

# **WATERLOO CITY COUNCIL**

## **Regular Meeting Agenda**

Location: Waterloo City Hall - Council Chambers  
100 W. Fourth St., Waterloo, IL  
Date: Monday, May 04, 2026  
Time: 7:30 p.m.

1. Call to Order.
2. Roll Call.
3. Appointment of Officers for the Following Positions with the Advice and Consent of City Council.
  - A. Appointment of JR Landeck as Director of Public Works.
  - B. Appointment of Nathan Krebel as Deputy Director of Public Works.
  - C. Appointment of Roberta Rohwedder as Subdivision & Zoning Administrator.
  - D. Appointment of Sarah Craig as Collector / Budget Officer.
  - E. Appointment of Sarah Deutch as Community Relations Coordinator.
  - F. Appointment of Trisha Hoagland as Human Resources Coordinator.
  - G. Appointment of Dane Luke as Chief of Police.
  - H. Appointment of St. Clair, Gilbreth & Steppig, LLC as City Attorney.
4. Pledge of Allegiance.
5. Correction or Withdrawal of Agenda Items by Sponsor.
6. Approval of Minutes as Written or Amended.
7. Petitions by Citizens on Non-Agenda Items.
8. Reports and Communications from the Mayor and other City Officers.
  - A. Report of Collector / Budget Officer.
  - B. Report of Treasurer.
    1. Approval of the Annual Police Pension Fund Report.
  - C. Report of Subdivision & Zoning Administrator.
  - D. Report of Deputy Director of Public Works.
  - E. Report of Director of Public Works.
  - F. Report of Chief of Police.
  - G. Report of City Attorney.
  - H. Report and Communication by Mayor.
    1. Certificate of Commendation to the Waterloo High School Science Olympiad Team for their Third Place Finish at the 2026 Illinois Science Olympiad State Tournament.
    2. Re-Appointment of Bill Rebholz to the Police Pension Board for a 2-Year Term to Expire May 09, 2028.
9. Report of Standing Committees.
10. Report of Special Committees.
11. Presentation of Communications, Petitions, Resolutions, Orders and Ordinances by Aldermen.
  - A. Consideration and Action on Ordinance No. 1936 Amending the Official Zoning Map of the City of Waterloo, Illinois for Parcel No. 07-25-100-004-000 (Lots 1 and 2) to be changed from I-1 Light Industrial to B-2 General Business (southeast corner of Illinois State Route 3 and Illinois Avenue).
  - B. Consideration and Action on Resolution No. 26-07 Approving a Professional Services Agreement between the City of Waterloo, IL and HMG Engineers, Inc. for Design & Surveying Services in the Not-To-Exceed Amount of \$19,000.00 for the “Remlok to the Waste Water Treatment Plant Water Main Loop”.
12. Unfinished Business.
13. Miscellaneous Business.
  - A. Consideration and Action on Warrant No. 661.
  - B. Consideration and Action on Approving Annual Managerial Raises in the Amount of 3.75% for JR Landeck, Nathan Krebel, Roberta Rohwedder, Sarah Craig, Sarah Deutch, Trisha Hoagland, Dane Luke, and Trin Daws.
  - C. Consideration and Action on Approval of the Annual Contract Renewal with AO Creatives beginning May 01, 2026 through April 30, 2027 for Digital Marketing Services at a cost of \$1,875.00 per month, less a 15% discount through the Discover Downstate Illinois Tourism Bureau, for a total cost of \$1,593.75 per Month.
  - D. Consideration and Action on Non-Profit Grant Program Application from the Monroe County History Museum in the Amount of \$7,247.09 for their Project “Video Security Addition & Honeysuckle Removal”.
  - E. Consideration and Action on Non-Profit Grant Program Application from the Monroe County Historical Society in the Amount of \$7,500.00 for their Project “Continued Beautification and Repair of the Bellefontaine House Exterior”.

- F. Consideration and Action on Non-Profit Grant Program Application from the Monroe County Fair Association in the Amount of \$7,500.00 for their Project “Carport Type Building”.
  - G. Consideration and Action on Non-Profit Grant Program Application from the American Legion Post #747 in the Amount of \$5,000.00 for their Project “Lakeview Park Flagpole”.
  - H. Consideration and Action on Non-Profit Grant Program Application from the Waterloo Sports Association in the Amount of \$7,500.00 for their Project “Pitching Machines, Lightning Detectors and Parking Lot Rock”.
  - I. Consideration and Action on Approval of a Minor Subdivision Plat for Casey’s.
  - J. Consideration and Action on Approval of a Commercial Site Plan for Casey’s.
  - K. Consideration and Action on Approval of a Commercial Site Plan for North Pointe Lots 5 & 6.
  - L. Consideration and Action on Special Event Permit Application from Vintage Wine Bar for their Annual Back Alley Music Festival to be held on May 30, 2026 at 11 a.m. through May 31, 2026 at 11:30 p.m., including the closure of their back alley extending from Third Street around to Main Street.
  - M. Consideration and Action on Special Event Permit Application from Vintage Wine Bar for their a Back Alley Benefit Concert to be held on September 18, 2026 at 5 p.m. through September 19, 2026 at 12 a.m., including the closure of their back alley extending from Third Street around to Main Street.
  - N. Consideration and Action on a Special Event Permit Application from the Porta Westfalica Fest for their Annual Porta Westfalica Festival and Parade to be held on Tuesday, June 16, 2026 from 8:00 a.m. to 10:00 p.m., including the Street Closures of Main Street (between Mill and Third), Mill Street (between Main and Market), and Third Street (between Main and Market); and the temporary Street Closures of Monroe, Columbia, Main, Mill and Library for the Parade at 6:00 p.m.
  - O. Consideration and Action on Executive Session for the Discussion of Personnel as per 5 ILCS 120/2(c)(1); and, Litigation as per 5 ILCS 120/2(c)(11).
14. Discussion of Matters by Council Members Arising After Agenda Deadline.
15. Motion to Adjourn.

---

---

**DATES TO REMEMBER**

- May 12, 2026 – Sister Cities Meeting, Waterloo City Hall: 2<sup>nd</sup> Floor Meeting Room, 7:00 p.m.
- May 13, 2026 – Park District Meeting, Waterloo City Hall: 2<sup>nd</sup> Floor Meeting Room, 7:00 p.m.
- May 18, 2026 – City Council Meeting, Waterloo City Hall: Council Chambers, 7:30 p.m.
- May 21, 2026 – Cemetery Board Meeting, Waterloo City Hall: Front Conference Room, 7:00 p.m.
- May 25, 2016 – City Offices Closed for Memorial Day.
- May 26, 2026 – American Legion Meeting, Waterloo City Hall: 2<sup>nd</sup> Floor Meeting Room, 7:00 p.m.

**MINUTES OF THE  
CITY COUNCIL MEETING  
APRIL 20, 2026**

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, Riley, and Most.
3. Pledge of Allegiance led by Mayor Stan Darter and Mayor for the Day, Rowan Phipps.
4. Correction or Withdrawal of Agenda Items by Sponsor. None.
5. Approval of Minutes as Written or Amended.  
Approval of the April 06, 2026 City Council Meeting Minutes.  
Motion made by Alderman Kyle Buettner and seconded by Alderman Charron to approve the April 06, 2026, City Council Meeting Minutes.  
Motion passed unanimously with Aldermen Kyle Buettner, Riley, 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 / Budget Officer.  
The Collection Report is in the packet.  
Motion to accept the Collection Report was made by Alderman Most and seconded by Alderman Riley.  
Motion passed unanimously with Aldermen Most, Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, and Riley voting 'aye'.
  - B. Report of Treasurer.  
The Treasurer Report is in the packet.  
Motion to accept the Treasurer Report was made by Alderman Vogt and seconded by Alderman Matt Buettner.  
Motion passed unanimously with Aldermen Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting 'aye'.
  - C. Report of Building Inspector / Code Administrator. The report is in the packet.
  - D. Report of Subdivision and Zoning Administrator. The report is in the packet.
  - E. Report of Deputy Director of Public Works. No report.
  - F. Report of Director of Public Works. No report.
  - G. Report of Deputy Chief of Police. No report.
  - H. Report of City Attorney. No report.
  - I. Report and Communication by Mayor.
    1. Certificate of Recognition to Mayor for the Day, Rowan Phipps.
    2. Re-Appointment of Sandra Sauget to the Board of Police Commissioners for a 3-Year Term to Expire 05-01-29.
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 Ordinance No. 1935 Further Amending City of Waterloo Ordinance No. 1766 to Add Territory to, Delete Territory From, Modify Incentives of, and Add Units of Government to the Monroe-Randolph County Enterprise Zone.  
Motion made by Alderman Kyle Buettner and seconded by Alderman Most to approve Ordinance No. 1935 Further Amending City of Waterloo Ordinance No. 1766 to Add Territory to, Delete Territory From, Modify Incentives of, and Add Units of Government to the Monroe-Randolph County Enterprise Zone.

Comments: Alderman Kyle Buettner, Chairman of the Ordinance Committee, stated the Committee reviewed the proposed modifications to the Enterprise Zone and provided unanimous approval.

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

11. Unfinished Business. None.

12. Miscellaneous Business.

A. Consideration and Action on Re-Appointment of Dan Kennedy to the Waterloo Cemetery Board for a 3-Year Term to Expire on April 01, 2029.

Appointment approved unanimously with consent from Vogt, Matt Buettner, Hopkins, Trantham, Charron, Kyle Buettner, Riley, and Most voting ‘aye’.

B. Consideration and Action on Approval of Renewal of Contract with DDI Media for Billboard Advertising on the Digital Board west of the JB Bridge for 20 Weeks of Fiscal Year 2026-2027 at a Cost of \$10,000.00 less a 15% Discount through Discover Downstate Illinois Tourism Bureau for a Total Cost of \$8,500.00 to be paid out of the Hotel / Motel Tax Fund.

Motion made by Alderman Charron and seconded by Alderman Riley on Approval of a Renewal of Contract with DDI Media for Billboard Advertising on the Digital Board west of the JB Bridge for 20 Weeks of Fiscal Year 2026-2027 at a Cost of \$10,000.00 less a 15% Discount through Discover Downstate Illinois Tourism Bureau for a Total Cost of \$8,500.00 to be paid out of the Hotel / Motel Tax Fund.

Comments: This item received a favorable recommendation at the April 13 Utility Meeting for the next fiscal year’s budget. However, since the contract period runs from May 1 to April 30 of the current fiscal year, it has been included on this agenda to ensure timely approval.

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

C. Consideration and Action on Renewal of the CTM Media Group St. Louis Local & Attractions 12-Month Distribution Program, term of May 1, 2026 through April 30, 2027, for a cost of \$2,907.00 to be paid out of the Hotel / Motel Tax Fund. (15% discount received through membership with Discover Downstate Illinois).

Motion made by Alderman Charron and seconded by Alderman Matt Buettner to Approve a Renewal of the CTM Media Group St. Louis Local & Attractions 12-Month Distribution Program, term of May 1, 2026 through April 30, 2027, for a cost of \$2,907.00 to be paid out of the Hotel / Motel Tax Fund. (15% discount received through membership with Discover Downstate Illinois).

Comments: This item was discussed at the Utility meeting and received a positive recommendation for inclusion in the upcoming budget. The City works with CTM to distribute brochures at various locations, including tourism areas.

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

D. Consideration and Action on Increase in Monthly Household Charge for Trash and Recycling Pick Up to \$19.68 beginning May 1, 2026.

Motion made by Alderman Most and seconded by Alderman Vogt to Approve an Increase in Monthly Household Charge for Trash and Recycling Pick Up to \$19.68 beginning May 1, 2026.

Comments: The rate increase is \$0.50 more per month, equating to a 2.63% adjustment. The contract permits an increase based on either the Consumer Price Index (CPI) or 3%, whichever is greater. Reliable Sanitation Service applied the CPI, which resulted in a lower rate increase.

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

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

Motion made by Alderman Kyle Buettner and seconded by Alderman Hopkins on

Approval of the City of Waterloo’s Annual \$7,500.00 Contribution to Western Egyptian.

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

- F. Consideration and Action on the Purchase of Equipment for the Waterloo Police Dept. 2027 Ford Expedition SSV (canine vehicle) in the amount of \$16,965.91 from Datatronics.

Motion made by Alderman Riley and seconded by Alderman Most to approve the Purchase of Equipment for the Waterloo Police Dept. 2027 Ford Expedition SSV (canine vehicle) in the amount of \$16,965.91 from Datatronics.

Comments: This equipment will be used to outfit the newly purchased canine vehicle, including the installation of the aluminum kennel. The funding is sourced through DEA-related funds.

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

- G. Consideration and Action on a Fee Waiver Request from the Waterloo Fire Protection District in the Amount of \$227.50 for Construction of a Porch Addition.

Motion made by Alderman Vogt and seconded by Alderman Riley to approve a Fee Waiver Request from the Waterloo Fire Protection District in the Amount of \$227.50 for Construction of a Porch Addition.

Comments: The Zoning Administrator stated a porch and outdoor kitchen are being built, with a request to waive building and inspection fees.

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

- H. Consideration and Action on a Fee Waiver Request from the Waterloo Park District in the Amount of \$167.20 for Construction of a Pavilion.

Motion made by Alderman Charron and seconded by Alderman Kyle Buettner to approve a Fee Waiver Request from the Waterloo Park District in the Amount of \$167.20 for Construction of a Pavilion.

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

- I. Consideration and Action on a Special Use Permit Application for a Home Occupation (Hair Salon) to be located at 510 S. Market Street.

Motion made by Alderman Vogt and seconded by Alderman Charron to approve a Special Use Permit Application for a Home Occupation (Hair Salon) to be located at 510 S. Market Street.

Comments: The Zoning Administrator mentioned the Special Use Permit received unanimous approval from both the Planning Commission and the Zoning Board.”

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

- J. Consideration and Action on a Special Event Permit Application from the Immanuel Lutheran Church for a Vacation Bible School Water Party to be held on Friday, June 19, 2026 from 12:30 p.m. to 2:30 p.m., including the Street Closure of Hoener Street, between Main and Church.

Motion made by Alderman Hopkins and seconded by Alderman Riley to approve a Special Event Permit Application from the Immanuel Lutheran Church for a Vacation Bible School Water Party to be held on Friday, June 19, 2026 from 12:30 p.m. to 2:30 p.m., including the Street Closure of Hoener Street, between Main and Church.

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

- K. Consideration and Action on a Special Event Permit Application for Celebrating America 250: Fun Run, Parade & Festival to be held on Saturday, July 4, 2026 from 8:00 a.m. to 2:00 p.m., including the Street Closures of Main, Mill and Third around the Courthouse Square.

Motion made by Alderman Charron and seconded by Alderman Kyle Buettner to approve a Special Event Permit Application for Celebrating America 250: Fun Run,

Parade & Festival to be held on Saturday, July 4, 2026 from 8:00 a.m. to 2:00 p.m., including the Street Closures of Main, Mill and Third around the Courthouse Square.

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

- L. Consideration and Action on a Special Event Permit Application for PumpkinFest to be held on Saturday, October 10, 2026 from 9:00 a.m. to 4 p.m., including the Street Closures of Main, Mill and Third around the Courthouse Square.

Motion made by Alderman Riley and seconded by Alderman Charron to approve a Special Event Permit Application for PumpkinFest to be held on Saturday, October 10, 2026 from 9:00 a.m. to 4 p.m., including the Street Closures of Main, Mill and Third around the Courthouse Square.

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

- M. Consideration and Action on a Special Event Permit Application from Zera Artisan Bakery for a Mother’s Day Flower Truck Pop-Up to be held on Saturday, May 9, 2026 from 7:30 a.m. to 4:30 p.m., including the closure of two parking spaces in front of 101 S. Main Street.

Motion made by Alderman Most and seconded by Alderman Matt Buettner to approve a Special Event Permit Application from Zera Artisan Bakery for a Mother’s Day Flower Truck Pop-Up to be held on Saturday, May 9, 2026 from 7:30 a.m. to 4:30 p.m., including the closure of two parking spaces in front of 101 S. Main Street.

Comments: It was mentioned that mobile vendors are permitted only when associated with a City-sanctioned or special event, or when serving as a caterer for a private event on private property. A question was raised as to whether the proposed activity qualifies as a special event under these criteria. While the occasion cited was Mother’s Day, concern was expressed regarding this potential pop-up vendor drawing business away from established brick-and-mortar establishments.

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

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

The Aldermen thanked Mayor of the Day, Rowan Phipps for her service this evening.

**Alderman Hopkins** expressed appreciation to Sandra Sauget for her service on the Board of Police Commissioners.

**Mayor Darter** gave an overview of the day he spent with Mayor of the Day, Rowan Phipps.

Mr. James Milburn spoke before the Council, handing out documents about a possible civil lawsuit. He said he was the one who chalked the sidewalks at the courthouse and explained the papers outlining his intent to sue over civil rights violations, false arrest, malicious prosecution, First Amendment retaliation, due process issues, bystander liability, spoliation, and judicial misconduct. He also mentioned a request for a special prosecutor. Mayor Darter asked how this related to the City of Waterloo, since it happened at the Monroe County Courthouse. Mr. Milburn responded that the City would be named in the proposed litigation and referenced City Attorney Natalie Steppig in connection with the matter.

14. Motion to Adjourn made by Alderman Vogt and seconded by Alderman Riley.

Motion passed by a unanimous voice vote.

Mayor Darter adjourned the meeting at 8:05 p.m.

**Minutes submitted by Mechelle Childers – City Clerk**

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:  
May 04, 2026  
(Date)
2. Description of matter to be placed on agenda:  
Approval of the Annual Police Pension Fund Report.
3. Relief or action to be requested:  
Approval.
4. Submittal date: 04-30-26  
Submitted by:  
Brad Papenberg, City Treasurer

DISPOSITION

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

  
Mayor

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

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



May 1, 2026

To: Mayor Darter  
City Attorney  
City Alderpersons

Re: Treasurer's Annual Statement

Annually, the municipal treasurer is required to report to both the Police Pension Board and the Municipality all funds collected by and then expended by the Municipality on behalf of the police pension fund. The statement will be an agenda item for the May 4, 2026 council meeting. As you can see, all funds collected by the City of Waterloo have been expended to the police pension fund and that no funds collected on behalf of the police pension fund remain in the City's custody.

I welcome any questions or comments you may have about this report. I can be reached at State Bank weekdays from 7:30 AM – 4:30 PM. The phone number is 618-939-7194.

Sincerely,

*Brad A. Papenberg*

Brad A. Papenberg  
City Treasurer

STANLEY DARTER, Mayor  
MECHELLE CHILDERS, Clerk  
BRAD A. PAPPENBERG, Treasurer



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

To: Waterloo Police Pension Board of Trustees

Mayor and Council Members of the City of Waterloo

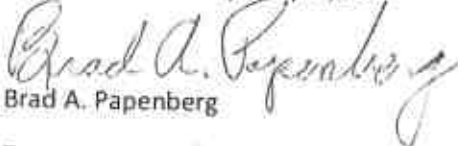
In accordance with the requirements of Illinois Compiled Statutes Section 40 ILCS 5/3-141, I, Brad A. Papenberg, the duly elected Treasurer of the City of Waterloo, hereby submit the following report of all monies collected and expended by the City of Waterloo on behalf of the Waterloo Police Pension Fund (WPPF) during the fiscal year beginning May 1, 2025 and ending April 30, 2026.

Beginning Funds Held by Municipality	\$ 0.00
Property Taxes Received by the Municipality	\$ 801,027.84
Employee Pension Contributions Withheld	\$ 185,166.46
Total Funds Received	\$ 986,194.30
Property Taxes Transferred by Municipality to the WPPF	\$ 801,027.84
Employee Pension Contributions Transferred to the WPPF	\$ 185,166.46
Total Funds Expended	\$ 986,194.30
Ending Funds Held by Municipality	\$ 0.00

I am not aware of any other official that is in possession of funds for the benefit of the Waterloo Police Pension Fund. If such officials exist, a separate sworn statement shall be provided by each such custodian of funds on behalf of the Waterloo Police Pension Fund.

The undersigned Treasurer of the City of Waterloo, Monroe County, Illinois does hereby certify that the foregoing statement is true and correct, to the best of my knowledge and belief.

Signed this 30th day of April, 2026

  
Brad A. Papenberg

Treasurer, City of Waterloo

Signed before me this 30th day of April, 2026





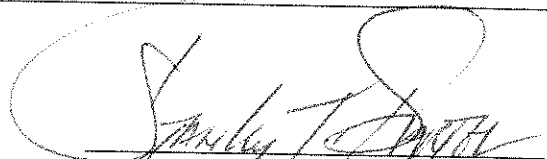
**AGENDA REQUEST**

(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:  
May 4, 2026  
(Date)
2. Description of matter to be placed on agenda:  
Certificate of Commendation to the Waterloo High School Science Olympiad  
Team for their Third Place Finish at the 2026 Illinois Science Olympiad State  
Tournament.
3. Relief or action to be requested:  
Presentation of Commendation.
4. Submittal date: April 27, 2026  
  
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

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:  
May 04, 2026  
(Date)

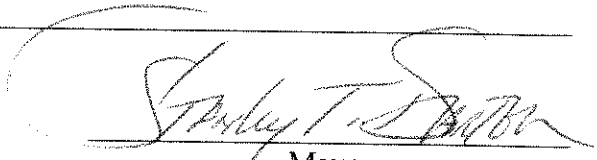
2. Description of matter to be placed on agenda:  
Re-Appointment of Bill Rebholz to the Police Pension Board for a 2-Year Term to  
Expire May 09, 2028.

3. Relief or action to be requested:  
Appointment.

4. Submittal date: 05-01-26  
Submitted by:  
Mayor Stanley T. Darter

DISPOSITION

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

  
Mayor

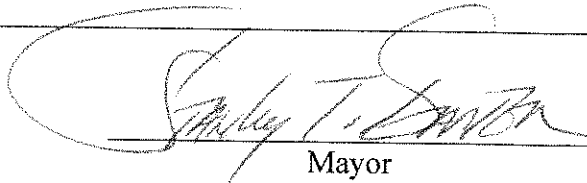
AGENDA REQUEST

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

1. Request is made for placement on the agenda for meeting to be held on:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Ordinance No. 1936 Amending the Official Zoning Map of the City of Waterloo, Illinois for Parcel No. 07-25-100-004-000 (lots 1 and 2) to be changed from I-1 Light Industrial to B-2 General Business (southeast corner of Illinois State Route 3 and Illinois Avenue).  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 05-01-26  
  
Submitted by:  
Roberta Rohwedder, 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. 1936**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF WATERLOO, ILLINOIS FOR PARCEL NO. 07-25-100-004-000 (LOTS 1 AND 2) LOCATED AT THE SOUTHEAST CORNER OF ILLINOIS STATE ROUTE 3 AND ILLINOIS AVENUE, FROM I-1 LIGHT INDUSTRIAL TO B-2 GENERAL BUSINESS.**

**WHEREAS**, property owner, Mill Valley Station LLC, has petitioned for a Zoning Map Amendment for property located the Southeast Corner of Illinois State Route 3 and Illinois Avenue (Parcel No. 07-25-100-004-000, Lots 1 and 2), from I-1 Light Industrial to B-2 General Business; and

**WHEREAS**, the Planning Commission of the City of Waterloo, Illinois met on April 13, 2026 to review and hear evidence with respect to the zoning of the property herein described and recommended that said property be rezoned as requested; and

**WHEREAS**, after due notice of a public hearing, the Zoning Board of Appeals of the City of Waterloo, Illinois met on April 23, 2026 to review and hear evidence with respect to the zoning of the property herein described and recommended that said property be rezoned as requested.

**WHEREAS**, the Planning Committee additionally met on May 04, 2026 to discuss and review the Mill Valley Station LLC Property zoning change and gave it a positive recommendation; and

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Waterloo, Illinois as follows:

**SECTION ONE.** The property hereinafter described and depicted, to-wit on Exhibit "A" is hereby rezoned as requested.

**SECTION TWO.** The Official Zone District Map of the City of Waterloo, Illinois is hereby amended by re-zoning the property previously described and depicted on Exhibit "A".

**SECTION THREE.** The City Zoning Administrator is hereby authorized and directed to change the Official Zone District Map of the City of Waterloo, Illinois accordingly.

**SECTION FOUR.** All ordinances or parts thereof, in conflict with the provisions of this ordinance, are hereby repealed to the extent of such conflict.

**SECTION FIVE.** 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 04<sup>th</sup> day of May, 2026 pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTENTION:** \_\_\_\_\_

# EXHIBIT "A"

**TWM**  
**CONSULTING ENGINEERS**  
**GEOSPATIAL SERVICES**

ILLINOIS: SWANSEA, COLUMBIA, GLEN CARBON, PEORIA, DECATUR  
 MISSOURI: ST. LOUIS, COLUMBIA  
 TENNESSEE: NASHVILLE, CHATTANOOGA, ATAMA

**THOUVENOT, WADE & MOERCHEN, INC.**

SWANSEA OFFICE  
 4344 OLD COLUMBIAN RD  
 SWANSEA, ILLINOIS  
 62226-7026  
 TEL: (618) 826-4484  
 WWW.TWMINC.COM

PROF. LICENSE NO. 144800  
 L. PROF. GEOMATICS 144800  
 L. PROF. SURVEYING 144800  
 L. PROF. LAND SURVEYING 144800  
 V.P. PROF. ENGINEERING 144800  
 V.P. PROF. ENGINEERING 144800  
 V.P. PROF. ENGINEERING 144800  
 V.P. PROF. ENGINEERING 144800

SIGNATURE  
 DATE SIGNED  
 LICENSE EXPIRATION

ISSUED FOR

DATE OF ISSUANCE

REV.	DATE	DESCRIPTION
△		
△		
△		
△		

DRAWN BY: ASH  
 RESOLVED BY: JWM  
 CHECKED BY: JWM  
 APPROVED BY: JWM  
 PROJECT NO: 241652

PROJECT:  
 MINOR SUBDIVISION PLAT  
 LARRY'S  
 CITY OF WATERLOO  
 WARREN COUNTY  
 ILLINOIS

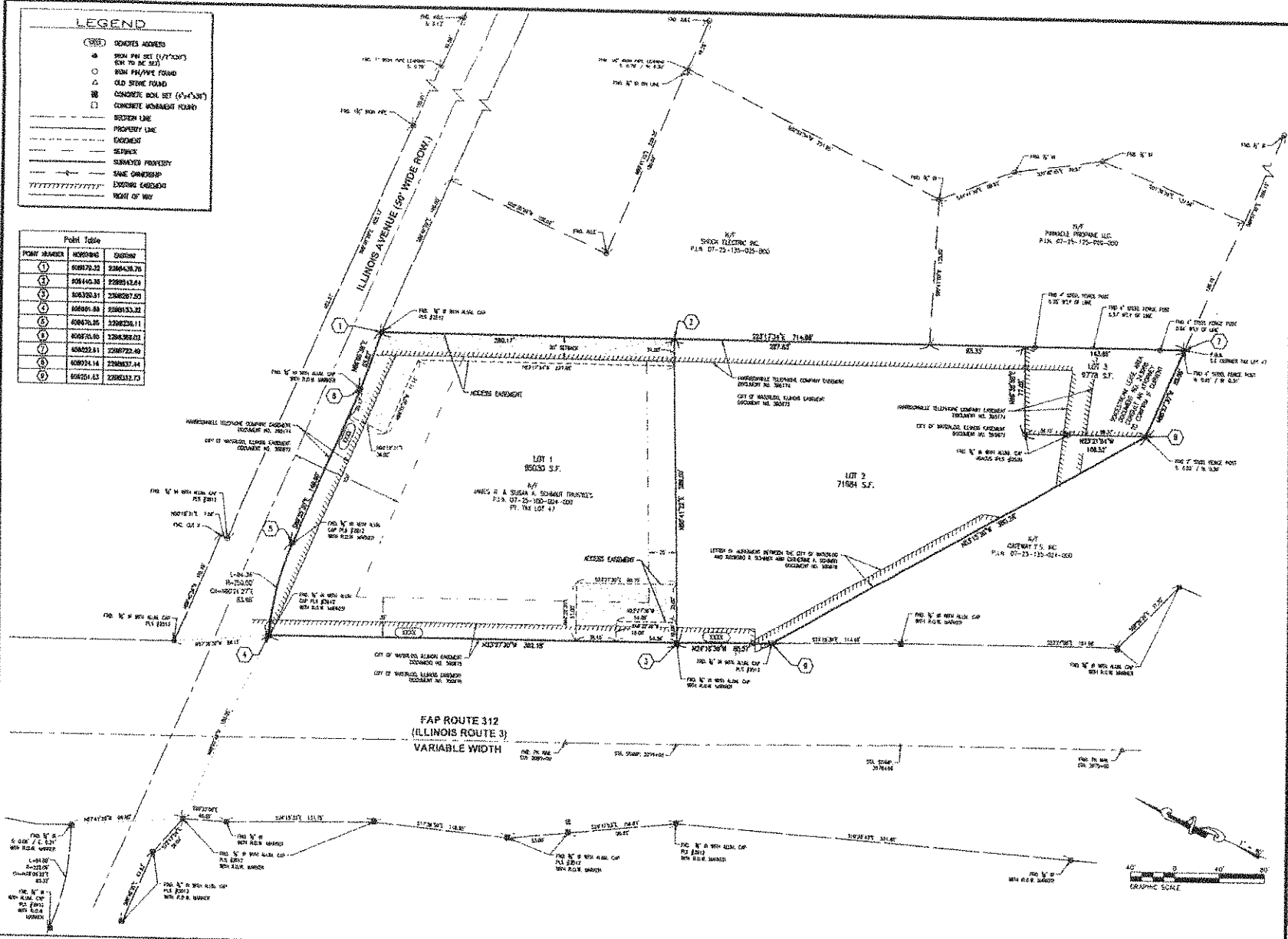
TITLE  
 LOT LAYOUT

**LEGEND**

- RECORDED ADDRESS
- FROM P.M. SET (1/7/07) (N TO BE 33)
- FROM P.M. SET FOUND
- OLD STAKE FOUND
- CONCRETE BORN SET (5/1/07)
- CONCRETE BORN SET FOUND
- SECTION LINE
- PROPERTY LINE
- EASEMENT
- SERVICE
- SURVEYED PROPERTY
- TANK OWNERSHIP
- EXISTING EASEMENT
- RIGHT OF WAY

**Point Table**

POINT NUMBER	NORTHING	EASTING
1	60679.22	23864.2676
2	60616.36	23883.6161
3	60620.31	23862.8750
4	60609.88	23861.5332
5	60676.85	23862.5611
6	60676.85	23862.5611
7	60622.81	23867.2240
8	60622.14	23863.714
9	60624.43	23863.73



2024/11/06 08:58 - 08/14/24 10:51 AM - 08/14/24 10:51 AM - 08/14/24 10:51 AM

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



Roberta Rohwedder  
Zoning Administrator  
Subdivision Administrator  
100 West Fourth Street  
Waterloo, Illinois 62298  
(618) 939-8763

## Memorandum

To: Mayor Darter & City Council  
From: Roberta Rohwedder  
Date: 4/30/2026  
Re: Map Amendment

Mill Valley Station, LLC is requesting approval from for a map amendment to change the zoning for part of parcel 07-25-100-004-000, to consider a change from I-1 Light Industrial to B-2 General Business.

We spoke with surrounding properties, all with positive comments for the rezoning of I-1 to B-2.

This petition received a favorable recommendation from Planning Commission and the Zoning Board of Appeals.

### Z-26-04-01

Review and Comment on a proposed Zoning Map Amendment petition by Mill Valley Station LLC, to consider a proposed Zoning Map Amendment for Parcel #: 07-25-100-004-000, to consider a change from I-1 Light Industrial District to B-2 General Business District.

#### Requested District

#### **§ 40-2-12 GENERAL BUSINESS DISTRICT B-2.**

(A) The General Business District is intended to provide for the establishment of certain highway- oriented commercial activities. Such areas must be carefully located so as not to unduly constrict, impede or reduce the normal flow of traffic and to provide for reasonably safe access and egress from adjacent highways.

(B) *Accessways.* Any accessway to any off- street parking lot or loading berth shall be located at least ten feet from any lot line.

(C) *Refuse containers.* All garbage or other refuse shall be in removable covered containers not less than three cubic yards in size. Refuse containers shall not be located in any required front or side yard setback area. Said containers shall be enclosed by either fencing of six feet in height or applicable screening.

(Ord. 1070, § 40-2-12, passed 7-20-1998)

Current District

**§ 40-2-14 LIGHT INDUSTRIAL DISTRICT I-1.**

The Light Industrial District encompasses areas where a satisfactory correlation of factors such as adequate transportation facilities, accessibility for employees, efficient land assembly, adequate topographical conditions, and adequate provisions of public utilities required by industry may be achieved. It is intended that this particular district will generally provide for industrial development of an assembly nature, research and development, or manufacture and fabrication of any commodity from semi-finished or finished materials, and offers appropriate locations for supportive service commercial facilities together with other correlated land uses. Such supportive services are generally of a non-retail or personal service character and primarily offer commercial facilities and personal services requiring extensive sites. Open storage of equipment and supplies should be encouraged to locate in this district.  
(Ord. 1070, § 40-2-14, passed 7-20-1998)

Given the nature of the proposed development and its location, the B-2 zoning classification is would support a use that is consistent with surrounding roadway access and commercial activity.

Respectfully,



Roberta Rohwedder  
Zoning & Subdivision Administrator



CITY OFFICES  
100 West Fourth Street  
Waterloo, Illinois 62298  
(618) 939-6600  
Stanley T. Dardall, Mayor

## PETITION FOR ZONING AMENDMENT

DO NOT WRITE IN THIS SPACE - FOR OFFICE USE ONLY

Date of Hearing: _____	Fee Paid to City Clerk: \$ _____
Date Hearing Held: _____	Newspaper: _____
Building Permit App. No.: _____	Date Published: _____
Action of Zoning Board of Appeals: <input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Approved with Modification	Recommendation of Zoning Board of Appeals: <input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Approved with Modification
Date: _____	Date: _____

### ACTION BY CITY COUNCIL

<input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Approved with Modification	Ordinance No. _____ Date: _____
---	------------------------------------

Instructions to Applicants: To request a change in either the zoning map or text, this application for a zoning amendment must be completed and a public hearing held. If the applicant is requesting that his property be rezoned, a site plan must be included with the application showing the information listed on the attached sheet. Normally there are only two primary reasons for a change in zoning: 1) the original zoning was in error; 2) the character of the area has changed to such an extent as to warrant rezoning. The burden of substantiating evidence rests with the applicant.

A notice of the hearing must be published in a newspaper of general circulation in the local area at least 15 days prior to the hearing. The publication cost must be paid by the applicant prior to the hearing. The applicant will be notified by mail of the time and place of the hearing at least 10 days prior to the hearing date. The applicant or his attorney or duly authorized agent must appear at the hearing and present his case to the Zoning Board of Appeals/Planning Commission.

Name of Applicant(s): <u>MILL VALLEY STATION, LLC</u>	Phone: <u>661-619-8008</u>
Address: <u>15807 Toscana Ct., Canyon Country, CA</u>	Zip: <u>91387</u>
Property Interest of Applicant: <input checked="" type="checkbox"/> Owner <input type="checkbox"/> Contract Purchaser <input type="checkbox"/> Lessee <input type="checkbox"/> Other _____	



Name of Owner(s), If other than applicant: MILL VALLEY STATION, LLC

Address: 15807 Toscana Ct, Canyon Country, CA

Zip 91387

An amendment to the Zoning Ordinance is requested as follows:

A.  Amendment to Text:

It is requested that Section \_\_\_\_\_ of the Zoning Ordinance be amended as follows:

Reason for Amendment: \_\_\_\_\_

B.  Amendment to Map:

It is requested that the property described below and shown on attached site plan be rezoned from M1 to B-2

Address of Property: IL-3 & Illinois Ave

Legal Description of Property: SEE EXHIBIT "A"

Present Use of Property: VACANT

Proposed Use of Property: BUSINESS

Reason for Amendment: NEW DEVELOPMENT

I certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate. I consent to the entry in or upon the premises described in this application by any authorized official of the City of Waterloo, for the purpose of inspecting, or of posting, maintaining and removing such notices as may be required by law.

Date: APRIL 8, 2028

Applicant: \_\_\_\_\_

Date: APRIL 8, 2028

Owner: [Signature]

Mill Valley Station, LLC

MINUTES OF THE PLANNING COMMISSION  
MEETING HELD ON April 13, 2026

The meeting was called to order by **Rau** at 7:00PM.

Roll call was taken: **Present:** Rau, Hicks, Pittmann, Thomas

Rau asked if there were any additions or corrections to the minutes from the March 9, 2026 Planning Commission meeting. There were none. A motion was made by Thomas and seconded by Hicks to approve the minutes of the March 9, 2026 meeting. Motion carried.

Rau asked if there were any citizens to address the Planning Commission. There were none.  
Rau asked if there were any corrections or deletions to the agenda. There were none.

**OLD BUSINESS PETITIONS:**

P-26-03-02

**Review and comment on a proposed minor subdivision plat for Casey's General Store located at the corner of Route 3 and Illinois Avenue, Parcel No. 07-25-100-004-000.** Mr. Dustin Higgins was present (Via Zoom) to represent the Casey's development team and Mr. Art Morris was present to represent the property owner on this petition. The Casey's is currently under contract with proposed lot 1. Since the March meeting Mr. Higgins submitted a revised civil plan which shows turning radius for large trucks on both proposed entrances. He also added a stub street terminating at the proposed lot 2 property line. The width of the Illinois Avenue ingress/egress was reduced from 39' to 36' to conform with the city zoning code. A few comments from the Planning Commission members included the proposed entrances are much better, lot 2 is small however, the property owner knows this and the proposed lot 2 meets code requirements. John Hoock, the owner of the property located at 718 Illinois Avenue asked the commission how far the proposed Casey's building was to the eastern property line. Mr. Higgins replied 88.9'.

**A motion was made by Hicks and seconded by Pittmann for a favorable recommendation of this petition. Members voted as follows: YES – Rau, Hicks, Pittmann, Thomas**

**NEW BUSINESS PETITIONS:**

P-26-04-01

**Review and Comment on a proposed Zoning Map Amendment petition by Mill Valley Station LLC, to consider a proposed Zoning Map Amendment for Parcel #: 07-25-100-004-000, to consider a change from I-1 Light Industrial District to B-2 General Business District.** Mr. Dustin Higgins was present (Via Zoom) to represent the Casey's development team and Mr. Art Morris was present to represent the property owner on this petition. The purpose of this petition is to help elevate heavy traffic use from the proposed lot 2 onto Illinois Avenue and the right in, right out. The planning commission reviewed the zoned districts abutting the subject property and determined rezoning would be appropriate as well as conforming to the comprehensive plan. The Planning Commission noted the rezoning is only for the proposed lot 1 & 2. The taxing parcel with the cell tower on it will remain zoned I-1, light industrial.

**A motion was made by Hicks and seconded by Thomas for a favorable recommendation of this petition. Members voted as follows: YES – Rau, Hicks, Pittmann, Thomas**

**COMMENTS:** Ms. Rohwedder commented moving forward with taking meeting minutes needs to be done by a member of the commission when the secretary is not present. The next step with moving forward with amending the comprehensive plan is to seek out third-party consultants. Ms. Rohwedder is going to make some contacts. The owner of the 22.38 acres west of Northwinds subdivision as meet with City officials to get input on possible development.

**Motion to adjourn the meeting at 7:46 PM was made by Thomas and seconded by Hicks. Motion carried.**  
Minutes submitted by Nathan Krebel, Deputy Director of Public Works.

# ZONING BOARD OF APPEALS ADVISORY REPORT

On Petition # 2-20-04-01

I move that the Zoning Board of Appeals provide the City Clerk with an Advisory Report as follows:

1. The Petition should be Approved / Denied / Approved with Modifications (see modifications below):
2. The effect the proposal would have on the health, welfare, safety, morals, and comfort of area residents would be Negligible / Positive / Negative / Potentially Negative in that \_\_\_\_\_:
3. The effect the proposal would have on schools, traffic, streets, shopping, public utilities, and adjacent properties would be Negligible / Positive / Negative / Potentially Negative in that \_\_\_\_\_:
4. The proposed recommendation is Necessary / Not Necessary for the public convenience at the subject location:
5. The proposed recommendation Is / Is Not so designed, located, and proposed to be operated that the public health, safety, and welfare will be protected:
6. The proposed recommendation Will / Will Not cause substantial injury to the value of other property in the neighborhood in which it is proposed to be located:
7. The proposed recommendation Will / Will Not be detrimental to the essential character of the zoning district in which the property is located:

I further move that the recommendation be subject to the following modification(s):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This advisory report is respectfully submitted, on behalf of the Zoning Board of Appeals.

Signed: [Signature]  
Zoning Board of Appeals **Chairman**

Date: 4/23/2006

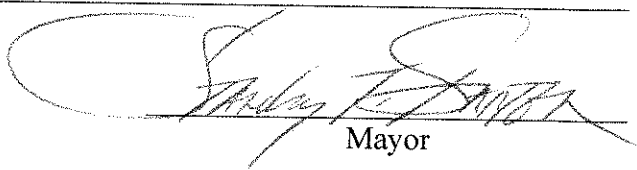
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Resolution No. 26-07 Approving a Professional  
Services Agreement between the City of Waterloo, IL and HMG Engineers for  
Design & Surveying Services in an amount not to exceed \$19,000.00 for the  
"Remlok to the Waste Water Treatment Plant Water Main Loop".
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 05-01-26  
  
Submitted by:  
JR Landeck, Director of Public Works

DISPOSITION

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

  
Mayor

**RESOLUTION NO. 26-07**

**AUTHORIZING THE SIGNING OF A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF WATERLOO, ILLINOIS AND HMG ENGINEERS, INC. FOR DESIGN & SURVEYING SERVICES IN THE NOT-TO-EXCEED AMOUNT OF \$19,000.00 FOR THE "REMLOK TO THE WASTE WATER TREATMENT PLANT WATER MAIN LOOP" PROJECT.**

**WHEREAS**, attached is a Professional Services Agreement between the City of Waterloo, IL and HMG Engineers, Inc. for Design & Surveying Services in the not-to-exceed amount of \$19,000.00 for the "Remlok to the Waste Water Treatment Plant Water Main Loop" Project; and,

**WHEREAS**, the City of Waterloo, IL is in need of the aforementioned services related to the "Remlok to the Waste Water Treatment Plant Water Main Loop" Project; and,

**WHEREAS**, it is in the best interest of the City of Waterloo, IL, to approve the signing of said Professional Services Agreement.

**NOW, THEREFORE, BE IT RESOLVED**, by the City Council and the Mayor that the City of Waterloo, IL does hereby approve signing of a Professional Services Agreement with HMG, Engineering, Inc., in the not-to-exceed amount of \$19,000.00, for design & surveying services related to the "Remlok to the Waste Water Treatment Plant Water Main Loop" Project as attached.

**PASSED** by the City Council and approved by the Mayor of the City of Waterloo, Illinois this 04<sup>th</sup> day of May, 2026.

**AYES:** \_\_\_\_\_

**NAYES:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTAINED:** \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
Stanley T. Darter, Mayor

**ATTESTED:**

\_\_\_\_\_  
Mechelle Childers, City Clerk



## PROFESSIONAL SERVICES AGREEMENT

### PROJECT

Feldmeyer Water Main Extension

### CLIENT

City of Waterloo, Illinois

### PROJECT DESCRIPTION

Project consists of the installation of approximately 1,700 linear feet of C900 PVC Water Main from the Northeast corner of the Feldmeyer Subdivision to the Waterloo WWTP.

### SCOPE OF SERVICES

Design & Permitting Phase

1. Design & Permitting Phase
  - 1.1 Topographic Survey as needed, Lidar Data & Field Data Collection
  - 1.2 Prepare Base Drawings
  - 1.3 Final Engineering Drawings
  - 1.4 Contract Technical Specifications
  - 1.5 Quantities and Engineer's Opinion of Probable Cost
  - 1.6 Meetings
  - 1.7 Permitting (IEPA)
  - 1.8 Bidding Assistance & Addendum Management
  - 1.9 One Easement Exhibit
2. Construction Phase
  - 2.1 Construction Staking (one trip)

### ASSUMPTIONS & UNDERSTANDINGS

City forces will assist with locates as needed. Geotechnical is not included to determine rock depth. If rock is present it will have to be dealt with in construction.

### PROJECT SCHEDULE

Permit application sent to IEPA within 90 days from signed date of Agreement.

### FEES

CLIENT shall pay HMG an amount equal to the cumulative hours charged to the Project by HMG's employees times the Standard Hourly Rates for each applicable billing classification according to HMG's Standard Rate Schedule attached hereto, plus Subconsultant's charges, if any, for a total fee not to exceed \$ 18,500.00. **Standard Hourly Rates are subject to change annually on January 1 to reflect adjustments in HMG's salary levels.**



Reimbursable expenses, including, but not limited to, project specific materials & supplies not ordinarily necessary for normal engineering practice, outside reproduction & printing costs, project related travel expenses (airfare, lodging, per diem, etc.), and vehicle mileage, shall be billed separately according to HMG's Standard Rate Schedule attached hereto. Estimated reimbursable expenses necessary to complete the Scope of Services are \$ 500.00.

**ADDITIONAL SERVICES**

In the event services beyond those specified in the Scope of Services and not included in the compensation above are required, CLIENT may authorize Additional Services verbally and pay HMG on an hourly basis according to HMG's current Rate Schedule, or CLIENT may request a formal contract amendment prior to HMG providing Additional Services.

**CITY OF WATERLOO, ILLINOIS**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

**PRIMARY PROJECT CONTACT:**

\_\_\_\_\_

EMAIL: \_\_\_\_\_

**ADDRESS FOR NOTICES & INVOICES:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ADDRESS FOR PROJECT COMMUNICATIONS:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**HENRY, MEISENHEIMER & GENDE, INC.  
DBA HMG ENGINEERS, INC.**

BY: John A. Wieter, P.E.

TITLE: Senior Vice President

ATTEST: Brett I. Benhoff, P.E.

TITLE: Corporate Secretary

DATE: 5/01/26

**PRIMARY PROJECT CONTACT:**

John Wieter, P.E.

[jwieter@hmaengineers.com](mailto:jwieter@hmaengineers.com)

**ADDRESS FOR NOTICES & PAYMENTS:**

**Corporate Office**

9360 Holy Cross Lane

Breese, IL 62230

**ADDRESS FOR PROJECT COMMUNICATIONS:**

**Corporate Office**

9360 Holy Cross Lane

Breese, IL 62230

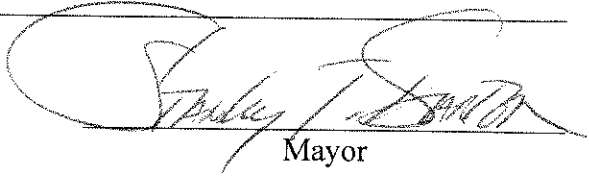
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
2. Description of matter to be placed on agenda:  
Consideration and Action on Warrant No. 661.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
4. Submittal date: 04-30-26  
Submitted by:  
Sarah Craig, 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

VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

01 GENERAL FUND

LEGISLATIVE

AI010	AIM DESIGNS	01-12	23.00
AM500	AMERICOM IMAGING SYSTEMS, INC.	01-12	200.00
CR070	618 CREATIVE	01-12	437.50
DE100	DE SIGNS	01-12	24.00
EL075	ELAN FINANCIAL SERVICES	01-12	298.95
KA020	K & D PRINTING	01-12	848.00
VE360	VERVOCITY INTERACTIVE	01-12	179.00

\*\*TOTAL LEGISLATIVE 2,010.45

FINANCE

AM500	AMERICOM IMAGING SYSTEMS, INC.	01-13	416.88
CH322	CHARD SNYDER	01-13	50.40
CL340	CLINICAL COLLECTION MANAGEMENT	01-13	50.80
CO025	COAST TO COAST EQUIP & SUPPLIES	01-13	7.63
DA040	D AND D DISTRIBUTING SERVICES, INC.	01-13	23.35
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-13	1,003.81
EL075	ELAN FINANCIAL SERVICES	01-13	42.12
FI100	FIDELITY SECURITY LIFE INSURANCE	01-13	107.80
FI575	FIRST NATIONAL BANK OF WATERLOO	01-13	60.60
HA390	HARRISONVILLE TELEPHONE	01-13	1,394.04
IN560	INVOICE CLOUD, INC.	01-13	96.55
LA088	LANDIS+GYR TECHNOLOGY, INC.	01-13	741.00
LO250	LOCIS	01-13	11.00
PA900	PAYLOCITY	01-13	82.77
RE440	REJIS COMMISSION	01-13	602.34
RO400	ROTOLITE OF ST LOUIS INC	01-13	35.00
ST120	STAPLES BUSINESS ADVANTAGE	01-13	208.50

\*\*TOTAL FINANCE 4,934.59

BUILDING

CI250	CITY OF WATERLOO	01-14	4,882.51
EL075	ELAN FINANCIAL SERVICES	01-14	128.76
GR335	GRASSMAN LAWN CARE, INC.	01-14	230.00
OR200	O'REILLY AUTOMOTIVE, INC.	01-14	353.98
RU200	RUDLOFF PLUMBING & HEATING	01-14	799.00
ST120	STAPLES BUSINESS ADVANTAGE	01-14	164.47
TE175	TECH ELECTRONICS	01-14	946.75
TR120	TRANE	01-14	32,780.96
WA850	WATERLOO LUMBER COMPANY	01-14	26.45

\*\*TOTAL BUILDING 40,312.88

LEGAL

ST025	ST CLAIR, GILBRETH & STEPPIG LLC	01-15	7,300.00
-------	----------------------------------	-------	----------

\*\*TOTAL LEGAL 7,300.00

ZONING/BUILDING INSPECTOR

AM500	AMERICOM IMAGING SYSTEMS, INC.	01-16	400.00
CH322	CHARD SNYDER	01-16	14.00
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-16	163.89
FI100	FIDELITY SECURITY LIFE INSURANCE	01-16	18.74
HE320	HENRY, MEISENHEIMER & GENDE, INC.	01-16	1,877.50
LA500	LAWSON PRODUCTS, INC.	01-16	30.59
PA900	PAYLOCITY	01-16	17.99
SN200	SNAP-ON	01-16	15.07

\*\*TOTAL ZONING/BUILDING INSPECTOR 2,537.78

RECORDS

AM122	AMERICAN LEGAL PUBLISHING CORPORA	01-18	550.00
AM500	AMERICOM IMAGING SYSTEMS, INC.	01-18	200.00
CH322	CHARD SNYDER	01-18	7.00
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-18	91.68
FI100	FIDELITY SECURITY LIFE INSURANCE	01-18	13.94

VENDOR #	NAME	DEPT.	AMOUNT
01 GENERAL FUND			
RECORDS			
PA900	PAYLOCITY	01-18	9.00
RE410	REPUBLIC TIMES LLC	01-18	293.69
**TOTAL RECORDS			1,165.31
POLICE			
AL125	AL'S AUTOMOTIVE SUPPLY INC.	01-21	1,256.30
AU084	AUTO TIRE AND PARTS	01-21	378.53
CH322	CHARD SNYDER	01-21	140.00
DA040	D AND D DISTRIBUTING SERVICES, IN	01-21	30.00
DA082	DATATRONICS, INC.	01-21	2,200.00
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-21	1,994.44
ED115	ED MORSE FORD	01-21	794.18
EL075	ELAN FINANCIAL SERVICES	01-21	1,391.88
FI100	FIDELITY SECURITY LIFE INSURANCE	01-21	231.17
HA390	HARRISONVILLE TELEPHONE	01-21	323.69
IR300	IRON CRAFTERS INC	01-21	4.00
JK100	JKAG TECHNOLOGIES, LLC	01-21	375.00
JO200	JOHN DEERE FINANCIAL	01-21	158.98
KA020	K & D PRINTING	01-21	192.00
LA500	LAWSON PRODUCTS, INC.	01-21	30.54
LE425	LEON UNIFORM CO.	01-21	216.00
MO425	MONROE COUNTY ELECTRIC COOPERATIV	01-21C	59.05
MO460	MONROE COUNTY GENERAL FUND	01-21	25,910.83
MO755	MOTOROLA SOLUTIONS, INC.	01-21	2,247.00
OH200	RAY O'HERRON COMPANY	01-21	3,066.00
OR200	O'REILLY AUTOMOTIVE, INC.	01-21	207.99
PA900	PAYLOCITY	01-21	179.95
PO470	POMP'S TIRE SERVICE, INC.	01-21	765.00
RE440	REJIS COMMISSION	01-21	846.62
SN200	SNAP-ON	01-21	15.08
ST120	STAPLES BUSINESS ADVANTAGE	01-21	40.64
SU600	SURE SHINE AUTO WASH	01-21	152.25
VE250	VERIZON	01-21	140.14
WA301	TREVIPAY	01-21	17.13
WA850	WATERLOO LUMBER COMPANY	01-21	29.16
**TOTAL POLICE			43,393.55
SOCIAL SERVICES			
AI010	AIM DESIGNS	01-34	164.00
AM500	AMERICOM IMAGING SYSTEMS, INC.	01-34	200.00
CH322	CHARD SNYDER	01-34	7.00
CI350	CITY OF WATERLOO - ELECTRIC FUND	01-34	5,000.00
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-34	147.38
EL075	ELAN FINANCIAL SERVICES	01-34	3,565.30
FI100	FIDELITY SECURITY LIFE INSURANCE	01-34	14.13
FL120	FLAGS USA	01-34	399.26
IL750	ILLINOIS MUNICIPAL LEAGUE	01-34	30.00
MO425	MONROE COUNTY ELECTRIC COOPERATIV	01-34C	827.01
PA900	PAYLOCITY	01-34	9.00
RE450	RELIABLE SANITATION	01-34	88,217.77
**TOTAL SOCIAL SERVICES			98,580.85
STREETS & ALLEYS			
AL125	AL'S AUTOMOTIVE SUPPLY INC.	01-41	77.47
AM500	AMERICOM IMAGING SYSTEMS, INC.	01-41	200.00
AU084	AUTO TIRE AND PARTS	01-41	682.37
CH322	CHARD SNYDER	01-41	35.00
CI250	CITY OF WATERLOO	01-41	1,536.41
CL200	CLEAN UNIFORM SERVICES	01-41	47.60
CL340	CLINICAL COLLECTION MANAGEMENT	01-41	133.00
DA040	D AND D DISTRIBUTING SERVICES, IN	01-41	40.55
DE490	DELTA DENTAL OF ILLINOIS - RISK	01-41	580.96
FA150	FABICK TRACTOR	01-41	1,588.00
FI100	FIDELITY SECURITY LIFE INSURANCE	01-41	70.74

SYS DATE:04/30/26

CITY OF WATERLOO  
C L A I M S H E E T  
Thursday April 30, 2026

SYS TIME:15:45

[NCS]

DATE: 04/30/26

PAGE 3

VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

01 GENERAL FUND

STREETS & ALLEYS

GA825	GATEWAY F.S., INC.	01-41	3,027.92
HA390	HARRISONVILLE TELEPHONE	01-41	44.92
HE320	HENRY, MEISENHEIMER & GENDE, INC.	01-41	26,878.49
HU200	HUEBNER CONCRETE CONTRACTING, INC.	01-41	90,504.19
IN458	INTERSTATE BILLING SERVICE, INC.	01-41	1,170.66
IR300	IRON CRAFTERS INC	01-41	40.50
JO200	JOHN DEERE FINANCIAL	01-41	1,312.93
LA500	LAWSON PRODUCTS, INC.	01-41	60.06
MO475	MONROE COUNTY HIGHWAY DEPARTMENT	01-41	7,975.00
MO580	MORBARK, INC.	01-41	1,329.20
MO755	MOTOROLA SOLUTIONS, INC.	01-41	14.50
PA900	PAYLOCITY	01-41	44.99
PO470	POMP'S TIRE SERVICE, INC.	01-41	918.52
SE260	SECURE ONE SELF	01-41	175.00
SN200	SNAP-ON	01-41	719.27
VA330	VALTEC HYDRAULICS INC.	01-41	234.30
VI290	VIKING-CIVES MIDWEST, INC.	01-41	55.09
WA850	WATERLOO LUMBER COMPANY	01-41	273.87

**TOTAL STREETS & ALLEYS			139,771.51
--------------------------	--	--	------------

01 GENERAL FUND	GRAND TOTAL	340,006.92
-----------------	-------------	------------



DATE: 04/30/26

VENDOR #	NAME	DEPT.	AMOUNT
----------	------	-------	--------

52 SEWER FUND

SEWER ADMINISTRATION

AM500	AMERICOM IMAGING SYSTEMS, INC.	52-11	416.89
CH322	CHARD SNYDER	52-11	15.40
CL340	CLINICAL COLLECTION MANAGEMENT	52-11	50.80
CO025	COAST TO COAST EQUIP & SUPPLIES	52-11	7.63
DE490	DELTA DENTAL OF ILLINOIS - RISK	52-11	232.23
EL075	ELAN FINANCIAL SERVICES	52-11	95.86
FI100	FIDELITY SECURITY LIFE INSURANCE	52-11	23.49
HE320	HENRY, MEISENHEIMER & GENDE, INC.	52-11	2,665.00
IN560	INVOICE CLOUD, INC.	52-11	96.55
LA088	LANDIS+GYR TECHNOLOGY, INC.	52-11	741.00
LO250	LOCIS	52-11	11.00
PA900	PAYLOCITY	52-11	19.79
RE440	REJIS COMMISSION	52-11	602.36
RO400	ROTOLITE OF ST LOUIS INC	52-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	52-11	126.21
TE240	TEKLAB, INC	52-11	899.61
VI460	VIPOWER SERVICES	52-11	740.00

\*\*TOTAL SEWER ADMINISTRATION 6,778.82

SEWER TREATMENT PLANT

AU084	AUTO TIRE AND PARTS	52-43	23.69
BU550	BUTLER SUPPLY COMPANY	52-43	237.79
CH322	CHARD SNYDER	52-43	21.00
CI250	CITY OF WATERLOO	52-43	21,905.21
DA040	D AND D DISTRIBUTING SERVICES, IN	52-43	63.90
DE490	DELTA DENTAL OF ILLINOIS - RISK	52-43	271.89
FA150	FABICK TRACTOR	52-43	500.00
FI100	FIDELITY SECURITY LIFE INSURANCE	52-43	42.39
HA390	HARRISONVILLE TELEPHONE	52-43	73.49
IR300	IRON CRAFTERS INC	52-43	4.00
JO200	JOHN DEERE FINANCIAL	52-43	2,275.66
LA500	LAWSON PRODUCTS, INC.	52-43	60.02
MO755	MOTOROLA SOLUTIONS, INC.	52-43	14.50
PA900	PAYLOCITY	52-43	26.99
SN200	SNAP-ON	52-43	15.07
WA850	WATERLOO LUMBER COMPANY	52-43	29.16

\*\*TOTAL SEWER TREATMENT PLANT 25,564.76

SEWER SANITATION SYSTEM

AU084	AUTO TIRE AND PARTS	52-44	111.99
BU550	BUTLER SUPPLY COMPANY	52-44	914.79
CI250	CITY OF WATERLOO	52-44	6,988.07
GA100	G & R INDUSTRIAL SUPPLY INC.	52-44	392.10
HE320	HENRY, MEISENHEIMER & GENDE, INC.	52-44	470.00
IR300	IRON CRAFTERS INC	52-44	48.00
JO200	JOHN DEERE FINANCIAL	52-44	728.00
MO425	MONROE COUNTY ELECTRIC COOPERATIVE	52-44C	85.49
SN200	SNAP-ON	52-44	104.20
WA296	VISU SEWER OF MISSOURI, LLC	52-44	161,002.50
WA850	WATERLOO LUMBER COMPANY	52-44	9.88

\*\*TOTAL SEWER SANITATION SYSTEM 170,855.02

52 SEWER FUND

GRAND TOTAL 203,198.60

VENDOR #	NAME	DEPT.	AMOUNT
53 ELECTRIC FUND			
ELECTRIC ADMINISTRATION			
AM500	AMERICOM IMAGING SYSTEMS, INC.	53-11	616.89
CH322	CHARD SNYDER	53-11	15.40
CL340	CLINICAL COLLECTION MANAGEMENT	53-11	206.80
CO025	COAST TO COAST EQUIP & SUPPLIES	53-11	7.63
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-11	232.29
EL075	ELAN FINANCIAL SERVICES	53-11	31.65
FI100	FIDELITY SECURITY LIFE INSURANCE	53-11	23.50
IN560	INVOICE CLOUD, INC.	53-11	96.55
LA088	LANDIS+GYR TECHNOLOGY, INC.	53-11	741.00
LO250	LOCIS	53-11	11.00
PA900	PAYLOCITY	53-11	19.79
RE440	REJIS COMMISSION	53-11	602.36
RO400	ROTLITE OF ST LOUIS INC	53-11	35.00
ST120	STAPLES BUSINESS ADVANTAGE	53-11	126.21
**TOTAL ELECTRIC ADMINISTRATION			2,766.07
ELECTRIC PRODUCTION			
AU084	AUTO TIRE AND PARTS	53-47	548.99
BA150	BHMG ENGINEERS, INC.	53-47	4,048.47
BU550	BUTLER SUPPLY COMPANY	53-47	337.98
CH322	CHARD SNYDER	53-47	28.00
CH460	CHEMQUEST, INC.	53-47	1,770.00
CI250	CITY OF WATERLOO	53-47	9,895.34
CL200	CLEAN UNIFORM SERVICES	53-47	432.08
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-47	439.94
FI100	FIDELITY SECURITY LIFE INSURANCE	53-47	47.20
HA390	HARRISONVILLE TELEPHONE	53-47	91.09
JO200	JOHN DEERE FINANCIAL	53-47	103.67
MO755	MOTOROLA SOLUTIONS, INC.	53-47	14.50
PA900	PAYLOCITY	53-47	35.99
RM600	R & M OIL COMPANY	53-47	55,714.07
SE260	SECURE ONE SELF	53-47	64.00
SN200	SNAP-ON	53-47	630.00
TI410	TITAN INDUSTRIAL CHEMICALS, LLC	53-47	1,750.00
UL010	ULINE	53-47	2,135.66
VI460	VIPOWER SERVICES	53-47	3,898.00
**TOTAL ELECTRIC PRODUCTION			81,984.98
ELECTRIC DISTRIBUTION			
AU084	AUTO TIRE AND PARTS	53-48	111.99
BU550	BUTLER SUPPLY COMPANY	53-48	449.15
CC001	CCP INDUSTRIES	53-48	268.19
CH322	CHARD SNYDER	53-48	56.00
CI250	CITY OF WATERLOO	53-48	1,547.19
DA040	D AND D DISTRIBUTING SERVICES, IN	53-48	63.91
DE490	DELTA DENTAL OF ILLINOIS - RISK	53-48	761.92
DU700	DUTCH HOLLOW JANITORIAL SUPPLIES,	53-48	858.28
EL075	ELAN FINANCIAL SERVICES	53-48	149.15-
FA150	FABICK TRACTOR	53-48	500.00
FI100	FIDELITY SECURITY LIFE INSURANCE	53-48	79.88
FL250	FLETCHER-REINHARDT COMPANY	53-48	1,143.08
HA390	HARRISONVILLE TELEPHONE	53-48	44.90
IR300	IRON CRAFTERS INC	53-48	28.00
JO200	JOHN DEERE FINANCIAL	53-48	120.76
KE175	KENDALL VEGETATION SERVICES	53-48	9,388.24
LA500	LAWSON PRODUCTS, INC.	53-48	60.02
MO425	MONROE COUNTY ELECTRIC COOPERATIV	53-48C	700.41
MO755	MOTOROLA SOLUTIONS, INC.	53-48	14.50
OR200	O'REILLY AUTOMOTIVE, INC.	53-48	158.05
PA900	PAYLOCITY	53-48	71.98
RE450	RELIABLE SANITATION	53-48	315.00
SN200	SNAP-ON	53-48	119.27
SU600	SURE SHINE AUTO WASH	53-48	28.00
TA055	TALLMAN EQUIPMENT COMPANY INC.	53-48	3,404.09
WA850	WATERLOO LUMBER COMPANY	53-48	86.63





Warrant #661 - 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	
<b>01 GENERAL FUND</b>				
MO650	MORRISON-TALBOTT LIBRARY	01-00	3,967.26	
WA450	WATERLOO MUNICIPAL BAND	01-00	191.12	
	<b>**TOTAL</b>		<b>4,158.38</b>	
<b>LEGISLATIVE</b>				
AT070	AT&T MOBILITY	01-12	98.23	
MI100	MISCELLANEOUS	01-12	160.00	\$160.00 HOPE Christian Church/2026 National Day of Prayer Breakfast
WA705	WATERLOO CHAMBER OF COMMERCE	01-12	40.00	
	<b>**TOTAL LEGISLATIVE</b>		<b>298.23</b>	
<b>FINANCE</b>				
AT070	AT&T MOBILITY	01-13	213.35	
FP200	FP FINANCE PROGRAM	01-13	27.80	
UN350	UHS PREMIUM BILLING	01-13	8,135.97	
	<b>**TOTAL FINANCE</b>		<b>8,377.12</b>	
<b>BUILDING</b>				
RA120	RAMONA CLEANING SERVICE INC.	01-14	2,010.52	
	<b>**TOTAL BUILDING</b>		<b>2,010.52</b>	
<b>ZONING/BUILDING INSPECTOR</b>				
AT070	AT&T MOBILITY	01-16	89.76	
UN350	UHS PREMIUM BILLING	01-16	2,680.72	
WE900	WEX BANK	01-16	187.04	
	<b>**TOTAL ZONING/BUILDING INSPECTOR</b>		<b>2,957.52</b>	
<b>RECORDS</b>				
UN350	UHS PREMIUM BILLING	01-18	1,337.27	
	<b>**TOTAL RECORDS</b>		<b>1,337.27</b>	
<b>POLICE</b>				
AT070	AT&T MOBILITY	01-21	1,691.10	
DA015	DAHLEM, ANDREW	01-21	51.65	
MI100	MISCELLANEOUS	01-21	224.00	\$224.00 Dog Gone Grooming & Boarding/K9 Revv Boarding
MI100	MISCELLANEOUS	01-21	3,500.00	\$3,500.00 Alton Project Alert/D.A.R.E. Cardinal Tickets
SC374	SCHRECKENBERG, KEVIN	01-21	1,558.37	
UN350	UHS PREMIUM BILLING	01-21	31,124.82	
WE900	WEX BANK	01-21	4,458.58	
	<b>**TOTAL POLICE</b>		<b>42,608.52</b>	
<b>EMERGENCY MANAGEMENT AGENCY</b>				
AT070	AT&T MOBILITY	01-23	42.33	
	<b>**TOTAL EMERGENCY MANAGEMENT AGENCY</b>		<b>42.33</b>	
<b>SOCIAL SERVICES</b>				
AT070	AT&T MOBILITY	01-34	47.43	
DE100	DE SIGNS	01-34	12,320.10	
MI100	MISCELLANEOUS	01-34	18,175.00	\$15,000.00 Turning Point Wellness Center/Façade Grant
MO525	MONROE COUNTY GENERAL FUND	01-34	250.00	\$400.00 Circus Kaput LLC/America 250 Festival
UN350	UHS PREMIUM BILLING	01-34	2,202.03	\$1,000.00 Cambry Johnson/America 250 Youth Contest Scholarship
VF100	VFW HALL METZGER-CROOK POST 6504	01-34	8,757.94	\$1,000.00 Kyle Chudd/America 250 Youth Contest Scholarship
WE575	WESTERN EGYPTIAN EOC	01-34	7,500.00	\$525.00 Janice Schepers/Reimbursement Gift Cards-America 250 Prizes
	<b>**TOTAL SOCIAL SERVICES</b>		<b>49,252.50</b>	\$250.00 Waterloo Post Prom/Post Prom Donation \$18,175.00
<b>STREETS &amp; ALLEYS</b>				
AT070	AT&T MOBILITY	01-41	116.88	
UN350	UHS PREMIUM BILLING	01-41	7,563.47	

SYS DATE:04/30/26

CITY OF WATERLOO  
C L A I M S H E E T  
Thursday April 30, 2026

SYS TIME:15:45

[NCS]

DATE: 04/30/26

PAGE 10

=====

A/P MANUAL CHECK POSTING LIST

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

=====

VENDOR #	NAME	DEPT.	AMOUNT
WE900 WEX BANK		(CONTINUED)	
WE900	WEX BANK	01-41	4,270.12
	**TOTAL STREETS & ALLEYS		11,950.47
01	GENERAL FUND	GRAND TOTAL	122,992.86

=====

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			
CO250	COLUMBIA QUARRY	15-00	1,874.57
CO360	CONCRETE SUPPLY OF ILLINOIS	15-00	41,066.66
HE320	HENRY, MEISENHEIMER & GENDE, INC.	15-00	8,016.50
MO700	MORTON SALT, INC.	15-00	9,881.92
	**TOTAL		60,839.65
15 MOTOR FUEL TAX		GRAND TOTAL	60,839.65

SYS DATE:04/30/26

CITY OF WATERLOO  
C L A I M S H E E T  
Thursday April 30, 2026

SYS TIME:15:45

[NCS]

DATE: 04/30/26

PAGE 12

=====

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	6,725.00
	**TOTAL		6,725.00
	36 UTILITY DEPOSIT FUND	GRAND TOTAL	6,725.00

SYS DATE:04/30/26

CITY OF WATERLOO  
C L A I M S H E E T  
Thursday April 30, 2026

SYS TIME:15:45

[NCS]

PAGE 13

=====

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

=====

VENDOR #	NAME	DEPT.	AMOUNT
51 WATER FUND			
ZZ110	CUSTOMER REFUND	51-00	5,934.00
	**TOTAL		5,934.00
WATER ADMINISTRATION			
FP200	FP FINANCE PROGRAM	51-11	27.80
UN350	UHS PREMIUM BILLING	51-11	2,726.44
	**TOTAL WATER ADMINISTRATION		2,754.24
WATER DISTRIBUTION			
AT070	AT&T MOBILITY	51-48	69.80
WE900	WEX BANK	51-48	276.80
	**TOTAL WATER DISTRIBUTION		346.60
WATER INTEREST & BOND REDEMPTION			
IL303	ILLINOIS ENVIRONMENTAL PROTECTION	51-82	607,021.31
	**TOTAL WATER INTEREST & BOND REDEMPTION		607,021.31
51 WATER FUND	GRAND TOTAL		616,056.15

=====

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			
WA910	WATERLOO SCHOOL DIST.	52-00	22,167.72
	**TOTAL		22,167.72
SEWER ADMINISTRATION			
FP200	FP FINANCE PROGRAM	52-11	27.80
UN350	UHS PREMIUM BILLING	52-11	3,499.24
	**TOTAL SEWER ADMINISTRATION		3,527.04
SEWER TREATMENT PLANT			
AT070	AT&T MOBILITY	52-43	101.40
UN350	UHS PREMIUM BILLING	52-43	5,741.33
	**TOTAL SEWER TREATMENT PLANT		5,842.73
SEWER SANITATION SYSTEM			
WE900	WEX BANK	52-44	648.83
	**TOTAL SEWER SANITATION SYSTEM		648.83
52 SEWER FUND	GRAND TOTAL		32,186.32

SYS DATE:04/30/26

CITY OF WATERLOO  
C L A I M S H E E T  
Thursday April 30, 2026

SYS TIME:15:45

[NCS]

DATE: 04/30/26

PAGE 15

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

MI100	MISCELLANEOUS	53-00	417.46
	**TOTAL		417.46

\$25.00 Lauren McManemy/Reimbursement-Reconnect Fee  
~~\$392.46~~ Boulder Construction/Overpayment on Electric Taxes  
\$417.46

ELECTRIC ADMINISTRATION

FP200	FP FINANCE PROGRAM	53-11	27.80
UN350	UHS PREMIUM BILLING	53-11	2,726.43
	**TOTAL ELECTRIC ADMINISTRATION		2,754.23

ELECTRIC PRODUCTION

AT070	AT&T MOBILITY	53-47	84.66
UN350	UHS PREMIUM BILLING	53-47	6,606.09
	**TOTAL ELECTRIC PRODUCTION		6,690.75

ELECTRIC DISTRIBUTION

AT070	AT&T MOBILITY	53-48	134.23
DI410	DI EWALD UTILITY SERVICES	53-48	26,688.00
IL590	ILLINOIS MUNICIPAL ELECTRIC AGENC	53-48	552,292.04
UN350	UHS PREMIUM BILLING	53-48	12,446.22
WE900	WEX BANK	53-48	2,475.66
	**TOTAL ELECTRIC DISTRIBUTION		594,036.15

53 ELECTRIC FUND	GRAND TOTAL	603,898.59
------------------	-------------	------------

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

Table with columns: VENDOR #, NAME, DEPT., AMOUNT. Includes sections for GAS ADMINISTRATION and GAS DISTRIBUTION, with a final GRAND TOTAL for 54 GAS FUND.

SYS DATE:04/30/26

CITY OF WATERLOO  
C L A I M S H E E T  
Thursday April 30, 2026

SYS TIME:15:45

[NCS]  
PAGE 17

=====  
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		
DE535	DENNIS J. ORSEY, P.C.	72-00	3,245.00
	**TOTAL		3,245.00

72 POLICE PENSION FUND GRAND TOTAL 3,245.00

GRAND TOTAL FOR ALL FUNDS--MANUAL CHECKS: 1,524,764.41

GRAND TOTAL FOR ALL FUNDS--REGULAR AND MANUAL 2,300,956.22

## GROSS PAYROLL

April-26

FINANCE	REGULAR	OVERTIME	TOTAL
BARRETT	\$5,568.00	\$0.00	\$5,568.00
CRAIG	\$8,769.22	\$0.00	\$8,769.22
DEUTCH	\$6,630.52	\$0.00	\$6,630.52
FELDMEIER	\$5,568.00	\$0.00	\$5,568.00
GUNN	\$5,568.00	\$0.00	\$5,568.00
HERRMANN	\$5,384.62	\$0.00	\$5,384.62
HOAGLAND	\$6,615.38	\$0.00	\$6,615.38
HOFFMANN	\$6,008.00	\$0.00	\$6,008.00
KLOPMEYER	\$5,568.00	\$0.00	\$5,568.00
KREBEL	\$8,000.00	\$0.00	\$8,000.00
KUJAWA, J	\$4,732.80	\$0.00	\$4,732.80
KUJAWA, T	\$5,720.00	\$0.00	\$5,720.00
LANDECK	\$13,600.00	\$0.00	\$13,600.00
PACE	\$5,720.00	\$0.00	\$5,720.00
ROHWEDDER	\$5,846.14	\$0.00	\$5,846.14
BUELTEMANN, M	\$0.00	\$0.00	\$0.00
	\$99,298.68	\$0.00	\$99,298.68
<b>ELECTRIC</b>			
GUEBERT	\$9,020.16	\$362.88	\$9,383.04
HOFFMANN	\$9,076.30	\$160.17	\$9,236.47
LAWRENCE	\$9,020.16	\$0.00	\$9,020.16
MERTZ	\$9,020.16	\$207.36	\$9,227.52
PHILLIPS	\$8,294.40	\$155.52	\$8,449.92
RONGEY, ALEX	\$7,659.24	\$461.40	\$8,120.64
SCHMITZ	\$9,011.80	\$0.00	\$9,011.80
WERNER	\$8,579.84	\$0.00	\$8,579.84
LUECKING	\$8,486.23	\$0.00	\$8,486.23
RONGEY	\$8,442.24	\$0.00	\$8,442.24
YEARIAN	\$5,979.20	\$0.00	\$5,979.20
DEUTCH, J	\$0.00	\$0.00	\$0.00
MUELLER, G	\$0.00	\$0.00	\$0.00
REINHOLZ, T	\$0.00	\$0.00	\$0.00
WIECHERT, S	\$0.00	\$0.00	\$0.00
	\$92,589.73	\$1,347.33	\$93,937.06
<b>GAS:</b>			
CARNER	\$6,510.40	\$0.00	\$6,510.40
DILL	\$6,700.80	\$0.00	\$6,700.80
GLESSNER	\$7,821.33	\$135.63	\$7,956.96
HENRY, T	\$7,459.65	\$180.84	\$7,640.49
MOORE, C	\$8,261.52	\$356.10	\$8,617.62
RAMSEY	\$8,020.33	\$135.63	\$8,155.96
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$44,774.03	\$808.20	\$45,582.23
<b>POLICE:</b>			
BENDA	\$7,435.06	\$1,613.37	\$9,048.43
BRAUN	\$7,465.06	\$250.62	\$7,715.68
BRAYE	\$7,435.06	\$250.62	\$7,685.68
DAHLEM	\$7,969.06	\$0.00	\$7,969.06
DAWS	\$8,608.35	\$0.00	\$8,608.35
HADDICK	\$7,969.06	\$1,208.79	\$9,177.85
HARRIS	\$7,435.06	\$0.00	\$7,435.06
HARTIN	\$7,017.36	\$0.00	\$7,017.36
HEINE	\$7,435.06	\$250.62	\$7,685.68
INGRAM	\$7,435.06	\$1,002.48	\$8,437.54
LUKE	\$9,641.36	\$0.00	\$9,641.36
MIDKIFF	\$7,969.06	\$873.02	\$8,842.08
MORAVEC	\$7,017.36	\$1,754.34	\$8,771.70
NORD	\$7,017.36	\$0.00	\$7,017.36
PRUETT	\$7,439.06	\$1,817.00	\$9,256.06
SALAMA	\$7,435.06	\$0.00	\$7,435.06
SCHRECKENBERG, KEVIN	\$7,435.06	\$0.00	\$7,435.06
SIEBENBERGER	\$7,459.06	\$250.62	\$7,709.68
SMITH, RICHARD	\$7,435.06	\$62.66	\$7,497.72
VOELKER	\$5,568.00	\$0.00	\$5,568.00
WIEGAND	\$7,969.06	\$0.00	\$7,969.06
FLOARKE	\$487.50	\$0.00	\$487.50
GREEN	\$405.00	\$0.00	\$405.00
HUDDLESTON, B	\$525.00	\$0.00	\$525.00
HUDDLESTON, M	\$487.50	\$0.00	\$487.50
SONGER	\$420.00	\$0.00	\$420.00

MARTIN, STEVE	\$537.15	\$0.00	\$537.15
	\$161,451.84	\$9,334.14	\$170,785.98
<b>SEWER:</b>			
BATTIN	\$5,331.20	\$0.00	\$5,331.20
DAVIS	\$8,512.02	\$0.00	\$8,512.02
DEGENER	\$8,878.76	\$0.00	\$8,878.76
	\$22,721.98	\$0.00	\$22,721.98

<b>STREET:</b>			
DOERR	\$6,776.12	\$0.00	\$6,776.12
DUGAN	\$7,035.84	\$0.00	\$7,035.84
HERMANN	\$6,868.32	\$0.00	\$6,868.32
MAURER	\$7,299.02	\$0.00	\$7,299.02
WASHAUSEN	\$7,194.76	\$0.00	\$7,194.76
WHELAN	\$7,211.64	\$251.28	\$7,462.92
VAN VEGHEL	\$0.00	\$0.00	\$0.00
WETZLER	\$255.00	\$0.00	\$255.00
	\$0.00	\$0.00	\$0.00
	\$42,640.70	\$251.28	\$42,891.98

<b>WATER:</b>			
SCHLEMMER	\$7,956.96	\$271.26	\$8,228.22
	\$7,956.96	\$271.26	\$8,228.22

<b>ELECTED OFFICIALS</b>		E.S.D.A.	
BUETTNER, K	\$1,663.33	HOFFMANN	\$150.00
BUETTNER, M	\$1,538.33	SCHEIBE	\$330.00
CHARRON, C	\$1,160.00	<b>Total:</b>	<b>\$480.00</b>
CHILDERS	\$1,940.55		
DARTER	\$2,491.67	<b>PLANNING COMMISSION</b>	
HOPKINS	\$1,613.33	RAU	\$250.00
MOST	\$1,638.33	GAITSCH	\$200.00
PAPENBERG	\$783.33	HICKS	\$200.00
RILEY	\$1,538.33	LUTZ	\$200.00
TRANTHAM	\$1,488.33	PITTMANN	\$100.00
VOGT	\$1,538.33	THOMAS	\$200.00
		VOELKER	\$120.00
<b>Total:</b>	<b>\$17,393.86</b>	<b>Total:</b>	<b>\$1,270.00</b>

<b>ZONING BOARD</b>	
CHILDERS-SECRETARY	\$240.00
DAVIS	\$200.00
GIBBS	\$200.00
HARTMAN	\$250.00
HOOCK	\$100.00
LUEBBERS	\$200.00
POETTKER	\$200.00
POWELL	\$200.00
<b>Total:</b>	<b>\$1,590.00</b>

April 10, 2026	\$246,899.64	1.00
PTMARTS PSEAB	\$537.15	2.00
April 24, 2026	\$256,743.20	3.00
	\$0.00	4.00
	\$0.00	5.00
	\$0.00	6.00
	\$0.00	7.00
	\$0.00	8.00
	\$0.00	9.00

Grand Total: \$504,179.99

Apr 2026

	<b>Cash in Bank - Payroll Register</b>	<b>Cash in Bank - Deduction Register</b>	<b>Total</b>
<b>01-General</b>	\$273,136.53	\$25,501.53	\$298,638.06
<b>51-Water</b>	\$39,961.68	\$5,362.56	\$45,324.24
<b>52-Sewer</b>	\$38,046.31	\$5,100.53	\$43,146.84
<b>53-Electric</b>	\$109,080.55	\$14,584.12	\$123,664.67
<b>54-Gas</b>	\$43,954.92	\$5,871.01	\$49,825.93
	<hr/>	<hr/>	<hr/>
	\$504,179.99	\$56,419.75	
<b>Total Payroll Cost:</b>			<u><u>\$560,599.74</u></u>

SYS DATE:04/30/26

DATE: 04/30/26

CITY OF WATERLOO  
 INVOICE HISTORY REPORT  
 Thursday April 30, 2026

SYS TIME:16:10  
 [NHR4]  
 PAGE 1

G/L NUMBER	DATE	G/L DESC. CHECK #	VENDOR NAME	INVOICE #	REFERENCE	TRANS AMT
01-12-5310		Professional Services				
	04/30/26	59474	618 CREATIVE	3965	WEBSITE DESIGN	437.50
	04/30/26	59548	VERVOCITY INTERACTIVE	QB INV-61846	WEBSITE HOSTING	179.00
					** TOTAL **	----- \$616.50
01-13-5310		Professional Services				
	04/30/26	59469	CLINICAL COLLECTION MANAGEMENT	207408	DRUG TESTING	50.80
					** TOTAL **	----- \$50.80
01-14-5310		Professional Services				
	04/30/26	59490	GRASSMAN LAWN CARE, INC.	103445-249501	CITY HALL TREATME	230.00
					** TOTAL **	----- \$230.00
01-15-5330		Legal				
	04/30/26	59533	ST CLAIR, GILBRETH & STEPPIG LLC	13612	MAR ATTORNEY FEES	7,300.00
					** TOTAL **	----- \$7,300.00
01-16-5310		Professional Services				
	04/30/26	59494	HENRY, MEISENHEIMER & GENDE, INC.	WLO000-147	GENERAL SERVICES	1,877.50
					** TOTAL **	----- \$1,877.50
01-18-5310		Professional Services				
	04/30/26	59453	AMERICAN LEGAL PUBLISHING CORPORATION	50252	INTERNET RENEWAL	550.00
					** TOTAL **	----- \$550.00
15-00-5310		Professional Services				
	04/30/26	2600	HENRY, MEISENHEIMER & GENDE, INC.	04-26-2600	FY2027 MFT MAINTE	8,016.50
					** TOTAL **	----- \$8,016.50
51-11-5310		Professional Services				
	04/30/26	59469	CLINICAL COLLECTION MANAGEMENT	207408	DRUG TESTING	50.80
	04/30/26	59474	618 CREATIVE	3965	GRAPHIC DESIGN	105.00
					** TOTAL **	----- \$155.80
51-11-5330		Legal				

SYS DATE:04/30/26

CITY OF WATERLOO  
INVOICE HISTORY REPORT  
Thursday April 30, 2026SYS TIME:16:10  
[NHR4]  
PAGE 2

DATE: 04/30/26

G/L NUMBER	DATE	G/L DESC. CHECK #	VENDOR NAME	INVOICE #	REFERENCE	TRANS AMT
	04/30/26	59512	MATHIS, MARIFIAN & RICHTER, LTD	11	FOUNTAIN WTR DIST	5,980.35
					** TOTAL **	\$5,980.35
51-47-5310			Professional Services			
	04/30/26	59463	CERTOP, INC.	04012026.19	MAR SERVICES	9,766.00
	04/30/26	59509	LAYNE CHRISTENSEN COMPANY	3167337	CHEMICAL TREATMEN	19,110.00
	04/30/26	59550	VIPOWER SERVICES	2705	WATER GENERAL SVC	740.00
					** TOTAL **	\$29,616.00
52-11-5310			Professional Services			
	04/30/26	59469	CLINICAL COLLECTION MANAGEMENT	207408	DRUG TESTING	50.80
	04/30/26	59494	HENRY, MEISENHEIMER & GENDE, INC.	WLO000-147	PF & O STUDY UPDA	2,665.00
	04/30/26	59539	TEKLAB, INC	344294	TESTING	590.20
	04/30/26	59539	TEKLAB, INC	34473	TESTING	264.40
	04/30/26	59539	TEKLAB, INC	345053	TESTING	45.01
	04/30/26	59550	VIPOWER SERVICES	2706	WASTERWATER SVC	740.00
					** TOTAL **	\$4,355.41
53-11-5310			Professional Services			
	04/30/26	59469	CLINICAL COLLECTION MANAGEMENT	207408	DRUG TESTING	206.80
					** TOTAL **	\$206.80
53-47-5310			Professional Services			
	04/30/26	59458	BHMG ENGINEERS, INC.	INV12267	GENERAL SERVICES	217.29
	04/30/26	59465	CHEMQUEST, INC.	3622	MONITOR/TESTING	495.00
					** TOTAL **	\$712.29
54-11-5310			Professional Services			
	04/30/26	59469	CLINICAL COLLECTION MANAGEMENT	207408	DRUG TESTING	206.80
	04/30/26	59544	UTILITY SAFETY & DESIGN	IN20261251	RETAINER	225.00
	04/30/26	59544	UTILITY SAFETY & DESIGN	IN20261527	DAMIS/EIA-176/PHS	810.00
					** TOTAL **	\$1,241.80
					** GRAND TOTAL **	\$60,909.75

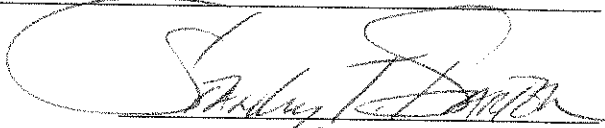
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Approving Annual Managerial Raises in the Amount of 3.75% for JR Landeck, Nathan Krebel, Roberta Rohwedder, Sarah Craig, Sarah Deutch, Trisha Hoagland, Dane Luke, and Trin Daws.
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 05-01-26  
  
Submitted by:  
Mayor Stanley T. Darter

DISPOSITION

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

  
Mayor

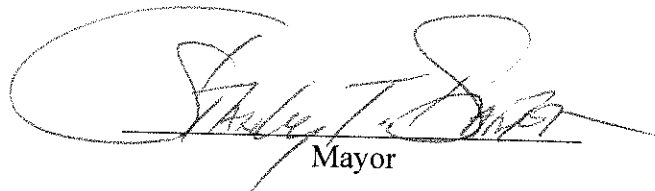
**AGENDA REQUEST**

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

1. Request is made for placement on the agenda for meeting to be held on:  
May 4, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of Annual Contract Renewal with AO  
Creatives beginning May 1, 2026 through April 30, 2027 for Digital Marketing  
Services at a cost of \$1,875.00 per Month less 15% Discount through Discover  
Downstate Illinois Tourism Bureau for a Total Cost of \$1,593.75 Per Month.
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: April 22, 2026  
  
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



**AO CREATIVES**



**This Introductory Contract Agreement is to certify that we will be providing you with all the mentioned features below. The overall plan that you are paying for and the features mentioned below are not liable for making any further payments upon the completion of the tenure.**

# Waterloo Digital Marketing Objectives

Position Waterloo as a vibrant and welcoming destination by integrating SEO, social media, and digital marketing initiatives that highlight its unique attractions, community events, and small-town charm — while supporting local engagement and economic growth. The term of service is set though the agreed dates of May 1, 2026 - April 30, 2027

---

## 1. Social Media Marketing

### Platform Strategy & Content Approach

#### Primary Platforms

- **Facebook & Instagram**
  - Content Types:
    - Community highlights and local stories
    - User-generated content (photos, testimonials, reviews)
    - Reels, Boomerangs, and short-form videos
    - Event promotion (e.g., Firebird Fest, Witches Night Out, Pumpkin Fest)
  - Posting Frequency: 3–4 times per week
  - Campaign Ideas:
    - *Fan Photo Friday*
    - Community spotlights
    - Live coverage during events and festivals

- **YouTube**
  - Goals:
    - Host long-form videos (e.g., event recaps, attraction highlights, interviews)
    - Create promotional content to support campaign goals
  - Action Items:
    - Develop a consistent video schedule
    - Include behind-the-scenes footage, local tours, and storytelling

### **Implementation Ideas**

- Leverage local businesses and community members for user-generated content
- Collaborate with influencers or content creators during peak seasons
- Maintain consistent visual branding and hashtag usage (e.g., #VisitWaterloo, #WaterlooFun)
- Focus messaging on the community experience rather than individual businesses

## **2. Content Creation & Education**

- Train staff or local ambassadors to:
    - Create short-form videos and reels (15–30 seconds)
    - Use tools for producing engaging social stories and posts
  - Develop sample content in advance of major events (behind-the-scenes, testimonials, community life)
  - Maintain a seasonal content calendar to ensure timely, relevant storytelling
-

### 3. Digital Advertising & Campaigns

- Run targeted paid ads during:
    - Peak tourism seasons
    - Leading up to major festivals and events
  - Promote campaigns such as:
    - *Discover Waterloo* video and blog series
    - Event-specific campaigns (e.g., Firebird Fest, Pumpkin Fest)
  - Utilize geo-targeted ads for "near me" search visibility
- 

### 4. Search Engine Optimization (SEO)

#### Goals

Improve search engine visibility for location-based and interest-driven keywords, such as:

- "Fun things to do near me"
- "Waterloo attractions"
- "Things to do in Waterloo [State/Region]"

#### Key Strategies

- **On-Page Optimization**
  - Use local keywords in meta titles, descriptions, and page headers
  - Regularly update website with blogs about attractions, events, and planning tips

- **Local SEO**
    - Optimize and maintain Google Business Profile
    - Collect and showcase visitor reviews
  - **Content Marketing**
    - Publish weekly blog posts and articles featuring local stories and seasonal itineraries
  - **Technical SEO**
    - Ensure fast load times and full mobile optimization
- 

## 5. Monitoring & Analytics

- Set up performance dashboards to track:
    - Social media engagement (likes, shares, reach)
    - Website traffic, keyword performance, bounce rates
    - Ad spend ROI and conversion metrics
  - Review data monthly to assess effectiveness and adapt strategy
- 

## 6. Budget & Vendor Quotes

- Prepare cost estimates for:
  - Video production, graphic design, and Pinterest board content
  - Ongoing social media management and ad placements

- SEO auditing and content enhancements
  - Platform-specific campaign oversight
- 

## Next Steps

- Finalize scope of work and available budget
- Develop a master content calendar by quarter
- Define KPIs for each channel and campaign
- Schedule a kickoff meeting to assign roles and timelines

**Note:** Ongoing collaboration with representatives from Waterloo, Illinois, along with a steady stream of fresh, engaging content, will be essential to maximizing campaign impact and keeping Waterloo top-of-mind for visitors seeking authentic, memorable experiences.

A detailed timeline and budget estimate will be developed based on this outline and provided following your peer review.

This Proposal Contract Agreement confirms that AO Creatives will provide the City of Waterloo with the services and features outlined below. Upon completion of the agreed-upon term, no additional payments will be required for the features and services specified in this agreement.

## Scope of Work

### 1. Search Engine Optimization (SEO)

- **Business Analysis**
  - Site Audit
  - **15 Keywords**
  - Competitor Analysis
  - Consumer Analysis
  - Keyword Grouping
  - Keyword Mapping
- **On-page Optimization**
  - XML Sitemap Optimization
  - Robots.txt Check

- o Meta Tags Creation
- o Web Content Optimization
- o Keyword Optimization
- o Landing page Optimization
- o Call to Actions
- o Site Speed Optimization
- o Anchor Text Optimization
- o Image Optimization
- o Mobile Optimization
  
- **Conversion Tracking**
  - o Google Analytics Installation
  - o Google Webmaster Installation
  - o Google Tag Manager Installation
  - o Google My Business (GMB Listing)
  - o Google Places Submissions
  
- **Content**
  - o **4 Guest Posts (400 words)**
  - o **2 On-Page Blogs (500 words)**
  - o **3 Off-Page Blogs (500 words)**
  - o 1 Press Releases (1 Paid)
  
- **Guest Blogs (DA 40 +)**
  - o 1 Guest Blog (Up to 1000 words)
- **Promotional Content**
  - o 2 infographics

## **2. Search Engine Optimization (SEO) Cont.**

- o **Off-Page Optimization**
  - o Business Profiles
  - o Social Bookmarking
  - o Off Page Optimization, Continued
  - o Local Listings
  - o Classifieds
  - o Forums/FAQ's
  - o Anchor Based Links
  - o Reporting
  - o Monthly Reporting
  - o Google Analytics Report
- **Features**

- o Dedicated Project Manager
- o 12 HR Support

### **3. Social Media Management**

- **Prior Analysis**
  - o Social Media Strategy
  - o Social Media Audit
  - o Social Recommendations
  - o Content Plan Creation
  - o **10 - 15 Branded Posts Per Month TBD**
  - o Reels
  - o Stories
  - o Add Pinterest
- **Social Platforms Supported**
  - o Facebook
  - o Instagram
  - o Pinterest
- **Social Media Management**
  - o Monthly Social Posts Scheduling
  - o Social Community Management (Query + Comment Responses)
  - o Social Pages Cosmetics (Cover Photo, About Section)
- **Features**
  - o Dedicated Project Manager
  - o 12 HR Support, 5 Days a Week
  - o Monthly Analytics & Progress Report

# Financials

## Monthly Pricing Introductory Tier

Project/Packages	Price
Social Media Market & Brand Positioning	\$500
Social Media Marketing Ad Budget	\$100
Google Pay-Per-Click	\$500
Search Engine Optimization Platinum	\$750
15 Keywords & Key Phrases	
Guest Posting, Blog Articles & Back Linking	
Event-specific campaigns Videos (e.g., Firebird Fest, Pumpkin Fest, Port of WestFalica, Witches Night Out, Homecoming, Car Shows, The County Fair, Glow Parade. 2-3 Minute Video for and of each event.	TBD 8 Hour @65 an hour each event
<b>Monthly Investment</b>	<b>\$1,850.00</b>
<b>Total 12-Month Investment</b> <i>(*1 Month Free )</i>	<b>\$22,200.00</b>

- All additional costs are subject to prior approval from the client.
- **All the above-mentioned services are offered every month.**
- All prices are **exclusive** of tax.
- **NO HIDDEN** or **EXTRA** charges.
- **EVERYTHING** will be under your **Ownership**.
- Our next renewal for the **Marketing Package** will be respective to your package selection.

# City of Waterloo Digital Marketing Investment Agreement

Monthly Fee: \$ 1,850.00 Total for 12 Months: \$ 22,200.00

*Additional services such as ad spend, video production, or extra content will be discussed and approved before execution.*

## Payment Terms:

- Monthly billing starting from contract date: May 1, 2026 - April 30, 2027
- Acceptable payment methods include check, credit card (via PayPal), or ACH

---

## Agreement Terms

- Ownership: All content and assets developed remain the property of City Of Waterloo, Illinois.
- Support: Dedicated project manager with 12-hour weekday support; 24/7 emergency access via George Wise.
- Termination Clause: Agreement may be terminated by either party with a 60-day written notice.

AO Creatives will provide and is proposing a three tier approach, Brand evaluations and positioning in the market. AO Creatives will collaborate with the Website Vender: 618 Creative to optimize the website and all social channels for the City of Waterloo, Illinois. Here is and hereafter collectively referred to as the "Parties."

WHEREAS, the parties met and discussed confidential and valuable information, intellectual property information, proprietary trade secret, and other corporate and private information, is hereafter referred to as the "Proprietary Information" of City of Waterloo, Illinois All information is held in confidence.

**PROJECT CONSULTANCY**, AO Creatives representative George Wise and WiseMedia, LLC will be retained over 24 months to consult for the City of Waterloo, Illinois until project completion or contract extension or termination.

**SCOPE OF WORK UNDERSTANDING**, Here known as “FPD Video Production , Content,” will be included in the cost, whereas, AO Creatives will execute said materials in a managed delivery, for a period of creation and completion with Content Calendar progress reports will be provided to City of Waterloo, Illinois .

**NOW, THEREFORE**, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

**VOLUNTARY AGREEMENT:** All Parties have entered into this agreement voluntarily and without coercion or duress of any kind. Each individual signing this Letter of Understanding hereby certifies that he or she is over eighteen (18) years of age.

**FORCE MAJEURE:** Parties will not be liable for, or will not be considered to be in breach of or default under this Letter of Understanding as a result of any causes or conditions that are beyond reasonable control and that Parties are unable to overcome through the exercise of commercially reasonable diligence. If any Force Majeure event occurs, the affected Party will give prompt written notice to the other Parties and will use commercially reasonable efforts to minimize the impact of the event.

**GOVERNING LAW:** The construction, validity and interpretation of this Agreement shall be governed by and construed in accordance with the laws of the State of Missouri and/or Illinois and each party hereby irrevocably submits to the exclusive personal jurisdiction and venue of the Circuit Court of the State of Missouri located in St. Louis County, Missouri or the United States District Court for the Eastern District of Missouri in any action or proceeding arising out of, or related to this Agreement.

**Entire Agreement:** This agreement constitutes the entire understanding and agreement among the Parties with respect to the subject matter of this agreement, and supersedes all prior and contemporaneous agreements and understandings, inducements, or conditions, express or implied, oral or written, except as contained in this Letter of Understanding.

**Estimated Costs**

Costs quoted in this document are estimates for the scope of work indicated only and may need revision if the scope of the work changes after the project has begun, or if the client requests additional, custom services. AO Creatives will discuss with the City of Waterloo, Illinois before proceeding with any work outside the scope of the original estimate. Disclaimer: Pricing may contain a 10% variable. Costs are subject to change based on the scope of work and final approval. The AO Creatives " Social Media Scope of Work" contained here in.

**Billing**

Note: For projects and marketing services of \$7,500 and under, AO Creatives requires the full project cost be paid in advance prior to work being initiated. For projects between \$10,000 and \$50,000, an upfront payment of 50% of the total approved estimate is required before work can begin. Projects over \$50,000 require an upfront payment of 33% of the approved estimated cost. This upfront payment must be received by AO Creatives before work is initiated.

AO Creatives invoices work-in-progress on or about the end of each month, for work performed during the month, until the work is billed in full. Some or all expenses may be billed separately during the month, following the project completion.

**Payment Options**

AO Creatives accepts cash, business checks, and major credit cards via Zelle or ACH. AO Creatives charges a standard fee on estimated work for credit card transactions. Monthly payment plans are also available.

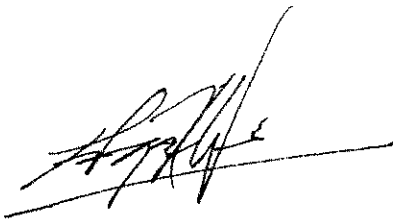
**Associated Meeting:** Fees include all meetings associated with the completion of the outline of work.

**Additional Out-Of Pocket Expense**

Fees outlined do not include outside expenses associated with the completion of this effort. These costs, which may include travel expenses and other outside purchases as deemed appropriate by City Of Waterloo, Illinois will be estimated separately and approved in advance of the actual purchase by AO Creatives and WiseMedia, LLC .

## Signatures

By signing below, both parties agree to the terms outlined in this Proposal & Agreement and confirm their commitment to the outlined collaboration. A four month evaluation and progress report will be provided to determine the path forward for this project. The term of service is set though the agreed dates of May 1, 2026 - April 30, 2027



---

George Wise  
Owner / President  
Ao Creatives  
Wisemedia, LLC  
314-230-7773 O  
314-401-2086 C

1034 S. Brentwood Blvd. 17th Floor  
St. Louis, Missouri 63117

---

Sarah Deutch  
Community Relations Coordinator  
Waterloo, Illinois 62298  
sdeutch@waterloo.il.us  
618-939-8709 O  
618-939-8988 F

100 West Fourth St,  
Waterloo, Illinois 62298

---

Representitive  
Discover Downstate Illinois  
4387 N. Illinois Street, Suite 200,  
Swansea, IL 62226  
1-618-257-1488 | info@downstateil.org

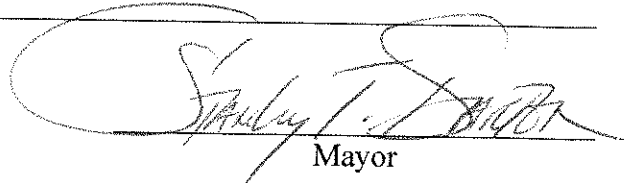
AGENDA REQUEST

(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:  
May 04, 2026  
(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 \$7,247.09 for their Project,  
"Video Security Addition & Honeysuckle Removal".  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: April 22, 2026  
  
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: History Museum of Monroe County 50501501

NonProfit Classification: 501(c)(3)

NonProfit Organization Description: Presentation and display of American History artifacts specifically for Monroe County, IL

Applicant Name: Shelby Mathes

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?		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:

Video Security Addition + Honey Suckle removal  
Elaine Dr.

Total project cost:

\$7247.09

Funds requested:

\$7500.00

Start date:

Completion date:

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.

*Shelby Mathes*  
Applicant Signature

1/27/2026  
Date

NonProfit Name as to be written on Check:

CITY OF WATERLOO USE ONLY

APPROVED - COMMUNITY RELATIONS

Authorized signature

Date

APPROVED - BEAUTIFICATION COMMITTEE

Authorized signature

Date

FINAL REPORT RECEIVED

Authorized signature

Date

# Security Equipment Supply, Inc.

1467 Rider Trail South  
 Earth City, MO 63045  
 USA  
 P: (314) 298-8930 or (800) 525-0221  
 F: (877) 695-9713



Ship to:	Quotation	
Youngs Home Security 450 Paul Dr Waterloo, IL 62236-1831 USA	Number	QU-01057614-1
	Tax registration number	
	Enterprise ID (COID)	
	Tax exempt number	
	Date	1/16/2026
	Your ref.	
	Our ref.	000215
	Quotation deadline	2/15/2026
Payment	Credit Card	

Item number	Description	Quantity	Unit	Sales price	Amount
IVT IPS-1230-D18	Master Power Supply, 12VDC, 18 CH, 30 AMP	1.00	EA	98.67	98.67
ICM-FSN5598NCSL-25	ProSN5 RG-59 BNC Coax Compression Connector - Red - 25 Pack	2.00	EA	105.06	210.12
VIT CTHTBR2	BMP TVI/AHD/CVI/CVBS Fixed Turret 2.8mm Lens, 100°IR Range	16.00	EA	128	2,048.00
IVT IPS-1210-09	MASTER POWER SUPPLY 12VDC 9 CHANNEL, 10AMP	1.00	EA	64	64.00

**DISCLAIMER:** PRICES ARE SUBJECT TO CHANGE OR QUOTE RESCINDED PRIOR TO 30 DAYS DUE TO CIRCUMSTANCES OUT OF SES CONTROL SUCH AS TARIFFS, LIMITED QUANTITIES, DISCONTINUED ITEMS NO LONGER AVAILABLE FOR SHIPMENT. Quota total includes Merchandise and Estimated Tax only. Shipping and handling charges are not included. Customer responsible for completeness and accuracy of Quote. Reference to the Limited Warranty and the complete SES Terms and Conditions at <https://sesonline.com/policies>

Currency	Sales subtotal amount	Charges	Net amount	Sales tax	Total
USD	2,420.79	0.00	2,420.79	151.90	2,572.69
USD	Labor	3,500.00	3,500.00		3,500.00
				<b>Invoice Total</b>	<b>56872.09</b>



PRIME CUTTING  
YOU GROW IT WE MOW IT

Dear History Museum,

Thank you for the opportunity to submit this proposal for your lawn care needs. This proposal will ensure all of your lawn care needs will be met in a timely and professional manner.

The quote we have for your property cleanup is **\$1,175**. This will include clearing out the unwanted vegetation along Elaine Drive. We are fully licensed and insured. Proof of insurance can be provided upon request.

I will be glad to meet with you in-person to discuss this proposal and answer any of your questions.

You can reach me any time at (618) 719-3581

Respectfully,

John(JD) Steibel  
Prime Cutting

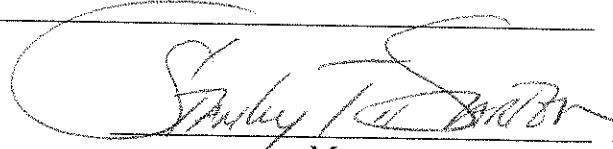
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on NonProfit Grant Program Application from Monroe  
County Historical Society in the Amount of \$7,500.00 for their Project,  
"Continued Beautification and Repair of Bellefontaine House Exterior".  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_  
\_\_\_\_\_
  
4. Submittal date: April 22, 2026  
  
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: Mound County Historical Society (MCHS)

NonProfit Classification: 501c3

NonProfit Organization Description: MCHS IS A NONPROFIT DEDICATED TO THE CONSERVATION OF THIS HISTORICALLY SIGNIFICANT LADOMANIK (BEUZENTAINIE HOUSE AND SURROUNDING HOMESTEAD)

Applicant Name: STAN MOEWER - BOARD OFFICER

Applicant Address: 709 S. CUMBER ST.

City: WATERLOO State: MO Zip: 62298

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: CONTINUOUS BEAUTIFICATION AND REPAIR OF
BANKSTAINING BASE EXTERIOR
Total project cost: \$ 7,500 Funds requested: \$ 7,500
Start date: MAY 2020 Completion date: TBD

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.

Applicant Signature: [Signature] Date: 3-11-20

NonProfit Name as to be written on Check: Monroe County Historical Society

CITY OF WATERLOO USE ONLY

APPROVED - COMMUNITY RELATIONS

Authorized signature Date

APPROVED - BEAUTIFICATION COMMITTEE

Authorized signature Date

FINAL REPORT RECEIVED

Authorized signature Date



**Better Homes  
with Brad Horn, LLC**

4972 LL Rd. Waterloo, IL 62298  
(618)-795-9272  
betterhomeswithbradhorn@gmail.com

<b>Contractor/Homeowner</b>	<b>Job Site</b>	<b>Proposal</b>
Monroe County Historical Society 709 South Church Street Waterloo, IL 62298	Bellefontaine House	4-7-26

**Front Door**

Remove and haul off existing wooden door surround

Install white PVC boards and trim to match soffit above. Not replacing or working on door itself

Install customer provided coach light at front door

Install PVC Sheeting on porch gable ends

Replace north and south gable end fascia with PVC to match the front

\$7,500.00

**Conditions and Terms**

Price includes all Labor and Material for items listed above unless otherwise noted. Price is valid for 30 days from date of proposal. Customer agrees to provide access to job area, water and electric. Customer assumes responsibility for safety of individuals including themselves and pets within work area / equipment. Customer shall bear full responsibility to protect all personal property around and surrounding work area. Customer will protect work area during work from damages due to children/pets/servicemen. ( Examples: Cutting grass clippings onto wet concrete, sealer, paint etc. Pets and children falling into work area or damaging surface. Sprinkler systems..ect...) . This proposal replaces any previous proposals for similar scopes of work. Price is only valid when signed and returned with 30 days. Completion date cannot be guaranteed as weather and prior commitments will dictate schedule. The first 2 proposals are free but each subsequent proposal may incur a \$50.00 fee, any more than 2 on site visits prior to work beginning may incur a \$100 consultation fee per visit. Any changes to above scope of work or additions may be charged \$100.00 administrative fee in addition to the cost of labor and materials over and above what is planned for and cost may not always be determined until after completed. All decisions of colors, materials, layout, etc. must be made prior to scheduling of and starting work and any change will be considered billable. Requested site visits prior to, during work or after job is completed may be charged \$100 minimum and \$75/hour regardless of the reason for visit. Any customer provided materials that are wrong, missing or lacking in quantity or otherwise unable to be used will face a minimum charge of \$1,000.00 and possibly more depending on delays and mobilization required.

Exclusions: Not responsible for irrigation, landscape lighting, private utilities, pool plumbing or underground dog fences etc. this includes but is not limited to installation, repairs, relocation, damages, etc. Not responsible for yard damage or the restoration of the yard unless otherwise noted. Not responsible for ground settling. Does not include any accommodations for any unforeseen or preexisting conditions which may increase the costs. Does not include modifications to house or property that may be necessary due to conditions created by the above scope of work. Does not include engineering cost, permits or inspections unless otherwise noted.

Thank you for the opportunity!

Initials \_\_\_\_\_



**Better Homes**  
**with Brad Horn, LLC**

4972 LL Rd. Waterloo, IL 62298  
(618)-795-9272  
betterhomeswithbradhorn@gmail.com

Default Clause-in the event of default by buyer of any provision of this contract, Buyer agrees to pay all collection costs and interest from date of default. Reasonable attorney's fee shall be awarded for cost of collection. Customer agrees that, in the event of breach or cancellation by Customer, Customer shall be responsible for charges to date of breach plus Contract profits. Should changes or a disagreement arise work may be stopped and equipment moved to another job which may result in an extra mobilization charge.

Terms: Signed and initialed proposal must be returned to be put on schedule, \$10,000.00 due to begin work, another \$10,000.00 when half completed and remainder within 5 days of completion or Interest charges of 15% may begin. Cash or Check only. No payment plans provided

Acceptance Signature of the Terms/Conditions of this Contract

\_\_\_\_\_ Date \_\_\_\_\_

Thank you for the opportunity!

Initials \_\_\_\_\_

Internal Revenue Service

Date: JUN 04 2001

Monroe County Historical Society  
PO Box 48  
Waterloo, IL 62298

Department of the Treasury

P. O. Box 2508  
Cincinnati, OH 45201

Person to Contact:  
Nick Reinhardt 31-07253

Toll Free Telephone Number:  
8:00 a.m. to 9:30 p.m. EST  
877-829-5500

Fax Number:  
513-263-3756

Federal Identification Number:  
37-6061904

Dear Sir or Madam:

This letter is in response to the information that you recently submitted regarding the organization. This letter will address the status of the organization.

Our records indicate that a determination letter issued in February 1967 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on the information submitted, we have classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Monroe County Historical Society  
37-6061904

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

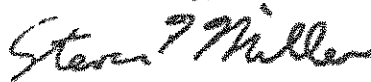
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,



Director, Exempt Organizations

2026 CERTIFICATE OF STATUS OF EXEMPT PROPERTY

In accordance with Chapter 120, Paragraph 500 of the Illinois Revised Statutes, this Certification is hereby submitted. As title holder or as the beneficial owner of the rights to the properties identified below, it is hereby declared that as of January 1, 2026, there has not been a change in the ownership or use of the properties since the initial issuance of the Certification of Exemption by the Illinois Department of Revenue, except as noted.

MONROE COUNTY HISTORICAL SOC  
PO BOX 48  
WATERLOO IL 62298

Permanent Parcel Number	Street Addresses of Properties	Docket#
07-25-400-002-00090	HISTORICAL FARM	78-67-05
07-25-400-003-00090	HISTORICAL FARM	78-67-05
07-36-200-003-00090	CEMETERY	89-67-12

Describe change in ownership and property affected: \_\_\_\_\_  
(If none, state none. Use attachment if necessary)

Date of ownership change : \_\_\_\_\_ (Month/Day/Year)

Describe change in use and property affected: (Be specific) \_\_\_\_\_  
(If none, state none. Use attachment if necessary)

Date use changed: \_\_\_\_\_ (Month/Day/Year)

Is any of this property leased? (yes or no) \_\_\_\_\_

If yes, attach copies of any lease agreements not previously submitted.

- I hereby certify this to be a true and correct reporting of the facts concerning these properties.

• Signature: [Signature] (owner / representative)      BOARD MEMBER (title)  
618-410-4923 (phone number)      BOARD MEMBER (date)

IMPORTANT: This should be completed and returned to the MONROE COUNTY BOARD OF REVIEW, 107 E. MILL ST. WATERLOO, IL 62298 prior to March 31, 2026. Failure to file shall constitute cause to terminate the exemption.

**BEAUTIFICATION OF THE FRONT FACADE**

# **LA BELLE FONTAINE HOUSE**



The Monroe County Historical Society  
Tina Woodcock, President / cell: 618-972-7589 / email: [twoboysandsomegoats@gmail.com](mailto:twoboysandsomegoats@gmail.com)

To Whom It May Concern,

Re: Funding Request for the Preservation & Enhancement of The Bellefontaine House

The Monroe County Historical Society respectfully submits this request for funding to support continued preservation efforts at The Bellefontaine House—one of our community’s most treasured historic landmarks. Our organization remains dedicated to protecting and revitalizing sites that embody the character and history of Monroe County for future generations.

As a 501(c)(3) nonprofit, the Monroe County Historical Society serves as the steward of The Bellefontaine House, a structure that reflects the deep historical roots of our region and continues to inspire community pride. With thoughtful improvements, we aim to restore architectural details that more accurately reflect the home’s pre-1900 appearance while addressing areas in need of repair.

We are seeking funding in the amount of \$7,658 to complete several critical exterior improvements that will both preserve and enhance the integrity of the structure. These efforts include replacing the fascia along the gable ends following the recent roof installation, reconstructing both gable ends of the second-floor porch roof due to significant deterioration, and updating the front door surround to better reflect the home’s historic character, including the addition of a coach light. A contractor’s estimate outlining the scope and cost of this work is included for your review.

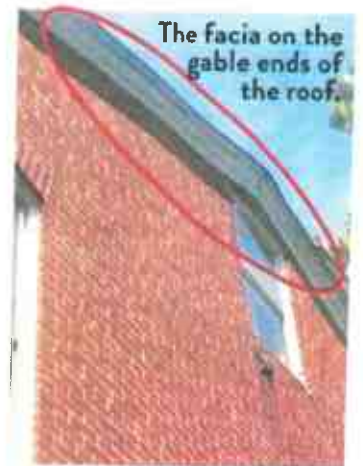
This project aligns closely with the mission of the City of Waterloo’s Community Non-Profit Grant Program, particularly its commitment to strengthening the community through the preservation of meaningful landmarks. Investment in The Bellefontaine House is an investment in the shared story of our city, region, and state—enhancing both cultural appreciation and heritage tourism.

Upon completion, The Bellefontaine House will once again stand as a restored and welcoming presence along the last remaining intact stretch of the historic Kaskaskia-Cahokia Trail, further enriching its historical significance and visual impact.

We would welcome the opportunity to share a final report upon completion of the project, outlining the improvements made and the broader community benefits achieved through your support.

Thank you for considering this request. Your investment will play a vital role in preserving a meaningful piece of our local history. Should you have any questions or wish to discuss this proposal further, please contact Tina Woodcock, President of the Monroe County Historical Society, at 618-972-7509 or via email at [twoboysandsomegoats@gmail.com](mailto:twoboysandsomegoats@gmail.com).

Sincerely,  
Tina Woodcock  
President  
Monroe County Historical Society



\*The front door is shown on the previous page.

## **OUR STORY:**

Due to the economic pressures of the Revolutionary War, Patrick Henry had no funds to pay to his soldiers who were so loyally serving. So he decided to offer them each land grants in the new, unsettled Illinois Country. This is when James Moore decided that this land was going to be his forever home.

After this first commissioned expedition, James so loved the Illinois country that he returned to Virginia by the fall of 1779 to retrieve his family, making plans to lead them along with a band of pioneers, Revolutionary War soldiers, and veterans, on what would be his final expedition west.

By the summer of 1781, they had arrived in Kaskaskia by flatboat with James leading the group which consisted of James Garrison, Robert Kidd, Larkin Rutherford, and Shadrach Bond the elder (uncle to our future first Governor) and their families. They stayed the winter there.

The next spring they traveled up the Kaskaskia-Cahokia Trail until they came to a beautiful spring whose ice-cold water flowed into a creek at the Southern edge of what we now call Waterloo. The French who had ventured through this territory when it was in their possession had referred to this location as La Belle Fontaine, meaning The Beautiful Spring. Since the name was so fitting, we adopted it and began building blockhouses to secure the fort, a stockade, and our cabins.

The following year, in 1783, our sixth child, Enoch Moore, was born in the cabin that stands on the property on February 17th. . .making him the first white American child born in the newly settled Illinois country.

The Monroe County Historical Society was created to preserve the direct connection to our community's origins is all the more reason for us to work hard to preserve the story for future generations.

.....

The Monroe County Historical Society hereby gives written consent to submit this application to the City of Waterloo Community Non-Profit Grant Program.

Consent granted by the Board as follows:

Tina Woodcock, President  
Andrew Juelfs, V. President  
Carol Sondag, Secretary  
Tina Woodcock, Treasurer  
Curt Sondag  
Doug Range  
Fred Schmidt



**Better Homes  
with Brad Horn, LLC**

4972 LL Rd. Waterloo, IL 62298  
(618)-795-9272  
betterhomeswithbradhorn@gmail.com

<b>Contractor/Homeowner</b>	<b>Job Site</b>	<b>Proposal</b>
Monroe County Historical Society 709 South Church Street Waterloo, IL 62298	Bellefontaine House	4-24-26

**Front Door**

Remove and haul off existing wooden door surround

Install white PVC boards and trim to match soffit above. Not replacing or working on door itself

Install customer provided coach light at front door

Install PVC Sheeting on porch gable ends

Replace north and south gable end fascia with PVC to match the front

\$7,658.00

**Conditions and Terms**

Price includes all Labor and Material for items listed above unless otherwise noted. Price is valid for 30 days from date of proposal. Customer agrees to provide access to job area, water and electric. Customer assumes responsibility for safety of individuals including themselves and pets within work area / equipment. Customer shall bear full responsibility to protect all personal property around and surrounding work area. Customer will protect work area during work from damages due to children/pets/servicemen. ( Examples: Cutting grass clippings onto wet concrete, sealer, paint etc. Pets and children falling into work area or damaging surface. Sprinkler systems..ect...) . This proposal replaces any previous proposals for similar scopes of work. Price is only valid when signed and returned with 30 days. Completion date cannot be guaranteed as weather and prior commitments will dictate schedule. The first 2 proposals are free but each subsequent proposal may incur a \$50.00 fee, any more than 2 on site visits prior to work beginning may incur a \$100 consultation fee per visit. Any changes to above scope of work or additions may be charged \$100.00 administrative fee in addition to the cost of labor and materials over and above what is planned for and cost may not always be determined until after completed. All decisions of colors, materials, layout, etc. must be made prior to scheduling of and starting work and any change will be considered billable. Requested site visits prior to, during work or after job is completed may be charged \$100 minimum and \$75/hour regardless of the reason for visit. Any customer provided materials that are wrong, missing or lacking in quantity or otherwise unable to be used will face a minimum charge of \$1,000.00 and possibly more depending on delays and mobilization required.

Exclusions: Not responsible for irrigation, landscape lighting, private utilities, pool plumbing or underground dog fences etc. this includes but is not limited to installation, repairs, relocation, damages, etc. Not responsible for yard damage or the restoration of the yard unless otherwise noted. Not responsible for ground settling. Does not include any accommodations for any unforeseen or preexisting conditions which may increase the costs. Does not include modifications to house or property that may be necessary due to conditions created by the above scope of work. Does not include engineering cost, permits or inspections unless otherwise noted.

Thank you for the opportunity!

Initials \_\_\_\_\_



**Better Homes**  
with Brad Horn, LLC

4972 LL Rd. Waterloo, IL 62298  
(618)-795-9272  
betterhomeswithbradhorn@gmail.com

Default Clause-In the event of default by buyer of any provision of this contract, Buyer agrees to pay all collection costs and interest from date of default. Reasonable attorney's fee shall be awarded for cost of collection. Customer agrees that, in the event of breach or cancellation by Customer, Customer shall be responsible for charges to date of breach plus Contract profits. Should changes or a disagreement arise work may be stopped and equipment moved to another job which may result in an extra mobilization charge.

Terms: Signed and initialed proposal must be returned to be put on schedule, \$10,000.00 due to begin work, another \$10,000.00 when half completed and remainder within 5 days of completion or interest charges of 15% may begin. Cash or Check only. No payment plans provided

Acceptance Signature of the Terms/Conditions of this Contract

\_\_\_\_\_ Date \_\_\_\_\_

Thank you for the opportunity!

Initials \_\_\_\_\_

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:  
May 04, 2026  
(Date)

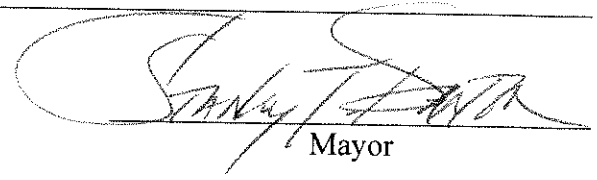
2. Description of matter to be placed on agenda:  
Consideration and Action on NonProfit Grant Program Application from Monroe  
County Fair Association in the Amount of \$7,500.00 for their Project,  
"Carport Type Building".

3. Relief or action to be requested:  
Approval.

4. Submittal date: April 22, 2026  
  
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 Fair Association

NonProfit Classification: 501(c)3

NonProfit Organization Description: This Corporation is organized exclusively for charitable, educational, religious or scientific purpose within the meaning of section 501(c)3 of the Internal Revenue Code.

Applicant Name: Pamela Jacobs

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?		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: Carport type building
Total project cost: \$22,460.50 Funds requested: \$7,500.00
Start date: April 30, 2026 Completion date: May 7, 2026

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.

Applicant Signature: Pamela Jacobs Date: April 21, 2026

NonProfit Name as to be written on Check: Monroeville Co. Fair Association

CITY OF WATERLOO USE ONLY

APPROVED - COMMUNITY RELATIONS

Authorized signature Date

APPROVED - BEAUTIFICATION COMMITTEE

Authorized signature Date

FINAL REPORT RECEIVED

Authorized signature Date

## Community Nonprofit Grant Program

### Monroe County Fair Association Project Description

The Monroe County Fair Association plans to purchase a carport type building to use for additional beef and heavy horse show exhibitors and supplies during the county fair and to use for storing county fair equipment at all other times throughout the year.

The county fair has had to rent a large tent for several years to accommodate the increasing number of livestock participants. This additional building space will be permanent to eliminate the yearly tent rental expense.

#### **Budget**

##### Expense:

Building	\$ 22,460.50
----------	--------------

##### Income:

Waterloo Community nonprofit grant	\$ 7,500.00
------------------------------------	-------------

Monroe County Fair Association	14,960.50
--------------------------------	-----------

Total	\$22,460.50
-------	-------------



R & R Storage Solutions  
 6171 State Route 3  
 Waterloo, IL 62298  
 618-410-3144 (Bob) or 618-531-4237 (Rich)  
 info@rrsheds.com



Custom Order - Mar 2, 2026

<https://design.rrsheds.com/?lng=en-US#3ctbeabfad361587a045173659c355bb4>

Name: Ron Mueller      Order #: 1772463461302336  
 Install Address  
 City      State: IL      Zip Code: 62298  
 Email: muellers@htc.net      Phone #      Mobile #

Style: Standard Carport      Roof: Bright White      Installation Surface: Gravel or Dirt  
 Roof Style: A-Frame Vertical      Trim: Bright White  
 Gauge: 14-Gauge Framing      Siding: Hawaiian Blue  
 Leg Style: Double Legs

Base Price: 30'x50'	1	\$12,350.00	\$12,350.00	Subtotal	\$20,960.50
Installation Surface: Gravel or Dirt	1	-	-	Non-Taxable Services	\$1,500.00
Roof: Bright White	1	-	-	+ Exempt (Exempt)	\$0.00
Trim Colors: Bright White	1	-	-	Total Order Amount	\$22,460.50
Siding: Hawaiian Blue	1	-	-	- Deposit Amount (17.80%)	\$3,563.29
Roof Style: A-Frame Vertical	1	-	-	Remaining Due	\$18,897.21
Roof Pitch: 3/12	1	-	-		
Leg Style: Double Legs	1	-	-		
Gauge: 14-Gauge Framing	1	-	-		
Leg Height: 14'	1	\$3,000.00	\$3,000.00		
Left Side: Fully Enclosed - Siding: Horizontal	1	\$1,732.50	\$1,732.50		
Right Side: Fully Enclosed - Siding: Horizontal	1	\$1,732.50	\$1,732.50		
Front End: Gable End - Siding: Horizontal - J-Trim: J-Trim Included	1	\$375.00	\$375.00		
Back End: Gable End - Siding: Horizontal - J-Trim: J-Trim Included	1	\$375.00	\$375.00		
Custom Size Frameout (15'x11') - Corner Style: Square (Traditional)	6	\$375.00	\$2,250.00		
Anchor Package: Mobile Home Anchors	1	\$630.00	\$630.00		
<b>Additional Fees</b>					
Generic Drawings (No Charge)	1	-	-		
Lift Equipment required \$1500 per day	1	\$1,500.00	\$1,500.00		

Continued on next page...

Sale per John/Juan	1	-\$2,244.50	-\$2,244.50
Concrete Supports	8	\$95.00	\$760.00

Notes, Comments, Questions: Quoted by Bob Sale 618-410-3144

Contact me: I'm simply exploring building options right now.

Customer Signature	Date	Desired Delivery Date
Dealer or Manufacturer Signature	Date	Delivery Notes

**Things You Should Know...**

United Metal Buildings (hereinafter "UMB"), is not responsible for permits, covenant searches, or restrictions. Please contact your local Buildings Inspector or Homeowners Association for information and notify our company of any requirements for which we must comply. **The installation site must be level to qualify for our free installation, if it is not, it is the buyer's responsibility to cover any additional labor and/or provide the materials necessary to make it so.** Prior to installation, please have any underground cables, gas lines, or any other utility lines located and marked. **UMB will not be responsible for any damage to underground utility lines. No warranty is provided for leaking at the base rail.** NO MORE than the required deposit amount and such payments will delay the process of your order until those funds have been paid in-full to UMB by the dealer. Paying in full to the dealer will not speed up your installation date. **ALL DEPOSITS ARE NON-REFUNDABLE AND VALID FOR 1 YEAR.** Please be advised that installation times are subject to change due to contractor availability and weather conditions. If the contractor is unable to complete your job due to site complications, or inaccurate measurements a \$100 return fee (non-tax) will apply. Any returned checks or refunds for over-payments made by credit card will incur a 5% fee. Payments made by credit card will incur a 3.5% fee. **MAKE ALL CHECKS PAYABLE TO UNITED METAL BUILDINGS.**

**THIS ESTIMATE IS NOT GUARANTEED** The price named in the estimate is an approximation of the project requirements as described by the buyer. The actual cost may change after all of the project elements have been reviewed and finalized. The buyer will be informed of any changes in cost in advance. Buyer agrees that the balance shall be due and payable in full at the time of installation. If balances due and owing at the time of installation are not paid in full, buyer shall be in default under this agreement and subject to a \$50 late fee. As its sole discretion UMB may assess interest at a rate of 18% per annum on any unpaid balance. In the event of any unpaid balance buyer agrees to allow UMB access to the property to repossess the building. Buyer agrees that in the event of any default under this agreement, buyer shall be responsible for the reasonable collection agency costs, any attorney's fees and cost incurred because of the default. JURISDICTION, it is expressly agreed that in any dispute, suit, claim, or legal proceeding of any nature arising from the obligations under this agreement, shall be filed in a court of competent jurisdiction in Whiteside County, Illinois and be controlled by the law of the State of Illinois. **UMB reserved the right to terminate this agreement at any time. UMB must approve all pricing before contract is valid.**

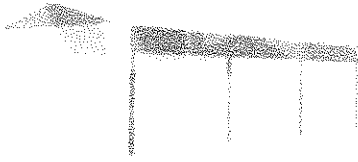
I have read and completely understand the above information and give my approval for construction of the above.

BUYER NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

CONTRACTOR NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

QUESTION 1

QUESTION 2



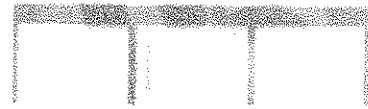
Perspective View



Front



Left Side

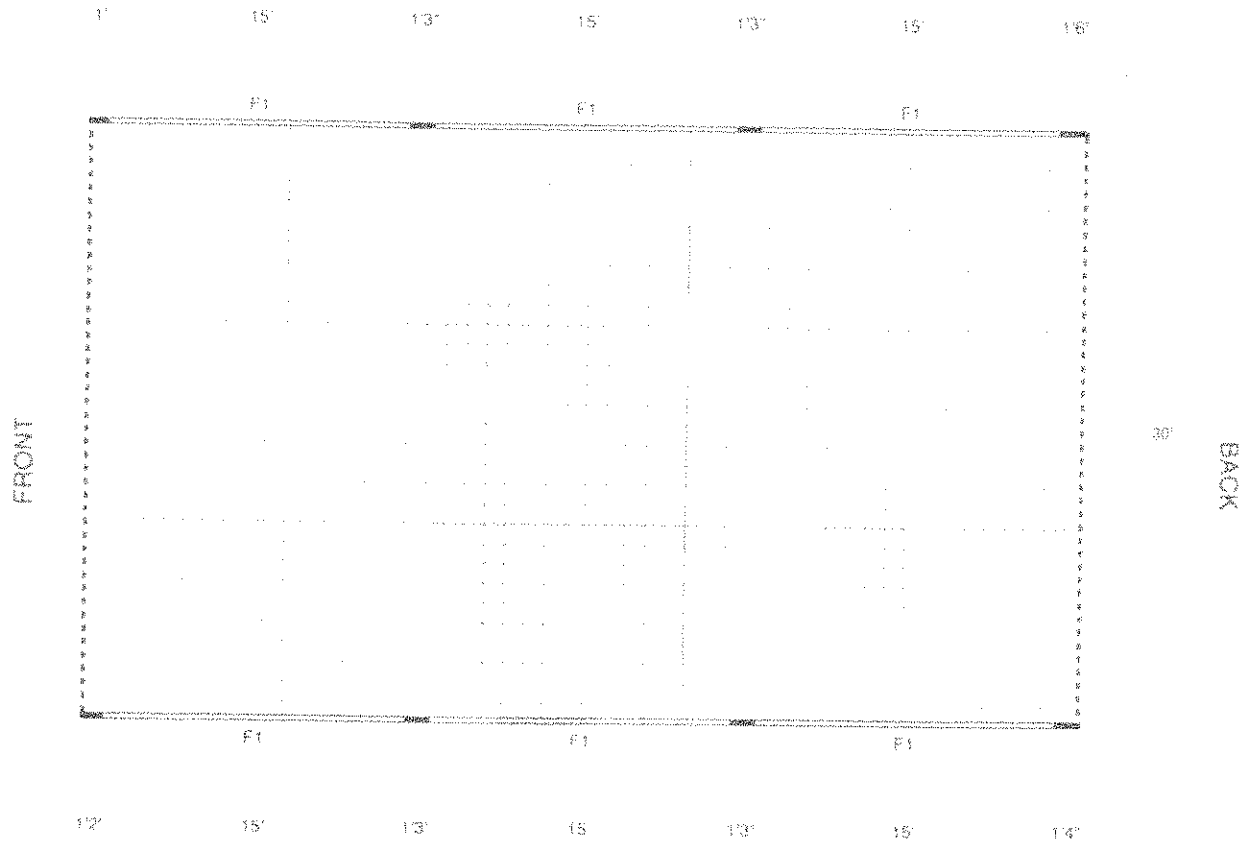


Right Side



Back

LEFT SIDE



RIGHT SIDE

SYMBOL LEGEND	
F1	Custom Size Frameout
—	Closed Wall
- - -	Open Wall

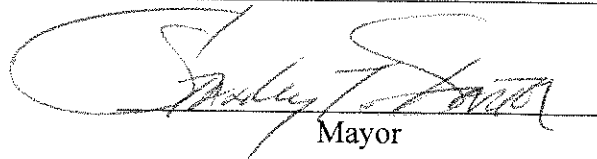
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Non-Profit Grant Program Application from the  
American Legion Post #747 in the Amount of \$5,000.00 for their Project "Lakeview  
Park Flagpole".
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 04-30-26  
  
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



JUN 9 9 11 24

**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: American Legion Post 747

NonProfit Classification: 501 C(3), 37-0707198

NonProfit Organization Description: Veterans Service Organization

Applicant Name: American Legion Post 747, Clyde Heller Commander

Applicant Address: POB 82

City: Waterloo State: IL Zip: 62298

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?		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:** Purchase and Installation of Space Force Flagpole

**Total project cost:** \$ 5000.      **Funds requested:** \$ 5000

**Start date:** Est Jun-Jul 2026      **Completion date:** Jul 2026 (est)

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.

*Megde Heller*      *4-24-2026*  
**Applicant Signature** *Post Commanda*      **Date**

---

---

**NonProfit Name as to be written on Check:** American Legion Post 747

---

---

**CITY OF WATERLOO USE ONLY**

---

---

**APPROVED – COMMUNITY RELATIONS**

\_\_\_\_\_  
**Authorized signature**      **Date**

**APPROVED – BEAUTIFICATION COMMITTEE**

\_\_\_\_\_  
**Authorized signature**      **Date**

**FINAL REPORT RECEIVED**

\_\_\_\_\_  
**Authorized signature**      **Date**



**American Legion Post 747  
P. O. Box 82  
Waterloo, Illinois 62298**

Community Relations and Beautification Committee

Project planned for purchase and installation of flagpole at Lakeview Park.

The American Legion Post 747 is seeking favorable action for nonprofit grant from City of Waterloo to enable our project to be completed during the June-July 2026 timeframe.

The American Legion was instrumental in the initial installation of Military Service Flagpoles and have continually provided for replacement flags. The purpose of this request is to provide a flagpole and flag for recognition and to honor any future service member serving the Space Force Command. This command came into existence in 2020 when they became independent of the U.S. Air Force.

Installation location is planned to extend the current flagpole pad with a 7 foot by 7 foot concrete pad to the Southwest of current pads. Each flagpole is about 12 feet apart and the current pad extends to where the connecting pad will begin.

The American Legion has obtained an estimate from our original business, Baldwin Flags to provide the matching flagpole, a 30 foot Satin Finish pole and all installation. Please see attached bid information supporting this statement. This proposal was presented to Waterloo Park District and received approval. As stated in the application, this project is expected to be completed in July 2026.

  
Clyde Heller

Post 747 Commander

### Model ECXA30 - External Single Halyard

5" gold anodized aluminum ball

Single sheave truck, cast aluminum revolving type

(1) 5/16" dia. halyard (#10 poly)

(2) Swivel snaps with vinyl covers

(1) 9" Cast aluminum cleat

Spun aluminum flash collar

3000 PSI concrete (supplied by others)

Hardwood wedges (supplied by others)

Dry sand lightly tamped (supplied by others)

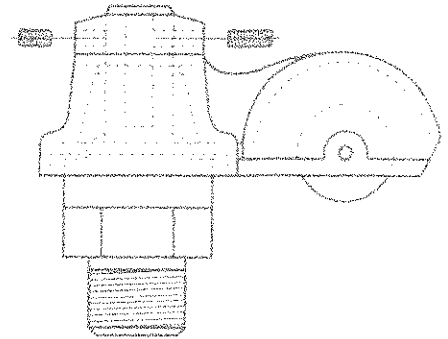
Foundation sleeve -16 ga galvanized steel

Steel centering wedges

3/16" Steel base plate

3/16" Steel support plate welded to ground spike

3/4" Lightning ground spike



**Single Sheave Truck Detail**  
 Revolving truck  
 Cast aluminum body  
 Stainless steel ball bearings  
 Nylon sheave  
 Cast aluminum spindle



Project:	Date:	Exposed Height	30'-0"	Ground Set Tapered Aluminum Flagpole ALLOY 6063T6 80 grit polish	EDER FLAG 1000 W. Rawson Avenue Oak Creek, WI 53154 www.ederflag.com
Location:	Job:	Overall Height	33'-0"		
Contractor:	Revision:	Butt Diameter	5"	FINISH:	
Customer:		Top Diameter	3"		
		Wall Thickness	.156"		
		Ships in	1 section		

**Subject:** Flagpole Quote

**From:** Cailin Werner <cailin@baldwinflags.com>

**To:**

**Cc:** Cole Werner <cole@baldwinflags.com>, Gabriela Fernández <gabby@baldwinflags.com>

**Date:** Tuesday, 01/13/2026 4:20 PM

**1 attachment:** [Waterloo American Legion.pdf](#) 589 KB

Thank you for reaching out regarding your flagpole needs. Please see the details of our quote below for your 30' ECAX Atlas Series external halyard, ground set, cone tapered flagpole in **satín** finish. This model will match the flagpoles you have previously ordered from us.

- **Flagpole Quoted:** 30' ECAX Atlas Series, external halyard, ground set, cone tapered, satín finish
- **Matching Finish:** Satin finish matches your prior flagpole orders
- **Installation:** Installation is included in this quote, but if you prefer, we can drop ship and deliver directly to your Waterloo location for self-installation
- **Charitable Discount:** A 10% discount has been applied in recognition of your charitable organization status
- **Lead Time:** 4–6 weeks for flagpole delivery; installation typically scheduled within 2 weeks after delivery

#### Ordering Process:

- A 50% deposit is due upon placing the order to secure the flagpole
- Once the flagpole is installed, we will invoice for the remaining balance

Baldwin Priesmeyer has been serving clients since 1908, and we are always here to help with any flagpole needs you may have—now or in the future.

If you have any questions or would like to proceed, please let me know. We appreciate the opportunity to support your mission!

Best regards,

Regards,

Cailin Werner

#### Quotes

PH: 314-535-2800

PH: 800-536-2801

Email: [cole@baldwinflags.com](mailto:cole@baldwinflags.com)

Website: [www.baldwinflags.com](http://www.baldwinflags.com)

Please leave us a **google** review:



TREASURY DEPARTMENT

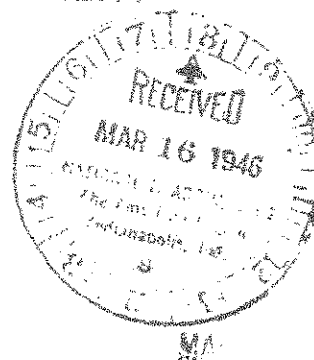
WASHINGTON 25



OFFICE OF  
COMMISSIONER OF INTERNAL REVENUE

ADDRESS REPLY TO  
COMMISSIONER OF INTERNAL REVENUE  
AND REFER TO

IT:P:7:1  
MAP



The American Legion  
c/o Donald G. Glascoff,  
National Adjutant  
National headquarters  
Indianapolis 6, Indiana

Gentlemen:

Reference is made to the information submitted for use in determining the status of the departments and posts under your jurisdiction for Federal income tax purposes.

In Bureau ruling dated February 26, 1934 it was held that you are entitled to exemption from Federal income tax under the provisions of section 103(8) of the Revenue Act of 1932 and corresponding provisions of prior revenue acts. Such ruling was affirmed July 8, 1938 under the Revenue Act of 1936 and is applicable under the provisions of section 101(8) of the Revenue Act of 1938 and the Internal Revenue Code.

Based upon the evidence presented, it is held that your departments and posts appearing on the lists submitted with an affidavit dated February 27, 1946 of your National Adjutant are entitled to exemption from Federal income tax under the provisions of section 101(8) of the Internal Revenue Code and corresponding provisions of prior revenue acts.

Accordingly, your departments and posts appearing on the lists submitted will not be required to file income tax returns unless there is a change in their character, purposes or method of operation. Any such changes should be reported immediately to this Bureau in order that their effect upon the exempt status of the departments and posts under your jurisdiction may be determined.

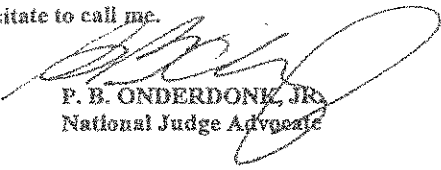
You should furnish the Bureau annually, on the calendar year basis, lists in quadruplicate showing only the names, numbers and addresses of any new departments and posts which were chartered by you during the calendar year and the names, numbers and addresses of any departments and posts which for any reason have ceased to exist. Such annual lists should be accompanied by a statement sworn to by one of your principal officers as to whether the information heretofore submitted by you and on which this ruling is based

Page #2

any of its possessions, and

(B) no part of the net earnings of which  
inures to the benefit of any private  
shareholder or individual."

If there are any questions, please do not hesitate to call me.

  
P. B. ONDERDONK, JR.  
National Judge Advocate

2 - The American Legion

is applicable in all respects to the departments and posts appearing on the lists and should be forwarded so as to reach this office not later than February 15 of the following year.

Contributions made to you and your departments and posts are deductible by the donors in arriving at their taxable net income in the manner and to the extent provided by section 23(e) and (g) of the Internal Revenue Code, as amended.

However, under section 54(f), as added to the Internal Revenue Code by section 117 of the Revenue Act of 1943, you and your departments and posts are required to file annually information returns on Form 990 (Revised May 1944) with the collector of internal revenue for the respective districts in which located so long as the exemption remains in effect. This form may be obtained from the collector and is required to be filed on or before the fifteenth day of the fifth month following the close of the respective annual accounting periods. Your departments may file annually in addition to a separate annual return, a group return on Form 990 for two or more of the local posts which are affiliated with such department. Group returns on Form 990 shall be filed in accordance with the regulations promulgated under the income tax chapter of the Internal Revenue Code and the instructions on Form 990 and shall be considered the return of each of the local posts included therein.

The collectors of internal revenue for the districts in which you and your departments and posts are located are being advised of this action.

By direction of the Commissioner.

Very truly yours,

*E. J. McLarny*

Deputy Commissioner

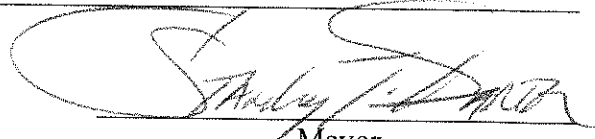
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Non-Profit Grant Program Application from the  
Waterloo Sports Association in the Amount of \$7,500.00 for their Project "Pitching  
Machines, Lightning Detectors and Parking Lot Rock".
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 04-30-26  
  
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: Waterloo Sports Association

NonProfit Classification: 501(c)3

NonProfit Organization Description: provide sports programs for the youth of Waterloo

Applicant Name: Dan Kennedy

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?		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:**

Pitching machines, lightning detectors and parking lot rock

**Total project cost:**

\$ 7,500.00

**Funds requested:**

\$ 7,500.00

**Start date:**

June 2026

**Completion date:**

June 2026

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.

Daniel J Kennedy

**Applicant Signature**

4/29/26

**Date**

**NonProfit Name as to be written on Check:** \_\_\_\_\_

**CITY OF WATERLOO USE ONLY**

**APPROVED - COMMUNITY RELATIONS**

\_\_\_\_\_  
**Authorized signature**

\_\_\_\_\_  
**Date**

**APPROVED - BEAUTIFICATION COMMITTEE**

\_\_\_\_\_  
**Authorized signature**

\_\_\_\_\_  
**Date**

**FINAL REPORT RECEIVED**

\_\_\_\_\_  
**Authorized signature**

\_\_\_\_\_  
**Date**

**WSA** Waterloo  
Sports  
Association

P.O. Box 281 • 801 Illinois Ave. • Waterloo, IL 62298 • 618-939-9925

We, the undersigned Board of Directors of the Waterloo Sports Association hereby authorize the grant submission to the Waterloo NonProfit Grant Program.

Tony Morrow-President

Dan Kennedy -Treasurer

Candace Beck - Secretary

Chuck Green - Director

Michelle Matecki - Director

Erin Hoffman - Director

Michelle Crider - Director

Andrew Biffar - Director

Joe Morgan - Director

Doug Van Buren - Director

4/29/26



P.O. Box 281 • 801 Illinois Ave. • Waterloo, IL 62298 • 618-939-9925

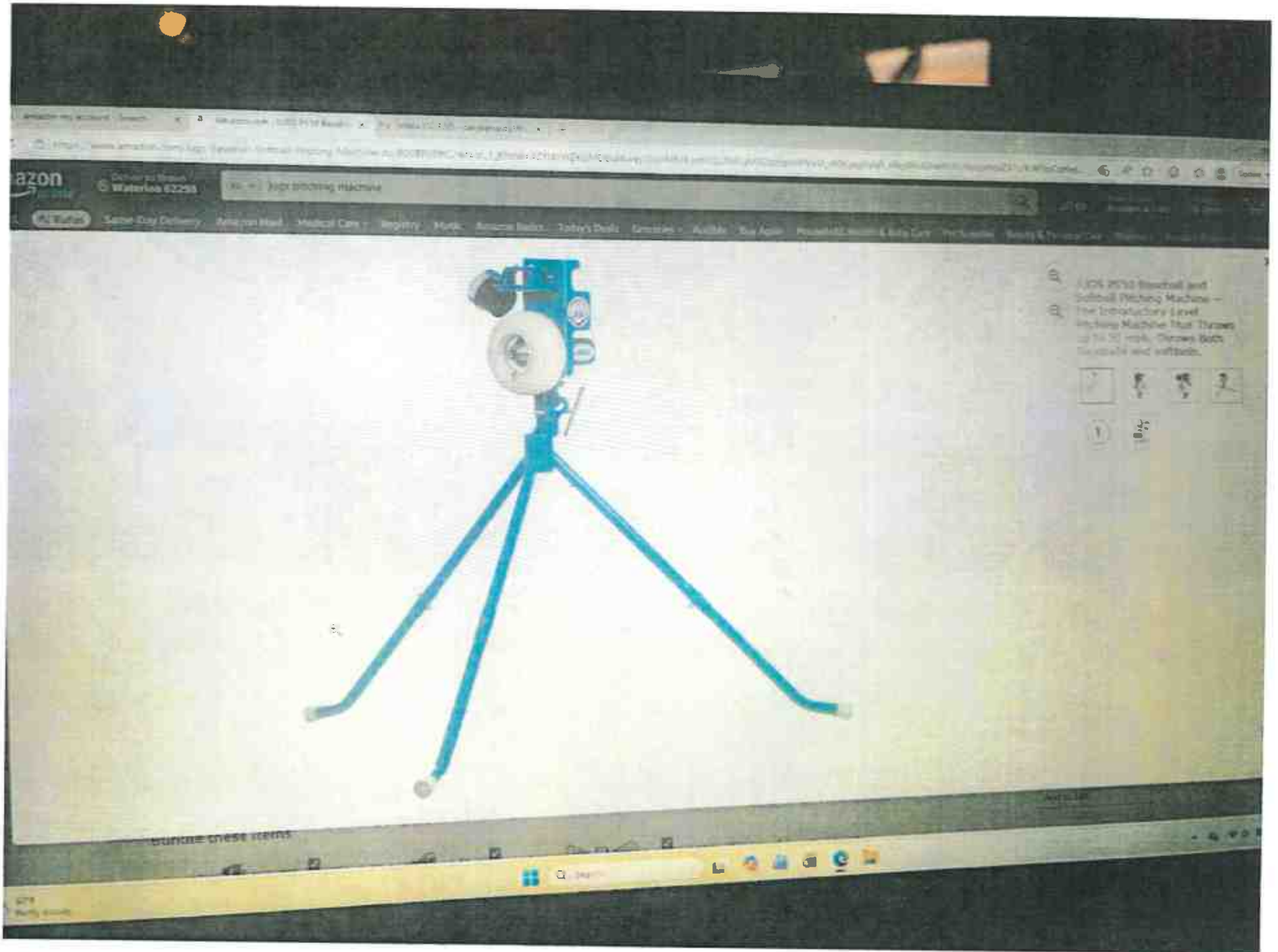
## Pitching Machines, Lightning Detectors and Parking Lot Rock

### Line Item Budget

4 Jugs PS50 Pitching machines @ \$1,095 =	\$4,380.00
2 Skyscan Lightning detectors @ 260.00 =	\$ 520.00
3-4 tandem loads chat rock (for 2 parking lots)	\$ 2,600.00
Total	\$ 7,500.00

The grant funds requested are to be used to replace aging Jugs Pitching Machines and 2 Skyscan lightning detectors to be used at Ebeler Complex and Waterloo Jaycees Ball Diamond. In addition rock is needed for both parking lots at these fields.

The Waterloo Sports Association would appreciate your consideration of our grant Application for funds to help with the cost of this project,





4/30/26. 8:00 AM

JAYCEES

IMG\_4838.jpg



[https://drive.google.com/file/d/1SHIZSaRpyA7JKWvFPUznxLN\\_ZnRndiQB/edit](https://drive.google.com/file/d/1SHIZSaRpyA7JKWvFPUznxLN_ZnRndiQB/edit)

4/30/26. 8:01 AM

JAYCEES

IMG\_4839.jpg



[https://drive.google.com/file/d/1luNUstgGmjy0cid093a\\_0pUpJ4Y0\\_3W0/edit](https://drive.google.com/file/d/1luNUstgGmjy0cid093a_0pUpJ4Y0_3W0/edit)

EBELER



4/30/26, 8:01 AM

EBELER

IMG\_4841.jpg



<https://drive.google.com/file/d/1TKvRavZ6bcAO5RkT7p3dyaUizyfmWY8e/edit>

4/30/26, 8:01 AM

EBELER

IMG\_4842.jpg



<https://drive.google.com/file/d/15cwlGAVrIK62uC0Opyu3RoUMgrTqCr5x/edit>

EBELER



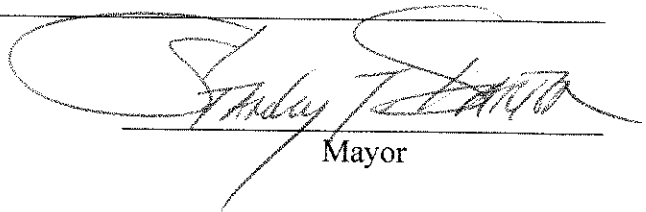
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of a Minor Subdivision Plat for Casey's.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 04-30-26  
  
Submitted by:  
Roberta Rohwedder, 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



Roberta Rohwedder  
Zoning Administrator  
Subdivision Administrator  
100 West Fourth Street  
Waterloo, Illinois 62298  
(618) 939-8763

## Memorandum

To: Mayor Darter & City Council  
From: Roberta Rohwedder  
Date: 4/30/2026  
Re: Minor Subdivision Plat

---

Mill Valley Station, LLC is requesting approval to divide the existing parcel into two separate parcels. The two newly created parcels are proposed to be rezoned to B-2 (General Business District) to allow for future commercial development consistent with surrounding land uses.

The adjacent parcel, which contains the existing cell tower, is to remain zoned I-1 (Light Industrial District). This will ensure that the current use of the property can continue and remain in compliance with zoning regulations.

The proposed division is intended to support appropriate land use planning while maintaining compatibility with the existing infrastructure on site.

Please review the request and provide a **recommendation** for consideration.

Respectfully,

A handwritten signature in blue ink, appearing to read "Roberta Rohwedder", is written over a horizontal line.

Roberta Rohwedder  
Zoning/Subdivision Administrator

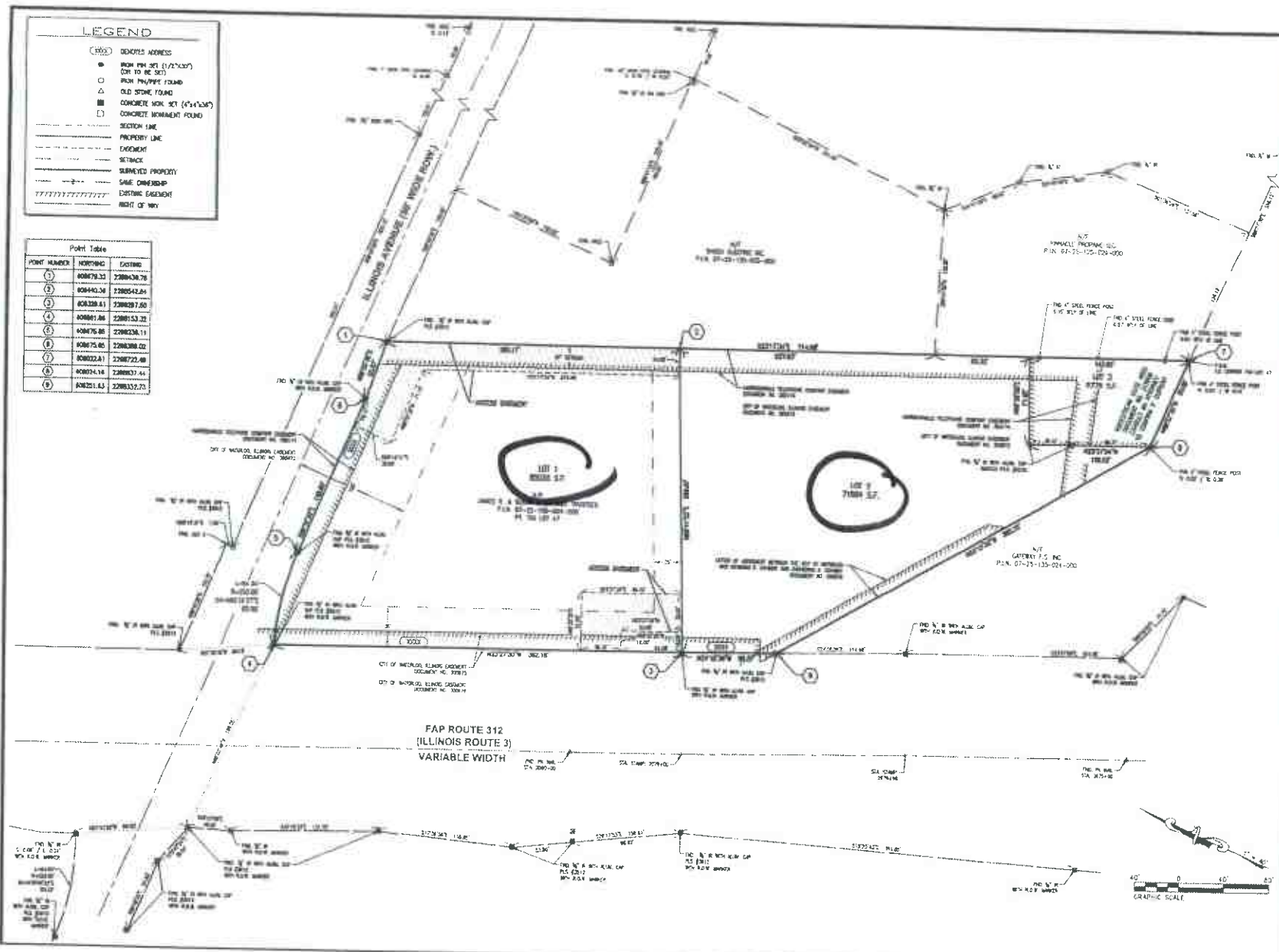


**LEGEND**

- DITCH ADDRESS
- IRON PIN SET (1/2"x3/4")  
(OR TO BE SET)
- △ IRON NAIL/PIPE FOUND
- OLD STONE FOUND
- CONCRETE NAIL SET (4"x4"x30")
- CONCRETE MONUMENT FOUND
- SECTION LINE
- - - PROPERTY LINE
- EASEMENT
- - - SETBACK
- - - SURVEYED PROPERTY
- - - SAME OWNERSHIP
- - - EXISTING EASEMENT
- ||||| RIGHT OF WAY

Point Table

POINT NUMBER	NORTHING	EASTING
1	808479.33	2286436.78
2	808440.38	2286542.84
3	808388.43	2286887.80
4	808087.86	2286953.22
5	808076.86	2286828.11
6	808075.85	2286888.02
7	808022.81	2286722.88
8	808024.18	2286837.44
9	808211.43	2286332.23



**TWN**  
CONSULTING ENGINEERING  
SURVEYING SERVICES

ILLINOIS SWANSEA  
COLUMBA  
OLEN CARBON  
PEORIA  
DECATUR

MISSOURI ST. LOUIS  
COLUMBIA

TENNESSEE NASHVILLE  
CHATTANOOGA  
ATHENS

**THOUVENOT, WADE  
& MOERCHEN, INC.**

SWANSEA OFFICE  
4440 OLD COLUMBIAN RD  
SWANSEA, ILLINOIS

66276-2025  
TEL: 618-246-3444  
FAX: 618-246-3444

PROF. LICENSE # 045800  
EL. PROJ. ENGR. EXP. # 045800  
EL. PROJ. SURV. ENGR. EXP. # 045800  
IL. PROJ. LAND SURV. EXP. # 045800  
MO. PROJ. ENGR. EXP. # 045800  
MO. PROJ. ENGR. EXP. # 045800  
MO. PROJ. ENGR. EXP. # 045800  
TN. PROJ. ENGR. EXP. # 045800

SIGNATURE \_\_\_\_\_  
DATE SIGNED \_\_\_\_\_  
LICENSE EXPIRES \_\_\_\_\_

DESIGNED FOR \_\_\_\_\_  
DATE OF ISLAND \_\_\_\_\_

REV.	DATE	DESCRIPTION
△		
△		
△		

DRAWN BY: JWH  
CHECKED BY: JWH  
APPROVED BY: JWH  
PROJECT NO: 24482

PROJECT:  
MINOR SUBDIVISION PLAT  
CITY OF WATSEGA  
MINNEAPOLIS COUNTY  
ILLINOIS

TITLE:  
SUBDIVISION

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:  
May 04, 2026  
(Date)

2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of a Commercial Site Plan for Casey's.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

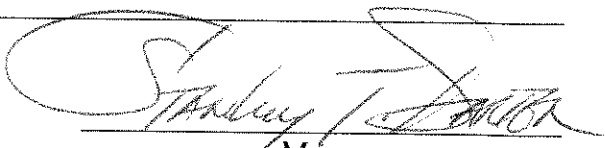
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_

4. Submittal date: 04-30-26

Submitted by:  
Roberta Rohwedder, 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



Roberta Rohwedder  
Zoning Administrator  
Subdivision Administrator  
100 West Fourth Street  
Waterloo, Illinois 62298  
(618) 939-8763

## Memorandum

To: Mayor Darter & City Council  
From: Roberta Rohwedder  
Date: 4/30/2026  
Re: Casey's Commercial Site Plan

---

Casey's General Store is requesting approval of a commercial site plan for the proposed development. The submitted plans include the layout of the building, parking areas, access points, and associated site improvements.

City staff has reviewed the proposed site plan for compliance with zoning and development regulations, including parking requirements, traffic circulation, and general site design standards.

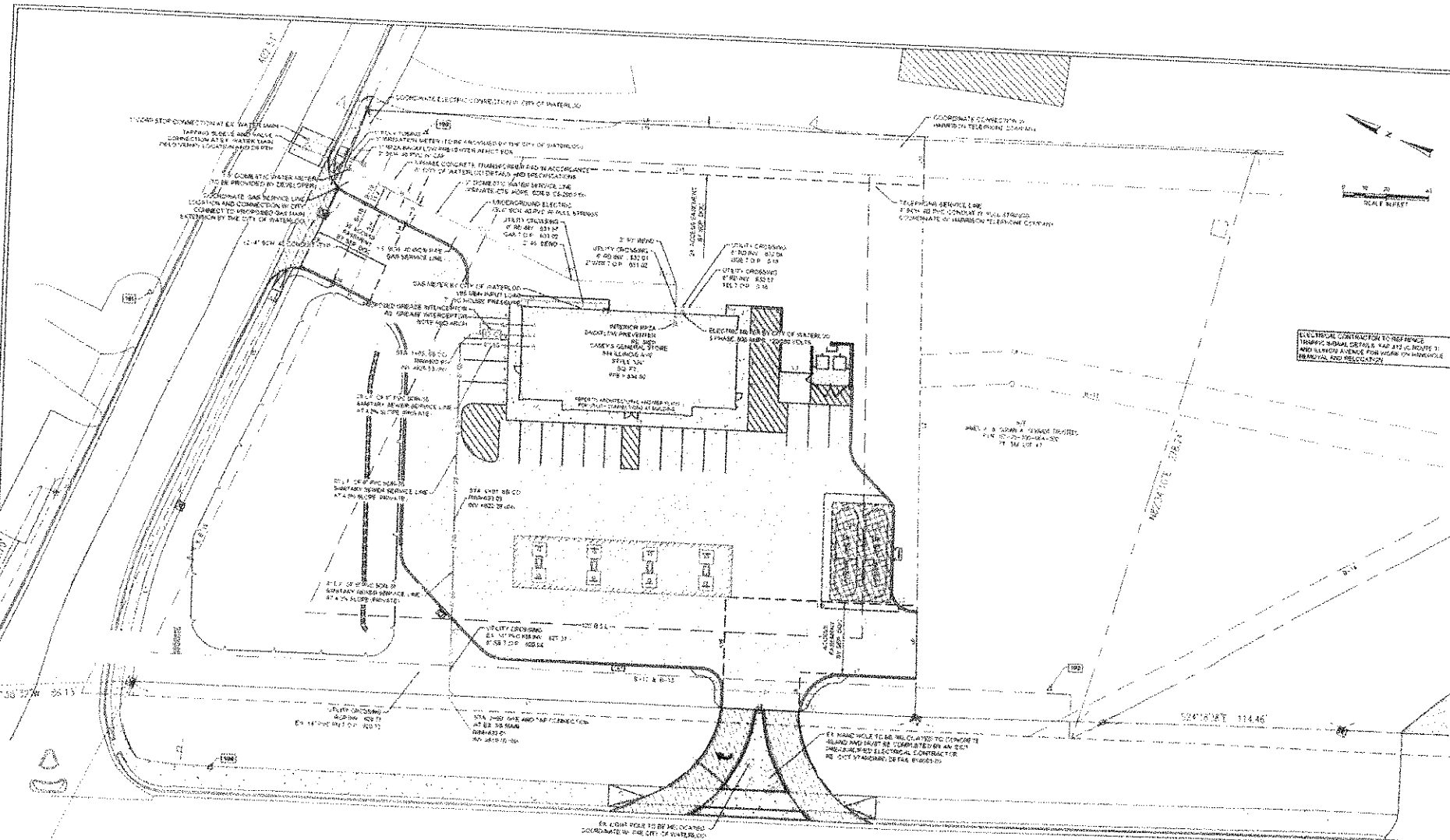
The proposed final plat meets all zoning requirements therefore I recommend the proposed final plat

Respectfully,

A handwritten signature in blue ink, appearing to read "Roberta Rohwedder", is written over a horizontal line.

Roberta Rohwedder  
Zoning/Subdivision Administrator

FILE NAME: A:\PROJECTS\814 ILLINOIS AVENUE\814 ILLINOIS AVENUE.dwg DATE: 11/09/06 08:58:43  
 USER: JACOBSON



ALL UTILITIES TO BE REFERENCED TO THE  
 TRIPLEX SIGNAL DETAIL IN THE PROJECT MANUAL  
 AND ALL OTHER DETAILS FOR UTILITIES TO BE  
 INSTALLED IN ACCORDANCE WITH THE  
 SPECIFICATIONS.

**FAP ROUTE 312**  
**(ILLINOIS ROUTE 3)**

VARIABLE WIDTH

REVISION NO. DATE DESCRIPTION	1 11/09/06	1 11/09/06		<b>PRELIMINARY</b> FOR CONSTRUCTION		<b>CASEY'S CONSTRUCTION DIVISION</b> 1100 LAMAR AVENUE, SUITE 100, WATERLOO, ILLINOIS 62298	<b>UTILITY PLAN</b>	PROJECT NO. 06-001 SHEET NO. 01-001 SCALE: 1" = 30'-0"
<b>814 ILLINOIS AVENUE</b>					WATERLOO, MONROE COUNTY, IL 62298		C-301	

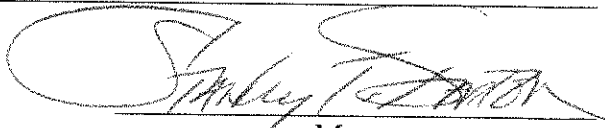
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Approval of a Commercial Site Plan for North Pointe  
Lots 5 & 6.
  
  
  
  
  
  
  
  
  
  
3. Relief or action to be requested:  
Approval.
  
  
  
4. Submittal date: 04-30-26  
  
Submitted by:  
Roberta Rohwedder, 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  
MECHELLE CHILDERS, Clerk  
BRAD A. PAPERBERG, Treasurer



Roberta Rohwedder  
Zoning Administrator  
Subdivision Administrator  
100 West Fourth Street  
Waterloo, Illinois 62298  
(618) 939-8763

## Memorandum

To: Mayor Darter & City Council  
From: Roberta Rohwedder  
Date: 4/30/2026  
Re: North Pointe Lots 5 & 6 Commercial Site Plan

---

Drake Homes & Commercial is requesting approval of a commercial site plan for the proposed development. The submitted plans include the layout of the building, parking areas, access points, and associated site improvements.

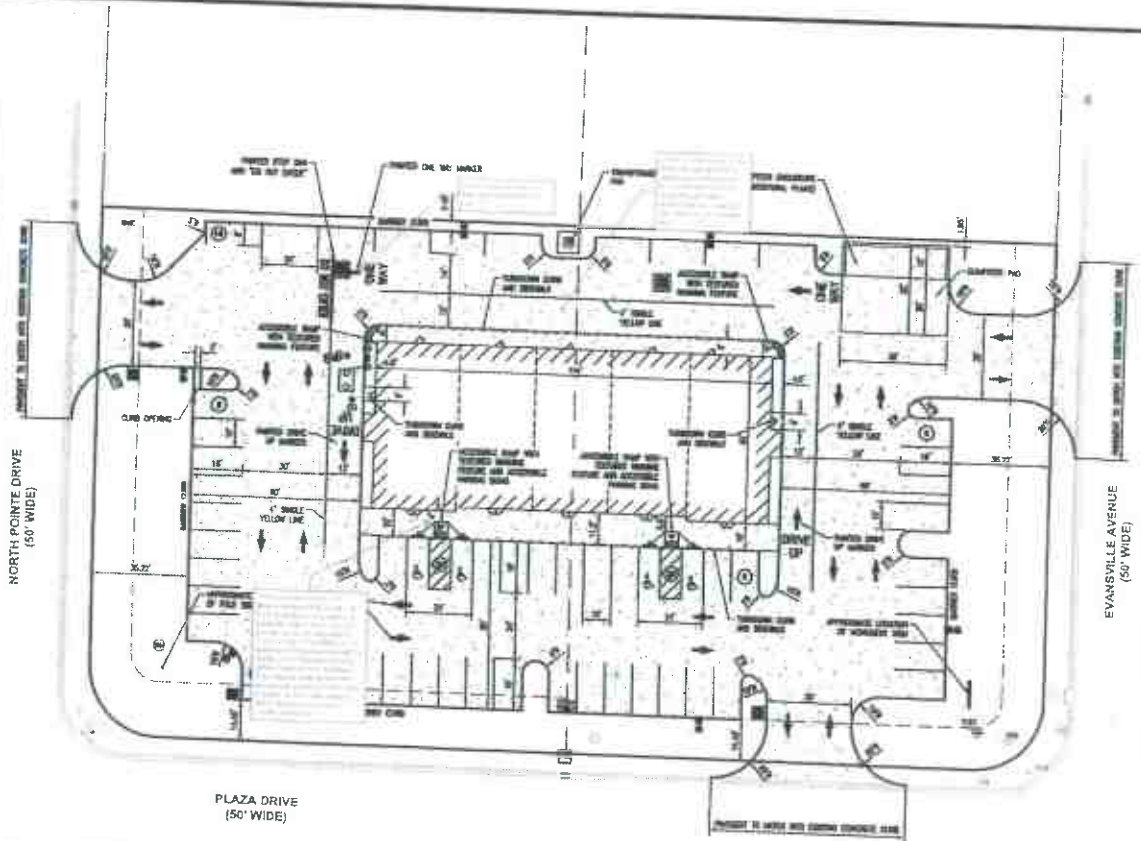
City staff has reviewed the proposed site plan for compliance with zoning and development regulations, including parking requirements, traffic circulation, and general site design standards.

The proposed final plat meets all zoning requirements therefore I recommend the proposed final plat

Respectfully,

A handwritten signature in blue ink, appearing to read "Roberta Rohwedder", is written over a horizontal line.

Roberta Rohwedder  
Zoning/Subdivision Administrator



**PARKING SPACES REQUIRED**

**DRIVE-IN/DRIVE THRU RESTAURANTS -**  
 1 SPACE PER 65 TO 77' OF FLOOR AREA USED FOR SEATING PURPOSES

**DRIVE THRU REST -** 430 SQ FT = 8.62 SPACES = 14 MIN.  
 DRIVE THRU REST = 720 SQ FT = 13.2 SPACES = 11

**RETAIL STORES AND SPACES -**  
 1 SPACE PER 300 SF OF FLOOR AREA

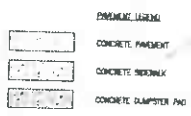
**RETAIL A-C = 3447 SF/300 SF = 11.49 SPACES = 12**

**TOTAL SPACES REQUIRED = 33 SPACES**

**PARKING SPACES PROVIDED**

10' X 18' STANDARD SPACES	64 SPACES
8' X 20' PARALLEL SPACES	10 SPACES
8' X 18' ACCESSIBLE SPACES	4 SPACES
<b>TOTAL SPACES PROVIDED</b>	<b>78 SPACES</b>

**NOTES:**  
 ALL DIMENSION DIMENSIONS ARE TAKEN TO THE FACE OF CURB



**ILLINOIS** SPRINGFIELD  
 CHICAGO  
 GLEN CARBON  
 FLORIDA  
 DECATUR

**MISSOURI** ST. LOUIS  
 COLUMBIA

**TENNESSEE** NASHVILLE  
 CHATTANOOGA

**THOUVENOT, WADE & MOERCHEN, INC.**

**COMMERCIAL OFFICE:**  
 4343 OLD COLLENSVILLE RD.  
 SWANSEA, ILLINOIS  
 62226-3000  
 TEL: 618/244-6666  
 WWW.TWMINC.COM

PROJECT LEADS	65/10/10/10
A. ARCHITECTURE	20/10/10/10
E. ENGINEERING	10/10/10/10
F. FINANCIAL ANALYSIS	10/10/10/10
G. GENERAL CONTRACTOR	10/10/10/10
H. INTERIOR DESIGNER	10/10/10/10
I. LANDSCAPE ARCHITECT	10/10/10/10
J. MECHANICAL/ELECTRICAL/PLUMBING	10/10/10/10
K. OTHER PROFESSIONALS	10/10/10/10

**SIGNATURE:**  
**DATE ISSUED:**  
**EXPIRES:**

**ISSUED FOR APPROVAL:**  
 APRIL 10, 2016

REV	DATE	DESCRIPTION
△		
△		
△		
△		

**DRAWN BY:** DAB  
**CHECKED BY:** DEL  
**APPROVED BY:** MJA  
**PROJ. NO.:** 25141-001

**PROJECT:**  
 NORTH POINTE LOFTS, SAND &  
 COMMERCIAL BUILDING  
 PLAZA DRIVE  
 CITY OF WATERLOO  
 MINNEAPOLIS, MN

**DATE PLOTTED:**

ALL RIGHTS RESERVED. NO PART OF THIS DOCUMENT MAY BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, WITHOUT PERMISSION IN WRITING FROM THE CONSULTING ENGINEERS & ARCHITECTS.

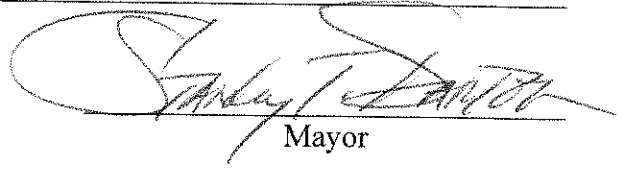
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Special Event Permit Application from Vintage Wine Bar for their Annual Back Alley Music Festival to be held on May 30, 2026 at 11 a.m. through May 31, 2026 at 11:30 p.m., including the closure of their back alley extending from Third Street around to Main Street.  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Approval.  
\_\_\_\_\_
  
4. Submittal date: 04-28-26  
  
Submitted by:  
Justin Schmidt, Vintage Wine Bar  
\_\_\_\_\_  
\_\_\_\_\_

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

City Clerk's Office
(618) 939-8739

Date: \_\_\_\_\_

SPECIAL EVENT PERMIT APPLICATION

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

- 1. Event Name/Type: Back Alley Music Concert
Location of Event: 212 South Main St Waterloo IL
2. Set-Up Date/Time: Fri May 29 5:00pm
Clean-Up Date/Time: Sun May 31 10:00am
3. Event Start Date/Time: [down arrow]
Event End Date/Time: [down arrow]
4. Organization Name: Vintage Wine Bar
Mailing Address: 212 South Main St Waterloo IL
Phone Number:
Email Address: vintagewinebar17@gmail.com
Not For Profit Status: [ ] Yes [X] No ID#:
5. Person in Charge of Event: Justin Schindler
Mailing Address: 212 South Main St Waterloo IL
Cell Phone Number:
Email Address: vintagewinebar17@gmail.com
6. Secondary Contact Person:
Mailing Address:
Cell Phone Number:
Email Address:



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

- A. Narrative of Event: Music Event will be held May 30, 31 in the back of Vintage Wine Bar from 11:00am to 11:30pm
- B. Number of People Expected: 300
- C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans/dumpsters, sanitary facilities, barricades and street closures.  Attached
- D. Will there be inflatable jumpers/bounce houses or amusement rides?  
 Yes  No If yes, Proof of Liability Insurance must include inflatables
- E. Liquor License information for beer sales:  
Hours of sale: May 30 11:00am - May 31 11:00pm License No.: 1A-1136015
- F. Special Needs (i.e. Police, Street Dept., Electric outlets, sound system):  
300 ft of cones and bases

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

Special Event Organizer(s) must also provide for the sanitary collection of all food, drink and garbage generated by patrons attending the event, and removal of all such items not only from the location of the event and surrounding areas, including (warehouse, etc.) parking facilities, on the day of the event.

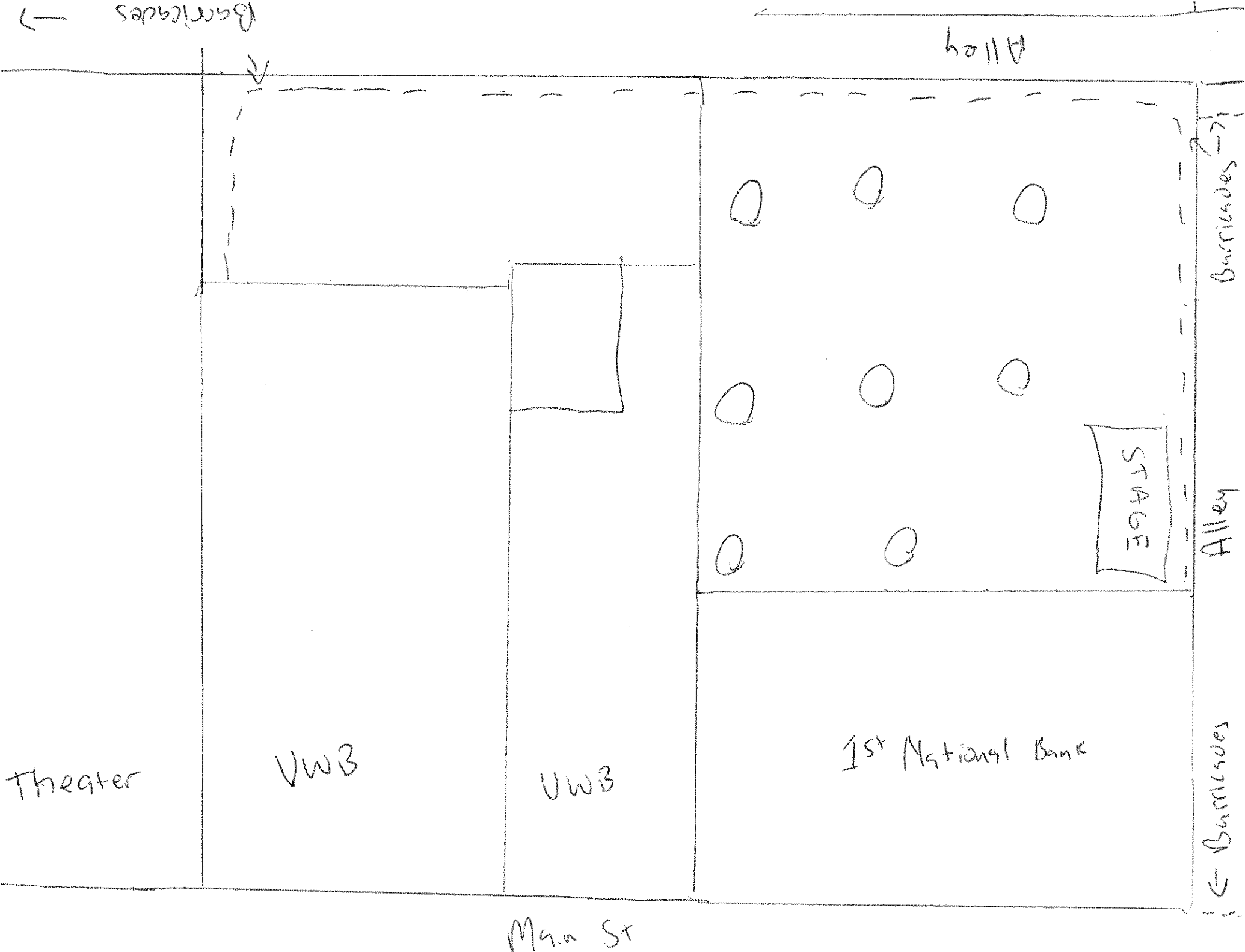
**Signage:** As part of the approval of this Special Event Permit, temporary signs for said Special Event shall be permitted as provided for in the City Sign Ordinance.

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

Signature: [Signature] Date: 4/28/26

**FOR OFFICE USE ONLY**

- Approved by City Council:  Yes  No Date: \_\_\_\_\_
- Zoning Department  Mayor's Office  Police Department  
 DPW / Street Department  Electric Department



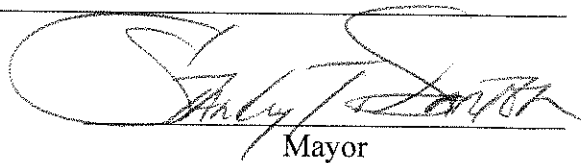
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Special Event Permit Application from Vintage Wine Bar for their a Back Alley Benefit Concert to be held on September 18, 2026 at 5 p.m. through September 19, 2026 at 12 a.m., including the closure of their back alley extending from Third Street around to Main Street.
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 04-28-26  
  
Submitted by:  
Justin Schmidt, Vintage Wine Bar

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 Clerk's Office  
(618) 939-8739

Date: \_\_\_\_\_

## SPECIAL EVENT PERMIT APPLICATION

### Instructions to Applicant:

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

1. Event Name/Type: Back Alley Music Festival (Benefit)  
Location of Event: 212 South Main St Waterloo IL
2. Set-Up Date/Time: Fri Sept 18 5:00 pm Clean-Up Date/Time: Sun Sept 20 12:00 am
3. Event Start Date/Time: ↓ Event End Date/Time: ↓
4. Organization Name: Vintage Wine Bar  
Mailing Address: 212 South Main St Waterloo IL  
Phone Number: \_\_\_\_\_  
Email Address: vintagewinebar17@gmail.com  
Not For Profit Status:  Yes  No ID#: \_\_\_\_\_
5. Person in Charge of Event: Justin Schmitt  
Mailing Address: 212 South Main St Waterloo IL  
Cell Phone Number: \_\_\_\_\_  
Email Address: vintagewinebar17@gmail.com
6. Secondary Contact Person: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Cell Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_



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

- A. Narrative of Event: Music Event will be held Sept 18-19 in back of Vltze Wine Bar from 5:00pm Friday + 12:00am Sunday
- B. Number of People Expected: 300
- C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans/dumpsters, sanitary facilities, barricades and street closures.  Attached
- D. Will there be inflatable jumpers/bounce houses or amusement rides?  
 Yes  No If yes, Proof of Liability Insurance must include inflatables
- E. Liquor License information for beer sales:  
Hours of sale: 5:00pm - 12:00am License No.: 1A-1136015
- F. Special Needs (i.e. Police, Street Dept., Electric - outlets, sound system):

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

*Special Event Organizers must also provide for the sanitary collection of all refuse and any garbage generated by patrons attending the event, and removal of all such refuse generated from the location of the event and surrounding areas, including adjacent streets, sidewalks, and other areas, as the day of the event.*

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

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

Signature: \_\_\_\_\_ Date: 4-29-20

**FOR OFFICE USE ONLY**

- Approved by City Council:  Yes  No Date: \_\_\_\_\_
- Zoning Department     Mayor's Office     Police Department
- DPW / Street Department     Electric Department

Barricades

Alley

Barricades - ?

Alley

Barricades

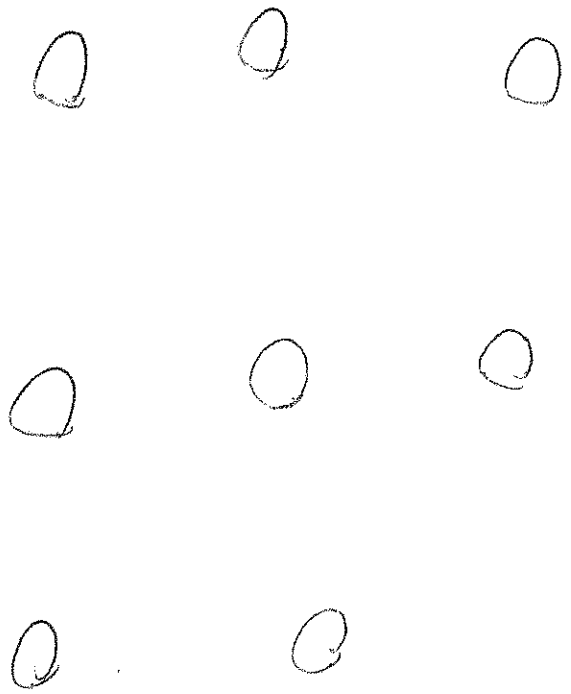
er

VWB

VWB

1st National Bank

STAGE



m c

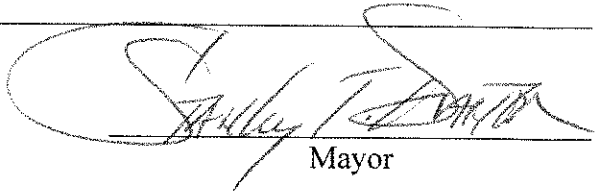
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on a Special Event Permit Application from the Porta Westfalica Fest for their Annual Porta Westfalica Festival and Parade to be held on Tuesday, June 16, 2026 from 8:00 a.m. to 10:00 p.m., including the Street Closures of Main Street (between Mill and Third), Mill Street (between Main and Market), and Third Street (between Main and Market); and the temporary Street Closures of Monroe, Columbia, Main, Mill and Library for the Parade at 6:00 p.m.
  
3. Relief or action to be requested:  
Approval.
  
4. Submittal date: 04-30-26  
  
Submitted by:  
Maddie Hart, Sister Cities of Portaloo

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

Date: 4/14/20

City Clerk's Office
(618) 939-8739

SPECIAL EVENT PERMIT APPLICATION

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

- 1. Event Name/Type: Porta Nativitatis Fest
Location of Event: Monroe County Courthouse Grounds
2. Set-Up Date/Time: 4/15/20 6:00 PM Clean-Up Date/Time: 4/16/20 10:00 PM
3. Event Start Date/Time: 4/16/20 8:00 AM Event End Date/Time: 4/16/20 10:00 PM
4. Organization Name: Sister Cities of Porta-Loo
Mailing Address: 100 West 4th Street Waterloo, IL 62298
Phone Number:
Email Address: the.sister.cities.of.porta.loo@gmail.com
Not For Profit Status: [X] Yes [ ] No ID#: 37-1108766
5. Person in Charge of Event: Maddie Hart
Mailing Address:
Cell Phone Number:
Email Address:
6. Secondary Contact Person: Debbie Cummins
Mailing Address:
Cell Phone Number:
Email Address:



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

A. Narrative of Event: German Festival & Parade  
Hosted by Sister Cities of Waterloo

B. Number of People Expected: 1000

C. Sketch Plan of Site or Route of Walk/Run (Downtown or Rogers St.) including marked locations of trash cans/dumpsters, sanitary facilities, barricades and street closures.  Attached

D. Will there be inflatable jumpers/bounce houses or amusement rides?  
 Yes  No If yes, Proof of Liability Insurance must include inflatables

E. Liquor License information for beer sales:  
Hours of sale: \_\_\_\_\_ License No.: \_\_\_\_\_

F. Special Needs (i.e. Police, Street Dept., Electric - outlets, sound system):  
Police requested along parade rt & driving events; Electric outlets; EMTs to be contacted; Signs along parade rt Street dept for barriers along rt & block off streets

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

*contacted  
courthouse  
space  
per Map*

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

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

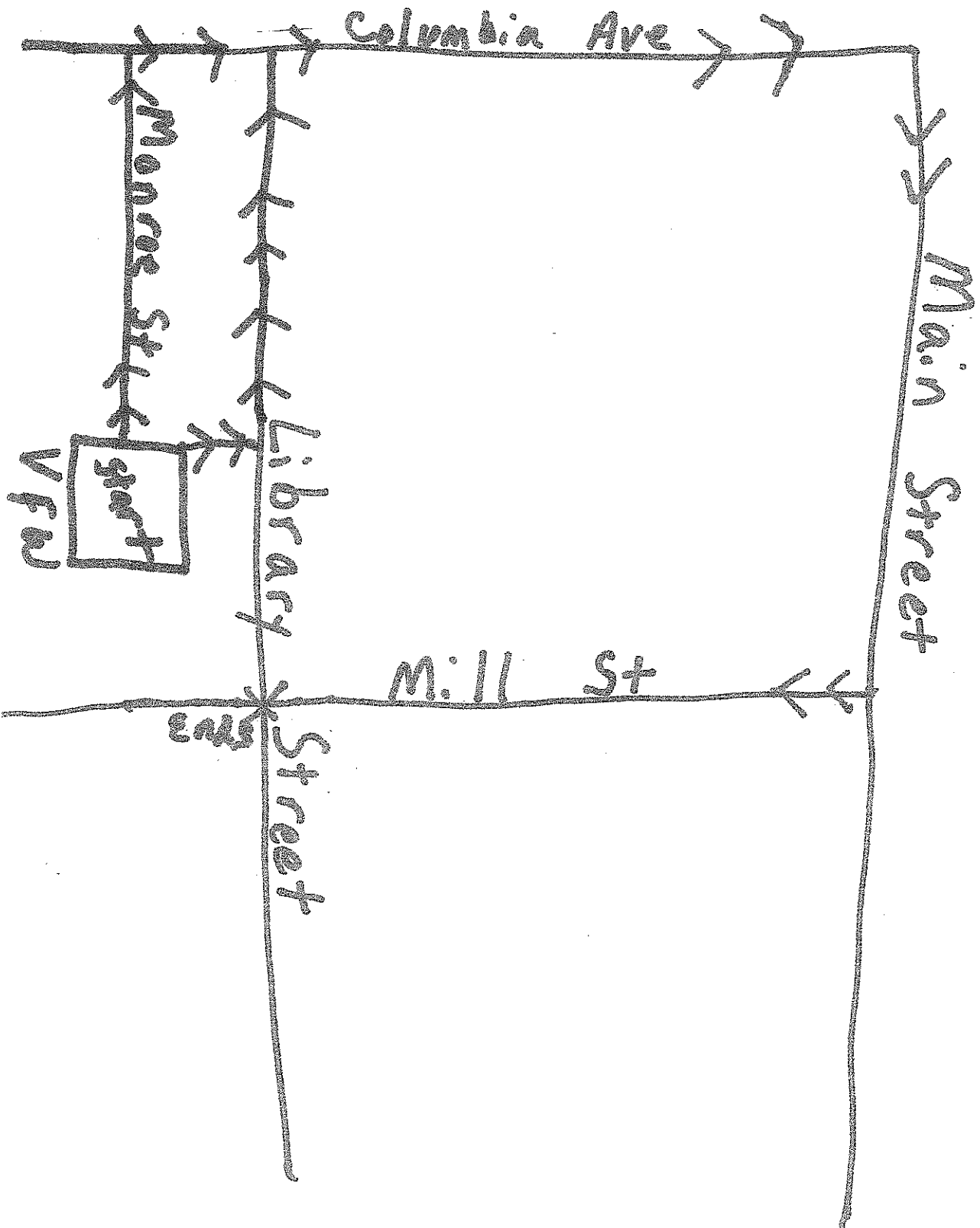
**I agree to abide by the rules and certify that I, on behalf of the applicant or organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any cost and fees that may be incurred by or on behalf of the event to the City of Waterloo. I also understand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

Signature: Madelyn G. Olt Date: 4/14/26

**FOR OFFICE USE ONLY**

Approved by City Council:  Yes  No Date: \_\_\_\_\_

- Zoning Department  Mayor's Office  Police Department
- DPW / Street Department  Electric Department



PWF Parade Route

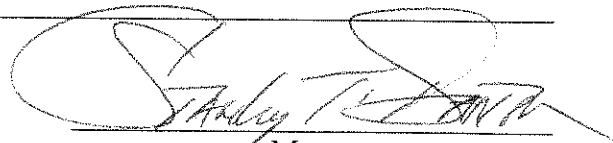
AGENDA REQUEST

(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:  
May 04, 2026  
(Date)
  
2. Description of matter to be placed on agenda:  
Consideration and Action on Executive Session for the Discussion of Personnel as  
per 5 ILCS 120/2(c)(1); and, Litigation as per 5 ILCS 120/2(c)(11).  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3. Relief or action to be requested:  
Executive Session.  
\_\_\_\_\_
  
4. Submittal date: 04-30-26  
  
Submitted by:  
Mayor Stanley T. Darter  
\_\_\_\_\_  
\_\_\_\_\_

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