000.00	6.26%	4,362.00	-	-100.00%	320,919.00	338,525.00	5.49%
SALES TAX	2,944,634.00	2,900,000.00	-1.52%	252,611.00	278,865.00	10.39%	2,424,626.00	2,637,747.00	8.79%
BUSINESS DISTRICT TAX	103,095.00	105,000.00	1.85%	8,705.00	8,362.00	-3.94%	85,063.00	86,684.00	1.91%
CANNABIS USE TAX	17,340.00	19,700.00	13.61%	1,393.00	1,545.00	10.91%	14,404.00	13,884.00	-3.61%
VIDEO GAMING	257,376.00	250,000.00	-2.87%	23,668.00	25,455.00	7.55%	213,432.00	226,945.00	6.33%
INCOME TAX	2,227,915.00	2,163,000.00	-2.91%	203,791.00	205,546.00	0.86%	1,891,638.00	1,872,092.00	-1.03%
SUBTOTAL	7,876,997.68	7,734,655.00	-1.81%	630,762.74	674,993.93	7.01%	6,546,241.16	6,960,502.04	6.33%
MOTOR FUEL TAX	564,457.00	495,000.00	-12.31%	34,460.00	36,713.00	6.54%	494,920.00	445,591.00	-9.97%
MISC.	56,731.00	40,000.00	-29.49%	6,467.00	6,693.00	3.49%	42,784.00	66,607.00	55.68%
SUBTOTAL	621,188.00	535,000.00	-13.87%	40,927.00	43,406.00	6.06%	537,704.00	512,198.00	-4.74%
UTILITY DEPOSITS	97,400.00	-		4,650.00	3,500.00	-24.73%	79,825.00	77,475.00	-2.94%
TOTAL DEPOSITS	30,308,447.76	30,227,855.00	-0.27%	2,655,744.85	2,412,566.27	-9.16%	25,072,079.30	25,589,509.63	2.06%

March 18, 2024

To: Mayor Stan Darter
City Attorney
City Alderpersons

Re: Treasurer's Report

Attached, please find the February 29, 2024 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 7:30 AM – 4:30 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
February 29, 2024

CHECKING ACCOUNT	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
Petty Cash	\$ 485.98	\$ -	\$ -	\$ 485.98
Utility Deposit	31,210.80	3,500.00	10,575.00	24,135.80
General Fund	(2,228,987.61)	1,229,530.74	561,137.30	(1,560,594.17)
Motor Fuel Tax	6,545.61	75,007.76	8,986.74	72,566.63
Water Fund	2,226,447.76	2,803,846.81	2,780,834.86	2,249,459.71
Sewer Fund	660,808.58	162,786.34	119,245.44	704,349.48
Gas Fund	(321,373.61)	446,976.00	1,062,373.10	(936,770.71)
Electric Fund	1,123,845.65	833,619.88	1,178,978.33	778,487.20
Capital Improvements	474,085.28	57,759.14	-	531,844.42
D.A.R.E.	1,463.71	-	1,093.55	370.16
Interest	1,894.64	1,793.60	-	3,688.24
Hotel/Motel Tax	159,687.06	1,784.27	605.00	160,866.33
TOTALS:	\$2,136,113.85	\$5,616,604.54	\$5,723,829.32	\$2,028,889.07

INVESTED FUNDS				
Capital Improvements	\$ 2,057,557.89	-	6,003.01	2,051,554.88
Electric	13,093,721.62	-	38,201.50	13,055,520.12
E-Pay Utility Bills	43,505.49	136,230.27	148,602.21	31,133.55
Farm Account Income	256,656.69	14,247.48	-	270,904.17
Gas	4,195,060.70	-	12,239.28	4,182,821.42
General Fund	9,017,746.69	544,731.39	1,000,000.00	8,562,478.08
Motor Fuel	1,533,390.23	43,398.10	75,000.00	1,501,788.33
Pension Reserve	1,710,447.24	339.75	-	1,710,786.99
Sewer	1,608,975.58	-	4,694.26	1,604,281.32
Utility Deposits	328,294.78	-	957.81	327,336.97
Water	665,771.06	-	1,942.42	663,828.64
Total Invested Funds:	\$34,511,127.97	\$738,946.99	\$1,287,640.49	\$33,962,434.47
Total All City Funds:	\$36,647,241.82	\$6,355,551.53	\$7,011,469.81	\$35,991,323.54

Pension Obligations	As of Date	Amount
Unfunded Actuarial Accrued Liability - IMRF	12/31/2021	-\$3,138,102.00
Unfunded Actuarial Accrued Liability - Police	4/30/2022	\$4,748,246.00
Total Unfunded Liability		\$1,610,144.00

Respectfully Submitted,

Brad A. Papenberg

Brad A. Papenberg
City Treasurer

Zoning Department Monthly Report 2-29-2024													
	January	February	March	April	May	June	July	August	September	October	November	December	Total
Residential Building Permits Issued:													
2024	1	1											2
2023	1	4	2	4	6	2	1	2	0	2	4	2	30
2022	7	3	5	5	2	5	5	2	5	2	4	1	46
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:													
2024	6	3											9
2023	4	3	11	7	3	8	4	10	3	15	3	6	77
2022	1	2	9	7	8	6	5	16	7	2	4	3	70
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:													
2024	1	3											4
2023	3	3	4	2	0	0	4	2	3	1	0	8	30
2022	2	4	2	2	1	2	1	3	1	0	2	2	22
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 Premits Issued:													
2024	8	3											11
2023	1	1	0	3	2	2	4	3	1	7	7	3	34
2022	3	2	3	5	2	1	3	3	0	3	3	1	29
2021	0	1	4	5	4	3	8	6	0	5	1	4	41
Sign Permits Issued:													
2024	2	1											3
2023	4	2	8	1	1	2	0	0	0	0	0	2	20
2022	2	2	0	5	0	0	0	2	2	0	4	0	17
2021	1	0	1	1	3	0	1	1	1	1	2	2	14
												TOTAL	29

[illegible]

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:

March 18, 2024

(Date)

2. Description of matter to be placed on agenda:

Beautification Check Presentation to Michelle Miller for Property Located at 106
Plaza Drive.

3. Relief or action to be requested:

Check Presentation.

4. Submittal date: 03-14-24

Submitted by:

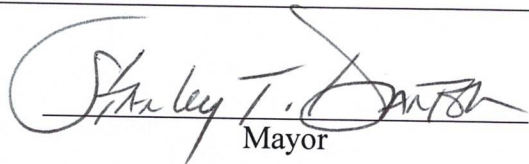
Nathan Krebel, Subdivision & Zoning Administrator

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



WATERLOO BEAUTIFICATION PROGRAM APPLICATION INSTRUCTIONS AND REVIEW PROCESS

The building owner must complete the attached Waterloo 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 Waterloo 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:	<u>Michelle Miller</u>			
	Name	Telephone #		
Applicant Address:				
	No.	Street	City	State Zip Code
Name of Business:	<u>Family Kitchen (renters)</u>			
Business Description:	<u>Restaurant.</u>			
				Business Phone #
Business Address:	<u>106 Plaza Drive, Waterloo, IL. 62298</u>			

Please check "Yes" or "No" for each question below:		Yes	No
Are you or your business delinquent on any fee obligations?			XXXX
Are you or your business delinquent on any tax obligations?			XXXX



CITY OFFICES
100 West Fourth Street
Waterloo, Illinois 62298
618.939.8600
Stanley T Darter, Mayor

Total project cost: \$2,750.00

Funds requested: \$1,375.00 NAK

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

Start date: January 29, 2024

Completion date: January 29, 2024

Project description: (attach additional pages if necessary)

The project is a new awning. Awning material - same as what was there before. Butler Shoe Repair and Alterations, etc. will be doing the work.

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 Beautification Program, under which matching funds may be provided.**

Michelle Miller
Applicant Signature

1/10/2024
Date

Recipient's Name to be on Reimbursement Check: Michelle Miller

CITY OF WATERLOO USE ONLY

APPROVED - BUILDING INSPECTOR

Nathaniel
Authorized signature

1-16-2024
Date

APPROVED - BEAUTIFICATION COMMITTEE

Jim Chan
Authorized signature

1-16-2024
Date

Butler Hill Shoe Repair & Alterations
4034 Butler Hill Rd
St Louis, MO 63129
Aleksandr Korshunov
314-845-3652

Date: 01/ 09/ 2024 .

Work Confirmation Receipt

This letter is to confirm that the described work below was completed by Butler Hill Shoe Repair & Alterations:

Total Amount of Job: \$2,750.00

Customer's name: Michelle Miller

Customer's phone number: 618-593-1418

For questions and confirmations please call at: 314-845-3652 (M-F 9:00am-5:30pm), ask for Aleksandr.

Please have the reference number available while calling: #5250

remanufacturing the cover for the awning.

*Paid in full
Aleksandr Korshunov
314-845-3652*

//Upper part – for customer, lower part – for repairer

Work completed by Butler Hill Shoe Repair & Alterations:

Total Amount of Job: \$2,750.00

Customer's name: Michelle Miller

Customer's phone:

Date: 01/ 09/ 2024 Ticket #: 5250

AFFIDAVIT OF COMPLIANCE WITH PREVAILING WAGE ACT

WHEREAS, Michelle Miller, has been awarded a "facade grant" by the City of Waterloo, Illinois; and,

WHEREAS, the Prevailing Wage Act of the State of Illinois and judicial interpretation thereof, requires that recipients of municipal grants pay laborers, mechanics and other workers the general prevailing rate of hourly wages for work performed on projects financed by municipalities (see 820 ILCS 130, Prevailing Wage Act); and,

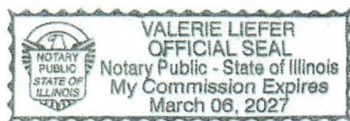
WHEREAS, Michelle Miller, now seeks reimbursement for work performed pursuant to the "facade grant" program; and,

WHEREAS, it is necessary before reimbursement is made that the recipient of the grant affirm that wages were paid pursuant to the Prevailing Wage Act of the State of Illinois:

THEREFORE, Michelle Miller, being first duly sworn states that he/she paid laborers, mechanics and other workers who performed on the project for which a "facade grant" reimbursement is sought, pursuant to the Prevailing Wage Act of the State of Illinois and according to the most recent Monroe County Prevailing Wages (list attached hereto but subject to change from time to time)

Michelle Miller
Grantee

Subscribed and sworn to before me this 11th day of March, 2024
in Monroe County, Illinois.



Valerie Liefer
Notary Public

Family Kitchen – 106 Plaza Drive 1-16-2024







Final 3-14-2024



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:

March 18, 2024

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Resolution No. 24-09 Approving MFT Funds in the Amount of Five Hundred Thousand Dollars (\$500,000.00) for the period of May 01, 2024 through April 30, 2025.

3. Relief or action to be requested:

Approval.

4. Submittal date: 03-15-24

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



District	County	Resolution Number	Resolution Type	Section Number
8	Monroe		Original	25-00000-00-GM

BE IT RESOLVED, by the _____ Council _____ of the _____ City _____ of _____
Governing Body Type Local Public Agency Type
City of Waterloo Illinois that there is hereby appropriated the sum of _____
Name of Local Public Agency
Five Hundred Thousand and 00/100 _____ Dollars (\$500,000.00)
of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from
05/01/24 to 04/30/25
Beginning Date Ending Date

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that _____ City _____ of _____ City of Waterloo _____
Local Public Agency Type Name of Local Public Agency
shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I _____ Mechelle Childers _____ City _____ Clerk in and for said _____ City _____
Name of Clerk Local Public Agency Type Local Public Agency Type
of _____ City of Waterloo _____ in the State of Illinois, and keeper of the records and files thereof, as
Name of Local Public Agency
provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the
Council _____ of _____ City of Waterloo _____ at a meeting held on 03/18/24
Governing Body Type Name of Local Public Agency Date
IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this 18th day of March, 2024
Day Month, Year

(SEAL, if required by the LPA) X

Clerk Signature & Date

X		X
---	--	---

APPROVED

Regional Engineer Signature & Date
Department of Transportation

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Submittal Type **Original**

Estimate of Maintenance Costs

District **8** Estimate of Cost For **Municipality**

Local Public Agency	County	Section Number	Maintenance Period	
City of Waterloo	Monroe	25-00000-00-GM	Beginning 05/01/24	Ending 04/30/25

Maintenance Items								
Maintenance Operation	Maint Eng Category	Insp. Req.	Material Categories/ Point of Delivery or Work Performed by an Outside Contractor	Unit	Quantity	Unit Cost	Cost	Total Maintenance Operation Cost
Resealing	III	No	Bituminous Material Seal Coat	Gallon	18,000	\$3.00	\$54,000.00	
	III	No	Seal Coat Aggregate Furnished & Loaded	Ton	900	\$13.50	\$12,150.00	
	III	No	Bituminous Material Prime Coat	Gallon	1,400	\$4.50	\$6,300.00	\$72,450.00
Patching	III	No	Aggregate - CA6 Furnished & Loaded	Ton	750	\$9.00	\$6,750.00	
	IIA	No	Bit. Mixture for Maint., Furnished & Loaded	Ton	140	\$130.00	\$18,200.00	
	IIA	No	HMA Furnished & Loaded	Ton	50	\$90.00	\$4,500.00	\$29,450.00
Snow & Ice Control	I	No	Bulk Deicing Salt	Ton	650	\$90.00	\$58,500.00	
	IIA	No	Liquid CaCl	Gallon	2,500	\$2.00	\$5,000.00	
	IIA	No	Dry CaCl	Pound	2,500	\$2.00	\$5,000.00	\$65,250.00
Street, Curb & Sidewalk Repair	III	No	Class SI Concrete	CY	1,500	\$135.00	\$202,500.00	
	III	No	Class PP2 Concrete	CY	300	\$150.00	\$45,000.00	
	IIA	No	Misc- Additives, joint mat'l	L Sum	1	\$2,000.00	\$2,000.00	\$249,500.00
Mowing	IIA	No	John Deere 5300 + Oper.	Hour	400	\$37.37	\$14,948.00	
	IIA	No	Woods Rotary Mower	Hour	400	\$13.55	\$5,420.00	\$20,368.00
Signs	IIA	No	Traffic & Street Signs	Each	85	\$48.00	\$4,080.00	
	IIA	No	Post, Brackets, & Misc.	L Sum	1	\$6,000.00	\$6,000.00	\$10,080.00
Storm Sewer	IIA	No	Pipe, Various sizes	Foot	250	\$13.00	\$3,250.00	
	IIA	No	Frames & Grates	Each	5	\$500.00	\$2,500.00	
	III	No	Aggregate - CA7 Furnished & Loaded	Ton	1,000	\$14.30	\$14,300.00	\$20,050.00
Total Operation Cost								\$467,148.00

Estimate of Maintenance Costs

Submittal Type **Original**

Local Public Agency	County	Section	Maintenance Period	
City of Waterloo	Monroe	25-00000-00-GM	Beginning 05/01/24	Ending 04/30/25

Maintenance

Estimate of Maintenance Costs Summary			
	MFT Funds	RBI Funds	Other Funds
Local Public Agency Labor	\$6,800.00		
Local Public Agency Equipment	\$13,568.00		
Materials/Contracts(Non Bid Items)	\$105,780.00		
Materials/Deliver & Install/Materials Quotations (Bid Items)	\$341,000.00		
Formal Contract (Bid Items)			
Maintenance Total	\$467,148.00		
			Estimated Costs
			\$6,800.00
			\$13,568.00
			\$105,780.00
			\$341,000.00
			\$467,148.00

Maintenance Engineering

Estimated Maintenance Eng Costs Summary			
	MFT Funds	RBI Funds	Other Funds
Preliminary Engineering	\$16,307.96		
Engineering Inspection			
Material Testing			
Advertising			
Bridge Inspection Engineering			
Maintenance Engineering Total	\$16,307.96		
			Total Est Costs
			\$16,307.96

Total Estimated Maintenance	\$483,455.96			\$483,455.96
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Remarks

SUBMITTED

Local Public Agency Official Signature & Date

X
X

Title

Mayor

County Engineer/Superintendent of Highways Signature & Date

APPROVED

Regional Engineer Signature & Date
Department of Transportation

IDOT Department Use Only

Received Location Received Date Additional Location?

WMFT Entry By

Entry Date



District	Local Public Agency	County	Section Number
8	City of Waterloo	Monroe	25-00000-00-GM

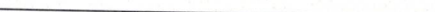
I hereby request approval of the use of MFT funds to pay rental for the equipment listed below at the rates shown. The equipment is owned by City of Waterloo, and is to be used on the above named section.

Name of Entity

☒ Schedule of Average Ownership Equipment Rental Expense Multiplier Used 1.922
☐ Blue Book ☐ Custom Rate from IDOT (attach documentation)

[illegible]

Local Public Agency Signature & Date



County Engineer Signature & Date

--

Regional Engineer, DOT Signature & Date

--

Local Public Agency

City of Waterloo

County

Monroe

Section Number

25-00000-00-GM

The services to be performed by the consulting engineer, pertaining to the various items of work included in the estimated cost of the maintenance operations (BLR 14222), shall consist of the following:

PRELIMINARY ENGINEERING shall include:

Investigation of the condition of the streets or highways for determination (in consultation with the local highway authority) of the maintenance operations to be included in the maintenance program; preparation of the maintenance resolution (BLR 14220 for municipalities and counties), maintenance estimate of cost and, if applicable, proposal; attendance at meetings of the governing body as may reasonably be required; attendance at public letting; preparation of the contract, quotations, and/or acceptance (BLR 12330) form. Also, preparation of the maintenance expenditure statement which must be submitted to IDOT within 3 months of the end of the maintenance period.

ENGINEERING INSPECTION shall include:

Furnishing the engineering field inspection, including preparation of payment estimate for contract, material proposal and/or deliver and install proposal and/or checking material invoices of those maintenance operations requiring engineering field inspection. For operations requiring material testing ensure the testing is completed by a qualified firm.

For furnishing preliminary engineering, the engineer will be paid a base fee PLUS a negotiated fee percentage. Only one base fee can be charged per maintenance period. For furnishing engineering inspection, the engineer will be paid a negotiated fee percentage. The negotiated preliminary engineering fee percentage for each maintenance group shown in the "Schedule of Fees" shall be applied to the total estimated costs of that group. The negotiated fee for engineering inspection for each maintenance group shall be applied to the total final cost of that group for the times which required engineering inspections. In no case shall this be construed to include supervision of the contractor operations.

SCHEDULE OF FEES

Total of all Maintenance Operations:

☐ ≤ \$20,000 Base Fee ☒ > \$20,000 Base Fee = \$1,250.00

PLUS					
Maintenance Engineering Category	Preliminary Engineering		Engineering Inspection		Operation(s) to be Inspected
	Maximum Fee %	Negotiated Fee %	Maximum Fee %	Negotiated Fee %	
I	NA	NA	NA	NA	NA
IIA	2%	2%	1%		
IIB	3%	3%	3%		
III	4%	4%	4%		
IV	5%	5%	6%		

The LPA certifies that the selection of the ENGINEER was performed in accordance with the Local Government Professional Service Selection Act 50 (ILCS 510/1-510/8) and procedures outlined in Chapter 5 of the DEPARTMENT's Bureau of Local Roads and Streets Manual.

BY:

Local Public Agency Signature & Date

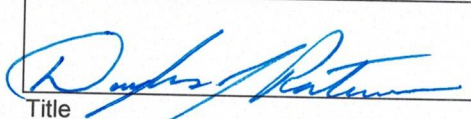
X
X

Title

Mayor

BY:


Consulting Engineer Signature & Date


3/15/24

Title

Senior Vice President

P.E. License & Date


Exp 11/30/25

Approved:

Regional Engineer, IDOT Signature & Date


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

- 03-15-24

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:
March 18, 2024
(Date)
2. Description of matter to be placed on agenda:
Consideration and Action on a Solicitation Request from the Waterloo Lions Club
for their Annual Diabetes Day Fundraiser to be held on Friday, April 26, 2024, 7:00
a.m. to 3:00 p.m., at the Intersections of Main / Mill and Rogers / Hamacher.

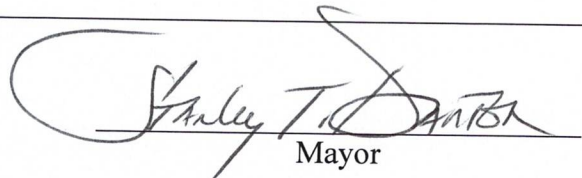
3. Relief or action to be requested:
Approval.

4. Submittal date: 03-06-24

Submitted by: _____
Don Schrader, Waterloo Lions Club

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 LIONS CLUB



*P. O. Box 254
WATERLOO, IL 62298*

March 6, 2024

Tammy Kujawa
Waterloo City Hall
100 W. 4th Street
Waterloo, Illinois 62298

Dear Tammy:

Spring is coming and the Waterloo Lions Club is looking forward to their Diabetes Day fundraiser. We are hereby requesting permission to collect on Friday, April 26, and would offer the following schedule of locations and times for that day:

Intersection of Main & Mill: 7:00 a.m. – 3:00 p.m.

Intersection of Rogers & Hamacher: 7:00 a.m. – 3:00 p.m.

This fundraiser is sponsored by the Lions of Illinois Foundation. The proceeds are used for the underprivileged who are hearing impaired and for those having vision problems.

We are requesting a solicitation permit for this fundraiser to canvass all businesses and in the City of Waterloo. You should already have a copy of our Certificate of Liability Insurance from last fall's fundraiser. If a copy is needed, please advise and a copy will be provided.

Thank you.

Sincerely,

Don Schrader
Diabetes Day Fundraiser
Waterloo Lions Club

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:

March 18, 2024

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on a Special Event Permit Application from the Monroe County Arts Alliance for their Annual Chalk-A-Lot Event to be held on Saturday, September 14, 2024, 8:00 a.m. to 5:00 p.m., including the closure of Mill Street between Main and Market beginning on Friday, September 13, 2024 at 5:00 p.m. for set-up until Sunday, September 15, 2024 at 5:00 p.m. for viewing.

3. Relief or action to be requested:

Approval.

4. Submittal date: 03-04-24

Submitted by:


Marcia Braswell, Monroe County Arts Alliance

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

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: "Chalk-A-Lot" - A street art event (3RD Annual)
Location of Event: on Mill Street between Main St and Market St.

2. Set-Up
Date / Time: 9/13/2024 (Fri) : 5:00 pm Clean-Up
Date / Time: 9/14/2024 : 4:00

*Rain Date
9/15/24*

3. Event Beginning
Date / Time: 9/14/2024 (Sat) : 8:00 am Event Ending
Date / Time: 9/14/2024 : 5:00

4. Organization Name: Monroe County Arts Alliance
Mailing Address: PO Box 17 Waterloo, IL 62298

Phone Number:

Email Address:

Not For Profit Status: Yes X No _____ ID # 81-1062067
501(c)(3)

5. Person in
Charge of Event: Marcia Braswell, Pres.
Mailing Address:

Cell Phone Number:

Email Address:

6. Secondary
Contact Person: Glen E. Lutz, Treas
Mailing Address:

Cell Phone Number:

Email Address:

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

A. Narrative of Event: <i>This is our "3rd Annual" Street Art event called "Chalk-A-Lot". Artists of All Ages/ability are invited (at no cost) to draw "ChalkArt" on 6ft x 10ft space provided on Mill Street. MCAN member groups will provide entertainment throughout the day.</i>	
B. Number of People Expected: <i>500 - 800 ± ??</i>	
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, Proof of Liability Insurance must include inflatables.	
E. Liquor License information for beer sales (hours of sale and license number): <i>N/A</i>	
F. Special Needs (i.e. Police, Street Dept., Electric – outlets, sound system): <i>1) Electric on Mill St. 2) Barricades to block off streets at Main, Market, Allen (Fri 9/13 - 5:00 thru 3) Notice of "No Parking" After 5:00 on Friday 9/13 Sunday 9/15 5:00</i>	

• Main: bar
• Book-shops
• German Bar
• Band/Rock
• MRC

will provide
General
Insurance
Aug. '24

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.

X Marcus Blasmeier *3/4/24*
Signature of person in charge of event 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"/>		

Main Street *

* Barricades

- | | |
|----|----|
| 1 | 25 |
| 2 | 26 |
| 3 | 27 |
| 4 | 28 |
| 5 | 29 |
| 6 | 30 |
| 7 | 31 |
| 8 | 32 |
| 9 | 33 |
| 10 | 34 |
| 11 | 35 |
| 12 | 36 |
| 13 | 37 |
| 14 | 38 |
| 15 | 39 |
| 16 | 40 |
| 17 | 41 |
| 18 | 42 |
| 19 | 43 |
| 20 | 44 |
| 21 | 45 |
| 22 | 46 |
| 23 | 47 |
| 24 | 48 |

Huetsch
Law
Office

Regional
Supt.
of
Schools

Parking
Lot

Alley

Strellis
Law
Office

Wirth
Insurance

Illinois Route 3 - Market Street *

Trash
cans

Recreation
Area

Monroe
County
Courtyard

Sidewalk

6' x 10' chalk blocks

8' between blocks

15' aisles around
chalk blocks

Monroe
County
Courtyard

