

WATERLOO CITY COUNCIL

Regular Meeting Agenda

Location: Waterloo City Hall - Council Chambers
100 W. Fourth St., Waterloo, IL

Date: Monday, April 01, 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 Director of Public Works.
 - E. Report of Chief of Police.
 - F. Report of City Attorney.
 - G. Report and Communication by Mayor.
8. Report of Standing Committees.
9. Report of Special Committees.
10. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
 - A. Consideration and Action on Ordinance No. 1889 Amending the City of Waterloo, IL Revised Code of Ordinances, Chapter 6 Building Code and Chapter 29 Property Maintenance Code by the Adoption of the International Property Maintenance Code.
 - B. Consideration and Action on Resolution No. 24-10 Approving the Trane Select Service Agreement in the Amount of \$12,469.00 for an Initial One-Year Term Effective upon Acceptance with an Automatic 12-Month Renewal.
11. Unfinished Business.
12. Miscellaneous Business.
 - A. Consideration and Action on Warrant No. 636.
 - B. Consideration and Action on Increase in Monthly Household Charge for Trash Pickup to \$18.77 (includes \$0.50 recycling surcharge) beginning May 01, 2024.
 - C. Consideration and Action on a Solicitation Request from the Rotary Club of Monroe County for their Annual Bucket Brigade to be held on Saturday, June 01, 2024, 7:30 a.m. to 12:30 p.m., at the Intersections of Rogers / Hamacher and Main / Mill Streets.
 - D. Consideration and Action on Fee Waiver Request in the amount of \$896.60 from St. Paul UCC for Interior Renovations at 200 N. Main Street.
 - E. Consideration and Action on Non-Profit Grant Program Application from Whiteside Station Chapter NSDAR in the Amount of \$5,000.00 for their Project, "America 250! Marker".
 - F. Consideration and Action on Non-Profit Grant Program Application from Human Support Services in the Amount of \$5,000.00 for their Project, "Transforming Spaces".
 - G. Consideration and Action on Non-Profit Grant Program Application from Monroe County History Museum in the Amount of \$5,000.00 for their Project, "Retaining Wall Replacement".
 - H. Consideration and Action on Approval of the Waterloo Beautification Grant Application from A&W Insurance and the Republic Times for conjoined property located at 209 and 205 W. Mill Street respectively.
 - I. Consideration and Action on Approval of the Waterloo Beautification Grant Application from Groves Investments for property located at 404 W. Third Street.
 - J. Consideration and Action on Approval of a Six-Month Extension for the Salt + Honey Bistro and Event Space Beautification Application to October 02, 2024. (Originally approved on 10-02-23 to expire on 04-02-24.)
 - K. Consideration and Action on Approval of a Six-Month Extension for the Pound 4 Pound / Heartland Women's Health Beautification Application to October 02, 2024. (Originally approved on 10-02-23 to expire on 04-02-24.)
13. Discussion of Matters by Council Members Arising After Agenda Deadline.
14. Motion to Adjourn.

DATES TO REMEMBER

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 23, 2024 – American Legion Meeting, Waterloo City Hall: 2nd Floor Meeting Room, 7:00 p.m.

**MINUTES OF THE
CITY COUNCIL MEETING
MARCH 18, 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.
Mayor Darter requested an Executive Session for the Discussion of Contract Negotiations as per 5 ILCS 120/2(c)(2) be added to the agenda for this evening as Item 12D.
Motion to approve an Executive Session for the Discussion of Contract Negotiations as per 5 ILCS 120/2(c)(2) be added to the agenda for this evening as Item 12D was made by Alderman Most and seconded by Alderman Row.
Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Row voting 'aye'.
5. Approval of Minutes as Written or Amended.
Approval of the March 04, 2024, City Council Meeting Minutes.
Motion made by Alderman Kyle Buettner and seconded by Alderman Vogt to approve the March 04, 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 - Shawn Kennedy
The report is in the packet.
Motion to accept the Collection Report was made by Alderman Matt Buettner and seconded by Alderman Hopkins.
Motion passed unanimously with Aldermen Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Row, Most, and Vogt voting 'aye'.
 - B. Report of Treasurer – Brad Papenberg
The report is in the packet.
Motion to accept the Treasurer Report was made by Alderman Row and seconded by Alderman Vogt.
Motion passed unanimously with Aldermen Row, Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, and Kyle Buettner voting 'aye'.
 - C. Report of Subdivision and Zoning Administrator – Nathan Krebel
The report is in the packet.
 - D. Report of Building Inspector / Code Administrator – Brad Yearian.
The report is in the packet.
 - E. Report of Director of Public Works – Tim Birk. No report.
 - F. Report of Chief of Police. No report.
 - G. Report of City Attorney. No report.
 - 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. 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. 24-09 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.

Motion made by Alderman Hopkins and seconded by Alderman Matt Buettner to accept 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.

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 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.

Motion made by Alderman Vogt and seconded by Alderman Kyle Buettner to approve the Reappointment of Mr. Allen Jacobs as Trustee to the Waterloo Cemetery Board for a Three-Year Term to Expire 04-01-27.

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

Motion made by Alderman Row and seconded by Alderman Most to approve 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.

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

Motion made by Alderman Hopkins and seconded by Alderman Kyle Buettner to approve 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.

Motion passed unanimously with Aldermen Hopkins, Trantham, Charron, Kyle Buettner, Row, Most, Vogt, and Matt Buettner voting ‘aye’.
 - D. Consideration and Action on Executive Session for the Discussion of Contract Negotiations as per 5 ILCS 120/2(c)(2).

Motion to move into Executive Session made by Alderman Kyle Buettner and seconded by Alderman Matt Buettner.

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

Entered Executive Session at 7:41 p.m.

Adjourned Executive Session at 8:06 p.m.

Motion to Resume Session made by Alderman Matt Buettner and seconded by Alderman Vogt.

Motion passed with a unanimous voice vote.

Return to regular session at 8:07 p.m.
13. Discussion of Matters by Council Members Arising After Agenda Deadline.

Alderman Hopkins reminded everyone to vote tomorrow.
14. Motion to Adjourn made by Alderman Vogt and seconded by Alderman Most.

Motion passed with a unanimous voice vote.

Mayor Darter adjourned the meeting at 8:07 p.m.

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:
April 01, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Ordinance No. 1889 Amending the City of Waterloo,
IL Revised Code of Ordinances, Chapter 6 Building Code and Chapter 29 Property
Maintenance Code by the Adoption of the International Property Maintenance Code.

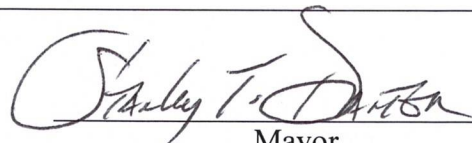
3. Relief or action to be requested:
Approval.

4. Submittal date: 03-27-24

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

ORDINANCE NO. 1889

AN ORDINANCE AMENDING THE CITY OF WATERLOO, IL REVISED CODE OF ORDINANCES, CHAPTER 6 BUILDING CODE AND CHAPTER 29 PROPERTY MAINTENANCE CODE, BY THE ADOPTION OF THE 2021 INTERNATIONAL PROPERTY MAINTENANCE CODE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATERLOO, ILLINOIS AS FOLLOWS:

SECTION ONE. Chapter 6 Building Code, Section 6-1-2(d) shall be amended to read as follows:

6-1-2 ADDITIONS, INSERTIONS, DELETIONS AND CHANGES WITH RESPECT TO THE INTERNATIONAL BUILDING CODE 2012.

- (d) **101.4.4 Property Maintenance.** The 2021 International Property Maintenance Code and the provisions of Chapter 29 Property Maintenance Code of the City of Waterloo, IL Revised Code Ordinances shall apply to existing structures and premises; equipment and facilities; light, ventilation, space heating, sanitation, life and fire safety hazards; responsibilities of owners, operators and occupants; and occupancy of existing premises and structures.

SECTION TWO. Chapter 29 Property Maintenance Code shall be amended in its entirety to read as shown on Exhibit "A" as attached.

SECTION THREE. All other ordinances or parts of ordinances in conflict herewith are repealed to the extent of such conflict.

SECTION FOUR. This ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this 01st day of April, 2024, pursuant to a roll call vote as follows:

YEAS: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this 01st day of April, 2024.

ATTESTED, filed in my office and published in pamphlet form.

Stanley T. Darter, Mayor
City of Waterloo, Illinois

Mechelle Childers, City Clerk
City of Waterloo, Illinois

CHAPTER 29: PROPERTY MAINTENANCE CODE

ARTICLE I: GENERAL PROVISIONS

Section

- [29-1-1](#) Title; purpose
- [29-1-2](#) Scope
- [29-1-3](#) Effect on existing ordinances; remedies
- [29-1-4](#) Code enforcement guidelines
- [29-1-5](#) Certificate of Building Maintenance and Occupancy required
- [29-1-6](#) Certificate of Building Maintenance and Occupancy application
- [29-1-7](#) Action on an application
- [29-1-8](#) Issuance of permit
- [29-1-9](#) Conditional permit
- [29-1-10](#) Rejection of application
- [29-1-11](#) Invalidity of permit
- [29-1-12](#) Revocation of permit
- [29-1-13](#) Existing residential and commercial/ industrial occupancies
- [29-1-14](#) Unscheduled inspections

§ 29-1-1 TITLE; PURPOSE.

(A) The City of Waterloo, IL hereby adopts the 2021 International Property Maintenance Code (IPMC). The regulations of the IPMC and Chapter 29 Property Maintenance Code shall be known together as the "Property Maintenance Code", hereinafter referred to as the "Property Maintenance Code" or "this code."

(B) This code is to establish minimum acceptable standards in the city which must be maintained in buildings, structures, premises and facilities to protect health, safety and general welfare.

(Ord. 1492, passed 9-15-2008)

§ 29-1-2 SCOPE.

The provisions of this code shall apply to all residential and nonresidential structures and all premises and constitute minimum requirements and standards for premises, structures, equipment and facilities for light, ventilation, space, heating, sanitation, protection from the elements, life safety, safety from fire and other hazards, and for safe and sanitary maintenance; the responsibility of owners, operators and occupants; the occupancy of existing structures and premises, and for administration, enforcement and penalties.

(Ord. 1492, passed 9-15-2008)

§ 29-1-3 EFFECT ON EXISTING ORDINANCES; REMEDIES.

(A) This code establishes minimum requirements for the initial and continued occupancy and use of all structures and premises, and does not replace or modify requirements otherwise established by ordinance which may be additional or more stringent for the construction, repair, alteration or use of structures, equipment or facilities.

(B) The provisions in this code shall not be construed to prevent the enforcement of other ordinances or regulations which prescribe standards stricter than are provided herein.

(C) The provisions in this code shall not be deemed to abolish or impair existing remedies of the city or its officers or agencies relating to the removal or demolition of any buildings which are deemed to be dangerous, unsafe and unsanitary.

(D) This code shall not affect violations of any other ordinances, codes or regulations existing prior to the effective date hereof, and any such violation shall be governed and shall continue to be punishable to the full extent of the law under the provisions of those ordinances, codes or regulations in effect at the time the violation was committed.

(Ord. 1492, passed 9-15-2008)

§ 29-1-4 CODE ENFORCEMENT GUIDELINES.

(A) *Building and construction codes.*

(1) Any repairs or alterations to a structure or changes of use therein, which may be caused directly or indirectly by the enforcement of this code, shall be done in accordance with the procedures and provisions of the Building Code adopted in Chapter 6 of the city's Municipal Code.

(2) Any repair, alteration or replacement of structural elements of a building, which may be required by the provisions of these guidelines, shall be done in accordance with the applicable sections of the Building Code, Electrical Code, Plumbing Code or other applicable code or ordinance of this jurisdiction.

(B) *Zoning Code.* The provisions of these guidelines shall not permit the abridgement or violation of the Zoning Code of this municipality.

(C) *Conflicts.* Specific provisions of these guidelines indicate their precedence over the requirements of other related codes and ordinances. Where specific precedence is not indicated, the requirements of the most restrictive code or ordinance prevail.

(Ord. 1492, passed 9-15-2008)

§ 29-1-5 CERTIFICATE OF BUILDING MAINTENANCE AND OCCUPANCY REQUIRED.

(A) It shall be unlawful for any person, firm or corporation to occupy, or permit to be occupied, any rental dwelling unit or rental or non-rental commercial/industrial unit, without obtaining a Certificate of Building Maintenance and Occupancy ("occupancy permit") described in § 29-1-8, or a conditional permit described in § 29-1-12.

(B) For purposes of this code, an on-premises inspection shall be required and an occupancy permit required for each of the following events or occurrences:

(1) Change in rental dwelling unit or rental or non-rental commercial/ industrial unit occupancy. Whenever there is a change in occupancy of any structure containing a rental dwelling unit or a rental or non-rental commercial/industrial unit, an application for an occupancy permit shall be made by the owner thereof, or by his duly authorized agent or representative, and filed with the Building Inspector/Code Administrator. If an occupancy permit was previously issued for such structure within a 12-month period prior to the change in occupancy, a new occupancy permit for the change in occupancy shall be required; however, a re-inspection shall not be required.

(a) Exception 1. Assisted living facilities and the crisis apartment(s) owned or operated by Human Support Services, which shall apply for an occupancy permit and be inspected on an annual basis.

(b) Exception 2. Skilled nursing and supportive living facilities that are inspected on an annual or more frequent basis by the Illinois Department of Health and/or the Illinois Department of Healthcare and Family Services, which are exempt from the requirements of this section.

(2) Complaint received. Upon receipt of a complaint filed by a tenant occupying a rental dwelling or a rental or non-rental commercial/industrial unit complained of.

(3) Notwithstanding anything contained in this section to the contrary, a Certificate of Use and Occupancy issued by the Building Official under the authority given and requirements stated in the city's Building Code (Chapter 6 of the city's Municipal Code) will be considered and is to be expressly distinguished from a Certificate of Building Maintenance and Occupancy under this code.

(C) *Exempt property.* Notwithstanding anything contained in the preceding divisions (A) and (B) of this section, no on-premises inspection shall be required and a Certificate of Building Maintenance and Occupancy shall not be required for newly constructed structures for which a Certificate of Use and Occupancy has been issued by the Building Official under the authority given and requirements stated in the city's Building Code until after the lapse of five years following the date of the issuance of said Certificate of Use and Occupancy, nor shall an on- premises inspection be required or a Certificate of Building Maintenance and Occupancy be required of a single-family dwelling unit, upon change of occupancy, unless same has been rented during the preceding 12 months.

(D) A fee for each inspection, Certificate of Building Maintenance and Occupancy issued, and re-inspection, if required, shall be paid as required in accordance with the schedule as established by Chapter 12 of the city's Municipal Code, as amended from time to time, or other ordinances of the city.

(Ord. 1492, passed 9-15-2008; Am. Ord. 1548, passed 4-26-2010) Penalty, see § [1-1-19](#)

§ 29-1-6 CERTIFICATE OF BUILDING MAINTENANCE AND OCCUPANCY APPLICATION.

(A) Application for a Certificate of Building Maintenance and Occupancy required by this code shall be made by the owner of the structure containing the dwelling/commercial/industrial unit or by his duly authorized representative. If the application is made by a person other than the owner in fee, it shall be accompanied by a signed statement of the owner to the effect that the applicant is authorized by the owner in fee to make such application. The full names and addresses of the owner or the name and address of the responsible party if the owner is a corporation, trust or other type of legal entity that is not a natural person and the name and address of the applicant shall be stated in the application.

(B) The application for such certificate shall be submitted in such form as the Building Inspector/Code Administrator prescribes and shall be filed with the Building Inspector/Code Administrator whenever one of the events described in § 29-1-8 (B)(1) require an inspection and issuance of an occupancy permit.

(C) It shall be unlawful for any person to knowingly make any false statement on an application for an occupancy permit for a dwelling unit as to the names, relationships or number of occupants who will occupy the dwelling unit.

(Ord. 1492, passed 9-15-2008) Penalty, see § 1-1-19

§ 29-1-7 ACTION ON AN APPLICATION.

(A) The Building Inspector/Code Administrator shall examine or cause to be examined all applications for permits and shall schedule the inspection, if required, to be completed within seven working days after filing. If the premises are not in compliance with this code and all laws and ordinances applicable thereto, the Building Inspector/Code Administrator shall provide the applicant with a list of defects that are not in compliance. Said defects shall be listed with as much specificity as possible. The owner or occupant of every dwelling unit and its premises will give the Building Inspector/Code Administrator free access thereto, within and at a reasonable time, for the purpose of such inspection.

(B) In the event practical difficulties prevent the inspection from being made within five working days after filing, occupancy shall be permitted on a conditional basis as described in § 29-1-12, until the examination and inspection can be made as in division (A) above.

(Ord. 1492, passed 9-15-2008; Am. Ord. 1553, passed 6-28-2010)

§ 29-1-8 ISSUANCE OF PERMIT.

When all fees are paid and a dwelling unit or a rental or non-rental commercial/industrial unit is entitled thereto, the Building Inspector/Code Administrator shall issue a Certificate of Building Maintenance and Occupancy. The certificate shall certify compliance with the provisions of this code, shall state the maximum number of occupants permitted to occupy the dwelling unit in accordance with the provisions of city ordinances, street address or other means of identification, date of issue, and such other information as the Building Inspector/Code Administrator shall deem appropriate for the implementation of this code.

(Ord. 1492, passed 9-15-2008; Am. Ord 1548, passed 4-26-2010)

§ 29-1-9 CONDITIONAL PERMIT.

Occupancy shall be permitted on a conditional basis when, in the judgment of the Building Inspector/ Code Administrator, practical difficulties interfere with the completing of all repairs required to bring the premises into full compliance with this code prior to permitting occupancy. However, no conditional permit shall be issued when there is a condition on the premises which can threaten the health or safety of an occupant.

(Ord. 1492, passed 9-15-2008)

§ 29-1-10 REJECTION OF APPLICATION.

If the application does not comply with the requirements of all pertinent laws, the Building Inspector/Code Administrator shall reject such application in writing, stating the reasons therefore.

(Ord. 1492, passed 9-15-2008)

§ 29-1-11 INVALIDITY OF PERMIT.

Any permit issued shall become invalid if the occupancy is not commenced within six months after issuance of a permit or if the occupancy is terminated except that the Building Inspector/Code Administrator is authorized to grant an extension of time for an additional period not exceeding six months after a follow-up inspection. The extension shall be requested in writing and justifiable cause demonstrated.

(Ord. 1492, passed 9-15-2008)

§ 29-1-12 REVOCATION OF PERMIT.

The Building Inspector/Code Administrator may revoke a permit in case of any false statement or misrepresentation of facts in the application on which a permit was based or in the event a structure or part thereof is condemned pursuant to this code.

(Ord. 1492, passed 9-15-2008)

§ 29-1-13 EXISTING RESIDENTIAL AND COMMERCIAL/INDUSTRIAL OCCUPANCIES.

The provisions of § 29-1-8 shall not apply to any residential, or rental or non-rental commercial/ industrial occupancy in existence at the time this chapter takes effect, unless there is a change in the occupancy of any person after said date, or complaint filed.

(Ord. 1492, passed 9-15-2008; Am. Ord 1548, passed 4-26-2010)

§ 29-1-14 UNSCHEDULED INSPECTIONS.

Nothing in this code shall be construed to prevent the Building Inspector/Code Administrator from performing inspections at unscheduled, random intervals or spontaneous frequency in furtherance of the implementation of this code, particularly in the instance of complaints brought to his attention, or in the course of a block or multi-block survey, or in the event of obvious cause.

(Ord. 1492, passed 9-15-2008)

ARTICLE II: DEFINITIONS

Section

[29-2-1](#) General

[29-2-2](#) Applied meanings of words and terms

§ 29-2-1 GENERAL.

(A) *Scope.* Unless otherwise expressly stated, the terms in § 29-2-2 shall, for the purpose of this code, have the meanings indicated in this article.

(B) *Interchangeability.* Words used in the present tense include the future; words in the masculine gender include the feminine and neuter; the singular number includes the plural and the plural the singular.

(C) *Terms defined in other codes.* Where terms are noted in this code and are defined in the International Property Maintenance, Building, Plumbing and/or Mechanical Codes, they shall have the same meanings ascribed to them as in those codes.

(D) *Terms not defined.* Where terms are not defined under the provisions of this code or under the provisions of the International Property Maintenance, Building, Plumbing and/or Mechanical Codes, they shall have ascribed to them their ordinarily accepted meanings or such as the context herein may imply.

(Ord. 1492, passed 9-15-2008)

§ 29-2-2 APPLIED MEANINGS OF WORDS AND TERMS.

For the purpose of this chapter, the following definitions shall apply, unless the context clearly indicates or requires a different meaning.

ASSISTED LIVING FACILITY. A building intended for furnishing services for the elderly or disabled, but not providing the same degree of care as a nursing home.

BOARDING HOUSE. A building other than a hotel or restaurant where meals are provided for compensation to three or more persons but not more than ten, who are not members of the keeper's family.

BUILDING CODE. The Building Code officially adopted by the legislative body of this jurisdiction, or such other code as may be officially designed by the legislative body of the jurisdiction for the regulation of construction, alteration, addition, repair, removal, demolition, use, location, occupancy and maintenance of buildings and structures.

BUILDING INSPECTOR/CODE ADMINISTRATOR. The official who is charged with the administration and enforcement of this code, or any duly appointed representative.

BUILDING OFFICIAL. The official designated by the jurisdiction to enforce building, or similar laws, or a duly authorized representative.

CENTRAL HEATING. The heating system permanently installed and adjusted so as to provide the distribution of heat to all habitable rooms, bathrooms and water closet compartments from a source outside of these rooms.

CODE OFFICIAL. As used in this code, the Building Inspector/Code Administrator, or any duly appointed representative.

CONDEMN. To adjudge unfit for use or occupancy.

CONDEMNATION. The act of judicially condemning.

DORMITORY. Any building containing 11 or more rooming or dormitory units. A **DORMITORY** also provides a public restroom, a laundry room, foyer, storage space for out-of-season articles of the residents, public lounge and recreational space for the use of residents.

DORMITORY ROOM. A habitable room used or intended to be used by two or more individuals for sleeping or study purposes, excluding bathrooms, toilet rooms, laundries, pantries, foyers, communicating corridors, closets, storage space and stairwells.

DUMPSTER. A large roll-off or hoisting-type trash container.

EXTERMINATION. The control and elimination of insects, rats or other pests by eliminating their harborage places, by removing or making inaccessible materials that may serve as their food, by poison spraying, fumigating, trapping or by any other approved pest elimination.

FAMILY. One or more persons related by blood, marriage or adoption, excluding servants, or a group of not more than three, including servants and roomers, who need not be related by blood, marriage or adoption, living together and maintaining a common household, but not including sororities, fraternities or other similar organizations.

HOTEL. An establishment containing lodging accommodations designed for use by transients, travelers or temporary guests, with no provisions in such accommodations for cooking in any individual room or suite. Facilities provided may include maid service, laundering of linen used on the premises, communications and secretarial or desk service.

LET FOR OCCUPANCY or LET. To permit possession or occupancy of a dwelling, dwelling unit, rooming unit, building or structure by one person who is or purports to be the owner or agent of same to another person pursuant to a written or unwritten lease, agreement or license, or pursuant to a recorded or unrecorded agreement of contract for the sale of land.

LODGING OR ROOMING HOUSE. A building with more than three guest spaces where lodging is provided for compensation pursuant to previous arrangement, but not on a daily, overnight or per-meal basis to transient guests.

LODGING OR ROOMING HOUSE UNIT. A habitable room used or intended to be used by up to three individuals for sleeping purposes, excluding bathrooms, toilet rooms, laundries, pantries, foyers, communicating corridors, closets, storage space and stairwells.

MAINTENANCE. Work that is done regularly to keep a building and its facilities in good condition and working order.

MOTEL. A group of attached or detached buildings containing individual sleeping or living units, designed for or used temporarily by automobile tourists or transients with garage attached or parking space conveniently located to each unit, including auto courts, motels, motor lodges or other similar type uses.

MULTI-FAMILY APARTMENT BUILDING. A building or portion thereof, designed or altered for occupancy by three or more families living independently of each other.

OCCUPANCY PERMIT. As used in this code, a Certificate of Building Maintenance and Occupancy.

ONE-FAMILY DWELLING. A dwelling unit designed for occupancy by one family, i.e., a single- family dwelling.

PLUMBING. The practice, materials and fixtures used in the installation, maintenance, extension and alteration of all piping fixtures, appliances and appurtenances within the scope of the Plumbing Code.

PLUMBING FIXTURE. A receptacle or device which is either permanently or temporarily connected to the water distribution system of the premises, and demands a supply of water therefrom; or discharges used water, liquid-borne waste materials or sewage either directly or indirectly to the drainage system of the premises; or which requires both a water supply connection and a discharge to the drainage system of the premises.

PUBLIC NUISANCE. Includes the following:

(1) The physical condition or use of any premises regarded as a public nuisance at common law;

(2) Any physical condition, use or occupancy of any premises or its appurtenances considered an attractive nuisance to children, including but not limited to abandoned wells, shafts, basements, excavations and unsafe fences or structures;

(3) Any premises which have unsanitary sewerage or plumbing facilities;

(4) Any premises designated as unsafe for human habitation or use;

(5) Any premises which are manifestly capable of being a fire hazard or are manifestly unsafe or insecure as to endanger life, limb or property;

(6) Any premises from which the plumbing, heating and/or facilities required by this code have been removed, or from which utilities have been disconnected, destroyed, removed or rendered ineffective or the required precautions against trespassers have not been provided;

(7) Any premises which are unsanitary or which are littered with rubbish or garbage, or which have an uncontrolled growth of weeds; or

(8) Any structure or building that is in a state of dilapidation, deterioration or decay; faulty construction; over-crowded; open, vacant or abandoned; damaged by fire to the extent as not to provide shelter, in danger of collapse or failure, and is dangerous to anyone on or near the premises.

(9) The existence of a structure or building that has been used for the storage or manufacture of methamphetamine, until the abatement and cleaning practices required in § 25-1-5 have been complied with.

RENOVATION. A building and its facilities made to conform to present-day minimum standards of sanitation, fire prevention and safety.

RESIDENCE BUILDING. A building in which sleeping accommodations or sleeping accommodations and cooking facilities as a unit are provided, except when classified as an institution under the Building Code.

SANITARY. Rules and conditions of health, especially of absence of dirt and agents of infection or tending to promote health and healthful conditions.

SUPPLIED. Installed, furnished or provided by the owner or operator.

STRICT LIABILITY OFFENSE. An offense in which the prosecution in a legal proceeding is not required to prove criminal intent as a part of its case. It is enough to prove that the defendant either did an act which was prohibited, or failed to do an act which the defendant was legally required to do.

TWO-FAMILY DWELLING. A building containing two separate dwelling units.

WORKING DAYS. Those days during which the City Hall is open for business.

ARTICLE III: ADMINISTRATION AND ENFORCEMENT

Section

[29-3-1](#) Duties and powers of Building Inspector/Code Administrator

[29-3-2](#) Right of entry

§ 29-3-1 DUTIES AND POWERS OF BUILDING INSPECTOR/CODE ADMINISTRATOR.

(A) *Enforcement.* The Building Inspector/Code Administrator, or other designee, shall enforce all provisions of this code relative to the maintenance of structures and premises, except as may otherwise be specifically provided for by other regulations.

(B) *Appointment.* The Building Inspector/Code Administrator shall be appointed by the Mayor with the advice and consent of the City Council. The Building Inspector/Code Administrator shall serve at the pleasure of the Mayor and City Council. The position of Building Inspector/Code Administrator shall be a salaried position exempt from the requirements of wages and hours laws. In addition, it shall not be covered by any collective bargaining agreement.

(C) *Notices and orders.* The Building Inspector/Code Administrator shall issue all necessary written notices and orders to abate illegal or unsafe conditions to ensure compliance with the code requirements for the safety, health and general welfare of the public.

(D) *Coordination of enforcement.* Inspection of premises, the issuance of written notices and orders and enforcement thereof shall be the responsibility of the Building Inspector/Code Administrator so charged by the city. Whenever, in the opinion of a Building Inspector/Code Administrator initiating an inspection under this code, it is deemed necessary or desirable to have inspections by any other department, the Building Inspector/Code Administrator shall make reasonable effort to arrange for the coordination of such inspections so as to minimize the number of visits by inspectors

and to confer with the other departments for the purpose of eliminating conflicting orders before any are issued. A department shall not, however, delay the issuance of any emergency order which it determines must be ordered.

(Ord. 1492, passed 9-15-2008)

§ 29-3-2 RIGHT OF ENTRY.

(A) *Authorization.* The Building Inspector/Code Administrator is authorized to enter the structure or premises at reasonable times to inspect subject to constitutional restrictions on unreasonable searches and seizures. Where no consent to enter or inspect any property has been given by the owner, occupant, or other person in charge of a structure subject to the provisions of this code, no entry or inspection shall be made without procurement of a warrant from the Circuit Court of Monroe County. The Court may consider any of the following factors along with such other matters as it deems pertinent in its decision as to whether a warrant shall issue:

- (1) Eye witness account of violation.
- (2) Citizen's complaint.
- (3) Tenant complaint.

(B) *Credentials.* The Building Inspector/Code Administrator or the Building Inspector/Code Administrator's authorized representative shall disclose proper credentials of their respective office for the purpose of inspecting any and all buildings and premises in the performance of duties under this code.

(Ord. 1492, passed 9-15-2008)

ARTICLE IV: PREMISES CONDITIONS

Section

[29-4-1](#) Personalty

§ 29-4-1 PERSONALTY.

No person owning, leasing, occupying or having charge of any premises shall maintain, keep or store any unsheltered old, unused objects or equipment, including but not limited to, stripped, junked automobiles, vehicles, machinery, lawn mowers, air conditioners, refrigerators, furniture, stoves, freezers, cans, water heaters or other containers, old lumber and/or personal property of any kind that is no longer safely usable for the purposes for which it was manufactured, for a period of 14 days, except in a licensed junk yard within the corporate limits of this city, and such is hereby declared to be a nuisance and dangerous to the public safety.

(Ord. 1492, passed 9-15-2008; Am. Ord. 1524, passed 9-8-2009) Penalty, see § 1-1-19

ARTICLE V: FIRE SAFETY REGULATIONS

Section

29-5-1 Lock box entry systems

§ 29-5-1 LOCK BOX ENTRY SYSTEMS.

(A) The owner or operator of a building or structure required to have the key lock box entry system shall, at all times, keep a key in the lock box that will allow for access to the building or structure.

(B) The Fire Chief of the Waterloo Community Fire Protection District shall be notified of every change of locks on a building or structure required to have a key lock box entry system. The Fire Chief and Building Inspector/Code Administrator shall jointly inspect the lock box to insure that the lock box key fits the new lock on the building or structure.

(Ord. 1492, passed 9-15-2008) Penalty, see § 1-1-19

ARTICLE VI: TEMPORARY DUMPSTERS

Section

29-6-1 Temporary dumpsters

§ 29-6-1 TEMPORARY DUMPSTERS.

(A) Dumpsters may be placed on private property only by permit. The permits shall be issued by the Building Inspector/Code Administrator and shall not require a fee.

(B) The dumpster shall be placed in a location approved by the Building Inspector/Code Administrator. The dumpster may not be placed on an easement.

(C) The duration of the permit shall be as follows, unless renewed by the Building Inspector/ Code Administrator:

(1) Fourteen days for general cleanup, new roofs and similar activities on private property.

(2) Fourteen days for general cleanup, new roofs and similar activities on public street or alley.

(3) Thirty days for new construction on public street or alley.

(4) Forty-five days for remodeling, additions and similar activities on private property.

(5) Eight months for new construction on private property.

(6) As determined by the Building Inspector/Code Administrator for projects other than the above.

(D) The fee for the dumpster permit shall be as stated in Chapter 12, Fees, of this code of ordinances.

(Ord. 1524, passed 9-8-2009; Am. Ord. 1759, passed 7-16-2018)

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:

April 01, 2024

(Date)

2. Description of matter to be placed on agenda:

Consideration and Action on Resolution No. 24-10 Approving the Trane Select
Service Agreement in the Amount of \$12,469.00 for an Initial One-Year Term
Effective upon Acceptance with an Automatic 12-Month Renewal.

3. Relief or action to be requested:

Approval.

4. Submittal date: 03-18-24

Submitted by:

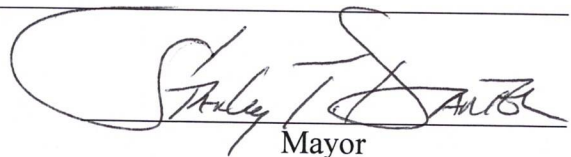
Nathan Krebel, Subdivision & Zoning Administrator

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

RESOLUTION NO. 24-10

A RESOLUTION APPROVING THE TRANE SELECT SERVICE AGREEMENT IN THE AMOUNT OF \$12,469.00 FOR AN INITIAL ONE-YEAR TERM EFFECTIVE UPON ACCEPTANCE WITH AN AUTOMATIC 12-MONTH RENEWAL.

WHEREAS, attached is a proposed Select Service Agreement between the City of Waterloo, IL and TRANE US Inc.; and,

WHEREAS, it is in the best interest of the City of Waterloo, IL to sign said Agreement with TRANE US Inc.

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

PASSED by the City Council and approved by the Mayor of the City of Waterloo, Illinois this 01st day of April, 2024 with a roll call vote as follows:

AYES: _____

NAYES: _____

ABSENT: _____

ABSTAINED: _____

APPROVED:

Stanley T. Darter, Mayor

ATTESTED:

Mechelle Childers, City Clerk

Trane Select Service Agreement

CUSTOMER NAME:

Waterloo City Hall
301 South Main Street
Waterloo, IL 62298
Attn: Nathan Krebel

LOCAL OFFICE ADDRESS:

Trane
101 Matrix Commons Dr
Fenton, MO 63042

DATE:

March 11th, 2024

TRANE SELECT SERVICE AGREEMENT

Executive Summary

Thank you for choosing Trane Building Services as your HVAC support partner. We are committed to working with you to ensure your building serves the needs of your organization. The details of that commitment are in the following pages.

A Trane Select Service Agreement will provide planned maintenance and repair for your HVAC systems as specified in the scope of the agreement. The agreement assures that factory recommended services are executed on scheduled intervals, while also allowing you to accurately budget repairs to maintain peak performance. With repairs included in your annual planned maintenance, the agreement should help you minimize unplanned down time and unexpected expense.

Additionally, as a Trane customer you can count on:



- ☑ Priority Response – as a Trane Service Agreement customer you will have service priority, above time and materials customers.
- ☑ Advanced Diagnostics – Trane proprietary applications and technologies equip technicians to analyze system performance and make actionable service recommendations.
- ☑ Trane OEM Service Delivery – ensures the right services are completely and consistently performed to keep your equipment running efficiently and reliably.
- ☑ Dedicated Trane Service Team – a local service team consisting of a Service Coordinator, one or more Service Technicians and an Account Manager, all of whom will be familiar with your service requirements, your HVAC equipment and your facility.

The agreement is structured so that you can plan and budget annually for maintenance. The annual fee for the services outlined within the agreement can be found on the pricing & acceptance page.

WE VALUE THE CONFIDENCE YOU HAVE PLACED IN TRANE AND LOOK FORWARD TO WORKING WITH YOU.



TRANE SELECT SERVICE AGREEMENT

Added Value

Proper maintenance can save an estimated 12-18%* of your budget compared to a run-to-fail approach. A Trane Select Service Agreement is structured to help you capture those savings.



Research has shown that regular maintenance can:

- Cut unexpected breakdowns by **70-75%***
- Reduce downtime by **35-45%***
- Lower equipment repairs and maintenance costs by **25-30%***
- Reduce energy consumption by **5-20%***

* Source: FEMP O&M Guide – July 2004

In addition to financial value, when you partner with Trane you can expect:

Dependability and Consistency

Assigned Service Team - Your service team will consist of our professional Service Coordinator, Service Technicians, and Account Manager with extensive HVAC experience. Our technicians have a thorough understanding of controls, heating, refrigeration, and airside systems.

Priority Response – Waterloo City Hall will receive preferred service status. Priority Emergency Response is available on a 24-hour-per-day basis.

AUTOMATED SCHEDULING SYSTEM - Trane utilizes a computerized scheduling program to ensure that all services included in the agreement are performed.

Superior Service Delivery

Trane's OEM Service Delivery Process ensures consistent quality through:

- Uniform service delivery
- Pre-job parts planning
- Documented work procedures
- Efficient and economical delivery of services
- Emphasis on Safety & Environments



Superior Service Delivery (continued)

Service Work Flow - Trane's industry exclusive service flow process includes detailed procedures that identify steps for: safety, parts, materials, tools, and sequence for execution. Trane's procedures also include steps for safety, quality control, work validation, and environmental compliance.

This process assures a complete service event. No critical steps are skipped or lost. Systems serviced in this way offer a higher degree of reliability and operational longevity. Trane's exclusive service procedures deliver superior service and most reliable outcomes at the most cost-effective price.

Trane's proprietary program is unequalled in the industry.

Knowledge Transfer

Documentation - Work performed on your equipment will be documented by the technician and reviewed with you at the completion of each visit. Equipment information will be labeled on all paperwork.

Operational System Optimization - Trane Technicians will review operating sequences and practices for the equipment covered by the agreement and advise you of operational improvement opportunities.

Training for Facility Staff - Concurrent with annual start-up, your Trane Technician will instruct your operator how to operate the equipment covered by the agreement.

Health and Safety

Safety Management Program - Trane Building Services employs several full time Occupational Safety and Health Administration (OSHA) 30-hr certified safety managers who are available to perform safety consultations related to the service performed at your site. Our Safety Management Program includes monthly safety training for all Trane Building Services field personnel, field supervisor jobsite audits, technician job safety analyses, and other key risk assessments and control strategies.

Personal Safety - Trane service technicians are, at a minimum, OSHA 10-hr certified, or equivalent with yearly retraining on all key occupational safety and health topics. Most of our technicians have participated in "Smith Safe" driver training and are Department of Transportation (DOT) Hazmat certified. They are provided with up to date personal protective equipment (PPE), training on its use and limitations, and FR protective apparel. Trane maintains an industry leading position in National Fire Protection Agency (NFPA) 70E Electrical Safety, technician ergonomics and fall protection programs.

Drug-Free Workplace - Trane service maintains a Drug-Free Workplace, with a robust drug and alcohol testing program.





Environmental Management

Refrigerant Policy - Trane Building Services practices and procedures are compliant with all Federal and State laws and regulations concerning the proper handling, storage, and repair of leaks of ozone-depleting refrigerants and their substitutes according to Environmental Protection Agency regulation 40 CFR Part 82. Trane service technicians are Universal-certified and use only certified recovery equipment.

Refrigerant Management Program - Trane Building Services maintains and uses Trane Refrigerant Management Software (RMS) to capture, manage and report Refrigerant Activity. The Refrigerant Activity Report Form is used by the technician to record all refrigerant activity that has occurred on each piece of equipment. The form data is entered into RMS after it is submitted to and checked by central office personnel. Annually, Trane prints a report from RMS of all Refrigerant activity that has occurred at each site. The report details all refrigerant activity performed by Trane Building Services Technicians for each piece of equipment, and can be used to satisfy reporting requirements. Environmental management data sheets will be available during quarterly reporting sessions

Oil Disposal - Trane Building Services removes used oil from your refrigeration units and disposes of it in accordance with applicable environmental regulations. Trane has a national contract with a leading provider of used oil services to recycle used oil where allowed and properly dispose of used oil which does not meet recycling requirements (in states where used oil is a hazardous waste, Trane will remove used oil from refrigeration units for the customer to arrange disposal).

TRANE SELECT SERVICE AGREEMENT

Scope of Services – Standard Inclusions

Provided in your Select Service Agreement:

Trane Select Maintenance

Scheduled number of specific service events and associated labor performed during Trane normal business hours as outlined in the Equipment Coverage and Services section of this Agreement. Basic materials and supplies determined necessary by the Trane Technician for the normal performance of Scheduled Maintenance are covered by the annual fee and include grease, oil, cleaning solvents, wiping cloths, drive belts and oil filters.

Refrigerant Management

This scope includes:

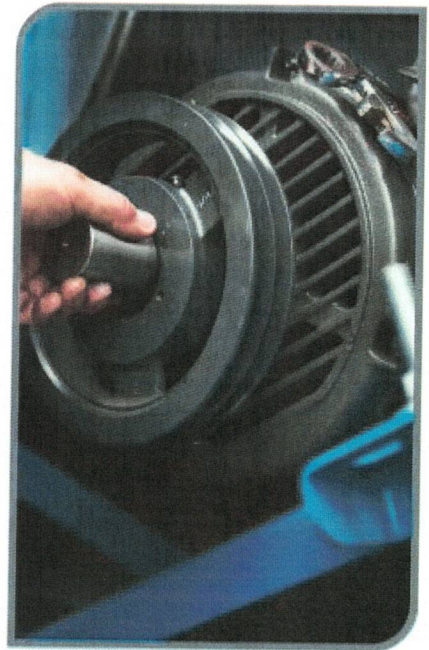
- Refrigerant Replacement is included up to \$7.00/lb, not to exceed 50 pounds per occurrence. Cost above \$7.00/lb shall be paid by customer
- Trane Technicians will capture and track all refrigerant activity performed by Trane for each piece of Covered Equipment
- Refrigerant Usage Reports can be generated quarterly

Specified System Repair Coverage

Covers the cost of all required repairs to maintainable components on the systems specified during Trane normal business hours. Non-specified equipment repairs will be invoiced separately on a time and materials basis. Prior approval will be required following an estimate

Cooling Contingency Planning

Trane emergency preparedness experts will provide Cooling Contingency Planning to anticipate and respond to unusual or unplanned cooling needs. Planning will address temporary chillers, portable auxiliary power units, and recommendations for facility modifications to prepare your system for temporary cooling.



TRANE SELECT SERVICE AGREEMENT

Equipment Coverage and Services



The following “Covered Equipment” will be serviced:

Equipment	Manufacturer	Model Number	Serial Number
(2) Boilers	Fulton	PHW-750	1409 & 1518
Tracer Summit	Trane		
Air Cooled Chiller	Trane	RTAA0904YH01A3	U97E02123
Air Handling Unit	Trane	MCCA010	K97D41663
Air Handling Unit	Trane	PCC37	K97E59709
Air Handling Unit	Trane	PCC07	K97E59705

SCOPE OF SERVICES

TRANE EXTENDED WARRANTY & MAINTENANCE PROGRAM

Routine maintenance inspections are performed throughout the year. The Schedules of Maintenance Form provides a summary of the schedules and types of inspections.

EMERGENCY SERVICE

This coverage includes all emergency calls between inspections as required for purpose of diagnosis of trouble, adjustment, and resetting controls. Overtime (Saturday, Sunday, Holidays and hours prior to 7:30a.m. and after 4:30p.m.) will be billed at a rate equal to the incremental cost difference between standard time and overtime.

MAJOR REPAIR LABOR

This includes all labor to diagnose, repair, or replace failed components of the equipment covered under the provisions of this agreement.

REPLACEMENT PARTS AND COMPONENTS

Parts, refrigerant as noted, oil, and other materials to complete repairs are furnished under this agreement.

INSPECTIONS

- **One** (1) comprehensive annual inspection and **two** (2) periodic maintenance inspections per year on the Tracer. Monthly Remote Controls Inspections
- **One** (1) comprehensive annual inspection and **one** (1) periodic maintenance inspections per year on each boiler
- **One** (1) comprehensive annual inspection and **two** (2) periodic maintenance inspections per year on the air cooled chiller.
- **Two** (2) periodic maintenance inspections per year on the AHU's

Coverage includes:

- **Two** (2) filter changes per year.

WRITTEN REPORTS

Written reports will be provided to the customer representative following each regular inspection or emergency call.

PREFERENTIAL SERVICE AND CONTRACT SERVICE RATE

This contract includes preferential service to the customer over non-contract customers. For work outside the scope of service, the prevailing labor rates apply.

SUPPLEMENTAL TERMS AND CONDITIONS

- A. This agreement presupposes that all major pieces of equipment are in proper operating condition at the signing of this agreement.
- B. It shall be the responsibility of the Service Company to inspect and report to the Customer any malfunctions and defects within forty-five (45) days after effective date. If equipment can not be operated within this 45-day period due to seasonal conditions or other factors beyond our control, the period for initial inspection shall be extended to 45 days after the equipment can be operated and checked.
- C. It shall also be the responsibility of the Service Company to make recommendations and to assist the Customer in restoring the equipment to proper operating condition. However, all of the actual restoration costs shall be paid by Customer.
- D. After equipment restoration to original operating conditions has been approved by the Service Company, coverage shall become effective in accordance with the terms of this agreement.
- E. This agreement does not extend to or cover repairs, replacements or services required through normal wear and tear, corrosion or deterioration, or necessitated in whole or in part by improper installation, operation, or maintenance by Buyer, weather, (damage by storms, lightning or freezing, etc.), misuse, abuse (including excessive operating conditions), negligence, accident or catastrophe (including damage to materials in shipment without fault of the Company), adjustment, repair or alteration by other than the Company's service representatives or such as would adversely affect the performance and/or reliability of the equipment, or modification or addition to the control system, or other causes external to the equipment (such as power failure), or for defects in design or estimates of necessary capacity or size.
- F. Failure of components such as vessels, shells, heads and tube sheets, piping, heat exchangers, sheet-metal cabinets, pans, spray bars, insulation, and structural systems, which fail due to corrosion, erosion, deterioration, or damage due to accident, abuse, external causes, or freezing, which are not routinely serviced or repaired are not covered by this agreement.
- G. Airfreight and special rigging (including crane and helicopter) shall be paid by Customer.
- H. Any misrepresentation of equipment history or condition could void the warranty coverage. Acceptance and execution of this agreement by all parties is contingent upon owner furnished documentation of certain minimum predictive maintenance procedures having been performed within the historical time frame indicated. These include:

Teardown and Overhaul: Performed every 8-10 yrs or 20,000-30,000 run hours. Bearings, gaskets, seals, o-rings, etc (not included in this contract)

Oil Analysis: Performed once per year

Vibration Analysis: Performed once per year (not included in this contract).

Eddy Current Test: Performed every three years on the condenser tube bundles and every five years on the evaporator tubes (not included in this contract).

SCOPE OF COVERAGE SUMMARY

Waterloo City Hall

Trane St Louis

Annual Comprehensive Service – chiller, boilers	1	Per Year
Operating Inspection – boilers	1	Per Year
Operating Inspection – Chiller	2	Per Year
Seasonal Changeover, if needed		
Inspection Reports	X	
Emergency Service	X	
Head Removal		
Water Cooled Tube Cleaning (Brush Only)		
Air Cooled Coil Cleaning (Brush Only)		
Cooling Tower Cleaning		
High Pressure Air Cooled Coil Cleaning	X	
Replacement Parts	X	Full Coverage Only
Refrigerant – up to 50 lbs per occurrence	X	Full Coverage Only
Major Repair Labor	X	Full Coverage Only
Refrigerant Monitor Calibration		
Eddy Current Tube Analysis		Condenser
Air Filter Changes (see FLR-110)	2	Per Year
Annual Comprehensive Parts	X	
Tracer/Summit Monitoring	X	
Oil Analysis	1	Per Year
Bromide Analysis		Per Year
Refrigerant Analysis		Per Year
Vibration Analysis		Per Year
Crane Rental		
8-10 Year Overhaul		

SPECIAL INSTRUCTIONS:

Certificate of Insurance On file

Scheduling Process: P.O. _____

- Call to Schedule Inspection _____

Personnel Authorized to Place Service Calls: _____

Proper Vehicle Parking Area: _____

Sign In Procedures: _____

Initial Contact Person(s): _____

Pre-authorized Repair Limits: _____ Amount: \$0.00

Repair Approval Process: _____

Resolution Process: Attention: _____ Billing Address: _____

Notes: _____



TRANE SELECT SERVICE AGREEMENT

Pricing and Acceptance

Customer:

Waterloo City Hall
301 South Main Street
Waterloo, IL 62298

Site:

Waterloo City Hall
301 South Main Street
Waterloo, IL 62298

Trane Service Agreement

This Service Agreement consists of the pages beginning with the title page entitled "The Agreement," the consecutively numbered pages immediately following such title page and includes and ends with the Trane Terms and Conditions (Service) (collectively, the "Service Agreement" or "Agreement").

Trane agrees to inspect and maintain the Covered Equipment hereof according to the terms of this Service Agreement, including the "Terms and Conditions," and "Scope of Services" sections hereof. Trane agrees to give preferential service to Customer over non-contract customers.

Service Fee

Customer agrees to pay to each year of the Term, payable at **See Below** per year, as the fee (the "Service Fee") for the inspection and maintenance services described in the Scope of Services section hereof with respect to the Covered Equipment. The Service Fee is subject to adjustment as provided herein.

Total Price

Total Price – Per Year.....\$12,469.00

Please check preferred billing frequency: Annually Semi-Annually Quarterly

Term

The initial term of this Service Agreement shall be one (1) year, effective **upon acceptance** provided that Trane will have no obligation to Customer prior to execution of this Service Agreement in the space provided below by an authorized representative of Trane.

This Agreement is subject to Customer's acceptance of the attached Trane Terms and Conditions.

CUSTOMER ACCEPTANCE

TRANE ACCEPTANCE
Trane U.S. Inc.

Authorized Representative

Authorized Representative

Printed Name

Account Manager

Title

Title

Purchase Order

Acceptance Date

Signature Date



TRANE SELECT SERVICE AGREEMENT

Terms and Conditions

The following "Terms and Conditions" are attached to and made a part of the Service Agreement ("Agreement") between the named Customer and Trane.

For Services performed in the United States, "Trane" shall mean Trane U.S. Inc. For Services performed in Canada, "Trane" shall mean Trane Canada Co., except where the context provides otherwise.

Trane's Services are furnished pursuant to and subject to the following terms and conditions, except for any Services that are the subject of a pre-existing valid written agreement currently in effect between Trane and Customer, in which case such written agreement shall apply.

1. Acceptance. A Proposal or Agreement made upon these terms is subject to Customer acceptance in writing delivered to Trane within thirty (30) days from the date hereof. If your order is an acceptance of a written Proposal on a form provided by Trane, without the addition of any other terms and conditions of sale or any other modification, this document shall be treated solely as an acknowledgment of such order, subject to credit approval. If your order is not such an acceptance, then this document is Trane's offer, subject to credit approval, to provide the services solely in accordance with the following terms and conditions of sale. If we do not hear from you within two weeks from the date hereof, Trane shall rely upon your silence as an acceptance of these terms and conditions and any performance will be pursuant hereto. Customer's acceptance of services by Trane will in any event constitute an acceptance by Customer of these terms and conditions.

2. Term, Renewal, and Cancellation. The Initial Term of this Agreement shall be as stated in the "Pricing & Acceptance" section hereof. Thereafter, unless earlier terminated, this Agreement shall be automatically renewed for succeeding 12 month terms (each a "Renewal Term"), subject to the Renewal Pricing Adjustment, upon Trane's delivery to Customer of a service renewal letter at least forty-five (45) days in advance of the scheduled expiration date and Customer's failure to notify Trane in writing no later than thirty (30) days prior to the scheduled expiration date that the Agreement shall not be renewed. This Agreement may be cancelled upon the written notice of either party to the other (for any reason or no reason) no later than thirty (30) days prior to the scheduled expiration date; provided, however, that, in the event of a cancellation by Customer, Customer shall pay to Trane the balance of the Service Fee applicable to the then current 12 month period of the Term. The Service Fee is based on performance during regular business hours.

3. Renewal Pricing Adjustment. The Service Fee for an impending Renewal Term shall be the Current Service Fee (defined as the Service Fee for the Initial or Renewal Term immediately preceding the impending Renewal Term) adjusted by the following: (a) increase and/or decrease for additions and/or deletions to Scope of Services; (b) 25% of the Current Service Fee shall be adjusted based upon the calendar year change in the (i) U.S. Bureau of Labor Statistics Producer Price Index for selected commodity groupings (Metals and Metal Products) for Services performed in the United States or (ii) Statistics Canada Producer Price Index, Goods (Raw Materials Prices Index) for Services performed in Canada; (c) 65% of the Current Service Fee shall be adjusted based upon the change to cost of labor; and (d) 10% of the Service Fee shall be adjusted based upon changes to Trane services overhead costs, which include but are not limited to the cost of fuel, truck leasing, and office-related overhead factors. The Service Fee for an impending Renewal Term shall be set forth in the service renewal letter furnished to Customer.

4. Payment and Taxes. Payment is due upon receipt of Trane's invoice. Except as may otherwise be provided in the "Service Fee" section, annual Service Fee amounts shall be paid in advance of performance of the Services. Trane reserves the right to add to any account outstanding for more than 30 days a service charge equal to the lesser of the maximum allowable legal interest rate or 1.5% of the principal amount due at the end of each month. Without liability to Customer, Trane may discontinue services whenever payment is overdue. In addition to the stated Service Fee, Customer shall pay all taxes not legally required to be paid by Trane or, alternatively, shall provide Trane with acceptable tax exemption certificates. Customer shall pay all costs (including attorneys' fees) incurred by Trane in attempting to collect amounts due.

5. Termination. This Agreement may be terminated by either party upon a material breach by the other party of its obligations hereunder upon fourteen (14) calendar days prior written notice to the breaching party and the failure of the breaching party to cure the breach within such fourteen (14) day period. Notwithstanding any termination, Customer shall remain liable to Trane for any amounts for services provided by Trane and not then paid.

6. Performance. Trane shall perform the services described in this Agreement with respect to the listed Equipment with reasonable promptness in a workmanlike manner in accordance with industry standards generally applicable in the area. Except as otherwise provided in writing in "Scope of Services," Services will be performed during Trane's normal business hours and any after-hours services shall be billed separately according to then prevailing overtime or emergency labor/labour rates. Trane's duty to perform under this Agreement and the Service Fee are subject to the approval of Trane's credit department, and contingent upon the ability to procure materials from the usual sources of supply. Upon disapproval of the credit department or upon the occurrence of any such event as aforesaid, Trane may delay or suspend performance or, at its option, renegotiate Service Fees, and/or terms and conditions with the Customer. If Trane and Customer are unable to agree on such revisions, this Agreement shall be cancelled without any liability, other than Customer's obligation to pay for services rendered by Trane to the date of cancellation. This Agreement presupposes that all major pieces of equipment are in proper operating condition as of the date hereof. Services furnished are premised on the Equipment being in a maintainable condition. In no event shall Trane have any obligation to replace Equipment that is no longer maintainable. During the first 30 days of this Agreement, and/or upon seasonal start-up (if included in the Services), an inspection by a Trane technician of Covered Equipment indicates repairs or replacement is required, Trane will provide a written quotation for such repairs or replacement. If Customer does not authorize such repairs or replacement, Trane may remove the unacceptable Equipment from the "Equipment Coverage" or "Scope of Services" sections of this Agreement and adjust the Service Fee accordingly. During the Term, Trane may elect to install/attach to Customer equipment or provide portable devices (hardware and/or software) for execution of control or diagnostic procedures. Such devices shall remain the personal proprietary property of Trane and in no event shall become a fixture of customer locations. Customer shall not acquire any interest, title or equity in any hardware, software, processes, and other intellectual or proprietary rights to devices used in connection with providing service on Customer equipment. Trane reserves the right to remove such items at its discretion. Trane may refuse to perform any services or work where working conditions could endanger or put at risk the safety of Trane employees or subcontractors.

7. Customer Obligations. Customer shall:

- (a) Provide Trane reasonable and safe access to all Equipment;
- (b) Follow manufacturer recommendations concerning teardown and internal inspection, major overhaul, restoration or refurbishing of the Equipment; unless expressly stated in the Scope of Services statement, Trane is not performing any manufacturer recommended teardown and internal inspection, major overhaul, restoration or refurbishing of the equipment; Trane shall not be responsible to perform any subsequent repairs to the Equipment necessitated by Customer's failure to follow such manufacturer recommendations;
- (c) Reimburse Trane for services, repairs, and/or replacements performed by Trane beyond the "Scope of Services" or otherwise excluded hereunder. Such reimbursement shall be at the then prevailing overtime/holiday rates for labor/labour and prices for materials and may at Trane's option be subject to a separate written agreement prior to its undertaking such work; and
- (d) Unless water treatment is expressly included in Trane's Scope of Services, provide professional cooling tower water treatment in accordance with any reasonable recommendations provided by Trane.

8. Exclusions. Unless expressly included in "Scope of Services" or "Equipment Coverage," the services to be provided by Trane do not include, and Trane shall not be liable for, any of the following:

- (a) Any guarantee of room conditions or system performance;
- (b) Inspection, maintenance, repair, replacement of or services for: chilled water and condenser water pumps and piping; electrical disconnect switches or circuit breakers; motor starting equipment that is not factory mounted and interconnecting power wiring; recording or portable instruments, gauges or thermometers; non-moving parts or non-maintainable parts of the system, including, but not limited to, storage tanks; pressure vessels, shells, coils, tubes, housings, castings, casings, drain pans, panels, duct work; piping: hydraulic, hydronic, pneumatic, gas, or refrigerant; insulation; pipe covering: refractory material; fuses, unit cabinets; electrical wiring; ductwork or conduit; electrical distribution system; hydronic structural supports and similar items; the appearance of decorative casing or cabinets; damage sustained by other equipment or systems; and/or any failure, misadjustment or design deficiencies in other equipment or systems;
- (c) Repairs or replacement of parts made necessary as a result of electrical power failure, low voltage, burned out main or branch fuses, low water pressure, vandalism, misuse or abuse, improper operation, unauthorized alteration of Equipment, accident, negligence of Customer or others, damage due to freezing weather, calamity or malicious act;
- (d) Any damage or malfunction resulting from vibration, electrolytic action, freezing, contamination, corrosion, erosion, or caused by scale or sludge on internal tubes except where water treatment protection services are provided by Trane as part of this Agreement;
- (e) Furnishing any items of equipment, material, or labor/labour, or performing special tests recommended or required by insurance companies or federal, state, or local governments;
- (f) Failure or inadequacy of any structure or foundation supporting or surrounding the Equipment or any portion thereof;
- (g) Building access or alterations that might be necessary to repair or replace Customer's existing equipment;
- (h) The normal function of starting and stopping the Equipment or the opening and closing of valves, dampers or regulators normally installed to protect the Equipment against damage;
- (i) Valves that are not factory mounted: balance, stop, control, and other valves external to the device unless specifically included in the Agreement;
- (j) Any responsibility for design or redesign of the system or the Equipment, obsolescence, safety tests, or removal or reinstallation of valve bodies and dampers;
- (k) Any services, claims, or damages arising out of Customer's failure to comply with its obligations under this Agreement;
- (l) Failure of Customer to follow manufacturer recommendations concerning overhaul and refurbishing of the Equipment;

(m) Any claims, damages, losses, or expenses, arising from or related to conditions that existed in, on, or upon the premises before the effective date of this Agreement ("Pre-Existing Conditions"), including, without limitation, damages, losses, or expenses involving pre-existing building envelope issues, mechanical issues, plumbing issues, and/or indoor air quality issues involving mold/mould and/or fungi;

(n) Replacement of refrigerant is excluded, unless replacement of refrigerant is expressly stated as included within the scope of Trane's Services, in which case replacement shall in no event exceed the stated percentage of rated system charge per year expressly stated in the scope of Services. Customer shall be responsible for the cost of any additional replacement refrigerant;

(o) Operation of the equipment;

(p) Any claims, damages, losses, or expenses, arising from or related to work done by or services provided by individuals or entities that are not employed by or hired by Trane.

9. Warranties. (a) Trane manufactured material supplied and installed by Trane is warranted to be free from defect in material and manufacture for a period of twelve months from the earlier of the date of start-up or replacement and Trane's obligation under this warranty is limited to repairing or replacing the defective part at its option; (b) labor/labour is warranted (to have been properly performed) for a period of 90 days from completion and Trane's obligation under this warranty is limited to correcting any improperly performed labor/labour; and (c) non-Trane equipment and/or parts are not warranted by Trane and shall have such warranties as are extended to Trane by the respective manufacturer. Labor/labour to install parts supplied by Customer is not warranted by Trane. Notwithstanding the foregoing, all warranties provided herein terminate upon termination or cancellation of this Agreement. **THE WARRANTY AND LIABILITY SET FORTH IN THIS SECTION ARE IN LIEU OF ALL OTHER WARRANTIES AND LIABILITIES, WHETHER IN CONTRACT OR IN NEGLIGENCE, EXPRESS OR IMPLIED, IN LAW OR IN FACT, INCLUDING IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR USE OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL TRANE BE LIABLE FOR ANY SPECIAL, INCIDENTAL, CONSEQUENTIAL (INCLUDING WITHOUT LIMITATION LOST REVENUE OR PROFITS), OR PUNITIVE DAMAGES. NO REPRESENTATION OR WARRANTY OF MERCHANTABILITY OR FITNESS OF PURPOSE IS MADE REGARDING PREVENTION BY THE SCOPE OF SERVICES, OR ANY COMPONENT THEREOF, OF MOLD, FUNGUS, BACTERIA, MICROBIAL GROWTH, OR ANY OTHER CONTAMINATES. TRANE SPECIFICALLY DISCLAIMS ANY LIABILITY IF THE SCOPE OF SERVICES OR ANY COMPONENT THEREOF IS USED TO PREVENT OR INHIBIT THE GROWTH OF SUCH MATERIALS.**

10. Indemnity. Trane and Customer shall indemnify, defend and hold each other harmless from any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, resulting from death or bodily injury or damage to real or personal property, to the extent caused by the negligence or misconduct of the indemnifying party, and/or its respective employees or agents. If the parties are both at fault, the obligation to indemnify shall be proportional to their relative fault. The duty to indemnify will continue in full force and effect, notwithstanding the expiration or early termination hereof, with respect to any claims based on facts or conditions that occurred prior to expiration or termination.

11. Limitation of Liability. NOTWITHSTANDING ANY CONTRARY PROVISION, NEITHER PARTY SHALL BE LIABLE FOR SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OF ANY NATURE (INCLUDING WITHOUT LIMITATION LOST REVENUE OR PROFITS), WHETHER CLAIMED UNDER CONTRACT, WARRANTY, NEGLIGENCE, STRICT LIABILITY OR ANY OTHER LEGAL THEORY OR FACTS, OR PUNITIVE DAMAGES.

12. Asbestos and Hazardous Materials. Trane's services expressly exclude any identification, abatement, cleanup, control, disposal, removal or other work connected with asbestos or other hazardous materials (collectively, "Hazardous Materials"). Should Trane become aware of or suspect the presence of Hazardous Materials, Trane may immediately stop work in the affected area and shall notify Customer. Customer will be responsible for taking any and all action necessary to correct the condition in accordance with all applicable laws and regulations. Customer shall be exclusively responsible for and shall indemnify and hold harmless Trane (including its employees, agents and subcontractors) from and against any loss, claim, liability, fees, penalties, injury (including death) or liability of any nature, and the payment thereof, arising out of or relating to any Hazardous Materials on or about the premises, not brought onto the premises by Trane. Trane shall be required to resume performance of the services only when the affected area has been rendered harmless.

13. Insurance. Trane agrees to maintain insurance in the following minimum amounts during the Term: Commercial General Liability -- \$1,000,000 per occurrence; Automobile Liability -- \$1,000,000 CSL; Workers Compensation -- Statutory Limits. If Customer has requested to be named as an additional insured under Trane's insurance policy, Trane will do so but only to the extent of Trane's indemnity assumed under the indemnity provision contained herein. Trane does not waive any rights of subrogation.

14. Force Majeure. If Trane shall be unable to carry out any material obligation under this Agreement due to an Event of Force Majeure, this Agreement shall at Trane's election (i) remain in effect but Trane's obligations shall be suspended until the uncontrollable event terminates or (ii) be terminated upon ten (10) days notice to Customer, in which event Customer shall pay Trane for all parts of the Work furnished to the date of termination. An "Event of Force Majeure" shall mean any cause or event beyond the control of Trane. Without limiting the foregoing, "Event of Force Majeure" includes: acts of God; acts of terrorism, war or the public enemy; flood; earthquake; tornado; storm; fire; civil disobedience; pandemic; insurrections; riots; labor disputes; labor or material shortages; sabotage; restraint by court order or public authority (whether valid or invalid), and action or non-action by or inability to obtain or keep in force the necessary governmental authorizations, permits, licenses, certificates or approvals if not caused by Trane.

15. Services Other Than Solely Scheduled Service. If Trane's services hereunder are not limited solely to Scheduled Service, the following provisions shall also apply: (a) Required restoration shall be performed by Customer at its cost prior to Trane being obligated to perform hereunder; (b) any changes, adjustments, service or repairs made to the Equipment by any party other than Trane, unless approved by Trane in writing, may, at Trane's option, terminate Trane's obligation to render further service to the Equipment so affected; in such case no refund of any portion of the Service Fee shall be made; and (c) Customer shall (i) promptly notify Trane of any unusual performance of Equipment; (ii) permit only Trane personnel to repair or adjust Equipment and/or controls during the Term; and (iii) utilize qualified personnel to properly operate the Equipment in accordance with the applicable operating manuals and recommended procedures.

16. General. To the maximum extent provided by law, this Agreement is made and shall be interpreted and enforced in accordance with the laws of the state or province in which work is performed. This Agreement contains all of the agreements, representations and understandings of the parties and supersedes all previous understandings, commitments or agreements, oral or written, related to the subject matter hereof. If any part of this Agreement is deemed to be unlawful, invalid, void or otherwise unenforceable, the rights

and obligations of the parties shall be reduced only to the extent required to remove the invalidity or unenforceability. Customer may not assign, transfer, or convey this Agreement, or any part hereof, without the written consent of Trane. Subject to the foregoing, this Agreement benefit of the parties hereto and their permitted successors and assigns. Except as provided for Service Fee adjustments, no modifications, additions or changes may be made to this Agreement except in a writing signed by both parties. This Agreement may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same Agreement. A fully executed facsimile copy hereof or the several counterparts shall suffice as an original. Trane reserves the right to change the terms and conditions herein at any time upon written notice to Customer provided at least thirty days prior to the effective date of such changes.

17. Equal Employment Opportunity/Affirmative Action Clause. Trane is a federal contractor which complies fully with Executive Order 11246, as amended, and the applicable regulations contained in 41 C.F.R. Parts 60-1 through 60-60, 29 U.S.C. Section 793 and the applicable regulations contained in 41 C.F.R. Part 60-741; and 38 U.S.C. Section 4212 and the applicable regulations contained in 41 C.F.R. Part 60-250 in the United States and with Canadian Charter of Rights and Freedoms Schedule B to the Canada Act 1982 (U.K.) 1982, c. 11 and applicable Provincial Human Rights Codes and employment law in Canada.

18. U.S. Government Work. The following provision applies only to direct sales by Trane to the US Government. The Parties acknowledge that all items or services ordered and delivered under this Agreement / Purchase Order are Commercial Items as defined under Part 12 of the Federal Acquisition Regulation (FAR). In particular, Trane agrees to be bound only by those Federal contracting clauses that apply to "commercial" suppliers and that are contained in FAR 52.212-5(e)(1). Trane complies with 52.219-8 or 52.219-9 in its service and installation contracting business. The following provision applies only to indirect sales by Trane to the US Government. As a Commercial Item Subcontractor, Trane accepts only the following mandatory flow down provisions: 52.219-8; 52.222-26; 52.222-35; 52.222-36; 52.222-39; 52.247-64. If the Work is in connection with a U.S. Government contract, Customer certifies that it has provided and will provide current, accurate, and complete information, representations and certifications to all government officials, including but not limited to the contracting officer and officials of the Small Business Administration, on all matters related to the prime contract, including but not limited to all aspects of its ownership, eligibility, and performance. Anything herein notwithstanding, Trane will have no obligations to Customer unless and until Customer provides Trane with a true, correct and complete executed copy of the prime contract. Upon request, Customer will provide copies to Trane of all requested written communications with any government official related to the prime contract prior to or concurrent with the execution thereof, including but not limited to any communications related to Customer's ownership, eligibility or performance of the prime contract. Customer will obtain written authorization and approval from Trane prior to providing any government official any information about Trane's performance of the work that is the subject of this offer or agreement, other than this written offer or agreement.

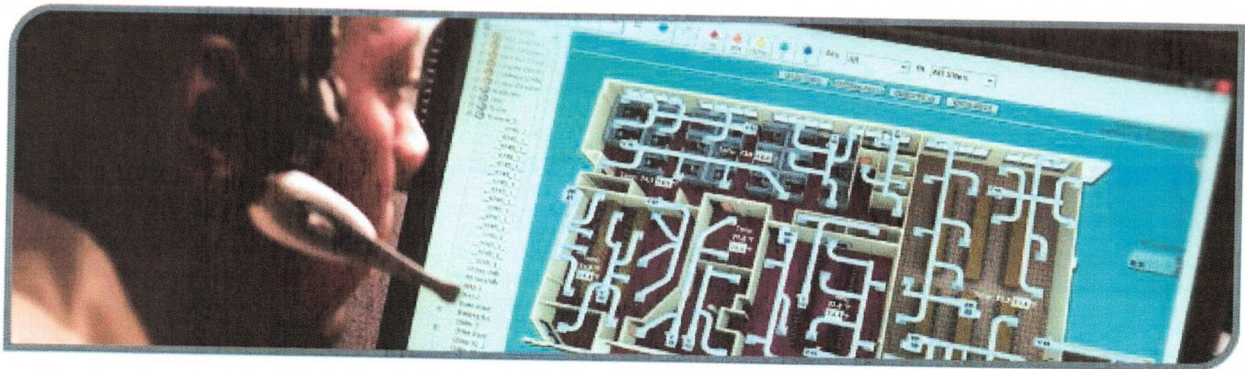
1-26.130-7 (0208)

Supersedes 1-26.130-7 (0108)

End of the Agreement

TRANE SELECT SERVICE AGREEMENT

Customer Service Flows



COMPREHENSIVE ANNUAL INSPECTION SERVICE ROT-310

1. Report in with the Customer Representative.
2. Record and report abnormal conditions, measurements taken, etc.
3. Review customer logs with the customer for operational problems and trends.
 1. **General Assembly**
 - a) Inspect for leaks and report leak check result.
 - b) Repair minor leaks as required (e.g. valve packing, flare nuts).
 - c) Calculate the refrigerant loss rate and report the results to the customer.
 - d) Check the condenser fans for clearances and free operation.
 - e) Check tightness of condenser fan motor mounting brackets.
 - f) Check the set screws on the fan shafts.
 - g) Visually inspect the condenser coil for cleanliness.
 - h) Verify the performance of the fan control inverter VFD, if applicable.
 - i) Grease bearings as required.
 2. **Controls and Safeties**
 - a) Inspect the control panel for cleanliness.
 - b) Inspect wiring and connections for tightness and signs of overheating and discoloration.
 - c) Verify the working condition of all indicator/alarm lights and LED/LCD displays.
 - d) Test oil pressure safety device (as required). Calibrate and record setting.
 - e) Test the operation of the chilled water pump starter auxiliary contacts.
 3. **Lubrication System**
 - a) Pull oil sample for spectroscopic analysis.
 - b) Test oil for acid content and discoloration.
 - c) Make recommendations to the customer based on the results of the test.
 - d) Verify the operation of the oil heaters.
 4. **Motor and Starter**
 - a) Clean the starter cabinet and starter components.
 - b) Inspect wiring and connections for tightness and signs of overheating and discoloration.
 - c) Check the condition of the contacts for wear and pitting.
 - d) Check contactors for free and smooth operation.
 - e) Check all mechanical linkages for wear, security and clearances.
 - f) Verify tightness of the motor terminal connections.
 - g) Meg the motor and record readings.
 - h) Verify the operation of the electrical interlocks.
 - i) Measure voltage and record. Voltage should be nominal voltage $\pm 10\%$.

**MID-SEASON RUNNING INSPECTION
ROT-330**

1. Check the general operation of the unit.
2. Log the operating temperatures, pressures, voltages, and amperages.
3. Check the operation of the control circuit.
4. Check the operation of the lubrication system.
5. Check the operation of the motor and starter.
6. Analyze the recorded data. Compare the data to the original design conditions.
7. Review operating procedures with operating personnel.
8. Provide a written report of completed work, operation log and indicate any uncorrected deficiencies detected.

**TRACER 100 INSPECTION
COMPREHENSIVE ANNUAL INSPECTION
CNT-125**

1. Report in with the Customer Representative.
 2. Review customer reports with the customer for operational problems and trends.
- 1. Control Panel**
- a) Make a back-up copy of the Tracer program.
 - b) Check for loose or damaged parts or wiring.
 - c) Check for any accumulation of dirt or moisture. Clean if required.
 - d) Verify proper electrical grounding.
 - e) Verify control panel power supplies for proper output voltages.
 - f) Inspect interconnecting cables and electrical connections.
 - g) Verify that manual override switches are in the desired positions. (Tracer 100 card cage only, if applicable)
 - h) Check the operation of all binary and analog outputs, if applicable. (Tracer 100 card cage only, if applicable.)
 - i) Verify proper communication link operation between the control panel and external ICS devices.
 - j) Calibrate control devices, if applicable.
 - k) Verify the correct time and date.
 - l) Check and update the holiday schedules and daylight savings time.
 - m) Via terminal mode, view the event log and input/output points for any unusual status or override conditions.
 - o) Check modem operation, if applicable.
 - p) Clean the external surfaces of the panel enclosure.
 - q) Review operating procedures with operating personnel.
 - r) Provide a written report of completed work, and indicate any uncorrected deficiencies detected.

**OIL SAMPLE/SPECTROGRAPHIC ANALYSIS
ANL-110**

1. Pull oil sample for spectrographic analysis.

**GAS-FIRED BOILERS (LPHW)
STARTUP / CHECKOUT PROCEDURE - BLR-120**

1. Verify full boiler.
2. Test the safety/relief valve after startup (full pressure test).
3. Clean or replace the fuel filters.
4. Clean the fuel nozzles.
5. Inspect, clean and functionally test the flame scanner and fame safeguard relay.
6. Clean and adjust the ignition electrode.
7. Replace the vacuum tube in flame safeguard control, if applicable.
8. Perform pilot turn down test.
9. Verify proper water flow through the boiler.
10. Perform combustion test and adjust the burner for maximum efficiency.

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11. Test the following items:
 - a) Firing rate
 - b) Fuel/air ratio
 - c) CO₂
 - d) CO
 - e) NO_x
 - f) Perform smoke test.
 12. Review operating procedures with operating personnel.
 13. Provide a written report of completed work, operating log, and indicate any uncorrected deficiencies detected.

**GAS-FIRED BOILERS (LPHW)
SEASONAL SHUT-DOWN PROCEDURE
BLR-150**

1. Shut down boiler at boiler controls.
2. Shut off fuel lines at main valves.
3. Drain down boiler and associated piping as necessary.
4. Review operating procedures with operating personnel.
5. Provide a written report of completed work, operating log, and indicate any uncorrected deficiencies detected.

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:
April 01, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Warrant No. 636.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03-28-24

Submitted by: _____
Shawn Kennedy, Collector / Budget Officer

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

DATE: 03/31/24

VENDOR # NAME DEPT. AMOUNT

01 GENERAL FUND

LEGISLATIVE

EL075	ELAN FINANCIAL SERVICES	01-12	1,471.45
KA020	K & D PRINTING	01-12	840.00
SC170	SCHEFFEL BOYLE	01-12	29,000.00
S0010	SOIL EXCAVATING & HAULING LLC	01-12	21,595.80
VE360	VERVOCITY INTERACTIVE	01-12	159.00

**TOTAL LEGISLATIVE 53,066.25

FINANCE

AM500	AMERICOM IMAGING SYSTEMS, INC.	01-13	91.37
BE115	BENEFIT PLANNING CONSULTANTS, INC	01-13	68.60
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-13	7,990.31
CL340	CLINICAL COLLECTION MANAGEMENT	01-13	88.75
CO025	COAST TO COAST EQUIP & SUPPLIES	01-13	3.52
DA040	D AND D DISTRIBUTING SERVICES, IN	01-13	14.00
DE130	DEARBORN LIFE INSURANCE COMPANY	01-13	29.02
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-13	664.11
EL075	ELAN FINANCIAL SERVICES	01-13	56.20
FI100	FIDELITY SECURITY LIFE INSURANCE	01-13	78.00
FI575	FIRST NATIONAL BANK OF WATERLOO	01-13	38.10
HA390	HARRISONVILLE TELEPHONE	01-13	1,336.08
KA020	K & D PRINTING	01-13	15.60
LA088	LANDIS+GYR TECHNOLOGY, INC.	01-13	499.00
LO250	LOCIS	01-13	272.00
RE440	REJIS COMMISSION	01-13	425.02
RO400	ROTOLITE OF ST LOUIS INC	01-13	35.00
ST120	STAPLES BUSINESS ADVANTAGE	01-13	119.85
TE175	TECH ELECTRONICS	01-13	61.80
WA300	CAPITAL ONE	01-13	7.72

**TOTAL FINANCE 11,894.05

BUILDING

CI250	CITY OF WATERLOO	01-14	4,146.56
HG100	H & G SALES, INC.	01-14	46.00
MA900	MAY PEST CONTROL, LLC	01-14	275.00
MI243	MIDWEST ELEVATOR CO., INC.	01-14	550.00
ST120	STAPLES BUSINESS ADVANTAGE	01-14	323.45
WA300	CAPITAL ONE	01-14	393.00
WA850	WATERLOO LUMBER COMPANY	01-14	74.86

**TOTAL BUILDING 5,808.87

LEGAL

ST025	ST CLAIR, GILBRETH & STEPPIG LLC	01-15	5,405.25
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**TOTAL LEGAL 5,405.25

ZONING/BUILDING INSPECTOR

BE115	BENEFIT PLANNING CONSULTANTS, INC	01-16	14.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-16	4,611.22
CO025	COAST TO COAST EQUIP & SUPPLIES	01-16	2,195.00
DE130	DEARBORN LIFE INSURANCE COMPANY	01-16	10.94
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-16	231.62
FI100	FIDELITY SECURITY LIFE INSURANCE	01-16	28.26
HE320	HENRY, MEISENHEIMER & GENDE, INC.	01-16	4,913.72
LA500	LAWSON PRODUCTS, INC.	01-16	52.42

**TOTAL ZONING/BUILDING INSPECTOR 12,057.18

RECORDS

BE115	BENEFIT PLANNING CONSULTANTS, INC	01-18	7.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-18	1,195.74
CO025	COAST TO COAST EQUIP & SUPPLIES	01-18	1,795.00
DE130	DEARBORN LIFE INSURANCE COMPANY	01-18	4.88
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-18	85.28
FI100	FIDELITY SECURITY LIFE INSURANCE	01-18	9.13

**TOTAL RECORDS 3,097.03

VENDOR # NAME DEPT. AMOUNT

01 GENERAL FUND

RECORDS
POLICE

AL125	AL'S AUTOMOTIVE SUPPLY INC.	01-21	26.63
AU084	AUTO TIRE AND PARTS	01-21	318.16
BE115	BENEFIT PLANNING CONSULTANTS, INC	01-21	126.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-21	31,683.53
CR220	CREATIVE PRODUCT SOURCING, INC.	01-21	138.00
DA040	D AND D DISTRIBUTING SERVICES, IN	01-21	42.00
DE130	DEARBORN LIFE INSURANCE COMPANY	01-21	94.33
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-21	1,696.06
EL075	ELAN FINANCIAL SERVICES	01-21	1,781.05
FI100	FIDELITY SECURITY LIFE INSURANCE	01-21	216.47
HA390	HARRISONVILLE TELEPHONE	01-21	314.01
LA500	LAWSON PRODUCTS, INC.	01-21	52.42
LE425	LEON UNIFORM CO.	01-21	2,106.98
MO425	MONROE COUNTY ELECTRIC COOPERATIV	01-21C	49.09
MO460	MONROE COUNTY GENERAL FUND	01-21	21,610.40
OH200	RAY O'HERRON COMPANY	01-21	582.00
RE440	REJIS COMMISSION	01-21	555.43
ST120	STAPLES BUSINESS ADVANTAGE	01-21	168.37
VE250	VERIZON	01-21	105.09
WA300	CAPITAL ONE	01-21	66.46

**TOTAL POLICE 61,732.48

SOCIAL SERVICES

BE115	BENEFIT PLANNING CONSULTANTS, INC	01-34	7.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-34	2,305.61
CI350	CITY OF WATERLOO - ELECTRIC FUND	01-34	5,000.00
DE130	DEARBORN LIFE INSURANCE COMPANY	01-34	5.47
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-34	137.09
EL075	ELAN FINANCIAL SERVICES	01-34	143.82
FI100	FIDELITY SECURITY LIFE INSURANCE	01-34	14.13
MO425	MONROE COUNTY ELECTRIC COOPERATIV	01-34C	768.48
RE450	RELIABLE SANITATION	01-34	81,619.79
RO344	RONGEY, BRITTANY	01-34	540.00

**TOTAL SOCIAL SERVICES 90,541.39

STREETS & ALLEYS

AL125	AL'S AUTOMOTIVE SUPPLY INC.	01-41	102.50
BE115	BENEFIT PLANNING CONSULTANTS, INC	01-41	35.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOI	01-41	8,380.75
CC001	CCP INDUSTRIES	01-41	571.72
CI250	CITY OF WATERLOO	01-41	1,675.22
CL200	CLEAN UNIFORM SERVICES	01-41	40.72
CL340	CLINICAL COLLECTION MANAGEMENT	01-41	145.00
CO250	COLUMBIA QUARRY	01-41	490.13
DA040	D AND D DISTRIBUTING SERVICES, IN	01-41	39.20
DE130	DEARBORN LIFE INSURANCE COMPANY	01-41	31.05
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-41	412.08
FA150	FABICK TRACTOR	01-41	2,186.26
FI100	FIDELITY SECURITY LIFE INSURANCE	01-41	70.74
GA825	GATEWAY F.S., INC.	01-41	875.00
GR463	GREGSON-CLARK SPRAYING EQUIPMENT	01-41	5,990.16
HA390	HARRISONVILLE TELEPHONE	01-41	44.09
HE320	HENRY, MEISENHEIMER & GENDE, INC.	01-41	20,577.07
IN458	INTERSTATE BILLING SERVICE, INC.	01-41	559.63
IR300	IRON CRAFTERS INC	01-41	337.46
JO200	JOHN DEERE FINANCIAL	01-41	272.71
LA500	LAWSON PRODUCTS, INC.	01-41	52.42
MI300	MIDWEST MUNICIPAL SUPPLY	01-41	16,018.60
SC608	SCHWARZE FARM	01-41	360.00
TY200	TYNDALE COMPANY, INC.	01-41	625.20
WA432	WARNING LITES OF SOUTHERN ILLINOI	01-41C	2,556.83

**TOTAL STREETS & ALLEYS 62,449.54

VENDOR # NAME DEPT. AMOUNT

52 SEWER FUND

SEWER ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	52-11	91.36
BE115	BENEFIT PLANNING CONSULTANTS, INC	52-11	12.60
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	52-11	2,099.85
CO025	COAST TO COAST EQUIP & SUPPLIES	52-11	3.52
DE130	DEARBORN LIFE INSURANCE COMPANY	52-11	8.92
DE490	DELTA DENTAL OF ILLINOIS - RISK	52-11	123.30
EL075	ELAN FINANCIAL SERVICES	52-11	56.20
FI100	FIDELITY SECURITY LIFE INSURANCE	52-11	16.77
KA020	K & D PRINTING	52-11	15.60
LA088	LANDIS+GYR TECHNOLOGY, INC.	52-11	499.00
LO250	LOCIS	52-11	272.00
RE440	REJIS COMMISSION	52-11	425.01
RO400	ROTELITE OF ST LOUIS INC	52-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	52-11	60.23
TE175	TECH ELECTRONICS	52-11	61.80
TE425	TESTING ANALYSIS CONTROL	52-11	864.00
VI460	VIPOWER SERVICES	52-11	2,425.39
WA300	CAPITAL ONE	52-11	7.73

**TOTAL SEWER ADMINISTRATION 7,078.28

SEWER TREATMENT PLANT

AL125	AL'S AUTOMOTIVE SUPPLY INC.	52-43	307.49
AU084	AUTO TIRE AND PARTS	52-43	64.39
BE115	BENEFIT PLANNING CONSULTANTS, INC	52-43	21.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	52-43	6,916.83
CA382	CAPITAL ONE TRADE CREDIT	52-43	117.99
CI250	CITY OF WATERLOO	52-43	17,676.20
CO600	CORE & MAIN	52-43	2,192.12
DA040	D AND D DISTRIBUTING SERVICES, IN	52-43	4.20
DE130	DEARBORN LIFE INSURANCE COMPANY	52-43	15.82
DE490	DELTA DENTAL OF ILLINOIS - RISK	52-43	347.43
FI100	FIDELITY SECURITY LIFE INSURANCE	52-43	42.39
HA390	HARRISONVILLE TELEPHONE	52-43	75.43
LA500	LAWSON PRODUCTS, INC.	52-43	52.42
PO820	POWER SUPPLY INDUSTRIES, INC.	52-43	9,066.28
TY200	TYNDALE COMPANY, INC.	52-43	680.30
VE310	VERNIER SALES & SERVICE	52-43	750.00

**TOTAL SEWER TREATMENT PLANT 38,330.29

SEWER SANITATION SYSTEM

AL125	AL'S AUTOMOTIVE SUPPLY INC.	52-44	4.24
BI007	BI-COUNTY SMALL ENGINE CENTER	52-44	631.28
BU550	BUTLER SUPPLY COMPANY	52-44	2,400.00
CI250	CITY OF WATERLOO	52-44	6,604.16
JO200	JOHN DEERE FINANCIAL	52-44	276.84
KE500	KEY EQUIPMENT & SUPPLY	52-44	692.79
MO425	MONROE COUNTY ELECTRIC COOPERATIV	52-44C	59.56
SE580	SERPENTIX CONVEYOR CORP	52-44	619.80
SN200	SNAP-ON	52-44	155.80

**TOTAL SEWER SANITATION SYSTEM 11,444.47

52 SEWER FUND GRAND TOTAL 56,853.04

DATE: 03/31/24

VENDOR #	NAME	DEPT.	AMOUNT
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53 ELECTRIC FUND

ELECTRIC ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	53-11	91.36
BE115	BENEFIT PLANNING CONSULTANTS, INC	53-11	12.60
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	53-11	2,099.87
CO025	COAST TO COAST EQUIP & SUPPLIES	53-11	3.53
DE130	DEARBORN LIFE INSURANCE COMPANY	53-11	8.91
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-11	123.32
EL075	ELAN FINANCIAL SERVICES	53-11	1,181.48
FI100	FIDELITY SECURITY LIFE INSURANCE	53-11	16.76
KA020	K & D PRINTING	53-11	15.60
LA088	LANDIS+GYR TECHNOLOGY, INC.	53-11	499.00
LO250	LOCIS	53-11	272.00
RE440	REJIS COMMISSION	53-11	425.01
RO400	ROTOLITE OF ST LOUIS INC	53-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	53-11	60.22
TE175	TECH ELECTRONICS	53-11	61.80
WA300	CAPITAL ONE	53-11	7.73

**TOTAL ELECTRIC ADMINISTRATION 4,914.19

ELECTRIC PRODUCTION

AU084	AUTO TIRE AND PARTS	53-47	773.68
BA150	BARNES, HENRY, MEISENHEIMER & GEN	53-47N.	18,558.25
BE115	BENEFIT PLANNING CONSULTANTS, INC	53-47	14.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	53-47	5,343.18
CH460	CHEMQUEST, INC.	53-47	495.00
CI250	CITY OF WATERLOO	53-47	5,979.04
CL200	CLEAN UNIFORM SERVICES	53-47	405.48
DE130	DEARBORN LIFE INSURANCE COMPANY	53-47	15.82
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-47	272.12
FI100	FIDELITY SECURITY LIFE INSURANCE	53-47	33.07
GR200	W.W. GRAINGER, INC.	53-47	2,743.86
HA390	HARRISONVILLE TELEPHONE	53-47	88.39
IR300	IRON CRAFTERS INC	53-47	5.50
JO200	JOHN DEERE FINANCIAL	53-47	81.87
TY200	TYNDALE COMPANY, INC.	53-47	360.65
WA300	CAPITAL ONE	53-47	25.84
WA850	WATERLOO LUMBER COMPANY	53-47	11.90

**TOTAL ELECTRIC PRODUCTION 35,207.65

ELECTRIC DISTRIBUTION

AL125	AL'S AUTOMOTIVE SUPPLY INC.	53-48	204.33
AN130	ANIXTER INC.	53-48	1,010.89
AU084	AUTO TIRE AND PARTS	53-48	145.95
BE115	BENEFIT PLANNING CONSULTANTS, INC	53-48	49.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	53-48	12,257.65
BR155	BRIDGEWELL RESOURCES LLC	53-48	14,125.00
BR240	BROWNSTOWN ELECTRIC SUPPLY	53-48	1,721.68
CI250	CITY OF WATERLOO	53-48	1,567.34
DA040	D AND D DISTRIBUTING SERVICES, IN	53-48	39.20
DE130	DEARBORN LIFE INSURANCE COMPANY	53-48	41.99
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-48	661.92
DI650	DITCH-WITCH SALES, INC.	53-48	958.24
DU700	DUTCH HOLLOW JANITORIAL SUPPLIES,	53-48	686.88
EL075	ELAN FINANCIAL SERVICES	53-48	27.76-
FI100	FIDELITY SECURITY LIFE INSURANCE	53-48	75.07
FL250	FLETCHER-REINHARDT COMPANY	53-48	21,813.58
GR200	W.W. GRAINGER, INC.	53-48	319.71
HA390	HARRISONVILLE TELEPHONE	53-48	43.73
JO200	JOHN DEERE FINANCIAL	53-48	1,409.17
LA500	LAWSON PRODUCTS, INC.	53-48	52.42
MC600	MCMASTER-CARR SUPPLY CO	53-48	396.28
MO425	MONROE COUNTY ELECTRIC COOPERATIV	53-48C	857.18
RE330	REXEL UNITED (EASTERN)	53-48	8,172.59
RE450	RELIABLE SANITATION	53-48	630.00
SN200	SNAP-ON	53-48	155.80
SU332	SUNBELT SOLOMON SERVICES, LLC	53-48	348,084.00

DATE: 03/31/24

VENDOR # NAME DEPT. AMOUNT

53 ELECTRIC FUND

ELECTRIC DISTRIBUTION

TA055	TALLMAN EQUIPMENT COMPANY INC.	53-48	19.51
TY200	TYNDALE COMPANY, INC.	53-48	577.70
VE310	VERNIER SALES & SERVICE	53-48	3,102.50
WA850	WATERLOO LUMBER COMPANY	53-48	69.54

**TOTAL ELECTRIC DISTRIBUTION 419,221.09

53 ELECTRIC FUND GRAND TOTAL 459,342.93

WARRANT #636

VENDOR #	NAME	DEPT.	AMOUNT
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54 GAS FUND

GAS ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	54-11	91.36
BE115	BENEFIT PLANNING CONSULTANTS, INC	54-11	12.60
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	54-11	2,099.87
CO025	COAST TO COAST EQUIP & SUPPLIES	54-11	3.53
DE130	DEARBORN LIFE INSURANCE COMPANY	54-11	8.91
DE490	DELTA DENTAL OF ILLINOIS - RISK	54-11	123.32
EL075	ELAN FINANCIAL SERVICES	54-11	56.20
FI100	FIDELITY SECURITY LIFE INSURANCE	54-11	16.77
KA020	K & D PRINTING	54-11	15.60
LA088	LANDIS+GYR TECHNOLOGY, INC.	54-11	499.00
LO250	LOCIS	54-11	272.00
RE440	REJIS COMMISSION	54-11	425.01
RO400	ROTOLITE OF ST LOUIS INC	54-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	54-11	82.46
TE175	TECH ELECTRONICS	54-11	61.80
UT300	UTILITY SAFETY & DESIGN	54-11	1,878.31
WA300	CAPITAL ONE	54-11	7.73

**TOTAL GAS ADMINISTRATION 5,689.47

GAS DISTRIBUTION

AL125	AL'S AUTOMOTIVE SUPPLY INC.	54-48	153.98
BE115	BENEFIT PLANNING CONSULTANTS, INC	54-48	49.00
BL400	BLUE CROSS BLUE SHIELD OF ILLINOIS	54-48	9,847.03
CI250	CITY OF WATERLOO	54-48	1,820.48
CO600	CORE & MAIN	54-48	1,886.56
DA040	D AND D DISTRIBUTING SERVICES, INC	54-48	39.20
DE130	DEARBORN LIFE INSURANCE COMPANY	54-48	32.23
DE490	DELTA DENTAL OF ILLINOIS - RISK	54-48	511.33
EL360	ELECTRO DOOR SYSTEMS, INC.	54-48	634.00
FA150	FABICK TRACTOR	54-48	15,298.97
FI100	FIDELITY SECURITY LIFE INSURANCE	54-48	61.62
FL250	FLETCHER-REINHARDT COMPANY	54-48	5,856.40
GR200	W.W. GRAINGER, INC.	54-48	528.96
HA390	HARRISONVILLE TELEPHONE	54-48	172.56
IR300	IRON CRAFTERS INC	54-48	4,750.79
JO200	JOHN DEERE FINANCIAL	54-48	3,924.94
LA500	LAWSON PRODUCTS, INC.	54-48	52.42
NO455	NORTHERN SAFETY CO., INC.	54-48	3,917.81
OR200	O'REILLY AUTOMOTIVE, INC.	54-48	17.48
SN200	SNAP-ON	54-48	155.82
SU550	SUPERIOR INDUSTRIAL SUPPLY	54-48	13.98
TE350	TERMINAL SUPPLY COMPANY	54-48	859.32
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	54-48	1,025.00
TY200	TYNDALE COMPANY, INC.	54-48	313.95
UL010	ULINE	54-48	1,244.40
US150	USA BLUE BOOK	54-48	777.23
VE310	VERNIER SALES & SERVICE	54-48	565.00
WA695	WATERLOO AUTO BODY	54-48	1,535.00
WA850	WATERLOO LUMBER COMPANY	54-48	110.70

**TOTAL GAS DISTRIBUTION 56,156.16

54 GAS FUND GRAND TOTAL 61,845.63

GRAND TOTAL FOR ALL FUNDS: 1,127,093.21

TOTAL FOR REGULAR CHECKS: 1,127,093.21

WARRANT #636 - INTERIM CHECKS

A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
01 GENERAL FUND			
MO650	MORRISON-TALBOTT LIBRARY	01-00	14,588.84
PO350	POLICE PENSION FUND	01-00	11,615.74
WA450	WATERLOO MUNICIPAL BAND	01-00	811.10
**TOTAL			27,015.68
LEGISLATIVE			
AT070	AT&T MOBILITY	01-12	114.70
WA705	WATERLOO CHAMBER OF COMMERCE	01-12	160.00
**TOTAL LEGISLATIVE			274.70
FINANCE			
AT070	AT&T MOBILITY	01-13	107.23
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	01-13	4.67
FP200	FP FINANCE PROGRAM	01-13	27.80
**TOTAL FINANCE			139.70
BUILDING			
RA120	RAMONA CLEANING SERVICE INC.	01-14	2,774.70
**TOTAL BUILDING			2,774.70
ZONING/BUILDING INSPECTOR			
AT070	AT&T MOBILITY	01-16	94.62
KR205	KREBEL, NATHAN	01-16	20.00
WE900	WEX BANK	01-16	183.21
YE200	YEARIAN, BRAD	01-16	20.00
**TOTAL ZONING/BUILDING INSPECTOR			317.83
POLICE			
AT070	AT&T MOBILITY	01-21	1,444.85
MO670	MORROW BROTHERS FORD, INC	01-21	41,790.00
QU055	QUALITY AUTO REPAIR	01-21	1,221.61
SI305	SIEBENBERGER, DALE	01-21	30.76
SO825	SOUTHWESTERN ILL. LAW ENFORC. COM	01-21	2,000.00
WE900	WEX BANK	01-21	3,236.58
WI116	WIEGAND, SHAUN	01-21	98.46
**TOTAL POLICE			49,822.26
EMERGENCY MANAGEMENT AGENCY			
AT070	AT&T MOBILITY	01-23	84.46
**TOTAL EMERGENCY MANAGEMENT AGENCY			84.46
SOCIAL SERVICES			
AT070	AT&T MOBILITY	01-34	47.31
DE650	DEUTCH, SARAH	01-34	289.01
HU235	HUMAN SUPPORT SERVICE	01-34	4,721.03
MI100	MISCELLANEOUS	01-34	11,575.00
WE575	WESTERN EGYPTIAN EOC	01-34	7,500.00
**TOTAL SOCIAL SERVICES			24,132.35
STREETS & ALLEYS			
AT070	AT&T MOBILITY	01-41	127.95
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	01-41	4.67
DO120	DOERR, TYLER	01-41	48.07
IL190	ILLINOIS DEPT OF AGRICULTURE	01-41	120.00
WE900	WEX BANK	01-41	2,466.99
**TOTAL STREETS & ALLEYS			2,767.68

\$1,375.00 Michelle Miller
 Façade Grant - Family Kitchen
 \$200.00 Mark Raeber
 Hometown Hero Banner Refund
 \$5,000.00 Monroe County History Museum
 Community Non Profit Grant Program
 \$5,000.00 Whiteside Station Chapter NSDAR
 Community Non Profit Grant Program
 \$11,575.00

SYS DATE:03/28/24

CITY OF WATERLOO
CLAIM SHEET
Sunday March 31, 2024

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A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
15 MOTOR FUEL TAX			
CA423	CARGILL INCORPORATED	15-00	36,288.88
CO250	COLUMBIA QUARRY	15-00	3,839.16
RO275	ROGERS REDI MIX	15-00	10,006.88
	**TOTAL		50,134.92
	15 MOTOR FUEL TAX	GRAND TOTAL	50,134.92

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CITY OF WATERLOO
CLAIM SHEET
Sunday March 31,2024

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A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
36 UTILITY DEPOSIT FUND			
ZZ100	CITY OF WATERLOO	36-00	4,075.00
	**TOTAL		4,075.00
36 UTILITY DEPOSIT FUND		GRAND TOTAL	4,075.00

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CITY OF WATERLOO
C L A I M S H E E T
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A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
38 CAPITAL IMPROVEMENTS FUND			
WA707	WATERLOO COMMUNITY FIRE PROTECTIO	038-00T.	374.99
	**TOTAL		374.99
38 CAPITAL IMPROVEMENTS FUND		GRAND TOTAL	374.99

A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
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51 WATER FUND

WATER ADMINISTRATION

CI310	CITY OF WATERLOO - PAYROLL ACCOUN	51-11	4.66
FP200	FP FINANCE PROGRAM	51-11	27.80
WA707	WATERLOO COMMUNITY FIRE PROTECTIO	51-11T.	7,499.81

**TOTAL WATER ADMINISTRATION 7,532.27

WATER DISTRIBUTION

AT070	AT&T MOBILITY	51-48	121.96
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	51-48	4.67
IL250	ILLINOIS AMERICAN WATER COMPANY	51-48	119,465.87
ST702	MICHAEL STUMPF & RONALD STUMPF	51-48	500.00
WE900	WEX BANK	51-48	253.10

**TOTAL WATER DISTRIBUTION 120,345.60

51 WATER FUND GRAND TOTAL 127,877.87

A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
52 SEWER FUND			
SEWER ADMINISTRATION			
FP200	FP FINANCE PROGRAM	52-11	27.80
WA707	WATERLOO COMMUNITY FIRE PROTECTIO	52-11T.	4,378.87
**TOTAL SEWER ADMINISTRATION			4,406.67
SEWER TREATMENT PLANT			
AT070	AT&T MOBILITY	52-43	121.96
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	52-43	9.33
**TOTAL SEWER TREATMENT PLANT			131.29
SEWER SANITATION SYSTEM			
WE900	WEX BANK	52-44	306.94
**TOTAL SEWER SANITATION SYSTEM			306.94
52 SEWER FUND	GRAND TOTAL		4,844.90

A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
53 ELECTRIC FUND			
ZZ110	CUSTOMER REFUND	53-00	26.07
	**TOTAL		26.07
ELECTRIC ADMINISTRATION			
BI200	BIRK, TIM	53-11	25.57
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	53-11	4.66
FP200	FP FINANCE PROGRAM	53-11	27.80
	**TOTAL ELECTRIC ADMINISTRATION		58.03
ELECTRIC PRODUCTION			
AT070	AT&T MOBILITY	53-47	84.46
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	53-47	4.67
	**TOTAL ELECTRIC PRODUCTION		89.13
ELECTRIC DISTRIBUTION			
AT070	AT&T MOBILITY	53-48	309.15
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	53-48	4.67
IL590	ILLINOIS MUNICIPAL ELECTRIC AGENC	53-48	448,923.00
WE900	WEX BANK	53-48	1,541.59
	**TOTAL ELECTRIC DISTRIBUTION		450,778.41
53 ELECTRIC FUND	GRAND TOTAL		450,951.64

A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
54 GAS FUND			
GAS ADMINISTRATION			
BI200	BIRK, TIM	54-11	15.63
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	54-11	4.66
FP200	FP FINANCE PROGRAM	54-11	27.80
**TOTAL GAS ADMINISTRATION			48.09
GAS DISTRIBUTION			
AT070	AT&T MOBILITY	54-48	272.91
CI310	CITY OF WATERLOO - PAYROLL ACCOUN	54-48	4.67
GA800	GAS UTILITIES ALLIANCE	54-48	800.00
UT250	UTILITY GAS MANAGEMENT	54-48	128,956.72
WE900	WEX BANK	54-48	1,052.87
**TOTAL GAS DISTRIBUTION			131,087.17
54 GAS FUND	GRAND TOTAL		131,135.26

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CITY OF WATERLOO
C L A I M S H E E T
Sunday March 31,2024

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A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

VENDOR #	NAME	DEPT.	AMOUNT
72 POLICE PENSION FUND			
LA350	LAUTERBACH & AMEN, LLP	72-00	500.00
	**TOTAL		500.00
72 POLICE PENSION FUND		GRAND TOTAL	500.00
GRAND TOTAL FOR ALL FUNDS--MANUAL CHECKS:			877,223.94
GRAND TOTAL FOR ALL FUNDS--REGULAR AND MANUAL			2,004,317.15

GROSS PAYROLL
March-24

<u>FINANCE</u>	<u>REGULAR</u>	<u>OVERTIME</u>	<u>TOTAL</u>
BARRETT	\$5,152.00	\$0.00	\$5,152.00
BIRK	\$18,448.68	\$0.00	\$18,448.68
CRAIG	\$3,076.92	\$0.00	\$3,076.92
DEUTCH	\$9,000.00	\$0.00	\$9,000.00
ECKSTADT	\$0.00	\$0.00	\$0.00
FELDMEIER	\$7,406.41	\$0.00	\$7,406.41
GUNN	\$6,060.32	\$0.00	\$6,060.32
HOFFMANN	\$7,610.40	\$0.00	\$7,610.40
KENNEDY	\$14,987.06	\$0.00	\$14,987.06
KLOPMEYER	\$7,406.40	\$0.00	\$7,406.40
KREBEL	\$10,254.74	\$0.00	\$10,254.74
KUJAWA	\$7,610.40	\$0.00	\$7,610.40
PACE	\$7,610.40	\$332.96	\$7,943.36
SCHWARZE	\$7,406.40	\$0.00	\$7,406.40
YEARIAN	\$7,488.00	\$0.00	\$7,488.00
BUELTEMANN	\$0.00	\$0.00	\$0.00
	<hr/>		
	\$119,518.13	\$332.96	\$119,851.09
ELECTRIC			
GUEBERT	\$8,537.12	\$80.37	\$8,617.49
HOFFMANN	\$10,809.60	\$281.50	\$11,091.10
LAWRENCE	\$11,194.88	\$634.09	\$11,828.97
MERTZ	\$8,589.44	\$219.76	\$8,809.20
PHILLIPS	\$11,238.61	\$655.96	\$11,894.57
RONGEY, ALEX	\$6,820.80	\$348.15	\$7,168.95
SCHMITZ	\$12,160.00	\$296.88	\$12,456.88
WERNER	\$12,000.32	\$855.76	\$12,856.08
DILL	\$4,598.40	\$71.85	\$4,670.25
LUECKING	\$11,314.35	\$146.81	\$11,461.16
RONGEY	\$10,808.65	\$225.18	\$11,033.83
MOSELEY	\$0.00	\$0.00	\$0.00
REINHOLZ	\$0.00	\$0.00	\$0.00
	<hr/>		
	\$108,072.17	\$3,816.31	\$111,888.48
GAS:			
BISHOP	\$8,035.20	\$0.00	\$8,035.20
GLESSNER	\$10,038.08	\$616.61	\$10,654.69
GOFF	\$10,524.16	\$0.00	\$10,524.16
HENRY, T	\$4,968.00	\$0.00	\$4,968.00
MOORE, C	\$10,022.40	\$29.36	\$10,051.76
RAMSEY	\$10,225.50	\$481.20	\$10,706.70
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	<hr/>		
	\$53,813.34	\$1,127.17	\$54,940.51
POLICE:			
BENDA	\$10,238.02	\$232.26	\$10,470.28
BRAUN	\$10,166.02	\$1,974.22	\$12,140.24
BRAYE	\$10,190.02	\$0.00	\$10,190.02
DAHLEM	\$9,754.92	\$232.26	\$9,987.18
DAWS	\$11,881.26	\$0.00	\$11,881.26
HADDICK	\$10,928.02	\$594.36	\$11,522.38
HARTIN	\$9,349.20	\$667.80	\$10,017.00
INGRAM	\$10,442.02	\$0.00	\$10,442.02
LUKE	\$13,307.01	\$0.00	\$13,307.01
MIDKIFF	\$10,928.03	\$250.26	\$11,178.29
MORAVEC	\$9,754.93	\$3,483.90	\$13,238.83
PROSISE	\$0.00	\$0.00	\$0.00
PRUETT	\$10,142.02	\$464.52	\$10,606.54
SALAMA	\$10,190.02	\$232.26	\$10,422.28
SCHRECKENBERG, KEVIN	\$10,178.02	\$929.04	\$11,107.06
SIEBENBERGER	\$10,622.02	\$0.00	\$10,622.02
SMITH, RICHARD	\$9,720.20	\$445.20	\$10,165.40
VOELKER	\$7,406.40	\$0.00	\$7,406.40
WIEGAND	\$10,928.02	\$500.52	\$11,428.54
BIVINS	\$0.00	\$0.00	\$0.00
BUGIE	\$0.00	\$0.00	\$0.00
FLOARKE	\$1,050.00	\$0.00	\$1,050.00
GREEN	\$840.00	\$0.00	\$840.00

HUDDLESTON, B	\$855.00	\$0.00	\$855.00
HUDDLESTON, M	\$840.00	\$0.00	\$840.00
JOHNS	\$870.00	\$0.00	\$870.00
MEISTER, S	\$0.00	\$0.00	\$0.00

\$190,581.15 \$10,006.60 \$200,587.75

SEWER:

DAVIS	\$9,092.24	\$0.00	\$9,092.24
DEGENER	\$10,304.18	\$0.00	\$10,304.18
STRAUB, J	\$11,614.08	\$0.00	\$11,614.08
	\$31,010.50	\$0.00	\$31,010.50

STREET:

DOERR	\$9,322.14	\$167.13	\$9,489.27
DUGAN	\$9,396.42	\$167.13	\$9,563.55
HERMANN	\$8,913.60	\$37.14	8950.74
MAURER	\$10,531.35	\$176.18	\$10,707.53
WASHAUSEN	\$9,003.96	\$167.13	\$9,171.09
WHELAN	\$9,317.16	\$167.13	\$9,484.29
VAN VEGHEL	\$0.00	\$0.00	\$0.00
WETZLER	\$0.00	\$0.00	\$0.00
	\$56,484.63	\$881.84	\$57,366.47

WATER:

MILLER	\$10,586.40	\$180.45	\$10,766.85
SCHLEMMER	\$9,624.00	\$0.00	\$9,624.00
	\$10,586.40	\$180.45	\$10,766.85

ELECTED OFFICIALS

BUETTNER, K	\$1,378.91
BUETTNER, M	\$1,328.91
CHARRON, C	\$1,293.91
CHILDERS	\$1,541.42
DARTER	\$2,155.99
HOPKINS	\$1,363.91
MOST	\$1,328.91
PAPENBERG	\$771.18
ROW	\$1,293.91
TRANTHAM	\$1,328.91
VOGT	\$1,343.91

E.S.D.A.	
HOFFMANN	\$150.00
SCOTT	\$330.00
Total:	\$480.00

PLANNING COMMISSION

RAU	
GAITSCH	
HICKS	
LUTZ	
PITTMANN	
VOELKER	
YOUNGS	
Total:	\$0.00

Total:	\$15,129.87
ZONING BOARD	
BOOTHMAN	
GIBBS	
HARTMAN	
LOERCH	
POETTKER	
POWELL	
SPIELMAN	
CHILDERS-SECRETARY	
Total:	\$0.00

March 1, 2024	\$201,801.24
March 15, 2024	\$209,498.10
March 28, 2024	\$200,346.18
	\$0.00
	\$0.00
Grand Total:	\$611,645.52
\$611,645.52	
\$0.00	

Mar-24

	Cash in Bank - Payroll Register	Cash in Bank - Deduction Register	Total
01-General	\$325,016.79	\$30,376.55	\$355,393.34
51-Water	\$27,758.41	\$3,552.12	\$31,310.53
52-Sewer	\$48,110.08	\$6,059.29	\$54,169.37
53-Electric	\$128,988.05	\$16,242.50	\$145,230.55
54-Gas	\$81,772.19	\$10,275.55	\$92,047.74
	\$611,645.52	\$66,506.01	\$678,151.53
Total Payroll Cost:			<u>\$678,151.53</u>

SYS DATE:03/28/24

CITY OF WATERLOO
 INVOICE HISTORY REPORT
 Sunday March 31,2024

SYS TIME:10:23
 [NHR4]
 PAGE 1

DATE: 03/31/24

G/L NUMBER	G/L DESC. CHECK #	VENDOR NAME	INVOICE #	REFERENCE	TRANS AMT
01-12-5310	Professional Services				
	03/31/24 56630	SCHEFFEL BOYLE	252065	ANNUAL AUDIT	29,000.00
	03/31/24 56652	VERVOCITY INTERACTIVE	29872555	WEBSITE FEE	159.00
				** TOTAL **	\$29,159.00
01-13-5310	Professional Services				
	03/31/24 56573	CLINICAL COLLECTION MANAGEMENT	204408	SARAH CRAIG TEST	88.75
				** TOTAL **	\$88.75
01-14-5310	Professional Services				
	03/31/24 56614	MAY PEST CONTROL, LLC	69974	QUARTERLY PEST CO	275.00
				** TOTAL **	\$275.00
01-16-5310	Professional Services				
	03/31/24 56598	HENRY, MEISENHEIMER & GENDE, INC.	WL0000-121	SUBDIVISIONS	4,913.72
				** TOTAL **	\$4,913.72
51-48-5310	Professional Services				
	03/31/24 56551	ALBERS WATER SERVICES, LLC	2_2024	FEB SERVICES	1,700.00
	03/31/24 56551	ALBERS WATER SERVICES, LLC	3_2024	MARCH SERVICES	1,600.00
				** TOTAL **	\$3,300.00
52-11-5310	Professional Services				
	03/31/24 56644	TESTING ANALYSIS CONTROL	12500	FEB SERVICES	864.00
	03/31/24 56653	VIPOWER SERVICES	1501	SEWER SERVICES	2,425.39
				** TOTAL **	\$3,289.39
53-47-5310	Professional Services				
	03/31/24 56559	BARNES, HENRY, MEISENHEIMER & GENDE, IN.	E03368-115	EPA/ANNUAL REPORT	540.77
	03/31/24 56569	CHEMQUEST, INC.	2733	MONITOR/TESTING	495.00
				** TOTAL **	\$1,035.77
54-11-5310	Professional Services				
	03/31/24 56649	UTILITY SAFETY & DESIGN	IN20240544	RETAINER	225.00
	03/31/24 56649	UTILITY SAFETY & DESIGN	IN20240907	SHRIMP/DIMP TOOL	474.00

DATE: 03/31/24

G/L NUMBER	DATE	G/L DESC. CHECK #	VENDOR NAME	INVOICE #	REFERENCE	TRANS AMT
	03/31/24	56649	UTILITY SAFETY & DESIGN	IN20241129	EIA176 FORM	495.00
	03/31/24	56649	UTILITY SAFETY & DESIGN	OINV20240153	2YR CALIBRATION	684.31
		** TOTAL **				\$1,878.31
		** GRAND TOTAL **				\$43,939.94

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:
April 1, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Increase in Monthly Household Charge for Trash
Pickup to \$18.77 (includes \$0.50 recycling surcharge) beginning May 1, 2024.

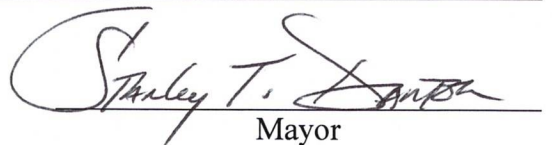
3. Relief or action to be requested:
Approval

4. Submittal date: 3/19/2024

Submitted by: _____
Shawn Kennedy, Collector-Budget Officer

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



Memo

To: Mayor
City Council

From: Shawn Kennedy

Date: 2/16/2024

Re: Reliable Sanitation

Per the Agreement by and between the City of Waterloo, Illinois and Reliable Sanitation Service, Inc. for the collection of refuse, effective May 1, 2024, the monthly charge shall be increased by annual “CPI based on all Urban Consumers” or 3%, whichever is greater.

The CPI based on all Urban Consumers for 2023 was 4.1%. Therefore, there will be an increase of 4.1%, or \$0.70 per household, per month.

In addition, the recycling “surcharge shall be evaluated annually by both parties to determine increase/decrease based upon the recycling cost per ton”. Per Reliable Sanitation, they are not proposing any change to the recycling surcharge of \$0.50 per household per month.

.....

Last year, Reliable Sanitation increased 8% and CPI was 8%.

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:
April 01, 2024
(Date)

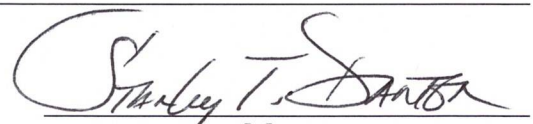
2. Description of matter to be placed on agenda:
Consideration and Action on a Solicitation Request from the Rotary Club of Monroe County for their Annual Bucket Brigade to be held on Saturday, June 01, 2024, 7:30 a.m. to 12:30 p.m., at the Intersections of Rogers / Hamacher and Main / Mill Streets.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03-22-24
Submitted by:
Jill Hempen, Rotary Club of Monroe County

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



Rotary Club of Monroe County

March 22, 2024

Stan Darter
Mayor
100 W. 4th Street
Waterloo, IL 62298

Dear Mayor Darter:

Rotary is an international organization made up of over 35,000 clubs worldwide. Funds raised by Rotary organizations are used locally, nationally and internationally. The Rotary Club of Monroe County is one of these clubs working to make a difference at home and abroad.

Locally, the Rotary Club of Monroe County has paid for dictionaries for third graders, donated and installed park benches at Lakeview Park and Waterloo baseball fields, provided hot meals for those in need at Martha's kitchen, awarded high school seniors scholarships and supported many local organizations (Baebler Farm, Human Support Services, Waterloo Band, Monroe County 4-H, Columbia PTA, etc.). Nationally we have donated money to fund cancer research and internationally the organization continues to raise funds to eradicate polio worldwide and provide clean water. Rotary is made up of individuals who share a passion for community service.

Rotary Club of Monroe County would like to collect donations in Waterloo on Saturday, June 1st (7:30am to 12:30pm) at the corner of Rogers and Hammacher street and also Main and Mill street. These donations will be utilized to fund more local service projects. If you have any additional questions, I can be reached at _____ Thanks for your time and consideration.

Sincerely,

A handwritten signature in cursive script that reads "Jill J. Hampen". The signature is written in dark ink and is positioned above the printed name.

Jill Hampen – Committee Chairperson
Rotary Club of Monroe County

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:
April 01, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Fee Waiver Request in the amount of \$896.60 from St. Paul UCC for Interior Renovations at 200 N. Main Street.

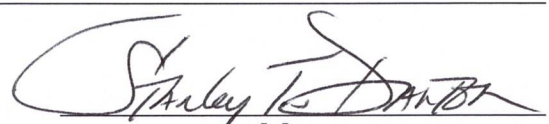
3. Relief or action to be requested:
Approval.

4. Submittal date: 03-27-24

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

STANLEY T DARTER, Mayor
MEHELLE CHILDERS, Clerk
BRAD A. PAPENBERG, Treasurer



Nathan Krebel
Zoning Administrator
Subdivision Administrator
100 West Fourth Street
Waterloo, Illinois 62298
(618) 939-8730

Memorandum

To: Mayor Darter & City Council
From: Nathan Krebel
Date: 3-27-2024
Re: St. Paul United Church of Christ

Roger Osterhage (building remodeling committee chairman) is requesting the building permit and inspection fees to be waived at St. Paul UCC. The scope of work is to remodel the bathrooms in the lower level and remodel the lobby on the main level. Quadrant Design is the design professional who submitted plans for the work.

Respectfully,

A handwritten signature in blue ink that reads "Nathan Krebel". The signature is written in a cursive style and is positioned above a horizontal line.

Nathan Krebel
Zoning/Subdivision Administrator



St. Paul
United Church of Christ

200 N. Main St. ~ Waterloo, IL 62298 ~ (618) 939-7123 ~ www.stpaulonline.org

March 25, 2024

City of Waterloo
Attn: Nathan Krebel
100 West Fourth St.
Waterloo, IL 62298

Dear Nathan,

On behalf of the St. Paul United Church of Christ Building Remodeling Committee I am asking for relief for building permit fees and city inspection fees. We will be doing some interior remodeling in the church building specifically bringing the lower-level restrooms into ADA compliance, reconfiguring the main level lobby, bringing single restroom into ADA compliance, installing new ceiling and floor finishes and painting.

We are 501 C (3) charitable and religious organization under the Internal Revenue Code. We are also a sales tax-exempt entity for the State of Illinois. Enclosed you will find our State of Illinois tax exemption letter for your reference.

Let me know if you need anything else to complete this request. We appreciate your consideration on this manner.

Sincerely,

A handwritten signature in black ink, appearing to read "Roger Osterhage".

Roger Osterhage
Building Remodeling Committee Chairman

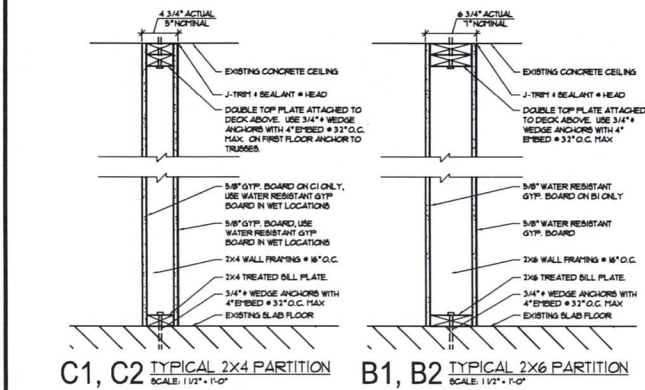
LOWER LEVEL ROOM FINISH SCHEDULE														
ROOM NO.	ROOM NAME	WALLS						CEILING		FLOOR			REMARKS	
		NORTH	SOUTH	EAST	WEST			HEIGHT	MATERIAL	FINISH	BASE			
001	WOMEN'S ROOM	GYP.	CT.PP.	GYP.	CT.PP.	GYP.	CT.PP.	ACT-1	---	SEE REF.	LVP	---	VN	
002	MEN'S ROOM	GYP.	CT.PP.	GYP.	CT.PP.	GYP.	CT.PP.	ACT-1	---	SEE REF.	LVP	---	VN	

BUILDING AND FINISH MATERIAL SCHEDULE				
SYMBOL	MATERIAL	MANUFACTURER	NUMBER/NAME	COMMENTS
ACT-1	2X4 ACQUATRA CEILING TILE 4 GRID IN BATHROOM	AMERONICS	PEBA ANGLED TESSLAR TILE 18" W/ 8" H* PRELUBE XL HEAVY DUTY GRID	NOTE: GRID SYSTEM TO HAVE HEAVY DUTY MAIN TEES WITH CROSS TEES BEING GREATER THAN OR EQUAL TO MAIN TEES
GYP	GYP/PM BOARD	---	5/8" THICK GYP/PM BOARD	WATER RESISTANT GYP/PM BOARD REQUIRED
CT	CERAMIC TILE	AMERONICS	COLOR WHEEL CLASSIC BRIGHT HTS	6" X 6" MATTE 3" X 6" MATTE
PT	PAINT	SHERWIN WILLIAMS	PRIME 1000 COAT	SEE PAINT SCHEDULE FOR PAINT SYSTEMS
VN-1	VINYL FLOOR BASE	AMERONICS	4" TALL 1/8" THICK @ 3/8" SQUARE	COVE BASE
LVP	LUXURY VINYL TILE FLOORING	AMERONICS	COLLEGE STRIP CHOCOLATE BROWN	

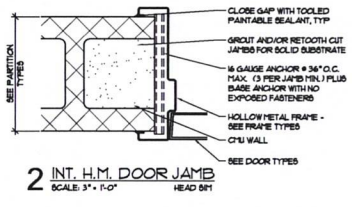
LOWER LEVEL PAINT SCHEDULE		
FINISH MATERIAL	PRIME COAT	FINISH COAT
GYP/PM BOARD WALLS - TOILET ROOMS	1 COAT SHERWIN WILLIAMS' PRO-CRAC 200 INTERIOR LATEX PRIMER	FINISH COAT NOTE: ALL PAINT TO BE SHERWIN WILLIAMS' OR APPROVED EQUIV. WOMEN'S - 3 COATS SHERWIN WILLIAMS' - PRO-CRAC 200 5/9/515 VELVET G-825NUT, EG 8-SHELL MEN'S - 2 COATS SHERWIN WILLIAMS' - PRO-CRAC 200 5/9/515 GRAYS HARBOR, EG 8-SHELL

LOWER LEVEL PLUMBING FIXTURE SCHEDULE			
FIXTURE	MFG	MODEL	REMARKS
WC-1 ACCESSIBLE TOILET	AMERICAN STANDARD	HADERA 5943401.020	ADA HEIGHT ELONGATED WHITE WITH OPEN FRONT RESIN SEAT (TYPE II, L6 GPF) LOW CONSUMPTION WITH 9000 GRANT FIN TEST WITH 6.0 GPM 11-1.6 FLUSH VALVE. P REUSING EXISTING TOILETS SUPPLY NEW FLUSH VALVES.
WC-2 STANDARD LOW TOILET	REUSE EXISTING OR PROVIDE AMERICAN STANDARD	HADERA 5234301.020	STANDARD HEIGHT ELONGATED WHITE WITH OPEN FRONT RESIN SEAT (TYPE II, L6 GPF) LOW CONSUMPTION WITH 9000 GRANT FIN TEST WITH 6.0 GPM 11-1.6 FLUSH VALVE.
URINAL	REUSE EXISTING PORCELAIN URINAL		NEW 6.0 GPM 11-1.6 FLUSH VALVES
TOILET CLOSET	WALL HUNG AMERICAN STANDARD	LUCERNE 9030501.020	CONCEAL 48" HOUNTING "ELKAT LK4080NS4" DECK "MOUNT 4" CENTER GOODBONECK 4" WITH 4" WREST SLIDE HANDLES. PROVIDE ANTI-SCALD VALVE, CAST BRASS CHROME PLATED STRAINER, OPTIONAL LAV FAUCET. PROVIDE ALTERNATIVE PRICE TO PROVIDE BATTERY POWERED.
WEG WALL CLEAN OUT	JOSAM OR APPR. EQUIV.	57000 SERIES	ROUND STAINLESS STEEL ACCESS COVER
EGO FLOOR CLEAN OUT	JOSAM OR APPR. EQUIV.	57000 SERIES	OUTLET SIZE TO SUIT. CAST IRON CLEAN OUT WITH SATIN FINISH BRONZE TOP

NOTE: PRODUCTS IN THIS SCHEDULE REPRESENT MINIMUM REQUIREMENTS. ANY SUBSTITUTIONS REQUESTED MUST MEET OR EXCEED CONSTRUCTION STD'S AND FEATURES OF SCHEDULED ITEMS AND BE APPROVED DURING SHOP DRAWING REVIEW.



C1, C2 TYPICAL 2x4 PARTITION SCALE: 1/2" = 1'-0"
 B1, B2 TYPICAL 2x6 PARTITION SCALE: 1/2" = 1'-0"
 A FURR-OUT PARTITION SCALE: 1/2" = 1'-0"



2 INT. H.M. DOOR JAMB SCALE: 3" = 1'-0"
 HEAD DET

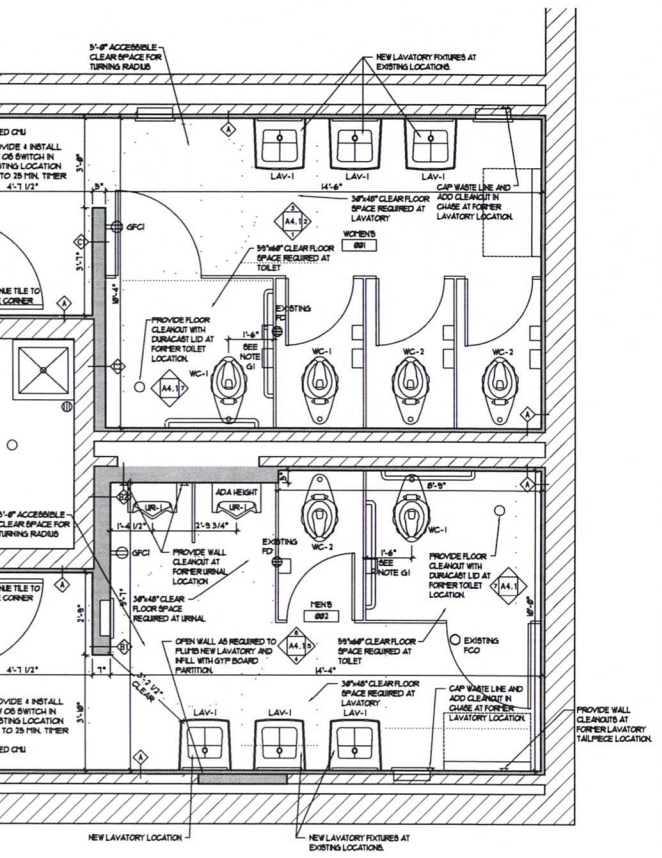


F1 INTERIOR HALF FRAME DOOR NOT TO SCALE
 D2 INT. WOOD DOOR NOT TO SCALE

LOWER LEVEL DOOR SCHEDULE												
DOOR NO.	LOCATION	DOOR			FRAME			U.L. LABEL	HOWR. SET	REMARKS		
		FRAME OPENING	TYPE	MAT'L	FIN.	TYPE	FIN.					
001	WOMEN'S ROOM	3'-4 1/2" x 7'-4 1/2"	134"	DI	MD	PREFN	FI	PT	2.00L	2	---	HI
002	MEN'S ROOM	3'-4 1/2" x 7'-4 1/2"	134"	DI	MD	PREFN	FI	PT	2.00L	2	---	HI

LOWER LEVEL HARDWARE SCHEDULE			
SET NO.	LOCKSET	HINGE	CLOSER
	MFG. NO.	MFG. NO.	MFG. NO.
H1 PUSH/PULL W/ CLOSER	ROCKWOOD FULL PLATE (BF 18) (UC1) ROCKWOOD PUSH/PULL (18UC1) EACH SIDE. ROCKWOOD KICKPLATE (K18) 8" X 2" LOW ABE. GFCI AT PUSH SIDE (US 3D FINISH)	4 1/2" x 1 1/2" HOSNEY #A2314 (1 1/2 PAIR)	NORTON (UN) M8 H BF (P) SURFACE APPLIED DOOR CLOSER W/ COVER AND HOLD OPEN (PULL SIDE) 600 ALUMINUM FINISH

HARDWARE SCHEDULE INCLUDES TRADE NAMES THAT REPRESENT DESIRED FUNCTION, FEATURES & QUALITY. APPROVED EQUIVALENT ITEMS SHOULD BE SUBMITTED BEFORE BID IS BASED ON SUCH MATERIALS.



1 FLOOR PLAN SCALE: 1/2" = 1'-0"

GENERAL NOTES

GL LAYOUT TOILET PARTITIONS FROM EXISTING FUTURE. REQUIREMENTS TO PROVIDE ADA CLEARANCES & REACHES.

02-B-14 ISSUED FOR BID

LOWER LEVEL TOILET ROOM FLOOR PLAN & SCHEDULES (BASE BID)

owner:
 ST. PAUL UNITED CHURCH OF CHRIST
 200 North Main Street
 Waterloo, IL 62298

architect:
 QUADRANT design architects & planners
 135 s. main street
 Waterloo, Illinois 62298
 ph: 618.939.0606

job number: 23208
 drawn by: HSF
 checked by: JTB
 file name: Lower Level Toilet Room.scd
 scale: as noted

sheet: A2.2

GROUND LEVEL TOILET ROOM ACCESSORY SCHEDULE				
TAG	FIXTURE	MFG	MODEL	REMARKS
(T1)	TOILET PAPER DISPENSER	BOBROCK	B-4286	ONE PER WATER CLOSET (CONCEALED REECON ROLL)
(T2)	BINARY NAPKIN DISPOSAL UNIT	BOBROCK	B-718	SURFACE MOUNTED, ONE PER WATER CLOSET
(T3)	SOAP DISPENSER	BOBROCK	B-4112	SURFACE MOUNTED, ONE PER LAV IN TOILET ROOMS
(T4)	GRAB BARS	BOBROCK	B-5886	ONE 8" OR 3/4" AND ONE 47" PER ACCESSIBLE WATER CLOSET PROVIDE WOOD BLOCKING AS REQUIRED. GRAB BARS TO BE CAPABLE OF SUPPORTING 250 LB. WEIGHT
(T5)	FRINOR	BOBROCK	B-238 (MS)	ONE PER SINGLE O.C.G. TOILET ROOM LAVATORY, 80x36 WITH STAINLESS STEEL FINISH
(T6)	PAPER TOWEL DISPENSER	BOBROCK	B-4362	ONE PER TOILET ROOM, PORTABLE WASTE RECEPTACLE BY OWNER

GROUND LEVEL ROOM FINISH SCHEDULE														
ROOM NO.	ROOM NAME	WALLS				CEILING				FLOOR			REMARKS	
		MATERIAL	FINISH	MATERIAL	FINISH	MATERIAL	FINISH	MATERIAL	FINISH	HEIGHT	MATERIAL	FINISH		BASE
M1	LOBBY	PT	PT	PT	PT	ACT-1	ACT-1	ACT-1	ACT-1	ACT-1	CPT	VN		
M2	EXPANDED LOBBY	PT	PT	GYP	PT	ACT-1	ACT-1	ACT-1	ACT-1	EXTGHT	CPT/LVP	VN		
M3	TOILET ROOM	CT/PT	CT/PT	CT/PT	CT/PT	ACT-1	ACT-1	ACT-1	EXTGHT	LVP-1	VN			

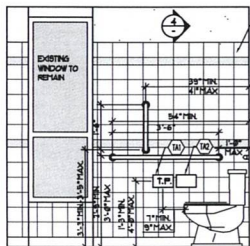
GROUND LEVEL BUILDING AND FINISH MATERIAL SCHEDULE				
SYMBOL	MATERIAL	MANUFACTURER	NUMBER/NAME	COMMENTS
ACT-1	2X4 ACoustICAL CEILING TILE 4' GRID	AMPSTRONG	NE5A ANGLD TEGULAR TILE 1/8" W/ 8/16" PELLUCE XL HEAVY DUTY GRID	NOTE: GRID SYSTEM TO HAVE HEAVY DUTY TANK TEST WITH CHAIR LEG PATINA GREATER THAN OR EQUAL TO 8.125/1.2
ACT-2	2X4 ACCENT CEILING PANELS	AMPSTRONG	WOODGRAIN FIELD PANELS UNAPPORTIONED CORE CORETY	BLACK GRID IN THIS AREA ONLY
GTP	GYP BOARD	--	5/8" THICK GYP BOARD	USE WATER RESISTANT GYP BOARD IN WET AREAS
CT	CERAMIC TILE	DAL-TILE	COLOR LABEL CLASSIC BRONZ KT35 COLOR LABEL CLASSIC BRONZ PESTY 02M	8" X 8" PLATE 3/4" THICK
PT	PAINT	SHERWIN WILLIAMS	PRIME FINISH COATS	SEE PAINT SCHEDULE FOR PAINT SYSTEMS
VN	VNTL FLOOR BASE VNTL FLOOR BASE	AMPSTRONG	ACT-1 UP TRUCK 8" TILT ACT-1 UP TRUCK 4" SQUARE	COVER BASE LOBBY / EXPANDED LOBBY COVER BASE TOILET ROOM
CPT-1	CARPET TILE - FIELD COLOR	SHAW	QUARTZ TILE 989A COLOR - BURLED 9/159	
CPT-2	CARPET TILE - ACCENT PATTERN	SHAW	KINETIC TILE 989A COLOR - COLORITY WORLD 9898	
CPT-3	CARPET TILE - DARK ACCENT	SHAW	GRANITE TILE 989A COLOR - ROCKA 9/479	
LVP-1	LUXURY VNTL TILE FLOORING	AMPSTRONG	COALFACE 878M OXIDE RUC01M	
LVP-2	LUXURY VNTL TILE FLOORING LOBBY SERVING AREA	AMPSTRONG	NATURAL CREATION M333 BRACO PNTY	

GENERAL NOTES	
02-10-24	OWNER REVIEW
01-16-24	LOBBY REVISIONS
01-11-24	OWNER REVIEW
Issued	description

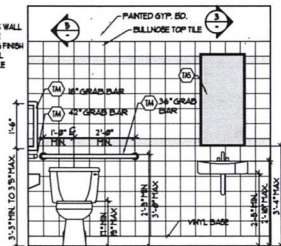
GROUND LEVEL PLUMBING FIXTURE SCHEDULE				
FIXTURE	MFG	MODEL	REMARKS	
MCC-1 ACCESSIBLE TOILET	AMERICAN STANDARD	MADERA *1234861.628	ACCESSIBLE HEIGHT ELONGATED WHITE WITH OPEN FRONT RESIN SEAT (TYPE II, L6 GPF LOW CONSUMPTION WITH 1600 GRAIN TEST WITH SLOAN 911-L6 FLUSH VALVE.	
LAV-1 LAVATORY	WALL HUNG AMERICAN STANDARD	LUCENE *9335612.813	TEKAY LK486868M4" DECK MOUNT 4" CENTER GOOSENECK 4" WITH 4" WRIST BLADE HANDLES. PROVIDE ANTI-SCALD VALVE, CABT BRASS CHROME PLATED STRAINER, CONCEALED ARM MOUNTING.	

GROUND LEVEL PAINT SCHEDULE		
FINISH MATERIAL	PRIME COAT	FINISH COAT
GYP/DM BOARD WALLS	1 COAT SHERWIN WILLIAMS PRO-COAT 200 INTERIOR LATEX PRIMER	2 COATS SHERWIN WILLIAMS - PRO-MAR 200, 505/110 MALABAR EG SHELL.

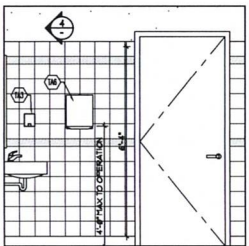
NOTE: PRODUCTS IN THIS SCHEDULE REPRESENT MINIMUM REQUIREMENTS. ANY SUBSTITUTIONS REQUESTED MUST MEET OR EXCEED CONSTRUCTION STDs AND FEATURES OF SCHEDULED ITEMS.



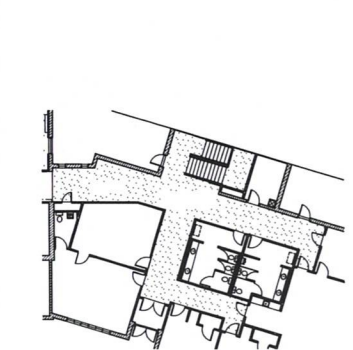
5 INTERIOR ELEVATION SCALE: 1/2" = 1'-0"



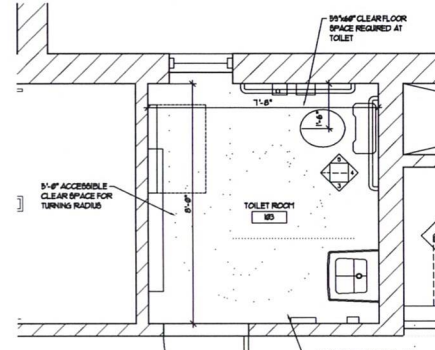
4 INTERIOR ELEVATION SCALE: 1/2" = 1'-0"



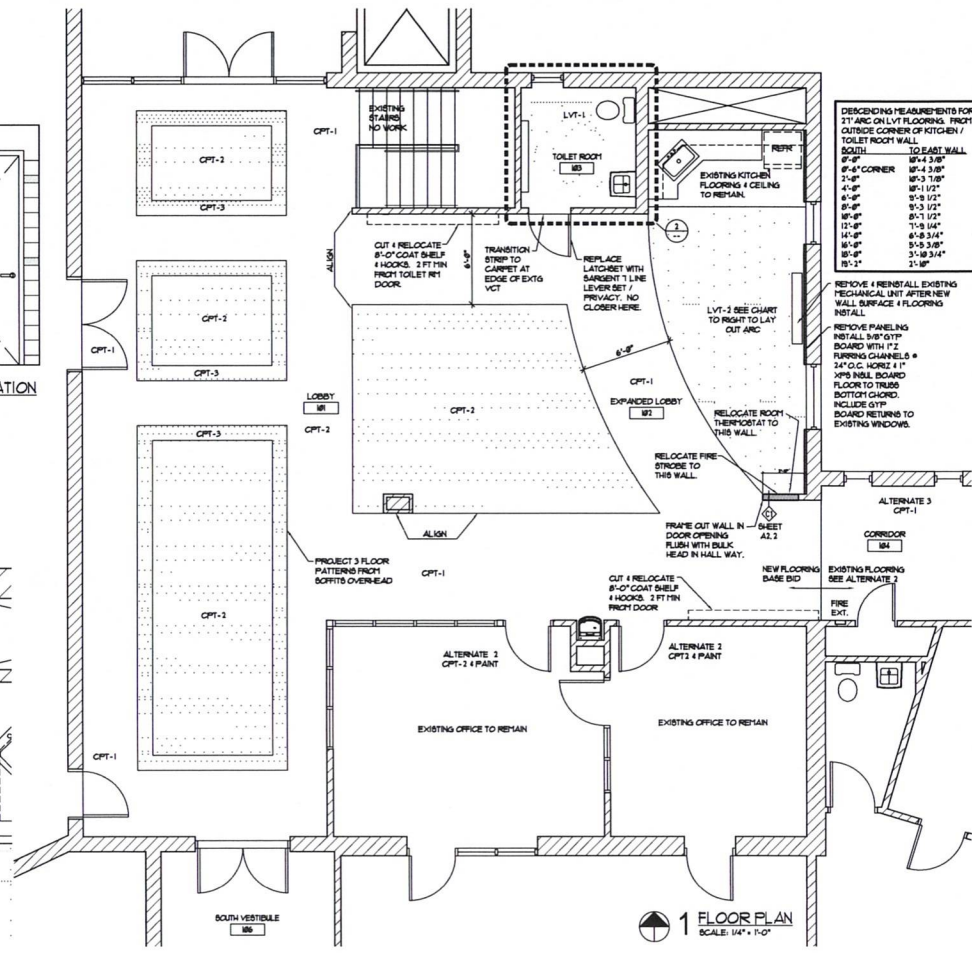
3 INTERIOR ELEVATION SCALE: 1/2" = 1'-0"



6 CORRIDOR 104 (ALTERNATE #3) SCALE: 1/8" = 1'-0"



2 TOILET PLAN SCALE: 1/2" = 1'-0"



1 FLOOR PLAN SCALE: 1/4" = 1'-0"

LOBBY RENOVATION FLOOR PLAN (ALTERNATE #1)	
02-10-24	OWNER REVIEW
01-16-24	LOBBY REVISIONS
01-11-24	OWNER REVIEW
Issued	description

owner: ST. PAUL UNITED CHURCH OF CHRIST
 200 North Main Street
 Waterloo, IL 62298

architect: QUADRANT design architects & planners
 135 s. main street
 Waterloo, Illinois 62298
 ph: 618.939.0606

job number: 23208
 drawn by: TBS/P
 checked by: TBS
 file name: Lobby Renovations
 scale: as noted

sheet: A2.4

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:
April 1, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on NonProfit Grant Program Application from Whiteside Station Chapter NSDAR in the Amount of \$5,000.00 for their Project, "America 250! Marker".

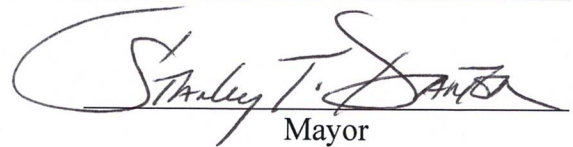
3. Relief or action to be requested:
Approval.

4. Submittal date: _____

Submitted by: _____
Sarah Deutch, Community Relations Coordinator

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
 Stanley T. Darter, Mayor
 Mechelle Childers, Clerk
 Brad A. Papenberg, Treasurer

COMMUNITY NONPROFIT GRANT PROGRAM APPLICATION

An officer or director of the nonprofit organization must complete the attached Community NonProfit Grant Application.

NonProfit Organization: Whiteside Station Chapter NSDAR

NonProfit Classification: NECIS # 813406 Civic + social organization
(NTEE code A82 Historical Society and Historical Preservation

NonProfit Organization Description: Daughters of the American Revolution

is a NOT-FOR-PROFIT organization founded in 1890 to promote historic preservation, education, and patriotism

Applicant Name: Barbara Buchanan America 250! Chairman
Sarah Ranbar, Whiteside Station Chapter Regent

Applicant Address: _____

Applicant Email: _____

Applicant Phone: _____

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

Required Information: (Please attach)

1. Project Description. Please write a detailed summary of the project and how it will benefit the community. Include photos if applicable.
2. Line-item budget for the project that includes anticipated income/expenses. Please indicate how grant funds will be used.
3. A list of members of the Board of Directors for the NonProfit Organization, and written authorization to submit this application by the Board.
4. A copy of letter from Internal Revenue Service (IRS) nonprofit status.



COMMUNITY NONPROFIT GRANT PROGRAM APPLICATION

Project Title: America 250! Marker

Total project cost: \$ 6,725.⁰⁰ Funds requested: \$ 5,000.⁰⁰

Start date: Feb 9, 2024 Completion date: July 4, 2024

I affirm that the information provided in this application is true and accurate and that I am the authorized representative of the Nonprofit Organization. I affirm that the project detailed will be completed as the grant guidelines specify and hold harmless the City of Waterloo from any liability or damage resulting from the project.

Barbara J Buchanan 3/7/2024
Applicant Signature America 250! Chairman Date
Sarah O. Kaubar Chapter Regent 10 March 2024

NonProfit Name as to be written on Check: Whiteside Station Chapter NSDAR

CITY OF WATERLOO USE ONLY

APPROVED - COMMUNITY RELATIONS

Sarah Deuten 3/18/24
Authorized signature Date

APPROVED - BEAUTIFICATION COMMITTEE

Jina Charron 3/18/24
Authorized signature Date

FINAL REPORT RECEIVED

Authorized signature Date

Whiteside Station Chapter NSDAR Community Non-Profit grant application

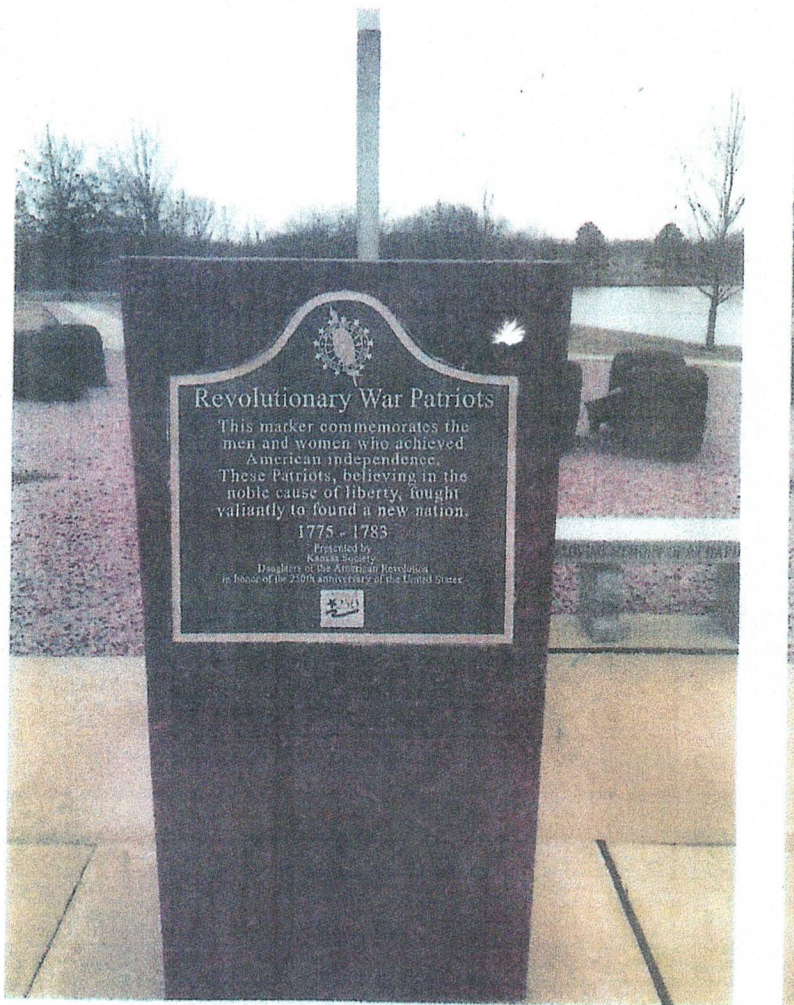
Project Description

The Whiteside Station Chapter NSDAR seeks assistance in purchasing a 30x60x8 Missouri red granite stone on which to place the DAR America 250I Patriots marker. The stone and marker are to be placed in Lakeview Park in Waterloo, Illinois, at a special area dedicated to military veterans. The chapter held numerous fundraising events raising \$2,800 in order to purchase the DAR America 250I marker. The chapter now needs a stone on which to place the marker and would like to purchase a stone similar to the monuments currently honoring veterans of previous wars as well as POWs and MIAs.

The Whiteside Station Chapter is applying for a grant of \$5,000 to purchase the 30x60x8 Missouri red granite stone from Hill Monument Company. We feel certain the remaining \$1,725 can be raised.

The Whiteside Station Chapter is passionate about our local Patriots. The marker will provide a local connection to this significant part of our history and instill a sense of pride in our nation, its history and its well-fought victories. Further, the marker will provide a tangible reminder of Monroe County Revolutionary War Patriots to ensure their honor and sacrifice is not forgotten.

The 250th Anniversary of the Revolutionary War will be celebrated July 4, 2026. It is the chapter's hope that dedicating the America 250I marker will be the first step in recognizing this historic celebration.



Revolutionary War Patriots

This marker commemorates the men and women who achieved American independence. These Patriots, believing in the noble cause of liberty, fought valiantly to found a new nation.

1775 - 1783

Presented by
Kansas Society
Daughters of the American Revolution
in honor of the 250th anniversary of the United States.





March 7, 2024

Mayor Stan Darter and City of Waterloo

The Whiteside Station Chapter NSDAR (IL-5-141) is passionate about honoring our Patriots and recognizing the 250th Anniversary of the Revolutionary War.

We began fundraising for the America 250! marker on April 29, 2021, and reached our goal on December 14, 2022. In preparing to applying for the America 250! Grant, our chapter voted to place the marker in Lakeview Park in Waterloo, IL, in an area dedicated to all military veterans - with the exception of Revolutionary War Soldiers.

At our February 7, 2024 chapter meeting, the members voted unanimously to apply for the Community Non-Profit Grant. We are requesting a grant of \$5,000 to purchase a 30x60x8 Missouri red granite stone on which to place the America 250! Patriots' marker.

The Whiteside Station Chapter recognizes that this marker will provide a tangible reminder of our Monroe County Revolutionary War Patriots to ensure their honor and sacrifice is not forgotten. It will instill a sense of national pride in this significant part of our history and it will provide a connection to NSDAR and our local community.

The Whiteside Station Chapter NSDAR unanimously supports the purchase of the America 250! marker.

Sincerely,

Barbara J Buchanan

Barbara Buchanan
Whiteside Station Chapter
America 250! Chairman

WHITESIDE STATION CHAPTER, I.S.O.N.S.D.A.R.

7 February 2024 Minutes

The meeting was called to order by Regent Sarah Karban at 6:30 p.m. There were 21 members present and 8 visitors from the Waterloo High School FFA Chapter.

Laura Tastad opened the meeting with a prayer. Kathy Wilson led the membership in the Pledge of Allegiance, followed by Barbara Buchanan leading the American's Creed...

OFFICER'S REPORT...

COMMITTEE REPORTS...

America 250 – Barb presented information on a \$5,000.00 Grant being given to non-profit organizations. A motion by Kay Theobald and Second by Claudia Asselmeier to apply for this grant to be used for our America 250 project.

OLD BUSINESS...

NEW BUSINESS...

Meeting adjourned at 8:10 p.m.

Submitted by,
Claudia Asselmeier
Recording Secretary

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:
April 1, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on NonProfit Grant Program Application from Human Support Services in the Amount of \$5,000.00 for their Project, "Transforming Spaces".

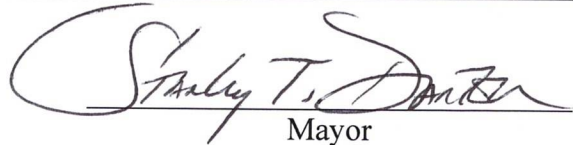
3. Relief or action to be requested:
Approval.

4. Submittal date: _____

Submitted by: _____
Sarah Deutch, Community Relations Coordinator

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
 Stanley T. Darter, Mayor
 Mechelle Childers, Clerk
 Brad A. Papenberg, Treasurer

COMMUNITY NONPROFIT GRANT PROGRAM APPLICATION

An officer or director of the nonprofit organization must complete the attached Community NonProfit Grant Application.

NonProfit Organization: Human Support Services (HSS)

NonProfit Classification: 501c3

NonProfit Organization Description: Mental and behavioral health organization

Applicant Name: Anne Riley

Applicant Address: 988 N Illinois Route 3

City: Waterloo State: IL Zip: 62298

Applicant Email: ariley@hss1.org

Applicant Phone: 618-939-4444

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

Required Information: (Please attach)

1. Project Description. Please write a detailed summary of the project and how it will benefit the community. Include photos if applicable.
2. Line-item budget for the project that includes anticipated income/expenses. Please indicate how grant funds will be used.
3. A list of members of the Board of Directors for the NonProfit Organization, and written authorization to submit this application by the Board.
4. A copy of letter from Internal Revenue Service (IRS) nonprofit status.



COMMUNITY NONPROFIT GRANT PROGRAM APPLICATION

Project Title: Transforming Spaces

Total project cost: \$ 5,000 **Funds requested:** \$ 5,000

Start date: May 2024 **Completion date:** May 2024

I affirm that the information provided in this application is true and accurate and that I am the authorized representative of the Nonprofit Organization. I affirm that the project detailed will be completed as the grant guidelines specify and hold harmless the City of Waterloo from any liability or damage resulting from the project.

Anne Riley

3/7/24

Applicant Signature

Date

NonProfit Name as to be written on Check: _____

CITY OF WATERLOO USE ONLY

APPROVED - COMMUNITY RELATIONS

Sarah Deutch
Authorized signature

3/18/24
Date

APPROVED - BEAUTIFICATION COMMITTEE

Jina Charron
Authorized signature

3/18/24
Date

FINAL REPORT RECEIVED

Authorized signature

Date

Introduction:

Human Support Services (HSS) is excited to present this grant proposal seeking funding for the enhancement of office furniture in our Professional Counseling Wing/Support Staff area. Currently, our furniture is in a state of disrepair, with broken pieces being supported by makeshift 2x4 braces. The desks exhibit cracked and peeling tops, contributing to an unprofessional and uncomfortable atmosphere. As an organization committed to providing a space where clients are met with grace and dignity, we believe that updating our furniture is essential to completing the renovation of our Professional Counseling Wing/Support Staff area and creating an environment that reflects our mission of **helping all people live their best lives**.

Background:

HSS has been serving our community for over 50 years with core offerings that include outpatient mental health, substance use services, and supports for individuals with developmental and intellectual disabilities. As the only organization of its kind in Waterloo, HSS serves over 1,500 individuals per year. Over time, our office furniture has deteriorated, impacting the impression we make on clients and visitors. As the first point of contact for many individuals seeking our services, it is imperative that our office environment exudes professionalism and care.

Objectives:

Replace broken and damaged furniture to create a comfortable and professional workspace.

Ensure that our office environment reflects the values of grace and dignity that we strive to embody in our interactions with clients.

Proposal:

We are seeking funding in the amount of \$5,000 to renovate our office furniture. This will include the purchase of new desks, chairs, and other necessary furniture items. By investing in quality furniture, we aim to create a welcoming and dignified environment for both our clients.

Justification:

The current furniture is in poor condition, with broken pieces posing safety hazards and detracting from the appearance of the space.

Mismatched and damaged furniture creates a negative impression on clients and may affect their overall experience during counseling sessions.

Upgrading our furniture will demonstrate our commitment to providing a welcoming and supportive environment for clients seeking life-changing and lifesaving services. Functional and comfortable furniture will enhance their well-being and productivity, ultimately allowing us to better fulfill our mission.

Budget:

New desks: $\$550 \times 5 = \$2,750$

Chairs: $\$165 \times 5 = \825

Wall cabinets: $\$425 \times 2 = \850

Other furniture items: \$575

-Counter work space

-Filing cabinets

Total budget: \$5,000

Conclusion:

Enhancing our office furniture is the final step in completing the renovation of our Professional Counseling Wing/Support Staff area and creating a space that aligns with our goal of allowing for grace and dignity. We believe that investing in new furniture will not only improve the physical environment but also contribute to the overall well-being and satisfaction of our clients and staff. We sincerely hope that you will consider supporting our grant proposal.

Thank you for your time and consideration.



Sincerely,

Anne Riley

President/CEO



March 7, 2024

Waterloo City Hall
Community Relations
100 West Fourth Street
Waterloo, IL 62298

To whom it may concern:

RE: Authorization for Grant Application Submission

Please consider this letter as formal authorization for Anne Riley, President/CEO to act on behalf of HSS in all matters related to the grant application process, including but not limited to completing application forms, providing necessary documentation, and representing our organization in communications with the funding agency.

Sincerely,

Bob Polansky
HSS Board Chair

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:
April 1, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on NonProfit Grant Program Application from Monroe
County History Museum in the Amount of \$5,000.00 for their Project,
“Retaining Wall Replacement”.

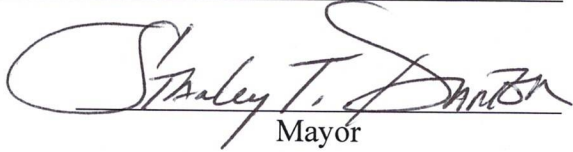
3. Relief or action to be requested:
Approval.

4. Submittal date: _____

Submitted by: _____
Sarah Deutch, Community Relations Coordinator

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
 Stanley T. Darter, Mayor
 Mechelle Childers, Clerk
 Brad A. Papenberg, Treasurer

COMMUNITY NONPROFIT GRANT PROGRAM APPLICATION

An officer or director of the nonprofit organization must complete the attached Community NonProfit Grant Application.

NonProfit Organization: MONROE COUNTY HISTORY MUSEUM

NonProfit Classification: 501(C)(3) TAX EXEMPT CHARITY

NonProfit Organization Description: THE MUSEUM EXISTS TO DISPLAY OBJECTS OF HISTORICAL SIGNIFICANCE FOR MONROE CNTY

Applicant Name: SHERBY MATHEIS

Applicant Address: _____

City: _____ State: _____ Zip: _____

Applicant Email: _____

Applicant Phone: _____

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

Required Information: (Please attach)

1. Project Description. Please write a detailed summary of the project and how it will benefit the community. Include photos if applicable.
2. Line-item budget for the project that includes anticipated income/expenses. Please indicate how grant funds will be used.
3. A list of members of the Board of Directors for the NonProfit Organization, and written authorization to submit this application by the Board.
4. A copy of letter from Internal Revenue Service (IRS) nonprofit status.



COMMUNITY NONPROFIT GRANT PROGRAM APPLICATION

Project Title:

RETAINING WALL REPLACEMENT

Total project cost:

\$ 7,500

Funds requested: \$ 5,000

Start date:

ASAP

Completion date: 6-30-24

I affirm that the information provided in this application is true and accurate and that I am the authorized representative of the Nonprofit Organization. I affirm that the project detailed will be completed as the grant guidelines specify and hold harmless the City of Waterloo from any liability or damage resulting from the project.

Shelly Mathes
Applicant Signature

2/26/2024
Date

NonProfit Name as to be written on Check:

MONROE COUNTY HISTORY MUSEUM

CITY OF WATERLOO USE ONLY

APPROVED - COMMUNITY RELATIONS

Sarah Deutch
Authorized signature

3/18/24
Date

APPROVED - BEAUTIFICATION COMMITTEE

Tina Charron
Authorized signature

3/18/24
Date

FINAL REPORT RECEIVED

Authorized signature

Date

**Monroe County History Museum Project
For
Community Nonprofit Grant Program**

Removal of an existing retaining wall and installation of a new wall to protect the foundation of the existing museum structure and provide a platform to display farm equipment which is too large to exhibit in the existing museum. In addition, the retaining wall will potentially serve as a foundation for a replacement barn to be built where there is an existing structure in poor repair. The work entails tearing out the existing wood 2x12's and replacing them with a block wall that will be approximately 106x2 foot with 6 inches buried. A bid has already been received for this project at a cost of \$7,500. Any overage in excess of the potential grant must be covered by existing funds on hand.

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:
April 01, 2024
(Date)

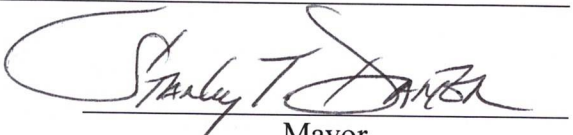
2. Description of matter to be placed on agenda:
Consideration and Action on Approval of the Waterloo Beautification Grant
Application from A&W Insurance and the Republic Times for conjoined property
located at 209 and 205 W. Mill Street respectively.

3. Relief or action to be requested:
Approval.

4. Submittal date: 03-19-24
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



CITY OFFICES
 100 West Fourth Street
 Waterloo, Illinois 62298
 (618) 939-8600
 Stanley T. Darter, 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: JOSEPH CLAYTON SCHNEIDER + JEFF RODENBERG
Name Telephone #

Applicant Address: _____
No. Street

_____ City State Zip Code

Name of Business: A+W INSURANCE + REPUBLIC-TIMES

Business Description: INSURANCE + NEWSPAPER

Business Address: 209 W MILL ST Business Phone #
205 W MILL ST

No. Street

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



Total project cost: \$16,850.00

Funds requested: \$7962.50
(\$15,000.00 maximum reimbursement - see matching reimbursement rules)

Start date: ASAP

Completion date: ASAP

Project #

PROJECT DESCRIPTION

- 1) Pressure wash and cover existing brown colored walls with white paint.
2) Paint all doors and shutters black.
3) Remove old awnings and replace with new black awnings.
4) Re-tuckpoint and repair west steps.
5) Remove existing steps in front of A & W Insurance and replace, making 3-equal steps with 5 1/2 inch rise.
6) Install new hand rails at A & W Insurance entrance.
7) Remove broken window at A & W Insurance, and replace with new white Anderson twin picture window with low-E glass and argon. Window will be trimmed with white vinyl boards.

I affirm that I am the owner of the property and I understand the City's Beautification Program, under which matching funds may be provided.

attached document - Waterloo Beautification Program, under which matching funds may be provided.

Joseph Clayton Schneider
Applicant Signature

March 14, 2024
Date

Recipient's Name to be on Reimbursement Check: JOSEPH CLAYTON SCHNEIDER

FOR OFFICE USE ONLY

APPROVED - BUILDING INSPECTOR

Nath Dube
Authorized signature

3-18-2024
Date

APPROVED - BEAUTIFICATION COMMITTEE

Jina Chauhan
Authorized signature

3-18-2024
Date

209 West Mill Street – 3-14-2024





BIDS

Traube Awning & Shade	4300.00
Russell Services total paint job	4180.00
Russell Services A & W glass window.....	5200.00
Taylor Masonry Inc. 1 set steps & tuckpoint, Removal and make new steps with 5 ½ inch rise, handrails @ A & W, Fix stone that has fallen on front	3170.00
TOTAL	\$16,850.00

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:
April 01, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Approval of the Waterloo Beautification Grant
Application from Groves Investments for property located at 404 W. Third Street.

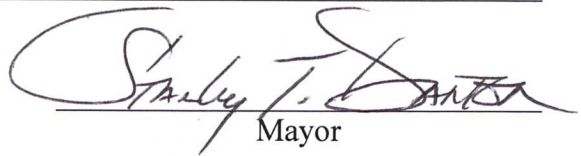
3. Relief or action to be requested:
Approval.

4. Submittal date: 03-19-24

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



CITY OFFICES
 100 West Fourth Street
 Waterloo, Illinois 62298
 (618) 939-8600
 Stanley T. Darter, 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:	Groves Investments Co	618-939-7368
	<small>Name</small>	<small>Telephone #</small>
Applicant Address:	404 W 3rd St	
	<small>No. Street</small>	
	Waterloo	IL 62298
	<small>City</small>	<small>State Zip Code</small>
Name of Business:	Groves Investments	
Business Description:	Real Estate	
Business Address:	113 N. Main St.	
	<small>No. Street</small>	<small>Business Phone #</small>

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



38,080.54

13,270.14

Total project cost: \$ ~~42,930.54~~

Funds requested: \$ ~~14,482.63~~
(\$15,000.00 maximum reimbursement - see matching reimbursement rules)

Start date: 3/19/24

Completion date: 6/19/24

Project description: (attach additional pages if necessary)

Replace all windows, Standing seem roof, Doors, Siding, install stone, and soffit and fascia.

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.



Applicant Signature

3/12/24
Date

Recipient's Name to be on Reimbursement Check: Groves Investments

FOR OFFICE USE ONLY

APPROVED - BUILDING INSPECTOR


Authorized signature

3-18-2024
Date

APPROVED - BEAUTIFICATION COMMITTEE


Authorized signature

3-18-2024
Date



To whom it may concern:

I am applying for the beautification grant for 404 W. 3rd Street to redo the windows, doors, roofs, siding, garage doors, Soffit and fascia, and the new lighting. The building that I am applying for was built as a commercial building and has always been used as a commercial building even though it was rezoned in the past to residential. We are planning on moving our office and supply storage to this location from N main and Flower street.

Thank you,
Tony Groves

[Redacted signature area]



PROVES HQ - OFFICE BUILDING RENOVATION

4 W. 3RD ST.
MATERLOO, IL 62238

FEBRUARY 13, 2024





GROVES HQ - OFFICE BUILDING RENOVATION

1 W. 3RD ST.
WATERLOO, IL 62298

FEBRUARY 13, 2024



APPLICABLE BUILDING CODES

2012 INTERNATIONAL BUILDING CODE
 2012 INTERNATIONAL FIRE CODE
 2012 INTERNATIONAL MECHANICAL CODE
 CURRENT INTERNATIONAL ENERGY CONSERVATION CODE
 NATIONAL ELECTRIC CODE
 CURRENT ALI ACID PLUMBING CODE
 2018 ILLINOIS ACCESSIBILITY CODE

BUILDING INFORMATION

CONSTRUCTION TYPE TYPE VB
 SPRINKLER REQUIREMENT NOT REQUIRED

ALLOWABLE AREA

PER 2012 IBC (TABLE 1003)
 PRIMARY OCCUPANCY B - BUSINESS
 MAXIMUM ALLOWABLE BUILDING AREA/FLOOR 9,100 SF
 ACTUAL BUILDING AREA/FLOOR FIRST FLOOR = 2,812 SF
 SECOND FLOOR = 728 SF

OCCUPANT LOAD

OCCUPANT LOAD COUNT TABLE PER 2012 IBC
 BUSINESS = 100 SF/OCCUPANT = 28 OCCUPANTS
 STORAGE = 300 SF/OCCUPANT = 7 OCCUPANTS

TOTAL: 35 OCCUPANTS

EXIT TRAVEL DISTANCE (PER 2012 IBC, TABLE 1033.2) 300 FEET ALLOWED 80'-0" FEET ACTUAL

PLUMBING CALCULATIONS

ILLINOIS PLUMBING CODE, SECTION 9031 TABLE B

BUILDING OCCUPANCY (TOTAL)	28	TOTAL MEN/WOMEN	14/14
		WATER CLOSURES (LAVATORIES)	OTHER
BUILDING OCCUPANT		MALE	FEMALE
CLASSIFICATION (BUSINESS)	1-15	1-15	1-15
REQUIREMENT	1	1	1
PROVIDED	1	1	1

* BUSINESS HAS LESS THAN 5 EMPLOYEES AND MEETS REQUIREMENTS FOR 3NF UNDER RESIDENCE

REVISIONS:

No.	Description	Date

CONTRACTOR:

OWNER:
 TONY GROVES
 434 W. 3RD ST.
 WATERLOO, IL 62298

ARCHITECT:

 NICKAS
 ARCHITECTS, P.C.

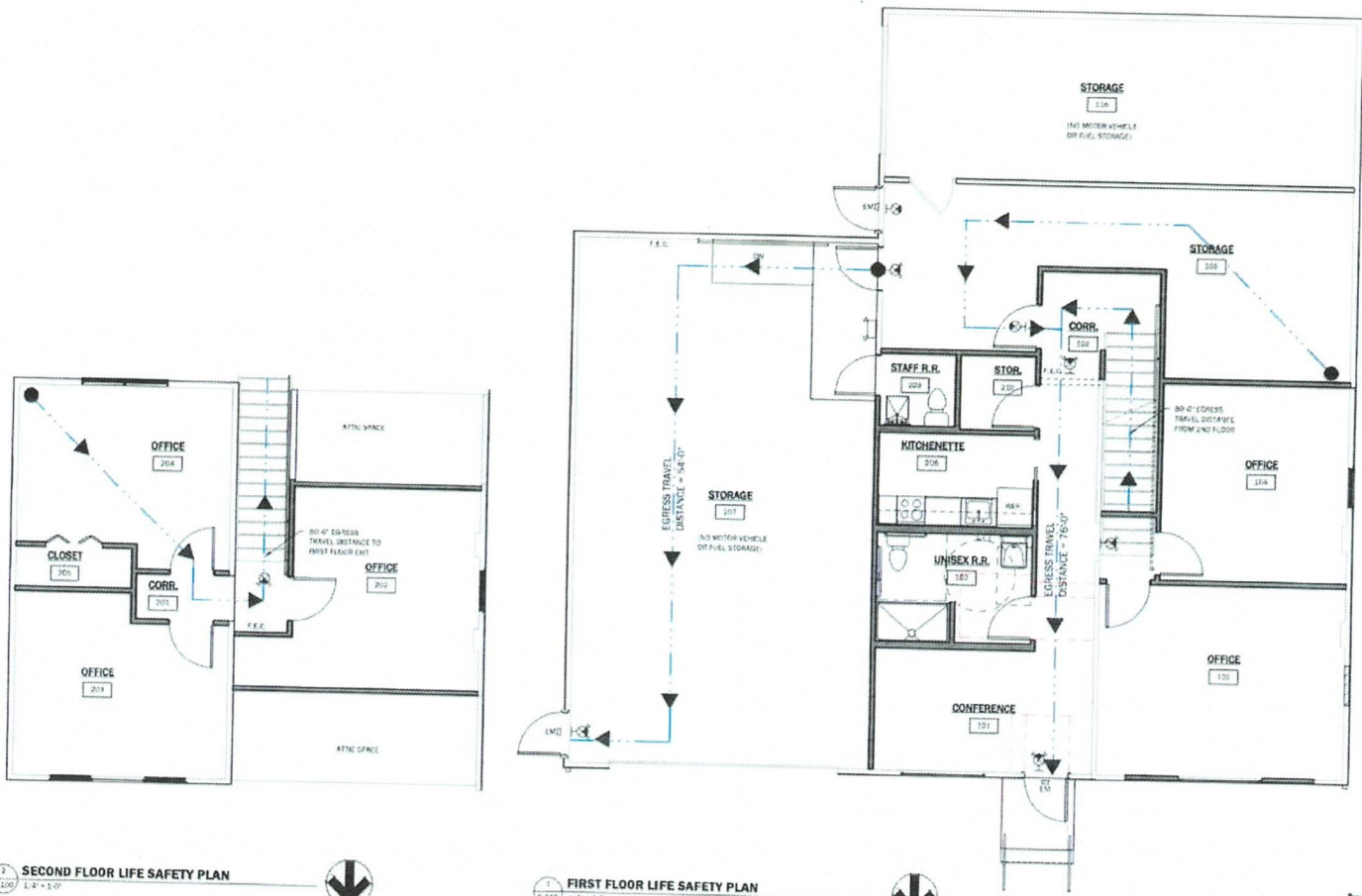
PROJECT INFO:
 GROVES PROPERTY
 RENOVATION
 434 W. 3RD ST
 WATERLOO, IL 62298

PROJECT NO:
 24012

SHEET TITLE:
 CODE SUMMARY, LIFE SAFETY

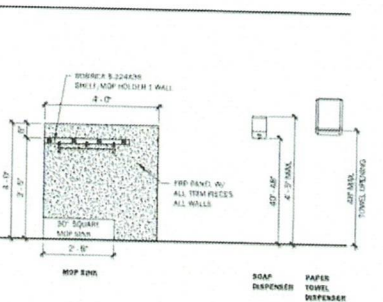
Date:
 02-28-24

SHEET NUMBER
 G.100

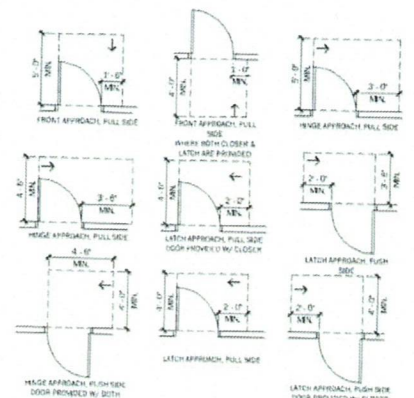
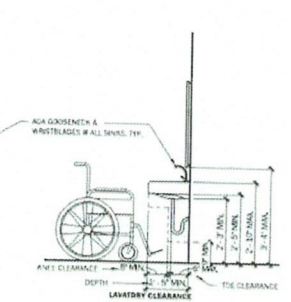
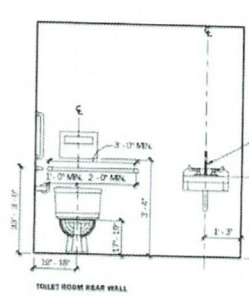
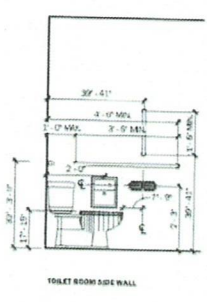


2 SECOND FLOOR LIFE SAFETY PLAN
 1/4" = 1'-0"

1 FIRST FLOOR LIFE SAFETY PLAN
 1/4" = 1'-0"



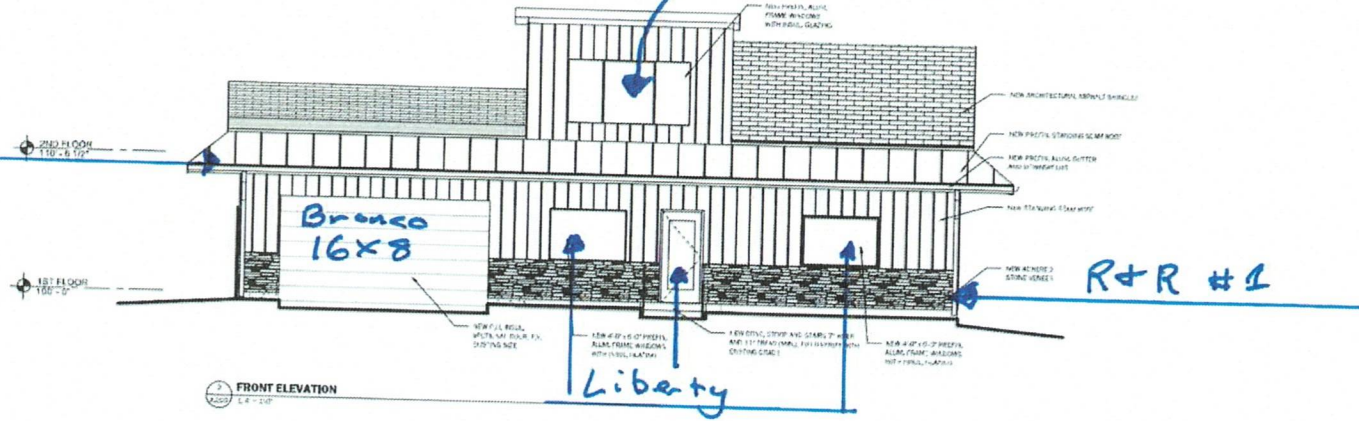
MOUNTING HEIGHTS



ADA DOOR DIAGRAMS

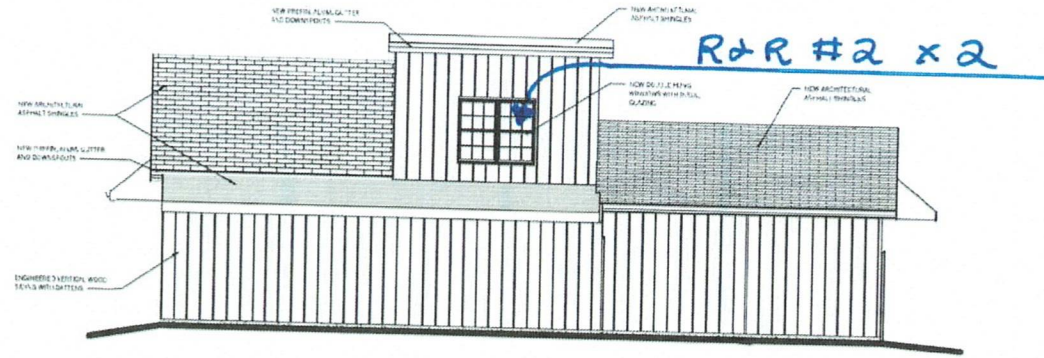
R+R #4

R+R #2 x 3



FRONT ELEVATION
1/4" = 1'-0"

R+R #2 x 2



REAR ELEVATION
1/4" = 1'-0"

REV. 02-28-24

REVISIONS:

No.	Description	Date

CONTRACTOR:

OWNER:
TOWNSHIPS
AND VILLAGES OF
WATERLOO & GERRARD

ARCHITECT:

PROJECT INFO:
GROVES PROPERTY
RENOVATION
401 W. 3RD ST.
WATERLOO, ON N2H2K9

PROJECT NO:
24012

SHEET TITLE:

EXTERIOR ELEVATIONS

Date:
02-28-24

SHEET NUMBER

A.200



REVISIONS:

No.	Description	Date

CONTRACTOR:

OWNER:
TOWN OF GROVES
400 W. 3RD ST.
WATERLOO, IA 52240



PROJECT INFO:
GROVES PROPERTY
RENOVATION
400 W. 3RD ST.
WATERLOO, IA 52240

PROJECT NO.:
24012

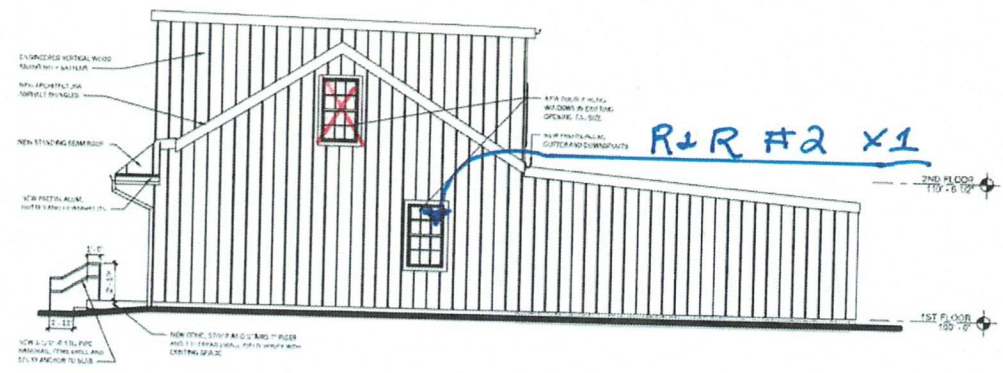
SHEET TITLE:

EXTERIOR ELEVATIONS

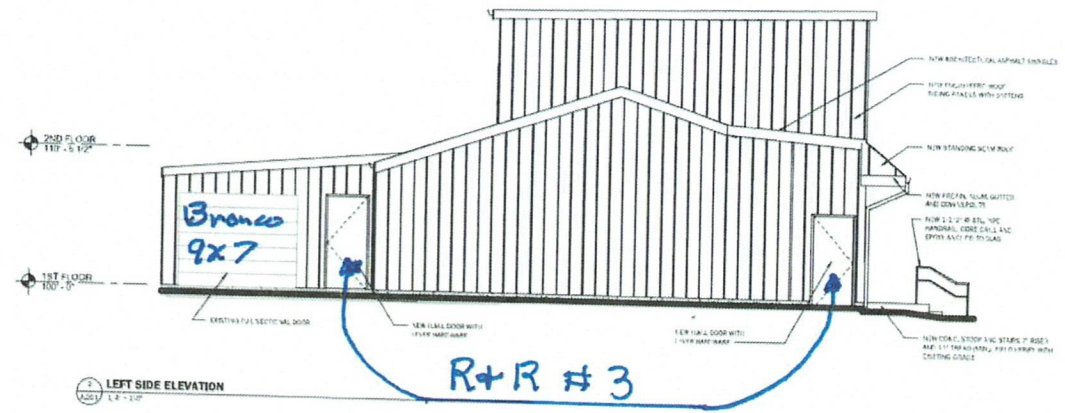
Date:
02-28-24

SHEET NUMBER

A.201



RIGHT SIDE ELEVATION
2.1 - 2.2



LEFT SIDE ELEVATION
2.3 - 2.4

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:
April 01, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Approval of a Six-Month Extension for the Salt +
Honey Bistro and Event Space Beautification Application to October 02, 2024.
(Originally approved on 10-02-23 to expire on 04-02-24.)

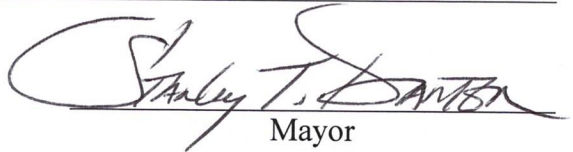
3. Relief or action to be requested:
Approval.

4. Submittal date: 03-18-24

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: Sarah Quernheim
Name Telephone #

Applicant Address: _____
No. Street City State Zip Code

Name of Business: Salt + Honey Bistro + Event Space

Business Description: Restaurant
Business Phone #

Business Address: 610 S. Market St. Waterloo, IL 62298

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



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

Total project cost: \$

Funds requested: \$ 15,000.00
(\$10,000.00 maximum reimbursement - see matching reimbursement rules)

Start date: 8-8-23

Completion date:

Project description: (attach additional pages if necessary)

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.

Sarah Oberheim
Applicant Signature

9/20/23
Date

Recipient's Name to be on Reimbursement Check: Oberheim, LLC

CITY OF WATERLOO USE ONLY

APPROVED - BUILDING INSPECTOR

Nath Hubel
Authorized signature

9-20-2023
Date

APPROVED - BEAUTIFICATION COMMITTEE

Lina Chauon
Authorized signature

9-20-2023

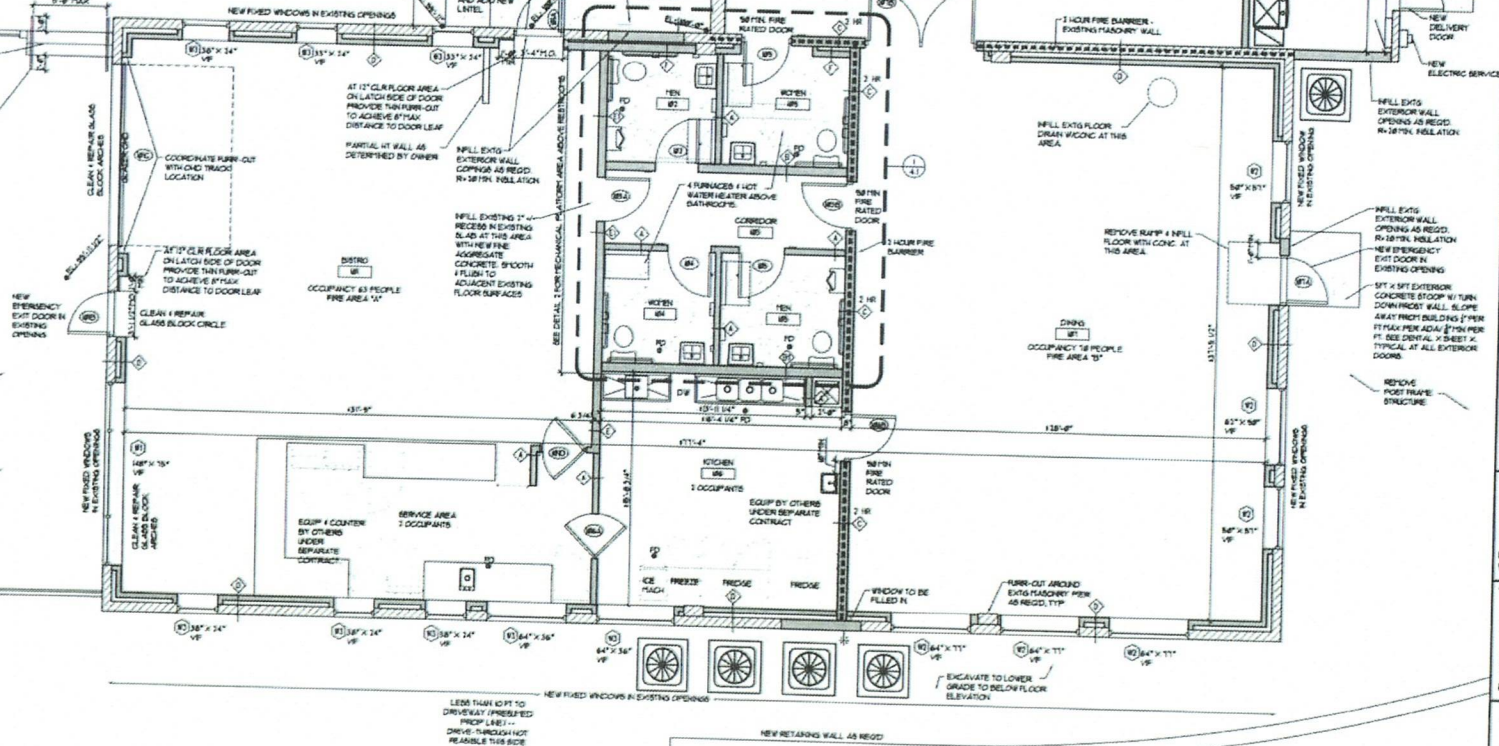
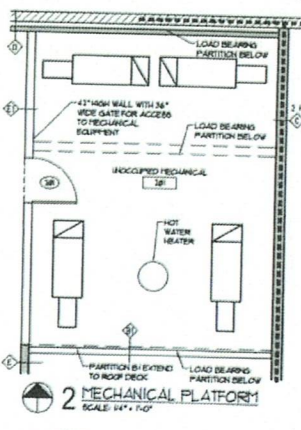
DEPARTMENT OF COMPLIANCE WITH PREVAILING WAGES ACT

PLAN GENERAL NOTES:

1. AT EXISTING ROOF DECK, PROVIDE (3) LAYERS OF POLYISO CONTINUOUS ROOF INSULATION BOARD TO ACHIEVE R-30 MIN. VALUE PER 2018 IBCG. COVER WITH UNPAINTED FERROSEMA ROOF SYSTEM.
2. GARDEN & FRONT EXISTING MASONRY STRUCTURE TO CREATE A WATER TIGHT STRUCTURE.
3. CLEAN & REPAIR ART DEC'D GLASS BLOCK ARCHES & CIRCLE ON WEST SIDE OF BUILDING.



3 ACCESSIBLE SIGN
 NOT TO SCALE



GENERAL NOTES

NO.	DESCRIPTION
1-15-23	INDEXED FOR PERMIT
4-15-23	INDEXED FOR REVIEW
3-15-23	PROGRESS DRAWING
1/24/23	ISSUED

NO.	DESCRIPTION
1-15-23	INDEXED FOR PERMIT
4-15-23	INDEXED FOR REVIEW
3-15-23	PROGRESS DRAWING
1/24/23	ISSUED

ARCHITECTURAL FLOOR PLAN

SALT & HONEY BISTRO & EVENT SPACE, LLC.
 610 S. Market St.
 Waterloo, Illinois

OWNER:
SALT & HONEY BISTRO & EVENT SPACE, LLC.
 610 S. Market St.
 Waterloo, IL 62298

ARCHITECT:
QUADRANT design
 architects & planners
 135 s. main street, waterloo
 128 w. main street, sparta
 ph: 618.939.0606

job number: 2328B
 drawn by: rfb
 checked by: rfb
 file name: Salt Honey Bistro
 scale: as noted

sheet: **A2.1**

1 FLOOR PLAN
 SCALE: 1/4" = 1'-0"

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:
April 01, 2024
(Date)

2. Description of matter to be placed on agenda:
Consideration and Action on Approval of a Six-Month Extension for the Pound 4
Pound / Heartland Women's Health Beautification Application to October 02, 2024.
(Originally approved on 10-02-23 to expire on 04-02-24.)

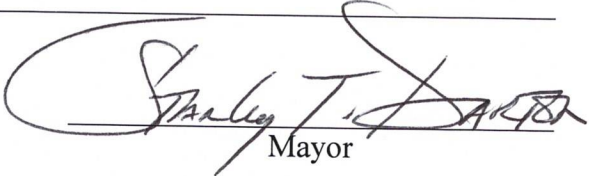
3. Relief or action to be requested:
Approval.

4. Submittal date: 03-18-24

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



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

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3. Two photographs of the existing building showing current conditions;
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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: Floyd Engel
Name Telephone #

Applicant Address: _____
No. Street City State Zip Code

Name of Business: Pound 4 Pound, Inc. / Heartland Women's Health

Business Description: Fitness Center / OBGYN
Business Phone #

Business Address: 725 Station Crossing Waterloo IL 62298
723 Station Crossing Waterloo IL 62298

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



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

Total project cost: \$ _____

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

Start date: _____

Completion date: _____

Project description: (attach additional pages if necessary)

Brick enclose front facade entrance of Heartland Women's Health to match that of the recently updated Pound 4 Pound front entrance

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.

Floyd Engel
Applicant Signature

9/19/23
Date

Recipient's Name to be on Reimbursement Check: _____

CITY OF WATERLOO USE ONLY

APPROVED - BUILDING INSPECTOR

Nath Hubel
Authorized signature

9-20-2023
Date

APPROVED - BEAUTIFICATION COMMITTEE

Sina Chauhan
Authorized signature

9-20-2023
Date

9-19-2023

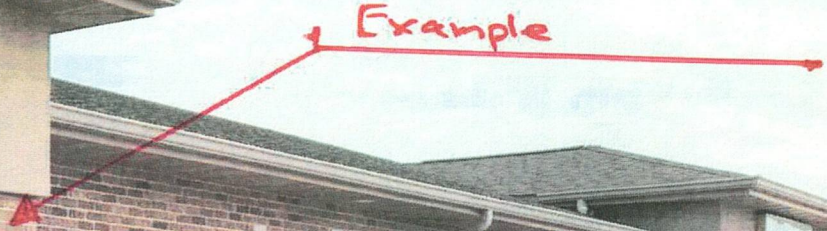
Scope of Work



9-19-2023

**POUND
4
POUND**
FITNESS CENTER

Example



9-19-2023



Infill with Brick

Pound 4 Pound/Heartland Women's Health - 723 - 725 Station Crossing

FIRST RECEIPT SUBMITTAL - 1-04-2024

Vendor	Description of Work	Amount
MartinDoor	Furnish and Install New Handicap Door Ooperator	\$3,941.00

SECOND RECEIPT SUBMITTAL - -2024

		TOTAL	\$3,941.00
Total Reciepts			
Tier 1 Reimbursement (\$0K - \$15K)	50% Reimbursement		\$1,970.50
Tier 2 Reimbursement (\$15K - \$45K)	25% Reimbursement		
		Total Reimbursement	\$1,970.50

CITY OF WATERLOO 8-83
TRANSFER ACCOUNT
100 W. Fourth St.
Waterloo, IL 62298
618-939-8600



70-639/810

19413

DATE January 8, 2024



PAY TO THE ORDER OF ZBE Properties

THE SUM I.970DOLS50CTS

\$ 1,970.50

DOLLARS



Security Features Included. Details on

CITY TREASURER:

Brad A. Papenberg

MAYOR:

[Signature]

CITY CLERK:

[Signature]
AUTHORIZED SIGNATURE

MEMO: Facade Grant - partial payment (#1)

THE FACE OF THIS DOCUMENT CONTAINS HEAT-SENSITIVE INK. TOUCH OR RUB RED IMAGE. IT WILL DISAPPEAR WITH HEAT.